

**BOARD OF HEALTH  
MEETING MINUTES**



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**TOWN OF MILLBURY  
FEBRUARY 13, 2019  
REGULAR MEETING**

RECEIVED  
TOWN CLERK  
2019 APR 26 PM 3:58  
MILLBURY, MASS

**Meeting Location:** Millbury Town Hall – Board of Health Office

**Members Present:** Ronald J. Marlborough, James Morin, Armand White

**Staff Present:** Judy Bater

**Health Agents Present:** Julie VanArsdalen, Cheryl Rawinski

**Absent:** None

**Guest/s Present:** None

**Call to Order:** Ron Marlborough called to order the meeting of the Millbury Board of Health at 4:02PM on February 13, 2019 in Millbury Town Hall Board of Health Office.

**Approve Minutes:** MOTION: Jim Morin made a motion to accept the minutes of the meeting. Seconded by Armand White. All approved.

**Review/Vouchers:** None

**Variance/Local Upgrades:** None

**Office Update:** Judy mentioned five year capital expenditure from the accountant. Judy mentioned future needs for the office, file cabinet, desks, computer in the future, a larger screen for Julie. Ron said to order the file cabinets out of our budget.

**Marijuana:** Judy stated that Karyn Clark provided an update with a copy of the power point presentation on Marijuana and edibles are not considered food by the State. Julie interjected that moldy products is a concern and still some details need to be worked out. Chain of custody needs to be worked out. She spoke with the lead investigator for the State. Cheryl asked if a permit was issued from the BOH in Leicester. Julie stated, yes as the rules have been changing since this facility opened. Jim stated that they still want to be involved. Judy said then they need to be stricter than the State and write a regulation. They would like Karyn to continue her research and write a regulation. This subject is ever evolving. Cheryl will look into Milford and see what they are doing. She had a tour of the Milford facility.

## Board of Health Meeting – February 13, 2019

**Public Health Nurse Update:** Cheryl re-enrolled for flu season and ordered flu vaccine. She stated that last year we used 100 doses but she did end up using the 160 or so doses of vaccine in her other communities but got the reimbursement back to Millbury. The Board told her to order what she needs.

**Health Agent Update:** Julie conducted routine food inspections and no complaints.

**CRMPHA Update:** The Board reviewed the print out provided by CRMPHA. Julie highlighted some key points...out vaccinating in the city due to Hep A outbreaks. Also, the adoption the new federal food code is official. Snap program funding is available and they should consider a larger scale farmers market. Julie will follow up on the Farmer's Market with a possible location at Asa Waters. Mike went out to deliver signage and a copy of the current tobacco regulation to all of the tobacco permit holders.

**New/Old Business:** Julie stated that she would like to make some procedural changes in regards to Title 5 as follows. She would like to use DEP Forms in some instances. The Board expressed their desire to have Julie for Title 5. Worcester has not committed past July 1<sup>st</sup>. The following recommendations were made by Julie.

**MOTION:** Armand White made a motion to eliminate perc extensions and have percs and deeps not expire if the Title 5 rules do not change. 2<sup>nd</sup> by Jim Morin. All in Favour. Approved.

**MOTION:** Jim Morin made a motion to eliminate Installer's and Engineer's as-built paperwork forms but to continue to use the current perc application and construct permit. Pyne no longer needs to sign. Sand Slips and Sieve Analysis is still required. Use State C o C and other forms as directed by Julie VanArsdalen. 2<sup>nd</sup> by Armand White. All in Favour. Approved.

**MOTION:** Armand made a motion to grant Julie cart Blanche on Title 5 forms. 2<sup>nd</sup> By Jim Morin. All in Favour. Approved.

**MOTION:** Armand White made a motion to allow Julie VanArsdalen to grant all local upgrades as necessary and allowed by Title 5, anything that requires abutter notification requires Board approval. 2<sup>nd</sup> by Jim Morin. All in Favour. Approved.

**UMM/STANTEC:** Julie asked the board if they wanted to extend the contract with Stantec for the UMM review. Julie asked Wayne Perry of Stantec if he would be willing to honor the existing contract and he would but she needed the Boards approval to extend the contract for them to continue with the technical review for UMM for the BOH.

**MOTION:** Jim Morin made a motion to grant an extension of the existing contract to June 30, 2019 using the same fee structure as in 2017 as stated on the previous contract. 2<sup>nd</sup> by Armand White. All in Favour. Approved.

**Board of Health Meeting – February 13, 2019**

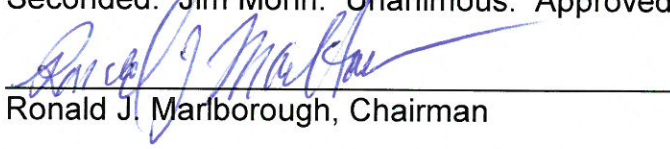
**Fee Adjustment procedures/protocols:** Ron explained that two weeks ago Friday he was in the BOH office with Dave and they decided to charge 50% of the food permit to Flees as it made sense since it needs to renew on July 1<sup>st</sup>. Judy explained the background of the situation and the array of misunderstandings and the timing of it all. Flees paid the full amount and is moving forward. The Selectmen meeting for him to obtain his Common Victualler License was cancelled due to inclement weather. Judy stated that office personnel is in the middle of Board and Management. Jim stated to charge Flees 50% on July 1st, all agreed. Julie stated the Fire Dept. was never notified from the Building Dept. in regards to their required inspection. Julie further stated that the Building Inspector is not staying in his lane and she has noticed he completed a septic comment that was not correct. Judy stated that she reviews all of the viewpoint notifications and she reviews the ones that are skipped. Julie also mentioned that Flees updated their kitchen layout and she never received a copy of it from Building. Jim suggested a letter to the selectmen that the Building Inspector is making decisions that he shouldn't be. Ron stated that Pakachaug Acres could not get their building permit. Judy stated we need specific examples. Ron stated Rhodes to Recovery is the perfect example as around 160 violations were noted after the Building Inspector reported 1. Jim stated back to the question of adjusting fees. Judy stressed the timing is not always right for a meeting. Judy suggested a motion to allow the Chairman to be able to decide to adjust fees.

**MOTION:** Armand White made a motion to allow the Chairman of the BOH to waive or adjust food permit fees as appropriate in the BOH Office. 2<sup>nd</sup> by Jim Morin. All in Favour. Approved.


**Discuss Permitting Procedures for Municipalities, Junk Dealers and Scrap Metal:** Tabled

**Next Meeting:** Wednesday, March 13, 2019

**Motion to Adjourn at 5:10 PM:** Armand made a motion to Adjourn  
Seconded: Jim Morin. Unanimous. Approved.

  
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Ronald J. Marlborough, Chairman

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James M. Morin, Vice Chairman

  
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Armand O. White, Clerk