

**TOWN OF MILLIS
BOARD OF HEALTH
Minutes of Meeting - November 7, 2017**

A meeting of the Board of Health was held on November 7, 2017 at the Veterans Memorial Building, Room 213, in Millis, Massachusetts. Present were

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

Ms. Lannon moved and Ms. LeBlanc seconded that the Millis Board of Health meeting of November 7, 2017 be opened at 7:00 p.m. It was unanimously voted to open the meeting.

Administrative Business:

- I. October 2017 Minutes:** After review, Ms. Lannon moved and Ms. LeBlanc seconded that the minutes of October 16, 2017 be accepted as presented. Ms. Lannon and Ms. LeBlanc unanimously approved meeting minutes for October 16, 2017 with Ms. Hilton abstaining (not present at 10/16/17 meeting).
- II. Temporary Food Event Permits:**
None
- III. Nurse's Report:** The monthly report of the Public Health Nurse was reviewed. One hundred fifty (150) adult flu vaccines/30 vaccines for children were administered at the 11/21/17 flu clinic. The next flu clinic is being held 11/18/17.

New Business:

- I. Food Recalls:** see attached
- II. Food Service Inspections**
 - A. Millis Middle School/High School, 10/17
 - B. HESSCO, Veterans Memorial Building, 10/24
 - C. Louie's Pizza, 10/24
 - D. Budabing's Café, 10/25
 - E. Thin Thin Lwin (Roche Bros sushi), 10/25
 - F. Victory LN, 10/26
- III. Septic Happenings**
 - A. Local Upgrade Approval Granted, 138 Pleasant ST, 10/16
 - B. Disposal System Construction Permit(DSCP) issued, 138 Pleasant ST, 10/17

- C. DSCP issued, 47 Causeway St, 10/23, Soil Testing Completed, 335-341 Village ST, 10/19
- D. Local Upgrade Approval Granted, 47 Causeway ST, 10/23
- E. DSCP issued for D-Box replacement 21 Bogastow CIR, 10/24
- F. Certificate of Compliance (CoC) issued for 21 Bogastow CIR, 0/24
- G. DSCP issued, 26 Beech ST, 10/30
- H. CoC issued, 129 Middlesex ST, 11/2
- I. DSCP issued 18 Frontier LN, 11/6
- J. Title 5, 57 Forest RD passed Title 5 Inspection on 11/1
- K. DSCP issued 22 Frontier LN, 11/6
- L. DSCP issued 17 Frontier LN, 11/6
- M. Title 5, 1098 Main ST failed Title 5 Inspection on 10/9
- N. CoC issued 47 Dover RD, 11/7

IV. Complaints

- A. McDonald's, plumbing

V. Miscellaneous:

- A. Correspondence from Massachusetts DEP dated 11/2/17 to NorthStar Contracting Group determined that GAF Beneficial Use Determination (BUD) for 60 Curve Street is technically deficient.
- B. Ray Merrill of GAF called. Ray stated that GAF is withdrawing its BUD application and paperwork will be submitted to MA DEP.

VI. Business Licenses

- A. Richdale Food Shops has applied for 2017 food license, 132 Exchange ST.
- B. Richdale Food Shops has applied for a 2017 tobacco license.
- C. Bethany Trucking DBA Presco has applied for a septic installer license.

Scheduled Public Hearings & Discussions:

7:15 Environmental Health Permit Application for new Clyde Brown School

In attendance were

- Aaron Gallagher, P.E. – Nitsch Engineering
- Steve Agostini - Agostini Bacon
- Juliette Allen - Agostini Bacon
- Jeff D'Amico - Compass Project Management
- Matt Barnhart - Tappe Architects

- Mike Berlin - Compass Project Management
- Melissa Recos, P.E. - BETA Engineering
- Wayne Klocko - Elementary School Building Committee
- Diane Germaine - Elementary School Building Committee

Kathy Lannon made a motion to reopen the New Clyde Brown School Environmental Health Permit Application discussion. Ms. Hilton seconded the motion and it was voted unanimously to reopen the discussion. Responses to the Board's outstanding concerns were reviewed from a letter to the Board from Tappe Architects dated 10/31/2017 as well as the Draft Environmental Health Permit drawn up by the Board's engineering consultant, Melissa Recos of Beta Engineering. Updated plans including information concerning the roof drain system were also provided.

A condition concerning the installation and maintenance of the 3,500 gallon grease trap was reviewed and updated with BOH maintenance requirements.

Conditions that final stormwater components design and supplemental information must be provided and approved by the BOH prior to installation and that final stormwater infiltration system layouts with isolator rows shall be submitted for review and approval prior to installation were added.

A motion was made by Ms. Lannon and seconded by Ms. LeBlanc that the final permit would be approved with the above additions included. The vote was unanimous.

On a motion made by Ms. Lannon and seconded by Ms. LeBlanc, it was unanimously voted to grant the variance requested from Section XII.2.a, of the "Millis Board of Health, Public and Environmental Health Review Regulations" to allow a decrease in the rate and volume of stormwater runoff from the site. The proposed variance is considered non-detrimental because current environmental standards encourage on-site stormwater recharge.

On a motion made by Ms. Lannon and seconded by Ms. LeBlanc, it was unanimously voted to grant the variance request requested from Section XIII.2.a, of the "Millis Board of Health, Public and Environmental Health Review Regulations" which prohibits excavation to within 7.5 feet of maximum groundwater elevation to provide for potential subsurface sewage disposal systems. The proposed reduced groundwater separation is considered non-detrimental because, as noted into the record, it is proposed to service the new developmental with public sewer.

7:45 PM – 1525 Main Street, Commercial Building, Environmental Health Permit Application

Daniel Merrikin, P.E. Merrikin Engineering, LLP asked that the application hearing be postponed. He will notify us when they are ready to continue hearing.

8:00 PM – Budabing’s 50’s Café

Barbara Thissell inspected Budabing’s on 10/25/2017 and though no critical violations were found, she followed up with a letter to Ed Harutyunyan, the owner, concerning resolution of the findings she had made. Prior to this meeting all of the deficiencies were resolved to Ms. Thissell’s satisfaction so the hearing was cancelled.

Recognition of Outgoing Director

Tonight was the final BOH meeting for Barbara Thissell, BOH Director. The Board of Health thanked Ms. Thissell for her exemplary work as Millis BOH director. They cited their appreciation for her strong technical skills, her organizational abilities, flexibility, and customer service orientation.

Thissell submitted a document entitled “Health Department – Protocol” that outlines duties for the BOH administrative assistant. This is particularly helpful as all current administrative assistants are temporary employees. She also provided an outline of BOH regulations for the next BOH director.

Ms. Lannon moved and Ms. LeBlanc seconded that the Board of Health meeting of November 7, 2017 be closed at 9:40 p.m. The Board voted unanimously to close the meeting.

Next Regularly Scheduled Meeting: **December 11, 2017 in Room 213.**

Respectfully Submitted,

Kathleen Lannon
Millis Board of Health Chair

Documents and Submittals of Meeting:

Director detail discussion dated 11/7/2017

Agenda dated 11/7/2017

Public Health Nursing Report, October 13 – November 6, 2017

Food Recalls October 17-November 7, 2017

November 2017 Meeting Minutes

Draft EHIR permit for Clyde Brown School

Letter from Tappe Architects dated 10/31/2017 concerning Clyde Brown EHIR permit application

Letter from Mass DEP dated 11/2/2017 concerning GAF site BUD application requesting supplemental information

Notice from Millis Conservation Commission concerning public hearing 11/13/2017 form proposed amendments to Town of Millis Wetlands Protection Bylaw

Town of Millis Health Department Protocol dated November 2017

Prepared by Public Health Director, overview of administrative assistant duties in the Millis Board of Health

Document entitled "Millis Health Department Policies and Interpretations"

Prepared by Board of Health Director, review of Millis Board of Health regulations associated with septic-related and EHIR related reviews for next BOH director's review