

## MONTAGUE BOARD OF HEALTH MEETING

Wednesday, October 19, 2011 – 5:30 pm – Downstairs Meeting Room - Town Hall, One Avenue A,  
Turners Falls, MA

### Meeting Minutes

**Present:** Chris Boutwell, Jay DiPucchio, Michael Nelson - Chair, Anne Stuart – Board of Health

**Absent:** Gina McNeely – Board of Health Director

Michael Nelson opened Board of Health Meeting at 5:40PM

- **Directors Report for September 2011:**

- a. In the absence of the Health Director, review during November meeting

*Christopher Boutwell motioned to table the Director's report for the month of September 2011. This motion was seconded by Jay DiPucchio. Motion passes.*

- **Review Minutes: September 21, 2011 Minutes**

- a. Michael Nelson recommended to table September minutes for the Board of Health till the November Board of Health Meeting.

- **Pumpkinfest Debriefing**

- a. There are going to be 50 plus food vendors.
- b. Bakers Oven – needs to send check
- c. Burrito Rojo – no booth staffing issues
- d. Class of 2015 – Donna Fowler will be all set
- e. We organized all vendors in order of arrival from Town Hall down Avenue A left and right hand sides
- f. David Demar – (no email) needs to send check
- g. Erving Elementary PTO – Nothing came in for them
- h. Vendors who missed the October 6, 2011 deadline will be fined
- i. Gill School – Susan Whitehouse need serve safe
- j. Harbor Dogs – all set year round mobile permit – have every food vendor do a permit regardless of situation
- k. St. Kaz – not going to be affiliated with the event
- l. Thomas Memorial – doing food items at club and holding condiments if they do cold sandwiches. They might do baked goods – Anne will talk to Gina and then call after meeting to let Chet know what the outcome will be.
- m. If there are folks at the event that have not done permits the BOH talks to them and will charge them the fee and a fine (\$50.00) in addition.
- n. There are 2 10 footers and 2 20 foot spaces still available for Pumpkinfest
- o. Change lead time to 3 weeks out from the event to be able to process permit applications.
- p. Serve Safe certification was a road block for a lot of the community groups.
- q. Anne organized the vendors (by block) and the clipboard boxes, business cards, pens and thermometers.
- r. Trying to get permit money from the events to be put back into the BOH budget. Will ask for this money from the Finance Committee at a Selectboard Meeting – Michael Nelson.

*Christopher Boutwell motioned to adjourn at 6:30PM. This was seconded by Jay DiPucchio.*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*Meeting Agenda Subject to Change\*\*\*

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