

NORTH ATTLEBORO BOARD OF HEALTH

Meeting Minutes of  
October 29, 2007 6:30 pm

In Attendance: Don Bates, Chairman; John Donohue Jr., Member; Susan Shaw, Member, and Agent Robert Davis

Visitors: Wei Ma and Ping Zhou (Chair Massage); Mark Williamson, Finance Committee Liaison and Cathy Calicchia, Director of Human Resources

The Chairman opened the meeting at 6:30 PM.

**LICENSES:**

Ms. Ping E. Zhou appeared to request a Massage Therapist license and answered the Members' questions.

**MOTION** made by Mr. Donohue to grant Ping E. Zhou a Massage Therapist license to use for a chair massage operation at Emerald Square Mall. Ms. Shaw seconded. Some discussion, all in favor, motion passes 3-0.

Mr. Wei Ma appeared to request a Massage Therapist license and answered the Members' questions.

**MOTION** made by Mr. Donohue to grant Wei Ma a Massage Therapist license to use for a chair massage operation at Emerald Square Mall. Ms. Shaw seconded. Some discussion, all in favor, motion passes 3-0.

Representing P&B Service USA, Mr. Wei Ma answered the Members' questions with respect to his request for a Temporary Massage Establishment license to use massage chairs at the Emerald Square Mall. Wei Ma is requesting a variance to the hand washing requirements of the BOH regulation. Mr. Wei explained that the chair massage proposed will not include any skin-to-skin contact and the establishment location in the middle of the Mall concourse does not include a sink and running water. Accordingly, he was seeking the Board's approval for the establishment's massage therapists to use an antibacterial hand sanitizer to clean their hands and alcohol to clean their massage chairs between clients.

**MOTION** made by Mr. Donohue to grant a variance for Temporary Massage Establishment license for P & B Service USA at the Emerald Square Mall to run from November 07' through February 08'. Ms. Shaw seconded. Some discussion, all in favor, motion passes 3-0.

**MARK WILLIAMSON/FINANCE COMMITTEE:**

Mr. Mark Williamson was welcomed to the meeting and explained that he was coming before the Members in his new role as the Board's liaison to the Finance Committee, intending to allow the FINCOM to work closer with the Town departments.

Health Department Truck Replacement:

Chairman Bates advised Mr. Williamson that the Board's greatest FINCOM-related concern was the replacement the Board of Health's 1994 pickup truck, which will be listed as a CIP article again in the FY 09 budget. Discussion ensued and Mr. Williamson was briefed on the status of the existing truck, the Board's desire to see it replaced with two more functional vehicles for the Health Department, and the proposal that has been made to acquire two used vehicles from the Federal Auto Auction for less than the cost of one new vehicle.

Human Service Position:

Members discussed the need for the Town to create a bona fide Human Service position to service the social needs of the Town's citizens, and to remove the increasing burden of such services falling upon the public health nurse. In the discussion that followed, Mr. Williamson, Ms. Calicchia reviewed some of the history, relief needed, and some of the possible solutions proposed to meet the citizens' needs with the Board. Mr. Williamson agreed to work with Ms. Calicchia and the Board in support of establishing such a position.

**CATHERINE CALICCHIA, DIRECTOR OF HUMAN RESOURCES:**

The Board welcomed human resources director Catherine Calicchia to the meeting and thanked her for coming to discuss the issues previously raised with respect to establishing accurate job descriptions for the Health Department. Ms. Calicchia distributed old, new and proposed job descriptions, as well as current salary sheets to be used in preparing the FY09 budget, and discussion ensued. Mr. Bates expressed the Board's insistence that job descriptions need to fit/reflect the jobs the Health Department staff are doing and being asked to do. Ms. Calicchia explained the process by which job descriptions could be corrected and agreed that she would check with the Town's labor counsel, Paul Mulkern, on some of the issues raised. After correcting for the number of hours shown for Mr. Casper, Ms. Calicchia advised that the salary sheets she distributed could be used for FY09 budgeting in the interim.

**RECESS:**

The Members took a five minute recess at 7:45 PM.

**MINUTES:**

**MOTION** made by Mr. Donohue to accept the minutes of October 9, 2007. Mr. Bates seconded. Mr. Bates seconded. After discussion with respect to requesting changes to minutes if a Member was not present, all in favor, motion passes 2-0.

**LICENSES:**

**MOTION** made by Mr. Bates to grant James E. Miller of Miller Engineering a license to perform engineering in North Attleboro effective October 2007 through October 2008, provided the applicant presented himself to the Board at the next meeting. Ms. Shaw seconded. Limited discussion, all in favor, motion passes 3-0.

**MOTION** made by Mr. Donohue to grant a variance of the Town sewer requirement for a massage establishment in the BOH regulation and a Massage Establishment license limited to one massage table in her home to Ms. Beth Ann Ultsch of 51 Huntley Road. Ms. Shaw seconded. Some discussion, all in favor, motion passes 3-0.

**CUSHMAN VILLAGE:**

The Members discussed the definitive subdivision plan for Cushman Village that has been submitted and reviewed the documents provided. Mr. Davis reported that Mill River Consulting has agreed to take on this subdivision review for the Board and submit its report no later than November 22, 2007.

**MOTION** made by Mr. Donohue to ratify Mill River Consulting as the consultant for the Cushman Village definitive subdivision review. Ms. Shaw seconded. Some additional discussion, all in favor, motion passes 3-0.

**MOTION** made by Mr. Bates to accept Tibbetts Engineering as another consulting engineer alternative for reviewing subdivisions such as this. In discussion, Ms. Shaw asked that a third consulting engineer be invited to come before the Board for its consideration as another consulting engineer alternative. All in favor, motion passes 3-0.

**BEACH TESTING:**

The Conservation Agent has sent a memo to Mr. Bates to have the Health Agent complete the annual reporting requirements for beach water testing and requesting a meeting between the Conservation Commission and the Board to discuss transferring all water testing responsibilities to the Health Department. Discussion ensued and the Members agreed that the Conservation Commission should be invited to the next Board of Health meeting to discuss the issues involved, including the related budget transfers that will be necessary.

**OLD BUSINESS:**

Date Reminders

On October 31<sup>st</sup> there will be a Hurricane Exercise in Fall River at the Bristol County Community College, and on December 1<sup>st</sup> there will be a multi-community flu clinic and emergency preparedness exercise held at the North Attleboro High School to help the department deal with various kinds of mass public health emergencies. On November 17<sup>th</sup>, the annual MAHB certification program for Boards of Health members will be held at the Taunton Holiday Inn. The Bristol County Region V Public Health Coalition has already paid the tuitions necessary for each of the members and Mr. Davis to attend.

Hickory Woods

The developer has stripped and repaved three problematic roads in Hickory Woods with a base coat of asphalt. As of the meeting date, curbing, sidewalks and a final coat of asphalt were not yet in place. Members discussed sending a memo to all appropriate Town departments to advise for the record that the Board was not able to verify subsurface drains and drain locations in Hickory Woods, and therefore was unable to make any assurances that there would be no septic-related drainage issues in the development as a result of the re-paving project .

Boro Sand and Gravel

Boro Sand & Gravel has not been able to get building department and plumbing sign-offs after all for a certificate of occupancy for their new building. Mr. Davis reported attending a meeting with the Town Administrator, Plumbing Inspector, Building Inspector, Boro owner Tom Walsh and a Boro Sand and Gravel consultant. Because the Boro building is in an aquifer protection district with both Mansfield and North Attleboro, there is a floor drain issue with the state Board of Plumbers and Gasfitters that remains unresolved. Contrary to previous information obtained at the time the Board supported a Lewicki Plain Street Properties waiver, Boro would also have to request the Board’s support for a state Plumbing Board waiver not to put floor drains in this building. Unfortunately, unlike the Lewicki building, the Boro building is already in active use without certificates of occupancy as the parties work to address the issues at hand.

**COMPLAINT LOG:**

967 Longview Drive

Although this owner promised to cleanup the rest of her property at 967 Longview Drive, none of what was promised has been done, and the only cleanup performed to date is that which the Town DPW staff effected following the owner’s last court appearance.

VFW Hall

Mr. Davis has again written to the VFW Hall with regard to resolution of the smoking complaint received, and without receiving the documentation requested this week, the club will be ordered to stop all smoking on their premises or be in violation of the Smokefree Workplace Law.

180 Commonwealth Ave.

The upgraded septic system has been installed but the as-built plan hasn’t been submitted to the Department. The Department continues to receive notices that the cesspool is still being pumped.

Ocean Fresh Seafood

New England Pest Control has been working for a plaza tenant every week for the past several weeks and efforts are currently underway with the plaza owners to gain access to the closed Ocean Fresh Seafood premises to check the walls from the opposite side.

**TIME LIMIT ON PERCOLATION TESTS:**

Although the Board voted on December 14, 2006 to create a perc season from October – July, its septic regulations presently state that percolation tests can be performed all year. The Members reviewed several alternatives to correct the inequity and agreed to revisit the issue at the next meeting and create an accurate description of the Board’s August to September perc testing policy.

**CERTIFIED FOOD PROTECTION MANAGERS:**

The Members discussed enhancing the state’s standards for certified food protection managers for North Attleboro’s food establishments with a requirement that establishments have a certified food service manager on duty during all operational shifts. Mr. Davis will obtain some training information for further discussion at the next meeting.

**ADJOURN:**

There being no further business to discuss, a **MOTION** was made by Mr. Donohue to adjourn the meeting at 9:27 PM. Seconded by Ms. Shaw. No discussion, motion passes 3-0.