

**Halifax Board of Health
Meeting Minutes
Wednesday, January 03, 2024**

On Wednesday, January 03, 2024, a meeting of the Halifax Board of Health was held at the Halifax Town Hall.

Present at the meeting were:

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

The Board of Health opened at 6:34pm.

Chair Greene announces the Board of Health meeting is being recorded by Area 58 and can be viewed on YouTube.

Disposal Works Permits:

1. Ratify Agents Approval:

a. 40 Old Summit Street – Ratify Agents Approval.

- i. Agent updated Board that plans were reviewed by Board Approved Review Engineer and all revisions are complete and ready to ratify.**

A Motion was made to Ratify Agents Approval of 40 Old Summit Street (A) as listed.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

b. 203 Oak Street – Ratify Agents Approval.

- i. Agent updated Board that plans were reviewed by Board Approved Review Engineer and all revisions are complete and ready to ratify.**

A Motion was made to Ratify Agents Approval of 203 Oak Street (B) as listed.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

Discussion Items/Actions to be Taken:

1. Agent Report:

a. Required food and tobacco inspections complete.

- i. Agent updated the Board that Halifax made all their State compliance necessary inspections on all food & tobacco establishments for the year.**

Affirm Bills Paid: (*Chair Greene Signed*)

1. Payroll for the Week Ending December 16, 2023

- 1. Robert Valery, Health Agent**

2. Margaret Selter, Administrative Assistant
3. Patricia Sanda, Secretary
4. Brian Kling, Animal Inspector
5. Robert Buker, Shared Services Coordinator (*PE Grant*)
6. Cindi Metro, Health Inspector (*PE Grant*)

A Motion was made to affirm Payroll for the Week Ending December 16, 2023.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

2. Expense Account# 01-512 – FY 23-11

1. Robert Valery – Clothing Reimbursement - \$202.00.

A Motion was made to affirm Expense Account# 01-512 – FY 23-11.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

3. Expense Account# 01-512 – FY 23-10

1. WB Mason – Invoice# 242752760:
 - i. Received Date Stamp - \$27.49
 - ii. 1/3 Cut Legal Folders - \$25.25

2. MEHA 2023-2024 Annual Membership - \$50.00

A Motion was made to affirm Expense Account# 01-512 – FY 23-10.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

4. Revolving Account# 25-513 – FY 24-05

1. John DeLano – Invoice# 11132023 – Plan Review – 166 Plymouth Street – \$85.00.

A Motion was made to affirm Revolving Account# 25-513 – FY 24-05.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

5. Nursing Services Account# 01-522 – FY 24-06

1. Statement Covers Nursing Service Period: December 2023 – \$583.33

A Motion was made to affirm Nursing Services Account# 01-522 – FY 24-06.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

6. Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-13

1. RELAVENT Renewals for MY2024 (07/01/2023 – 06/30/2024) - \$61,888.28.

A Motion was made to affirm Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-13.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

7. Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-14

1. Mary Laurie Montuori – Middleboro Nursing Services – 11/23/2023 – 12/07/2023 - \$807.66.

A Motion was made to affirm Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-14.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

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

1. Payroll for the Week Ending December 30, 2023

- a. Robert Valery, Health Agent
- b. Margaret Selter, Administrative Assistant
- c. Patricia Sanda, Secretary
- d. Brian Kling, Animal Inspector
- e. Robert Buker, Shared Services Coordinator (*PE Grant*)
- f. Cindi Metro, Health Inspector (*PE Grant*)

A Motion was made to Approve Payroll for the Week Ending December 30, 2023.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

2. Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-15

- a. Cindi Metro – Mileage Reimbursement - \$35.58.

A Motion was made to Approve Public Health Excellence Grant Account# 25-516-5430-189 – FY 24-15.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

3. Permits: (*With condition all required documents are submitted to the Board of Health office*) **Items a-p were approved at the 12/06/23 meeting. Please approve item q tonight.**

- a. Cape Cod Halifax, LLC – 2024 Food Establishment & Retail Food Permit
- b. D's Grille 5, LLC – 2024 Food Establishment Permit
- c. Halifax Mobil Station – 2024 Food Establishment, Retail Food & Tobacco Sales Permit
- d. Johnny Macaroni's – 2024 Food Establishment Permit
- e. Lolly Jolly Waffles, LLC – 2023 Mobile Food Permit at Holiday's in Halifax 12/02/2023

- f. Lyonville Tavern DBA Nonnies Italian Grille – 2024 Food Establishment Permit
- g. MEA's Dairy Bar – 2024 Food Establishment Permit
- h. Monponsett Events, LLC DBA The Lake House – 2024 Food Establishment Permit
- i. Lindy's General Store – 2024 Food Establishment, Retail Food & Tobacco Sales Permit
- j. Twin Lakes Liquor – 2024 Food Establishment, Retail Food & Tobacco Sales Permit
- k. Maher Removal and Disposal, Inc – 2024 Rubbish Hauler's Permit
- l. Claude DuBord & Son, Inc – 2024 Septage Hauler's Permit
- m. Ed Hart Title V Services, LLC – 2023 and 2024 Septic Installer's Permit
- n. Cain Construction – 2023 and 2024 Septic Installer's Permit
- o. Richard Rheume – Prime Engineering, Inc – 2023 and 2024 Soil Evaluator's Permit
- p. Ed Hart Title V Services, LLC – 2023 and 2024 Title V Inspector's Permit
- q. Joseph Kehoe – Joseph F. Kehoe Contracting – 2023 and 2024 Title V Inspector's Permit
 - i. Chair Greene announced that permits "a-p" listed were approved at the Board of Health 12/06/23 meeting and the Board will be voting to approve item "q" only for Joseph Kehoe of Joseph F. Kehoe Contracting – 2023 and 2024 Title V Inspector's Permit.

A Motion was made to Approve Permit (q.), Joseph Kehoe of Joseph F. Kehoe Contracting – 2023 and 2024 Title V Inspector's Permit.

Motion: Pamela Engstrom

Second: David Hatch

Unanimous vote on the motion

Adjournment

A Motion was made to adjourn the meeting at 6:38pm.

Motion: Pamela Engstrom

Second: David Hatch

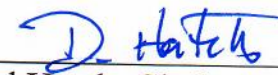
Unanimous vote on the motion

Typed by,

Peggy Selter, Administrative Assistant


Candice Green, Chair

Pamela Engstrom, Co-Chair


David Hatch, Clerk