Belchertown Board of Health
Meeting Minutes
Monday February 5, 2018 at 7:30 PM
Lawrence Memorial Hall

Present: Roger Bonsall, Gary Racicot, Andrew Drawec, Dana Burton and Hope Guardenier

In-Attendance: Judy Metcalf, Director of Public Health
Recording Secretary: Mary Grenier

R. Bonsall opened the meeting at 7:32 PM.

671 Bay Road Max Scoon Owner; Alan Weiss Engineer. Request for leach facility to be no less than 10’ from walkout basement instead required 20’. Leach elevation is below basement walkout elevation. Mr. Scoon was present. J. Metcalf went through the design by Alan Weiss with the Board. There is nothing to impede the flow. A. Drawec motioned to approve the local upgrade to Max Scoon at 671 Bay Road for the leach facility repair be less than 10’ from the walkout basement instead of the required 20’. D. Burton seconded. All in Favor.

J. Metcalf addressed the Board she explained that for the past ten years Belchertown has had a part-time public health nurse funded by Mary Lane Hospital's Visiting Nurse Association. Through this community funded position the Town of Belchertown had a town nurse for 10 hrs. per week. J. Metcalf voiced her appreciation to Dr. Charles E. Cavagnaro, III who made the offer to fund this position along with a part-time public health nurse in Palmer, MA. Baystate Mary Lane no longer has a visiting nurse association and in September 2016 merged with Wing Hospital. In September 2017 the office was informed that Baystate Wing Hospital will no longer offer Belchertown a part-time public health nurse. Belchertown will need to fund and place the position of Town Nurse in their budget. J. Metcalf handed out to the Board the Inter-Municipal Agreement for shared-services between Belchertown and Ware. J. Metcalf has put together the proposal, salary survey, hour and benefit analysis, job description, drafted inter-municipal service agreement and will meet with the Personnel board for approval. J. Metcalf is hoping for an April 1, 2018 start date. The Board agreed and offered their support to J. Metcalf at the Finance meeting.

J. Metcalf went over the FY19 budget with the Board. The major change was funding for the public health nurse position. FY19 budget line items contracted and mileage have been reduced and the money was placed in line item telephone. Board members agreed with the proposed FY19 budget.

J. Metcalf told the Board that Almeida’s Country Cafe on State Street was recently sent a letter from the office. Their Food Establishment permit fee was due by January 1st and as of today has not been paid. Other issues were brought to the Health office attention by Ann Pittsley of the Selectman’s office stating that Almeida’s had not renewed their 2018 Common Victualler’s license and from Lisa Banner, Town Treasurer, who states the business is in arrears with real estate taxes and sewer bills. According to the State and Federal food codes local BOH can deny a food license for not paying Federal, State or local taxes. J. Metcalf wants the Board to decide how to proceed. If Almeida’s pays the food establishment fee does the Board want to accept even though she owes the town taxes? D. Burton asked if a contingency can be placed on the food establishment permit i.e. Almeida’s pays the BOH permit and only receives it if she is in a payment agreement with the town? R. Bonsall said it sounds like the town wants the BOH to use their Food Establishment license as leverage to get the business to pay their taxes. The Board agrees that it does not want to shut down the business and does not want to be in the position as tax collector. D. Burton asked if Judy can go and speak with Joan Almeida face to face and ask her to make a payment plan with the Town and pay the food establishment license. If she does not respond the Board can ask her to their March meeting to discuss the restaurant remaining open.
H. Gardenier asked Judy if she was aware of the Belchertown Cultural Council again bringing Food Trucks to the common this year. J. Metcalf said she was notified and asked the Council to reach out to Kevin Williams at the Belchertown Water District and have the food trucks hook into town water on the common. The inspections will also have to take place earlier than 5:00 PM. Other than a few issues last year’s Food Trucks that participated knew what they were doing and were very professional.

The Board received a print out of the BOH mission statement along with information about MA Boards of Health mandated programs and enforcement of BOH regulations. R. Bonsall stated that this is a good refresher for Board members since it is the time of year for Ethics review and refresher on open meeting laws.

H. Gardenier had a few questions for Judy regarding where the community can find resources for help, and does our office have any data on health issues of the town? J. Metcalf did make a file for Hope with information regarding data and assessments. J. Metcalf explained that Belchertown BOH got the grant for Mass in Motion and is involved with Healthy Hampshire, the SPIFFY Coalition, a collaborative for educational services. SPIFFY does a health needs assessment for all school students. The information is broken down by Town and County. Judy gave Hope information on how to access the data.

H. Gardenier asked who is responsible for smoking enforcement on the Common. Judy explained that for events there is signage posted. For the most part it is self-policing; usually someone will let the smoker know that smoking is not allowed on the common.

D. Burton motioned to approve the minutes of December 4, 2017 as amended. A. Drawec seconded. All in Favor.

Board acknowledged warrant signed by D. Burton on December 20, 2017.

Board signed warrant.

D. Burton motioned to adjourn at 9:56PM A. Drawec seconded. All in Favor.

Respectfully Submitted,

Mary Grenier

Roger Bonsall, Chairman

Andrew Drawec, Vice Chair

Dana Burton

Hope Gardenier