

**TOWN OF MILLIS  
BOARD OF HEALTH  
Minutes of Meeting June 12, 2017**

A meeting of the Board of Health was held on Monday, June 12, 2017 at the Veterans Memorial Building, Room 213, Millis, Massachusetts. Present were:

- Kathleen Lannon, Chair
- Bonnie Hilton, Board Member
- JaiKaur LeBlanc, Board Member
- Barbara Thissell, Director and
- Vickie Philben, Administrative Assistant.

Ms. Hilton moved and Ms. Lannon seconded that the Millis Board of Health meeting of June 12, 2017 be opened at 7:07 p.m. It was unanimously voted to open the meeting.

**Administrative Business:**

- I. **May 2017 Minutes:** After review Ms. Lannon moved and Ms. Hilton seconded that the minutes of May 8, 2017 be accepted as amended. It was unanimously voted to approve the Minutes of May 8, 2017.
- II. **Temporary Food Event Permits:** During the May 2017 meeting, the Board recognized that better communication between temporary food event planners and the Health Department was needed. Ms. Hilton requested the Department develop a calendar of annual events that serve food. Ms. Hilton and Ms. LeBlanc will work with the Department to determine points of contact with various organizations. Once the calendar and contact information is prepared, a form letter will be mailed to each organization reminding the point of contact to apply for the necessary temporary food permit.  
  
Ms. Hilton drafted an instructional guide which could be given to organizations planning bake sales.
- III. **Nurse's Report:** The monthly report of the Public Health Nurse was reviewed.
- IV. **2018 Health Agents:** After review Ms. Hilton moved and Ms. Lannon seconded that the Board vote to approve the 'List of Appointment of Agents for FY18' as presented. It was unanimously voted to approve the list of agents.
- V. **Social Media:** Ms. Hilton stated that she would like to discuss her desire to have a Board of Health Facebook page with the new Town Administrator. Ms. Hilton would maintain the page. It was agreed that the Town website is not user-friendly. Ms. Hilton will provide the Board with examples of the type of information that she would like to post on a Facebook page.
- VI. **Board Member Manual:** Ms. Hilton stated that she would like to have a manual available to new Board members. The manual would provide information about the roles and responsibilities of the Board members. Ms. Hilton would be willing to work on the manual.

- VII. Annual Requirements:** All Health Agents need to be sworn in by the Town Clerk after July 1, 2017. If any Board members have not completed the on-line Conflict of Interest and Open Meeting Laws trainings those should also be done.
- VIII. Committee Representation:** Ms. Lannon will remain a Board of Health representative to the Water Study Committee and the Emergency Planning Committee. Ms. LeBlanc will represent the Board on the Master Planning Committee. The Board needs to elect a Hazardous Waste Coordinator to replace former member, Brian Hoell.

**New Business:**

- I. Food Recalls:** see attached
- II. Food Inspections and Reviews:** none
- III. Temporary Food Event Permits:** The following permits were issued since the Board's May 2017 meeting:
- A. Millis High Art Show @ Library, June 9, 2017
  - B. Millis Library Fun Fair @ Library, June 12, 2017
- IV. Septic System Activity:** Ms. Thissell summarized ongoing septic system improvements and/or inspections completed since the board's May meeting.
- A. 74 Forest Rd soil evaluation completed 5/10
  - B. 81 Norfolk Rd failed Title 5 on 5/6
  - C. 266 Pleasant St passed Innovative/Alternative (I/A) system inspection 4/27
  - D. 195 Farm St, septic abandonment issued 5/11
  - E. 480 Main St, septic abandonment completed 5/24
  - F. 71 Orchard St, soil evaluation completed 6/1
  - G. 0 Orchard St, soil evaluation completed 5/22
  - H. 81 Norfolk Rd, soil evaluation completed 5/23
  - I. 36 Forest Lane, soil evaluation completed 6/6
  - J. 13 Cedar St, I/A system inspection 2 year contract endorsed 4/1/17
  - K. 59 Pleasant St passed Title 5 on 4/14
  - L. 256 Pleasant St passed Title 5 on 5/15
  - M. 62 Dover Rd and vicinity, soil evaluation for four new residential lots completed 5/30
  - N. 21 Frontier Lane septic Disposal System Construction Permit (DSCP) issued 5/31
  - O. 304 Village St passed Title 5 on 4/27
  - P. 130 Middlesex St Certificate of Compliance issued 5/31
  - Q. 6 Bogastow Circle DSCP issued for d.box replacement on 6/1
  - R. 10 J William Heights soil evaluation completed 6/7
  - S. 74 Forest Rd DSCP issued 6/7
  - T. 195 Farm St, sewer abandonment (public sewer connection) CoC 6/12
- V. Public/Semipublic Activity:**
- A. Glen Ellen, swimming pool and kiddie pool inspected 5/17. Permit issued
  - B. Quail Hill, swimming pool inspected 5/19. Permit issued

C. Stoney Brook, swimming pool inspected 5/24. Permit issued

**VI. Soil Testing for Stormwater Systems:**

- A. 13 Debrah Ln, 5/31
- B. 2 Debrah Ln, 5/31
- C. 6 Debrah Ln, 5/31
- D. 10 Debrah Ln, 5/31
- E. 14 Debrah Ln, 5/31
- F. 17 Pearl St, 5/31
- G. 21 Pearl St, 5/31
- H. 5 Teresa Dr, 6/31

**VII. Private Pool Inspection:**

- A. 258 Village Street, 6/28

**Miscellaneous:**

- I. Bob's Family Restaurant suffered significant fire damage on 5/23. Restaurant has been closed indefinitely.
- II. In an email dated May 30, 2017, Massachusetts Department of Public Health (DPH) offered assistance with foodborne disease investigations. As described in the email, the CDC program OutbreakNet will support state and local health departments to improve their capacity to detect, investigate, control and respond to enteric disease outbreaks.
- III. Ms. Hilton stated that she recently asked Fire Chief Barrett who is funding the use of Narcan in emergency vehicles. Chief Barrett stated that Narcan used by Millis' emergency responders is billed through insurance companies. The Chief tries to recoup the costs to the extent practical. It is not funded through grants.
- IV. Dr. Ruth Potee will be speaking about the adolescent brain and the physiology of addiction in Wrentham on June 15. The event has been publicized on Millis Cable and Facebook.
- V. Lyme disease information has been distributed to the Millis Schools for distribution. And Lyme disease awareness posters have been provided to local business

**Scheduled Pubic Hearing & Discussion:**

**7:15 p.m. – 57 Hilltop Drive, Domesticated Fowl Permit Application**

Present was Richard Molloy of 57 Hilltop Drive

Ms. Thissell stated that the Health Department received a letter from an abutter stating that she had some concerns about the possible effects that the keeping of chickens at 57 Hilltop Drive could have on her property. Visual aesthetics, noise and the possible attraction of animal predators to the neighborhood were her primary concerns. After discussion it was determined that the proposed location of the chicken pen and coop would have minimal visual impact; the prohibition of roosters will eliminate the noise concern; and proper food storage will address the predator concern. The Board instructed Ms. Thissell to issue the permit.

### **7:30 p.m. – Namaste, Tobacco License Application**

Present were Bodha B Rautchhetry and Shashie Rautchhetry, store owners.

Ms. Thissell stated that the Rautchhetrys will be operating a convenience store at 915 Main Street. The new store which will be called Namaste will be located in the location of Shop 'n Go which recently closed. Namaste has applied for a Tobacco License from the Health Department. After a brief discussion, it was concluded that the closing of Shop 'n Go made a Tobacco License available and the issuance of a license to Namaset would not increase the total number of Tobacco Licenses in Millis above the maximum allowed which is nine permits. The Board instructed Ms. Thissell to issue a Tobacco License to Namaste.

### **7:45 p.m. - Glen Ellen Senior Residential Community Development**

Present were:

Philip Paradis, P.E. of BETA Group representing Board of Health;  
Scott Miccile, P.E. of Toll Bros.;  
Shawn Nuckolls of Toll Bros.; and  
Michael Dryden, Project Manager of Bohler Engineering

Mr. Dryden provided an application update. Mr. Dryden stated that plans dated June 6, 2017 were on submitted on June 9. These plans address concerns expressed by the Board of Selectmen, Conservation Commission and Planning Board.

Ms. Thissell questioned if the revised submission addresses her concerns outlined in a memo dated May 15. The June 6 submission does not. Mr. Dryden stated that revised information addressing Ms. Thissell's outstanding comments would be submitted as soon as possible.

Ms. Thissell questioned if Town Counsel would be given an opportunity to review legal documents (i.e. homeowners' documents and operations and maintenance plan) prior to the issuance of an Environmental Health Permit. Mr. Nuckolls stated that the Planning Board approval will require Town Counsel review of these documents prior to occupancy. Mr. Nuckolls stated that he could provide the Board with some typical language that is included in the legal documents. He requested that the Board issue the Permit without Town Counsel review of the legal documents. Ms. Lannon stated that the Board of Health requires this information to be provided prior to the issuance of the Environmental Health Permit. Mr. Miccile stated that this information is not available yet.

Ms. Thissell stated that her primary concern is maintenance responsibility. As example if the stormwater components of a phase are complete and appropriate as-built information has been provided, who does the Town call if maintenance is needed? Mr. Nuckolls stated that Toll Brothers will be responsible for construction and maintenance of common elements. All concerns will be addressed by Toll Brothers either as the developer or as the homeowners' association.

Toll Brothers will supply documents clarifying maintenance responsibilities, construction sequence and written responses to Ms. Thissell's May 15 comments. The discussion was continued to the next Board of Health meeting on July 17, 2017.

**Ms. Hilton moved and Ms. Lannon seconded that the Board of Health meeting of June 12, 2017 be closed. The Board voted unanimously to close the meeting.**

**Next Scheduled Meeting: Monday, July 17, 2017 at 7:00 p.m. in Room 213.**

Respectfully Submitted,

Barbara Thissell  
Millis Health Department

**Documents and Submittals of Meeting:**

- Public Health Nursing Report, May 3 – June 8, 2017
- List of Appointment of Agents for FY18
- Food Recalls Between May 8 to June 12, 2017
- Correspondence from Arlene Smith to Millis Health Director dated May 31, 2017
- 57 Hilltop Drive Application to Raise Domesticated Fowl
- Correspondence from Bohler Engineering to Dr. James Lederer dated June 12, 2017
- Correspondence from Bohler Engineering to Millis Planning Board dated June 12, 2017
- Correspondence from Bohler Engineering to Millis Board of Selectmen dated June 12, 2017