

**Halifax Board of Health
Meeting Minutes
Wednesday, September 20, 2023**

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

Present at the meeting were:

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

The Board of Health opened at 6:35pm. The chair announced that the meeting was being recorded by Area58 and could be viewed on YouTube.

Bring to Boards Attention:

- Open Meeting Law Complaint: A complaint was filed with the Attorney General's office by Patrick Higgins on 09/06/23. Allegations.
 - a. Discussed items not listed on the posted agenda.
 - b. Voted to approve expenditures not posted on the agenda.
 - i. **Chair Greene: Read into Record:** Instructions for a Public Body that Receives a Complaint:
 1. The Chair must disseminate the complaint to the members of the public body.
 2. The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days).
 3. After review, within 14 business days, the public body must respond to the complaint in writing and must send the Attorney General a copy of the complaint and a description of any action the public body has taken to address it. At the same time, the body must send the complainant a copy of its response. The public body may delegate this responsibility to its counsel or a staff member, but only after it has met to review the complaint.
 4. If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government.
 - ii. Agent stated in accordance with what needs to be done, he will respond to the allegations within the timeframe listed as we have had our public meeting. Board thanked Agent.

Disposal Works Permits:

1. Ratify Agents Approval:

a. 48 Madison Road:

A Motion was made to ratify agents' approval of 48 Madison Road.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

b. 300 Thompson Street:

A Motion was made to ratify agents' approval of 300 Thompson Street.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

c. 128 Elm Street:

A Motion was made to ratify agents' approval of 128 Elm Street.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

Discussion Items/Actions to be Taken:

1. Town email access is required for use and communication involving any town business. If you do not have access to your town email, please contact the Halifax IT Department. Personal emails will no longer be used for Board Health Business.
 - a. Chair Greene read into record that the town email is required for use and communication involving any town business and personal emails will no longer be used.
2. **Agent Report:**
 - a. C2-9 Lydon Lane update.
 - i. Agent updated Board on the improvements being made at the property.

Re-Approved alleged violation of bills paid on 09/06/23.

1. Expense Account# 01-512 – FY 24-05

a. WB Mason: Invoice# 240264469 - Scanner Doc - \$265.99

A Motion was made to approve and pay Expense Account# 01-512 – FY 24-05.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

2. Nursing Services Account# 01-522 – FY 24-03

- a. Laurie Montuori: Statement Covers Nursing Service Period: September 2023 – \$583.33.

A Motion was made to approve and pay Nursing Services Account# 01-522 – FY 24-03.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

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

3. Payroll for the Week Ending September 23, 2023

- a. Robert Valery, Health Agent
- b. Robert Buker, Shared Services Coordinator
- c. Margaret Selter, Administrative Assistant
- d. Patricia Sanda, Secretary
- e. Brian Kling, Animal Inspector

4. A Motion was made to approve and pay Payroll for the Week Ending September 23, 2023.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

5. Meeting Minutes:

- a. August 02, 2023, Meeting Minutes

A Motion was made to approve and signed August 02, 2023, Meeting Minutes

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

- b. September 06, 2023, Meeting Minutes

A Motion was made to approve and signed September 06, 2023, Meeting Minutes

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

6. Revolving Account# 25-513 – FY 23-04

- a. Spath Engineering – Invoice# 091123-743 – Plan Review – 128 Elm Street – \$85.00.

A Motion was made to approve and pay Revolving Account# 25-513 – FY 23-04.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

7. Public Health Excellence Grant Account# 25-516-5430-189 – FY 23-06

a. WB Mason:

- i. Invoice# 240983545 – Pro 9020 Printer - \$427.49
- ii. Invoice# 240953641 – Pro 9020 Printer Ink - \$108.06

b. ALSCO Foodcheck Inspections: Invoice# 1125:

i. E. Bridgewater:

- 1. Ocean State Job Lot Bedford Street 225 7/24/2023
- 2. Old Country Pizzeria Bedford Street 225 7/24/2023
- 3. Domino's pizza Bedford Street 225 7/24/2023
- 4. Dungs Garden Bedford Street 225 7/24/2023
 - a. 4 @ \$75.00 = \$300.00
- 5. Extra time 7/24/2023 at Dungs Garden
 - a. 1 @ \$35.00

ii. Raynham:

- 1. Raynham Flea market 1 Jurdson St, 7/23/2023
- 2. Kettle Korn Express 1 Jurdson St, 7/23/2023
 - a. 1 @ \$75.00

iii. Raynham:

- 1. Raynham Flea market 1 Jurdson St, Extra time 7/23/2023
 - a. 1 @ \$35.00

iv. E. Bridgewater:

- 1. Cumberland Farms Washington St. 1055 7/26/2023
- 2. Hi Lo Gas N. Bedford St 475 7/26/2023
- 3. Sachem Skilled Nursing Central Street 88 7/26/2023
- 4. Central St Café Central St 31 7/26/2023
 - a. 4 @ \$75.00 = \$300.00

v. Middleboro:

- 1. Buddy's Pizza & Pub W. GROVE 547 8/24/2023
 - a. 1 @ \$75.00

c. ALSCO Foodcheck Inspections: Invoice# 1126:

i. Halifax:

- 1. GRILL 58 MONOPONSET ST 284 8/3/2023
 - a. 1 @ \$75.00
- 2. NONNIES PLYMOUTH ST 315 8/24/2023
 - a. 1 @ \$75.00

A Motion was made to approve and pay Public Health Excellence Grant Account# 25-516-5430-189 – FY 23-06.

Motion: David Hatch

Second: Candice Green

All in Favor (2-0)

Next Meeting: October 04, 2023

Adjournment

A Motion was made to adjourn the meeting at 6:55pm.

Motion: David Hatch

Second: Candice Greene

All in Favor (2-0)

Respectfully typed and submitted by,
Peggy Selter, Administrative Assistant



Candice Greene, Chair



David Hatch, Clerk