

**Halifax Board of Health
Meeting Minutes
Wednesday, November 01, 2023**

On Wednesday November 01, 2023, a meeting of the Halifax Board of Health was held at the Halifax Town Hall.

Present at the meeting were:

Candice Greene, Chair
Pamela Engstrom, Co-Chair
David Hatch, Clerk
Robert Valery, Health Agent

The Board of Health opened at 6:30pm. The chair announced that the meeting was being recorded by Area58 and could be viewed on YouTube.

A Motion was made to open the Board of Health Meeting at 6:30pm.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

Disposal Works Permits:

1. Ratify Agents Approval:

a. 111 Lingan Street: Revisions Completed.

A Motion was made to Ratify Agent's Approval.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

b. 359 Plymouth Street: Revisions Completed.

A Motion was made to Ratify Agent's Approval.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

c. 323 Holmes Street: Revisions Completed.

A Motion was made to Ratify Agent's Approval.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

2. **Requiring Local Upgrades & Variances: (but otherwise recommended for approval):**
 - a. 320 Monponsett Street: Reviewed by Phil Spath.

- i. 310 CMA 5.212: Request for variance that will allow a vertical separation reduction from the required 4' to 3' due to grading surface water potential impact.

A Motion was made to Ratify Agent's Approval with Local Upgrades & Variances.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

Discussion Items/Actions to be Taken:

1. C2-9 Lydon Lane: Update
 - a. The Agent updated the Board that fines issued each day he does a visit. Smoke alarms need to be hardwired. Bags of trash have been picked up and disposed of. Looks good, no pests observed at time of visit. Agent will not do interior inspection until Mrs. Donovan is asymptomatic.
2. Public Health Excellence Grant, Relevant Update
 - a. The Agent updated the Board that new Relevant iPads are ready to start food and housing inspections. Additional training will be required, but the iPads will prove to be more efficient in the long run. The next Advisory Board meeting is scheduled for 11/09/23.
3. Landfill Erosion Repair Proposal Update
 - a. The Agent updated the Board that the Landfill Erosion Repairs are out for two (2) Bids. Will cost approximately \$20K but is currently to be determined.
4. MHOA Conference Update
 - a. The Agent updated the Board that the MHOA Annual Conference was very informative. Beavers cannot be relocated (disease), under certain circumstances fencing is an alternative to trapping. Agent has contacts for services which can do both. Opioid Money, Tobacco Control, Delta 8 synthetics, train tracks.
5. FY 2025 Budget: Level Funding & Ten Percent (10%) Decrease.
 - a. The Agent updated the Board that he is working on the fiscal year 2025 Budget for both a level funding services and a breakdown of how the Board of Health would allocate a 10% reduction and the impacts on service. The economy is uncertain with inflation and war. It is best to know, plan and prepare.

Affirm Any Bills Paid: (*Chair Signed*)

1. **Payroll for the Week Ending October 21, 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

A Motion was made to affirm Payroll for the Week Ending October 21, 2023.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

2. Expense Account# 01-512 – FY 23-07

- a. Robert Valery: Office Supply Reimbursement - \$14.72
- b. WB Mason:
 - i. Invoice# 241572827 – Printer Color & Black Ink - \$97.26
 - ii. Invoice# 241572827 – Printer Color & Black Ink - \$524.75
 - iii. Invoice# 241608567 – Black Tote - \$16.24
 - iv. Invoice# 241535361 – Green Pens - \$13.58
 - v. Invoice# 241535233 – Staple Removers – \$3.25
 - vi. Invoice# 241757890 – 4-Shelf Bookcase – \$174.42
 - vii. Invoice# 241757890 – 2-Shelf Bookcase – \$119.74
- c. Amazon Capital Services, Inc:
 - i. 1PR7-V9VX-JVHK – Black & Decker Wireless Vacuum – \$102.41
 - ii. 1KLX-7MHF-LTTV – 4 Curtain Rods – \$51.96
 - iii. 4 Black & Red Ombre Curtains – \$59.96

A Motion was made to affirm Expense Account# 01-512 – FY 23-07.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

3. Revolving Account# 25-513 – FY 23-06

- a. Webby Engineering:
 - i. Invoice# 10042023 – Plan Review – 323 Holmes Street – \$85.00.
 - ii. Invoice# 09292023 – 48 Madison Road – Final Inspection - \$100.00.
- b. Spath Engineering/Phil Spath:
 - i. Invoice# 101723 – Plan Review – 320 Monponsett Street – \$85.00.
- c. G&L Lab: Invoice# 109994 – Covenant Case Beach Sample Collections - \$360.00.

A Motion was made to affirm Revolving Account# 25-513 – FY 23-06

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

4. Nursing Services Account# 01-522 – FY 23-04

- a. Mary L. Montuori – Statement Covers Nursing Service Period: October 2023 – \$583.33.

A Motion was made to affirm Nursing Services Account# 01-522 – FY 23-04.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

5. Public Health Excellence Grant Account# 25-516-5430-189 – FY 23-08

a. WB Mason:

i. Invoice# – 241641235 – Business Cards (*Robert Buker*) - \$21.50

ii. Invoice# – 241793789 – Keurig Coffee Brewer - \$99.99

b. Mary L. Montuori: Nursing Consultant Middleborough - \$604.52

A Motion was made to affirm Public Health Excellence Grant Account# 25-516-5430-189 – FY 23-08.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

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

1. Payroll for the Week Ending November 04, 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

A Motion was made to approve Payroll for the Week Ending November 04, 2023.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

2. Meeting Minutes:

a. October 04, 2023, Meeting Minutes

A Motion was made to approve the October 04, 2023, Meeting Minutes.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

3. Expense Account# 01-512 – FY 23-08

a. Robert Valery – Mileage Reimbursement.

i. July 2023 - \$34.26

ii. August 2023 – \$90.19

iii. September 2023 – \$48.34

iv. October 2023 – \$159.69

b. WB Mason – Invoice# 241884919 – Pre-Inked “Scanned” Stamp - \$12.80.

c. Pitney Bowes - Postage Machine - \$100.00

A Motion was made to approve Expense Account# 01-512 – FY 23-08.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

4. Landfill Engineering Account# 01-519 – FY 23-01

a. Tighe & Bond – Invoice# 101993135

- i. Landfill Monitoring – For Professional Services Rendered Through 09/30/23 and include the Summer of 2023 Landfill Gas Monitoring Event - \$950.00.**

A Motion was made to approve Landfill Engineering Account# 01-519 – FY 23-01.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

5. iPad Gift Account# 26-514-4830-02 – FY 23-04

a. AT & T Mobile:

- i. Invoice# 287301804802X10192023 – BOH Nighthawk Device –to, 2023 – \$86.84.**

- ii. Invoice# 287323039348X10192023 – BOH Tablet & Agent Cell Phone Usage – to, 2023 – \$40.23.**

A Motion was made to approve iPad Gift Account# 26-514-4830-02 – FY 23-04.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

6. Public Health Excellence Grant Account# 25-516-5430-189 – FY 23-09

- a. Jeanmarie Joyce – Reimbursement for MHOA Seminar – \$570.00.**

- b. Mary L. Montuori – Nursing, Middlesbrough - \$583.31**

A Motion was made to approve Public Health Excellence Grant Account# 25-516-5430-189 – FY 23-09.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

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

- a. John Simon – 7 Pemmican Way – Irrigation Well Permit**
b. Halifax Veterans' Day Celebration – Large Outdoor Event Permit
c. Walmart – 2024 Food Establishment & Retail Food Permit
d. Waste Management of Mass, Inc – 2024 Rubbish Haulers Permit

A Motion was made to approve Permits a-d with condition all required documents are submitted to the Board of Health office.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

Mail Folder: *All Correspondence is emailed to Board individually.*

1. Planning Board: *(Emailed 10/23/23)*

- a. Zoning By-law and Zoning Map Amendments to create a new Senior Housing Overlay District and apply it to the Monponsett Street properties, Halifax, MA, identified as 265 Monponsett Street and 266 Monponsett Street. [Board Read.](#)**

Adjournment

A Motion was made to adjourn the meeting at 7:30pm.

Motion: Pamela Engstrom

Second: David Hatch

All in Favor (3-0)

Respectfully typed and submitted November 15, 2023
by, Peggy Selter, Administrative Assistant



Candice Greene, Chair



Pamela Engstrom, Co-Chair

David Hatch, Clerk