

MONTAGUE BOARD OF HEALTH MEETING

Wednesday, September 18, 2019 – 5:30 pm
Downstairs Meeting Room – Montague Town Hall
Turners Falls, MA

Meeting Minutes

Present: Christopher Boutwell and Michael Nelson
Staff: Health Director, Daniel Wasiuk and Health Clerk, Anne Stuart

Meeting being recorded.

Michael Nelson opened the meeting at 5:30 PM.

Minutes: August 28, 2019.

Michael Nelson **Motioned** to accept the August 28, 2019 Minutes. Seconded by Christopher Boutwell. **Motion passes.**

Director's Report: August & September (partial) 2019:

- 12 Federal Street: Daniel gave an updated regarding this property. Daniel has been visiting/driving by this property 1 to 2 times a week to keep abreast of the situation that continues to unfold at this location. The court decree will set the fines etc. going forward. Mr. David Williams has lodged an official complaint regarding his neighbor and the condition and fire load at that location.
- Ja'Duke: Daniel inspected the theater prior to opening regarding their food portion (sundries license) and commented that they are not selling any potentially hazardous foods and they have a lovely theater space. The owner might expand the food in the future and will be in touch with the Montague Board of Health if that happens.
- 75 Swamp Road: Jean Conway is the owner of record for this property and the septic installation is in process and will be inspected by Daniel in the future.

Christopher Boutwell **Motioned** to accept the Director's report from August & September (partial) 2019. Seconded by Michael Nelson. **Motion passes.**

- **Discussion: Fee Schedule (Variances & Others) :**

Discussion ensued regarding several line items on the Montague Board of Health fee schedule. The fee schedule and structure will be revised in the future.

Daniel had discussions regarding the outdated use of the word sundries in the fee schedule and that if the items are non potentially hazardous foods that a permit is not necessary and should be eliminated going forward. He also brought up the "double dipping" of charging food establishments for: an establishment permit, sundries permit, and also a bakery permit. After some discussion the board would like Daniel to do a revised fee schedule list of what he feels should be represented on the fee schedule including fees that are too low, too high, need to be eliminated or combined as well as any that might need to be added.

Daniel also informed the BOH members that he spoke with Seth Rutherford – 253 Organics and that the state mentioned on their inspection at the facility that if they do

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retail food at 253 Organics then the local BOH will be involved in inspecting the establishment. Given this new information some thought will be given to a permit structure and fee structure for this line item as well going forward.

- **Discussion: Cheryl Volpe RN Maven Update:**

Daniel informed the BOH members that a letter from Mayor Martin was received regarding the contracting of Cheryl Volpe RN for Maven would cease as of November 1, 2019. One of the options is that Montague contract Cheryl for the five hours a week and then if possible she could then take on some other towns and run the Maven contracting through Montague, MA.

*Michael Nelson **Motioned** to allow Daniel Wasiuk, Health Director contact Cheryl Volpe, RN to offer her a contract position for MAVEN through the Montague Board of Health. Seconded by Christopher Boutwell. **Motion passes.***

- **Discussion: Departmental Policies:**

After some discussion regarding D-box fees/permits it was decided that there would be no permit or fee charge going forward for this. Instead documentation and photos will be submitted to the BOH to ensure compliance.

*Michael Nelson **Motioned** to accept that there will be no formal permit and fee needed for D-Box installation as of January 1, 2020 as long as documentation and photos are submitted to the Montague Board of Health to ensure compliance. Seconded by Christopher Boutwell. **Motion passes.***

Some recent issues regarding appointments has led to a discussion regarding requiring a lead time for septic installation inspections and it was decided that a 3 day lead time to schedule inspections will now be required due to the BOH office operations and demands.

*Michael Nelson **Motioned** that the Montague Board of Health may require a 3 day (72 hour) lead time for septic installation inspections. Seconded by Christopher Boutwell. **Motion passes.***

*Michael Nelson **Motioned** to adjourn the Montague Board of Health meeting. Seconded by Christopher Boutwell. **Motion passes.***

Meeting adjourned: 6:43 PM

Approved by: _____

Date: _____

Documents:

August Minutes

Director's Report August/September 2019

Fee Schedule

Letter regarding Maven