



# Town of Northborough

## Board of Health

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Members Present: Glenn French  
Dilip Jain  
Deirdre O'Connor  
Jamie Terry, Board of Health Agent

The Board of Health met on Wednesday, July, 8 2009, in conference room B of the Northborough Town offices. The meeting was called to order at 7:00 PM by Glenn French. The minutes for the May meeting were approved as amended.

Ms. Terry informed the Board that most of the violations have been corrected at Tom's Eatin & Drinking Place located at 4 West Main Street. Ms. Terry indicated that since the Board's last meeting there have been four staff members who have become ServSafe Certified. However, Ms. Terry reports that she recently received another complaint this week from the Fire Department as they have responded on at least two occasions and found that the ventilation system is not in working order. The Fire Department has ordered them not to use it until the problem is corrected. Ms. Terry believes that they have called for service. Ms. Terry is discouraged about this complaint and intends to visit the establishment. Ms. Terry advised the Board that if they are not compliant they will be brought before the Board at the next meeting and will be charged a re-inspection fee.

Ms. Terry advised the Board that she visited Professional Body Art located at 94 Main Street and spoke with Diane Moreira. Ms. Terry was there to inquire about the two unlicensed individuals operating as tattoo artists at the establishment. Ms. Moreira stated that there were two apprentices training at the establishment and she admitted to allowing them practice with consent of the customer. Ms. Terry advised Ms. Moreira that this was not allowed in the Town of Northborough and the two individuals would need to become licensed in order to practice at the establishment. The Board requested that Ms. Terry notify the Town of Framingham as Professional Body Art has another establishment in their town and are concerned that the apprentices will be practicing at that establishment.

Ms. Terry advised the Board that she received notification that there was a summer art camp operating at 485 Howard Street. This camp is not currently licensed by the Town and Ms. Terry has made contact with the owner/director and will be meeting with her on Monday, July 13, 2009.

Mr. Thomas Lowe appeared before the Board tonight as he had a couple of questions to ask. Mr. Lowe thanked the Board and stated that he appreciates that the Board allowed him this opportunity.

*Q.* How is the Board of Health formed?

*A.* The Board of Health is appointed by the Town Administrator

*Q.* Who is in charge of the Health Agent and the Board of Health Office?

*A.* The Board of Health Agent is hired by the Town Administrator. Chairman Glenn French assisted in the hiring process. The Board of Health is a separate entity from the Board of Selectman.

*Q.* Does the Board of Health enforce only State Regulations?

*A.* The Board of Health enforces State Regulations and has also adopted local regulations.

*Q.* Who carries out orders by the Board of Health?

*A.* The Board of Health Agent carries out orders from the Board of Health.

*Q.* Who is in charge of the Board of Health budget?

*A.* The Board of Health Agent and the Town Administrator are in charge of the budget for the Board of Health. The Board of Health is kept apprised of the budget.

Mr. Lowe advised the Board that many people have voiced concern over the increase of fees.

*Q.* Where does the budget process begin?

*A.* The Board of Health budget and fees are separate matters, they are not one and the same and one does not equal the other. The Town Administrator asked Jamie to look at the fees when she was hired in 2007. The Board stated that the fees were not up to date and hadn't been raised in many years. Ms. Terry stated that she did her research and compared Northborough's fees to comparable surrounding towns. The Board of Health was aware of the entire process and reviewed everything until they were comfortable. There was a public hearing held in March of 2008 and no one came. The Board of Health voted to adopt the new fee schedule in April of 2008 and new fees went into effect July 1, 2008.

Chairman Glenn French stated that the fees were not randomly upped due to the current state of the budget. Deirdre O'Connor stated that the increase in fees was labor driven and extensive work went in to this process. Ms. Terry stated that fees had not been addressed in over ten years and they will be re-evaluated every three to five years.

Mr. Lowe requested that individual establishments be made aware the next time the Board considers raising the fees. The Board will take this under advisement and consider doing so as a courtesy. Mr. Lowe understands that the level of service has increased since Jamie has come to town and stated that there is a huge difference from past Board of Health Agents to the current Board of Health Agent.

Mr. Kevin Carroll of Auger Ave was also present at tonight's meeting and asked the following question.

*Q.* Do the Board of Health fees go directly to the general fund?

*A.* Yes, fees are deposited to the treasurer and go to the general fund. The fees do not cover office expenses.

The Board and Health Agent concur that there are a lot of things that are done that we do not charge for. The Board feels as though the fees are justified and it's the price of doing business in town.

Mr. Lowe stated that many people have concerns about trash removal and inquired why the Board of Health is not in charge of trash. The Board advised that they do have local regulations on trash however they are implemented by the Town Engineer.

Mr. Lowe asked the Board if there is anything that they would like him to get out to the public. The Board of Health would like residents to come before the Board if ever there are any questions. The Board would like to be used as a resource; the more people use these services, the better it will be for the town. Deirdre O'Connor wants Mr. Lowe to remind those with concerns that the Health Agent works for the citizens who utilize the establishments in town. Ms. Terry informed the Board that the town is in the process of updating the website and will have a lot of great, useful information.

Ms. Terry updated the Board of the H1N1 response. There have been five contracts awarded to five companies to develop a vaccine. This vaccine needs to be created, tested, and accepted. This is not a live vaccine, and will be administered in two doses. Massachusetts will get 2.1% of the vaccine and the target age will be those between the ages of 11 and 19. We should expect to see shipment around the end of October/beginning of November.

Ms. Terry and the Board discussed seasonal flu. The town will receive the amount of vaccines that were used last year and will need to ask for more if it's needed. Ms. Terry expects a large turnout this year. The annual flu clinic may be moved to accommodate a larger number – location to be determined at a later date. Ms. Terry and the Board also discussed the possibility of doing a test run of the Emergency Dispensing Site.

The next Board of Health meeting will be held on Wednesday, August 12, 2009.

The meeting was adjourned at 8:10 PM.

Respectfully submitted,

Sarah L. Roach