

**TOWN OF MILLIS
BOARD OF HEALTH
Minutes of Meeting July 17, 2017**

A meeting of the Board of Health was held on Monday, July 17, 2017 at the Veterans Memorial Building, Room 213, Millis, Massachusetts. Present were

- Kathleen Lannon, Chair
- Bonnie Hilton, Board Member
- JaiKaur LeBlanc, Board Member and
- Barbara Thissell, Director

Ms. Hilton moved and Ms. Lannon seconded that the Millis Board of Health meeting of June 12, 2017 be opened at 7:04 p.m. It was unanimously voted to open the meeting.

Administrative Business:

- I. **June 2017 Minutes:** After review Ms. Hilton moved and Ms. Lannon seconded that the minutes of June 12, 2017 be accepted as presented. It was unanimously voted to approve the Minutes of June 12, 2017.

- II. **Temporary Food Event Permits:** The Board and the Department are continuing to work together to remind event organizers of their requirement to obtain a temporary food event permit for events that serve food.

The Department prepared a list of past Temporary Food Event Permit recipients. Ms. LeBlanc stated that she had contacted Janet Harkey at the Middle/High School. Ms. Harkey and Ms. LeBlanc will meet in August to establish the best means of informing school parent groups of their obligation to acquire temporary food permits for events that serve food.

Ms. Hilton will finalize the draft temporary food instructional guide that she has drafted. The instructional guide will be given to event organizers.

- III. **Office Staffing:** Ellie Baczkowski and Kathi Smith have been hired as Temporary, Part-Time Department Assistants. Both Ms. Baczkowski and Ms. Smith are members of the Town employee's union, Service Employees International Union 888 (SEI 888). Ms. Baczkowski will work in the Health Department Monday afternoons. Ms. Smith will work all-day Tuesday and Thursday mornings. Ms. Lannon expressed concern that the new temporary hires are not proficient in the Town's accounting system, MUNIS. Ms. Lannon and Ms. Thissell will discuss the necessary MUNIS training with the Town Administrator.

- IV. **Recreational Marijuana:** Ms. Thissell stated that she was approached by a member of the Board of Selectmen to participate in a focus group that will meet to discuss the possible impacts of the legalization of recreational marijuana. Ms.

Thissell stated that, though she has her own opinions, she does not know the Millis Board of Health's stance on the topic. The Board instructed Ms. Thissell to encourage anyone seeking the Board's opinion to attend a Board of Health meeting. Ms. Lannon stated that any recreational marijuana sales moratorium must be made by the Board of Selectmen. Ms. Lannon further stated that because State legislation has not been made available for review any comment by the Board of Health would be premature.

- V. Nurse's Report:** The monthly report of the Public Health Nurse was reviewed. The Board expressed disappointment with the number of participants attending an outreach Food Borne Illness program conducted for the Council on Aging. Ms. Hilton will discuss future program ideas with Patty Kayo of the Council on Aging.

New Business:

- I. Food Recalls:** see attached
- II. Food Inspections and Reviews:**
- A. Kravings, 6/21
 - B. Primavera, 6/21 and 6/29
 - C. Jordon Brothers Seafood (Tangerini's), 7/6
 - D. Lilac House, 7/6
 - E. Millis Carnival (four vendors), 7/6
- III. Temporary Food Event Permits:** The following permits were issued since the Board's June meeting:
- A. Millis Carnival, four vendors, 7/6
- IV. Septic System Activity:** Ms. Thissell summarized ongoing septic system improvements and/or inspections completed since the Board's June meeting.
- A. 6 Bogastow Circle Distribution Box inspection 6/13 not acceptable, re-inspected 6/15, Certificate of Compliance (CoC) issued 6/16
 - B. 1 Blueberry Lane passed Title 5 on 5/19
 - C. 12 J. William Heights Conditionally passed Title 5 on 4/13, Disposal System Construction Permit (DSCP) issued for Distribution Box replacement 6/19, inspection 6/19, CoC issued 6/
 - D. 71 Orchard St DSCP issued 6/19
 - E. 47 Dover Rd failed Title 5 inspection 6/20
 - F. 87 Acorn St DSCP issued 6/19, inspection and CoC issued 6/28
 - G. 28 Myrtle St, passed Title 5 on 6/29
 - H. 23 Spencer St passed Title 5 on 6/16
 - I. 74 Forest Rd CoC issued 7/11
- V. Complaints**
- A. 45 Pleasant St, rooster(s)
 - B. 24 Stoneybrook #12, bedbugs

Scheduled Pubic Hearing & Discussion:

7:05 p.m. - Glen Ellen Senior Residential Community Development

Present were:

Melissa Recos, P.E. of BETA Group representing Board of Health;
Scott Miccile, P.E. of Toll Bros.;
Shawn Nuckolls of Toll Bros.;
Ryan O'Rourke of Toll Bros.; and
Austin Turner, Project Manager of Bohler Engineering

Mr. Turner provided an application update. Ms. Thissell met with the applicants on July 11, 2017 to discuss her concerns. Construction sequencing controls, site security, maintenance responsibilities and the safety of new residents within an active work area are Ms. Thissell's primary concerns. Ms. Thissell stated that she also has some stormwater concerns that need to be addressed.

Development logistics make it impractical to place construction fencing around entire phases throughout construction. Further it is impractical to fence foundation excavations throughout the site. It was agreed that all excavations would meet applicable construction standards. It was further determined that deep utility trenches will not be left unattended and that steel plates will be used as necessary. Orange construction fencing will be installed where necessary. Six-foot high construction fencing will be placed around active demolition areas and in the common driveways where necessary to prevent non-authorized vehicles from entering areas unsafe for passenger vehicles.

Once the common driveway infrastructure and stormwater components are constructed, dwellings will be sold and occupied as soon as they become available. The new residents may be inconvenienced during construction of neighboring dwellings. Dust, noise, traffic and tripping hazards are concerns. The applicants provided a draft document entitled "Sales and Construction Operations". The document will be finalized and provided to each buyer at the time of sale. The document, which is signed by each buyer, acknowledges that the unit being purchased is located within a construction site and that from time to time there may be unfavorable noise, sights, dust and traffic. It was agreed that, though the site could not be made handicapped accessible during construction, pavement tripping hazards would be minimized by blending/feathering pavement where necessary.

After discussion, Mr. Miccile agreed that he would add language to the construction sequence stating that a parking area will be constructed for heavy construction vehicles and construction workers that are constructing roadway infrastructure and appurtenances. The temporary parking area will be constructed within the heavy construction areas. Tradesmen (e.g. painters) working on the dwelling units will be allowed to park the vicinity of the dwelling units.

Mr. Turner stated that Bohler Engineering will be submitting revised documents over the next few weeks that will address outstanding concerns. Revised documents will also reflect agreements reached during the public hearing process (e.g. construction fencing, pavement blending etc.).

The homeowners' documents will be reviewed by Town Council prior to the issuance of the first Certificate of Occupancy.

Ms. Recos reviewed her outstanding concerns. Ms. Recos noted that waivers would be needed to decrease the rate and volume of stormwater from the site and to excavate material to within 7.5-feet of high groundwater.

Ms. Lannon questioned if the Board could issue an Environmental Health Permit while there is an open lawsuit affecting the property. Mr. Nuckolls stated that Toll Brothers was moving forward with the permit application at its own risk. Mr. Nuckolls will provide documentation that Millis Town Counsel provided to the Planning Board regarding this concern.

Ms. Lannon moved and Ms. Hilton seconded that the discussion be continued until August 17, 2017. It was unanimously voted to continue the discussion to August 17.

7:45 p.m. – Mai Cuisines, HACCP

Present were:

Steven Shatford, Mai Cuisines
Danmei Liu, Mai Cuisines

Mai Cuisines proposes to prepare sushi in Roche Brothers supermarket. The food will be prepared in an area of the supermarket recently vacated by a prior sushi company. Ms. Thissell stated that Mai Cuisines has requested a variance from the Food Code section 3-502.11 to allow cooked rice to be preserved via reduced PH in lieu of temperature control. As required in the Code, a Hazard Analysis Critical Control Points (HACCP) plan has been provided. Our food consultant, Angelo DeLuca, RS has reviewed the HACCP plan and found it to be acceptable.

The Board stated that there must be a ServSafe certified employee on-site at all times of operation. The Board directed Ms. Thissell to approve the variance request.

Ms. Hilton moved and Ms. Lannon seconded that the Board of Health meeting of July 17, 2017 be closed at 9:03 p.m. The Board voted unanimously to close the meeting.

Next Scheduled Meeting: Thursday August 17, 2017 at 7:00 p.m. in Room 213.

Respectfully Submitted,

Barbara Thissell
Millis Health Department

Documents and Submittals of Meeting:

- Detail Discussion dated July 17, 2017
- Agenda dated July 17, 2017
- Public Health Nursing Report, June 9 – July 13, 2017
- Food Recalls between June 12 to July 17-2017
- Correspondence from BETA Group, Inc. to Millis Conservation Commission dated June 15, 2017
- Correspondence from BETA Group, Inc. to Millis Board of Health dated May 4, 2017
- Memo to File from Barbara Thissell dated June 28, 2017
- 'Sales and Construction Operations' undated document prepared for Regency at Glen Ellen by Toll Brothers