

Halifax Board of Health
Meeting Minutes
Wednesday, February 07, 2024

On Wednesday, a meeting of the Halifax Board of Health was held at the Halifax Town Hall.

Present at the meeting were:

Candice Greene, Chairman
David Hatch, Clerk
Robert Valery, Health Agent

The Board of Health opened at 6:35pm. Chair Greene announced that the meeting was being recorded by Area 58 and could be viewed on YouTube.

Disposal Works Permits:

1. Ratify Agents Approval:

- a. 314 Plymouth Street – Waiting on Revisions from Casco Civil Engineering.
 - i. Item moved to the Board of Health's next meeting.

- b. 20 Thirteenth Avenue – Ratify Agent's Approval.

A Motion was made to Ratify Agent's Approval of the Disposal Works Permit for 20 Thirteenth Avenue.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

1. Discussion Items/Actions to be Taken:

- a. C2-9 Lydon Lane.
 - i. Agent updated Board that the one (1) remaining violation for the smoke detector that was outstanding is now in compliance.
 - ii. The Agent and Board discussed the processing of the fines delivered throughout this period of time, Tenant's wife will allow Agent to do random checks to ensure things don't revert back to previous condition and the clearing/removal of bags of trash outside the unit.
- b. Hemlock Lane Landfill update.
 - i. Agent updated Board on the breaches due to run-off which has happened over the years. The Select Board met with the Agent and approved the contract to get a comprehensive study on how to find a permanent solution to the problem.

2. The Following to be approved, signed and/or voted on:

- a. **Payroll for the Week Ending February 10, 2023**
 - i. Robert Valery, Health Agent

- ii. Margaret Selter, Administrative Assistant
- iii. Patricia Sanda, Secretary
- iv. Brian Kling, Animal Inspector
- v. Robert Buker, Shared Services Coordinator (PE Grant)
- vi. Cindi Metro, Health Inspector (PE Grant)
- vii. Robert Valery, Host (PE Grant)

A Motion was made to approve Payroll for the Week Ending February 10, 2023.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

b. Meeting Minutes:

i. January 03, 2024, Meeting Minutes

A Motion was made to approve January 03, 2024, Meeting Minutes.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

ii. January 17, 2024, Meeting Minutes

A Motion was made to approve January 17, 2024, Meeting Minutes.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

c. Expense Account# 01-512 – FY 24-13

i. WB Mason – Office Supplies:

1. Invoice# 244278250 - \$79.96

2. Invoice# 244278009 - \$14:49

ii. MHOA - 1 Year Membership, Bob Valery - \$60.00.

A Motion was made to approve Expense Account# 01-512 – FY 24-13.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

d. Revolving Account# 25-513 – FY 24-12

i. John DeLano – Invoice# – Plan Review – 314 Plymouth Street (Mixed Use) – \$170.00.

ii. Spath Engineering – Invoice# – Plan Review – 89 Fairway Drive – \$85.00.

A Motion was made to approve Revolving Account# 25-513 – FY 24-12.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

e. Landfill Engineering Account# 01-519 – FY 24-02

- i. Tighe & Bond – Invoice# 101993135 - Landfill Monitoring – For Professional Services Rendered Through 01/01/24 - \$8,550.00.

A Motion was made to approve Landfill Engineering Account# 01-519 – FY 24-02

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

f. iPad Gift Account# 26-514-4830-02 – FY 24-07

- i. AT & T Mobile:

1. BOH Nighthawk Device from Dec 12, 2023, to Jan 11, 2024 – \$40.23.
2. BOH Tablet & Agent Cell Phone Usage from Dec 12, 2023, to Jan 11, 2024 – \$86.86.

A Motion was made to approve iPad Gift Account# 26-514-4830-02 – FY 24-07.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

g. Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-18

- i. Cindi Metro – Mileage Reimbursement – 01/15/-01/16, 2023 - \$11.39.
- ii. Robert Buker – Payment Reimbursement – Invoice# 94349.
 1. (1) REHS & (1) RS Renewal Fee - \$260.00.
 2. Professional Membership 1 Year - \$105.00.
- iii. MHOA - 1 Year Membership, Cindi Metro - \$60.00.

A Motion was made to approve Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-18.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

h. Permits: *(With the condition all required documents are submitted to the Board of Health office)*

- i. BK and Company Hair Design – 2024 Spa Establishment Permit.
- ii. Dragon Lake Village – 2024 Food Establishment Permit.
- iii. Golden Hour Confectionery – 2024 Residential Kitchen.
- iv. Halifax Elementary School – 2024 Non-Profit Food Establishment.
- v. Knight Restaurant/Subway – 2024 Food Establishment and Retail Food Permit.
- vi. Unit 5 Bar, LLC DBA The Tee Box – 2024 Food Establishment and Retail Food Permit.
- vii. Fieldstone Show Park – 2024 Large Outdoor Event Permit.

- viii. Saccone Bros. Licensing dba DeSac Disposal – 2024 Rubbish Hauler's Permit.
- ix. Brarmann Co., LLC – Garrett Brarmann – 2024 Septic Installer's Permit.
- x. Walkabout Construction – Dana Junior – 2024 Septic Installer's Permit.
- xi. Blackbrook Utility Co. – Peter L. Mainini & Philip Mainini – 2024 Septic Installer's Permit.
- xii. J. McKinnon, Inc – Jeffrey McKinnon – 2024 Septic Installer's Permit.
- xiii. Patrick Tropeano – Title V Inspector's Permit.

A Motion was made to approve Permits i-xiii on the condition all required documents are submitted to the Board of Health office.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion: (2-0)

Adjournment

A Motion was made to adjourn the meeting at 6:41pm.

Motion: David Hatch

Second: Candice Greene

Unanimous vote on the motion

Respectfully typed and submitted February 21, 2024.

by, Peggy Selter, Administrative Assistant.

Candice Greene, Chair

David Hatch, Clerk