

**TOWN OF MILLIS
BOARD OF HEALTH
Minutes of Meeting
April 9, 2018 - FINAL**

A meeting of the Board of Health was held on April 9, 2018 at the Veterans Memorial Building, Room 213, in Millis, Massachusetts. Present were:

- Kathleen Lannon, Chair
- Bonnie Hilton, Board Member
- JaiKaur LeBlanc, Board Member
- John McVeigh, Public Health Director

Bonnie Hilton moved and JaiKaur LeBlanc seconded that the Millis Board of Health meeting of April 9, 2018 be opened at 7:00 p.m. It was unanimously voted to open the meeting.

Administrative Business:

- I. Discussion of proposed non-criminal disposition ticketing process. The Director's proposal to adopt language concerning state codes that the Board of Health has responsibility for was discussed. The board agreed to consider adopting proposed language from letter dated 4/3/2018 from the Director. The next step is to determine how this process should proceed. The director will follow up.
- II. Discussion concerning the town policy for payable bill approval. Based on a memo from the finance director dated 11/7/2016 a majority of board members signatures are required but the board may designate one member to review and approve departmental bills. The board decided to move forward with this process.
- III. Bonnie Hilton questioned if an index of Board of Health regulations was available. It has not been updated since 2003. She has agreed to update.
- IV. **Nurse's Report:** The monthly report of the Public Health Nurse was reviewed.
- V. February 12, 2018 Board of Health meeting minutes unanimously approved as presented on a motion made by Kathleen Lannon and seconded by Bonnie Hilton.
- VI. Rabies Clinic held on Saturday April 7, 2018.

New Business:

- I. **Complaints/Housing Inspections**– The Director proposed having a show cause hearing concerning ongoing roof leaks at Stoneybrook apartment. It will be scheduled for the May Board of Health meeting.
- II. **Business Licenses**- Semi-public pool permit requirements will be addressed at the May Board of Health meeting. The director will notify the two pools in Millis at Stoneybrook and Quail Hill Condominiums.

III. Miscellaneous –

IV. Business Licenses

None outstanding.

Scheduled Public Hearings & Discussions:

Discussions:

Director McVeigh discussed consideration of model Board of Health Marijuana Regulations proposed by the Massachusetts Association of Health Boards. The Board agreed to review the model regulations and discuss more fully at an upcoming meeting.

8:20 PM- Motion to close the meeting was made by Kathy Lannon seconded by JaiKaur LeBlanc, meeting was closed.

April meeting minutes approved 6/11/2018. Bonnie Hilton motioned, Kathy Lannon seconded, unanimous.

Next Regularly Scheduled Meeting: May 21, 2018

Documents and Submittals of Meeting:

Meeting notice agenda posted, April 4, 2018

Public Health Nursing Report, April 4, 2018

Draft January and February 2018 Meeting Minutes

Memo department bill approval, Kathy LaPlant, Finance Director 11/7/2016

Non-Criminal Disposition ticketing process letter 4/3/2018 John McVeigh