

TOWN OF SHELBURNE
Minutes of Meeting
Board of Health
Tuesday, January 19, 2016

A duly posted meeting of the Shelburne Board of Health was held on Tuesday, January 19, 2016 at 1:00 pm in the meeting room at Shelburne Town Hall, 51 Bridge St., Shelburne Falls, MA.

Present: Bob Gonzalez
Deb Coutinho, BOH
Rob Hicks, BOH
Administrative Assistant: Liz Kidder
Audience:

The meeting was called to order at 6:00 pm.

A motion to approve the minutes of the Shelburne Board of Health November 16, 2015 meeting as written was made by Deb and seconded by Rob.

Vote: 2 in favor, 0 opposed, 1 abstention by Bob who was not in attendance at that meeting.

Poll of Audience - no comments presented.

Appointments - none scheduled

Special Permit Applications – Liz noted that Mike Skalski is in the process of preparing a special permit application regarding the development of a structure on Main St. When the plans are available, the Board will be able to review them and submit any comments to the ZBA.

Phone messages and mail – An inquiry was received about an herbal tea business. Rob is reaching out to the State DPH for assistance on which regulations would apply to her situation. If it is a wholesale business, she will have to contact them. Karen Powers had requested info on a home kitchen. Rob emailed her asking what she is preparing and whether there are any PHFs involved. She has not gotten back to him yet.

Cooperative Public Health Services Program – the budget has come in for participation in next year's public health nurse program and has been submitted to the Selectboard. Shelburne is being charged \$4733 this year, slowly increasing since the Town has been on a sliding scale with support from a grant that is decreasing each year.

Contract with Town of Greenfield for inspection services – Deb attended a Selectboard meeting at which they voted to approve contracting with the Greenfield Health Department for inspection services. Deb has talked with Nicole Zabko and she is preparing a contract that she will forward to Shelburne.

Planning Board updates – Liz distributed a copy of the draft Open Space Development Bylaw for review by the Board. The public hearing on this bylaw will be held in February.

Board of Health budget FY 2017- Deb submitted a budget to the Selectboard that included a mileage budget for attending regional meetings in Western Mass. Deb noted that she has been to meetings in Pittsfield, Holyoke, Northampton, Springfield – the emergency preparedness regional group is now the 4 western Mass counties. Deb is hoping that Nicole Zabko is going to be the lead representative for Franklin County. Deb has not charged for mileage in the past but the number of meetings outside of Shelburne has greatly increased.

A motion to support the budget as presented was made by Deb and seconded by Rob.

Vote: 3 in favor, 0 opposed, 0 abstentions.

MAPHCO mini-grant update-- Deb reported that she found out after the grant application had been submitted that the refrigerators currently being used by the Public Health Nurse are not up to standard. Therefore Deb is recommending that the Mohawk EDS mini-grant money be contributed towards the purchase of a new refrigerator for the Public Health Nurse. It will cost more than just the amount that Shelburne has but the cost will be shared by other Town's using Lisa White's services.

A motion was made to support the recommended reallocation of the Mohawk EDS mini-grant to the visiting nurses new refrigerator was made by Deb and seconded by Rob.

Vote: 3 in favor, 0 opposed 0 abstentions

Emergency Management Committee update – Deb said that she and the Fire Chief in Buckland are trying to get Mohawk Trail Regional School designated as an emergency shelter. There is an upcoming meeting on the 2nd of February with the state emergency management staff person to inspect the facility to see what would need to be done to bring it up to code as a shelter.

KM Pipeline update- the Board has not received recent information. It was understand that the electric company has been updating the power lines and the conservation commission has been in contact with them about possible wetlands issues.

Inspections – Deb reviewed all the food inspections that have been completed and the list of the restaurants. She noted that the Buckland Shelburne Elementary school needs to be done now that school is reopened. All the other inspections that could be done, were done. It was discussed that after the contract with Greenfield Health Department is signed, the Board will discuss how to make use of those services and how to notify the restaurants of the new inspectors. It was noted that the FRCOG received a 5 year grant and hired Randy Crochier to help with training of local food service and food safety staff. Deb will notify Rob of the list of training dates.

Permit requests – Deb noted there were several recent renewals of haulers and installers permits.

DPH reports - Deb noted that there have been an increasing number of food recall notices.

DEP reports – none.

Invoices – Liz noted that 3 restaurants had paid their inspection fees.

Training and Certifications – No new certifications were noted since the last meeting. The FRCOG Food Program will be conducting training workshops.

Other Business not reasonably foreseen 48 hours prior to the meeting –Karen Powers has requested a residential kitchen permit. Rob will call her, ask what she will be preparing and follow up on her request.

Schedule next meeting – March 15th, 2016 at 6:00 pm.

A motion to adjourn the meeting was made by Rob and seconded by Deb.

Vote: 3 in favor, 0 opposed, 0 abstentions

The meeting was adjourned at 6:30 pm.

Respectfully submitted by:

Liz Kidder
Administrative Assistant

List of Documents:

**November 2015 email on Health Professional Shortage Area HPSA Designation
FRCOG assessment for CHS 2017
Email Jan 4, 2016 from Dierdre LaPenna re: regulations on herbal tea businesses
RFI Board of Health Tobacco Prevention Program
A Mosquito Abatement Proposal
Mosquito Control Overview for towns in Massachusetts**