

**MINUTES
BOARD OF HEALTH
November 15, 2007**

OPENING: The regular scheduled meeting of the Board of Health opened at 7:00 p.m. The following members were in attendance:

Dr. Jerome Azia
Sue Brzoska
Casimir Tryba

Mr. Tom FitzGerald, Health Agent, was also in attendance.

MINUTES

1. Ms. Brzoska made a motion to approve the minutes of 11/01/07. Dr. Azia seconded the motion and the vote of the Board was unanimous in favor.

Mr. Tryba made a motion to enter into executive session at 7:30 p.m. Ms. Brzoska seconded the motion and the vote of the Board was unanimous in favor. Mr. Tryba made a motion to resume a regular scheduled meeting at 7:50 p.m. Ms. Brzoska seconded the motion and the vote of the Board was unanimous in favor.

MR. FITZGERALD'S REPORT

1. Mr. FitzGerald was requested to compile a list of when the Board of Health should be contacted in the event of a fire. The list included 1) restaurant fires, 2) apartment fires, 3) housing fires, and 4) when HAZMAT or DEP must also be notified. The Board members agreed that they not need to actually be present at the events, but informed of the fire. In the event of a restaurant fire, the business should not be allowed to re-open until it is inspected by a Board of Health representative, who will determine what action needs to be taken considering the nature of the fire and if it impacts the general health of the public. Once contacted, Mr. FitzGerald will make a determination if his presence is warranted.
2. Mr. FitzGerald conducted a housing inspection at 447 North Loomis Street. The dwelling is in disrepair and is boarded only in the front. The foundation walls are bulging and the soffets are beginning to rot. Despite several notices to the property owners, no action has been taken as of this date to effect repairs. Mr. Tryba made a motion to have Mr. FitzGerald begin condemnation procedures. Dr. Azia seconded the motion and Ms. Brzoska was opposed. The motion passed by a two to one vote.

3. Mr. Tryba made a motion to amend the minutes of 02/15/07 reflecting that a unanimous vote was approved by the Board of Health members to approve of a moratorium for the installation of outdoor wood burning stoves for a period of one (1) year. The vote of the Board was unanimous in favor.
4. Mr. FitzGerald received a notice of a jet engine at 107 South Loomis Street. Mr. Gaido, Building Inspector, did issue a notice to the property owner to remove the engine within 30 days. Mr. Pinell did request that Mr. FitzGerald accompany Mr. Gaido on his inspection. The Board agreed that the issue is under the jurisdiction of the Building Inspector, however, Mr. FitzGerald will do a site inspection to determine if there are any health related issues.
5. Mr. FitzGerald reported that there were dwellings at 5 and 9 Lakeview Street, which are in disrepair. A letter was issued to the owner on March 13th, 2007 concerning the condition of the buildings. After the notice, windows were repaired, but no other repairs were made and the buildings have once again begun to deteriorate. Mr. FitzGerald will issue a letter to the new owner of the property requesting that the buildings be board and secured. The letter of March 13th will also be included to the new property owner.
6. Mr. FitzGerald conducted food service inspections at Southwick/Tolland Regional High School, Salmon Brook, and Dunkin Donuts at the Notch Center.
7. Mr. FitzGerald reported that there were 92 doses of flu vaccine available. The Board members agreed that the doses would be made available to the public at a charge of \$12.00 per dose. Mr. FitzGerald will place a notice of the availability on the public access channel.
8. Mr. FitzGerald conducted an inspection of tobacco permits at 1) Cinderella's – the new owner did get a permit 2) Pride Gas Station – a permit was also purchased and 3) Crabby Joe's – not open during the time of the visit. Mr. FitzGerald reported that a compliance check of fourteen (14) locations resulted in no sales to minors.
9. Mr. FitzGerald submitted the next fiscal year budget, which will be level funded to the Board members.
10. Mr. FitzGerald presented the subdivision plan for Williamsburg Estates to the Board and noted that the percolation test locations were not shown and there were no calculations of the basins for drainage.
11. Mr. FitzGerald conducted a final inspection of the septic system installations at the following locations:
 - 1) 23 Woodside Circle
 - 2) 294 Granville Road

- 3) 39 Ranch Club Road
12. Mr. FitzGerald signed Disposal Works Construction Permits for the following:
 - 1) 53 Coes Hill Road
 - 2) Lot C 53 Hudson Drive
13. Mr. FitzGerald will be on vacation from November 21st through the 28th.

MAIL

1. The Board received a Housing Authority Audit report, which noted that there are some deficiencies in public housing.
2. Mr. FitzGerald will attend the scheduled budget hearing.
3. The Board received a notice concerning all requests for a personal work reference . The Board questioned if this notice was intended for a “personal” reference concerning a Town employee verses a reference from a “department” or “board”.
4. The Board received the MIIA guidelines for sexual harassment.

As there was no further business to be brought before the Board, the meeting adjourned at 9:15 p.m.

Respectfully submitted,

Jean Nilsson, secretary

Dr. Jerome Azia

Sue Brzoska

Casimir Tryba

Tom FitzGerald, Health Agent

Date