

MINUTES
STURBRIDGE BOARD OF HEALTH MEETING
Monday, December 7, 2009 7:00 pm

In Attendance: Linda Cocalis, Bob Audet, and John Degnan. Lynne Girouard, Administrative assistant; Alyssa Rusiecki, Health Agent. Meeting called to Order at 7:00 p.m.

MINUTES — Minutes of November 16, 2009 were reviewed and approved.

ADMINISTRATIVE ASSISTANT'S REPORT - Ms. Girouard gives a verbal report of correspondence received and provides a list of the financial accounts.

INSPECTOR'S REPORT – (Food and Accommodations) – Mr. Woolhouse provides a report of his routine inspections; the Thai Place has complied with previously noted issues. George's Pizza and Whistling Swan must come into compliance.

Ron and Alyssa discuss their interaction with a number of proposed “New Food Establishments.”

1. BT's Smokehouse, new Main Street location: a completed application and floor plan has been submitted and the applicant has been given the go-ahead for construction remodeling and/or equipment placement, it is up to the applicant to call for a pre-opening inspection when ready.
2. Kim's residential kitchen: an application came in but it contained items not allowed to be prepared in a residential kitchen. This was confirmed with the Department of Public Health; we have written a letter for her to revise the menu (and/or location);
3. A newspaper article appeared about “Pat the cookie lady,” but this cannot be a current business because there is no residential kitchen permit issued from the Board of Health. She has worked at other facilities for special functions. If she would like to re-institute this home business, she will have to apply for a residential kitchen permit.
4. A new steakhouse on Main Street will be submitting an application.
5. Sal's Restaurant: the plans and application have been approved and the applicant has been given the go-ahead for remodeling and/or equipment placement some time ago; it is up to the applicant to call for a pre-opening inspection, when ready.
6. The applicants for the proposed Mexican restaurant at the old Rom's location have not yet submitted a completed application and Alyssa expressed concern at a recent joint meeting with other Department heads that work is being done without oversight from the Board of Health under whose jurisdiction it is to oversee compliance with the Federal and Massachusetts Food Codes to ensure that proper food handling and sanitation processes are put into place. Alyssa was advised by a representative from the Central Massachusetts Planning Commission, who attended the same meeting, to send a letter to the applicants notifying them of their obligations and to copy all other Town departments, so that it would be known that the Board of Health staff has indeed reached out and instructed the applicants of their responsibilities. Ron has stopped by the restaurant a number of times, and Alyssa has gone over the application and shown the applicant examples of what other restaurateurs have provided to the Board of Health in similar situations. The Board of Health agrees that the letter is good idea (attached).

AGENT'S REPORT — The following inspections were conducted: housing re-inspection at 19 Main St; landfill inspection; food establishment, Whistling Swan; perc test 118 Clark Rd; septic installation inspections, 6 Champeaux Rd., (2) 287 Cedar St., and 561 Leadmine Rd. Alyssa

stated that she was complimented by one of the installers, who appreciated that “things are being done right, it protects everyone.”

Alyssa met with Irene Congdon, technical assistant from DEP regarding potentially new policies for the recycling center and trash haulers. The Board will discuss these matters in depth at the next Board meeting.

Alyssa attended an interdepartmental meeting for department heads organized by the Planner. A representative from the Central Massachusetts Planning Commission attended to discuss the permitting process for commercial and large scale sub-division applications. Alyssa noted that an interactive permitting software package would be helpful, even for residential projects. The Town has the Grafton model, which has been made available to the State; but the Board of Health will need to obtain Access as a platform for operation.

BUDGET - Alyssa prepared a rough draft of the budget and capital expense request forms for Fiscal Year 2011 and reviewed it with the Board. Although there are budgetary constraints, the Board needs a full-time secretary and will include the additional hours as request in their budget. Capital expenses and supplies included personal protective equipment, (boots and jackets), a new printer, and postage. The Recycling Center needs to upgrade the take-it-or-leave-it shed.

APPEARANCES – Mr. and Mrs. Gary Allard of 31 South Shore Rd. attend the meeting to show pictures of a “sudsy” substance exiting a pipe on their property. The pipe starts or passes through the property at 35 South Shore Rd. A lab test is submitted that states that both e coli and fecal coliform are present at the outflow. The Board of Health does not have any records pertaining to the septic system at 35 South Shore Dr. The agent’s report indicates that a slight septic odor was observed exiting the pipe. The Board of Health has the right to order a Title 5 inspection, but will ask the occupants at 35 South Shore Rd to comply with a dye test, which will not be at any expense to the owner and will not be intrusive into their septic system. The Board of Health instructs the Health Agent to call the occupants of 35 So Shore Dr. to get permission to run the dye test.

RECYCLING CENTER/LANDFILL – Fill is needed for the landfill daily cover so Alyssa will call one of the contractors that Mr. Morse had used previously. Alyssa inspected the landfill, and the cover operations recently performed by the DPW looked good.

H1N1 UPDATE – Report regarding the December 5th H1N1 clinic (for children and other groups meeting the CDC guidelines), the Board of Health was very pleased that over 500 people received their vaccinations. Another round of thanks is due to the volunteers who helped make this clinic a success! The next clinic will be held at Burgess Elementary School on January 9th from 9am to 1pm, with registration required.

Regarding the billing, we will not immediately be able to pay any bills for Harrington Preventative Health services or for the janitorial services at Burgess until after the January clinic since we have received very little grant money to date, and if we need to request a reserve fund transfer for funds, then it is decided that it is best to ask once for one amount. The Police and Fire Department have taken care of paying for their personnel whom we used at the previous clinics.

HEARINGS – None.

CORRESPONDENCE – A letter was received from the owner of Kaizen Restaurant regarding the separation of use of the outside grease trap. The Board will provide a response indicating that building management issues are between the owner and tenants.

CONCERNS OF THE MEMBERS – Regarding the on-going manure issue at 207 Podunk Rd., Chairman Cocalis states that the Police Dept. has gotten involved.

For the record, the Board of Health has not received any complaint forwarded from the Board of Selectmen regarding Health Agent Alyssa Rusiecki despite the Board of Selectmen voting unanimously to forward any and all complaints to the Board of Health. Ms. Rusiecki requested her personnel file on November 10th and received it on November 19th and it did not have any complaints - it did, however, have two complimentary letters. At this time, having not received any new or substantiated complaints, the Board of Health considers this matter closed.

Voted to adjourn at 9:55PM

NEXT MEETING: MONDAY 12/21/09 @ 7:00pm

Respectfully submitted,

Alyssa Rusiecki
Public Health Agent