Board Members Present: Wayne Saltsman, MD, PhD; Chairman, Ed Weiner, PhD, Vice Chairman; Libby Walendziewicz, RN, MSN; Maribeth Welch

Board Member Not Present: David McSweeney

Staff Members Present: Susan Lumenello, REHS/RS, CHMM, Director of Public Health; Christine Mathis, Environmental Engineer; Marlene Johnson, RS, Health Agent, Samantha Hardy

Dr. Wayne Saltsman called the Board of Health meeting to order at 7:00 pm followed by the Pledge of Allegiance.

Open Meeting/Pledge of Allegiance

Approval of Minutes: November 27, 2018; December 11, 2018

Motion: Ms. Walendziewicz moved to approve the regular meeting minutes of the November 27, 2018 meeting. Seconded by Ms. Welch approved. (3-0-1)

Motion: Ms. Walendziewicz moved to approve the regular meeting minutes of the December 11, 2018 meeting Seconded by Dr. Weiner approved. (4-0-0)

Citizen’s Time: None

Chairman’s Report: None

Subcommittee Reports: None

Applications

- Application for Site Plan Approval and Special Permits - 24 Terry Avenue, BAPA Corporation, c/o Northern Business Machines.

    Bill Poia, Attorney, Amie Geary, BAPA Corporation, David Romero, Project Engineer were present.
Ms. Mathis stated that the applicant will be building a two story addition to an existing commercial building at 24 Terry Ave. The applicant is upgrading onsite stormwater system to meet the water quality standards. Underground water infiltration has been conducted and test pits have been witnessed.

Mr. Amero stated that the building is on a 6.5 acre site and presented a map showing the location of the proposed project. The existing rooftop and the proposed addition are included in the stormwater improvements. The existing pavement will be demolished. BAPA Corporation will be adding a 4 foot sump and a water quality unit treatment before the water is discharged to the wetland. A few parking spots will be removed. Dr. Weiner asked if there is groundwater contamination and Ms. Mathis confirmed there was not. Dr. Weiner asked if BAPA is the applicant as they own the property and Ms. Geary confirmed that they were.

**Motion:** Dr. Weiner moved to approve Application for Site Plan Approval and Special Permits - 24 Terry Avenue, BAPA Corporation, c/o Northern Business Machines and seconded by Ms. Welch (4-0-0)

**Permits**

- **Keeping of Animals Permit (chickens), 128 Wilmington Road**
  Bill Hoffman was present

  Ms. Hardy stated that Bill Hoffman is here on behalf of his wife Rachel. They are requesting a permit to keep 6 chickens in their backyard and has asked for a variance from Part 3, Section 6.

  Dr. Saltsman stated that the resident did not ask for a permit previously until it was noted by him and asked Mr. Hoffman to explain his actions for keeping animals without a permit. Mr. Hoffman apologized but confirmed that he’s installed a fence so the chickens stay within their perimeter.

**Motion:** Ms. Walendziewicz moved to approve Keeping of Animals Permit of 6 chickens, 128 Wilmington Road, Seconded by Dr. Weiner and approved. (4-0-0)

Motion: Ms. Walendziewicz moved to approve the variance of 3 feet for Keeping of Animals Permit 6 chicken for 128 Wilmington Road. Seconded by Ms. Welch and approved. (4-0-0)

**Discussion**

- **Kennel License Recommendation, 8 Woodhill Road**
  Kristin Mikesell was present
Ms. Hardy stated that Ms. Mikesell would like to apply for a Kennel License. Currently, she has 1 large and 3 medium sized dogs at her property. One dog belongs to the tenant and the tenant is looking to adopt another large dog. There are no issues with the property. Ms. Lumenello confirmed that the kennel license will go to Ms. Mikesell even though Ms. Mikesell is not the owner of all 4 dogs but the owner of the residential building. Dr. Weiner asked if there were any issues from residence and it was confirmed they were none.

**Motion:** Dr. Weiner moved to approve the Kennel License Recommendation, 8 Woodhill Road. Seconded by Ms. Welch and approved. (4-0-0)

- **BOH Intern – Olivia Virgin**
  Ms. Mathis introduced Olivia Virgin who is a freshman at Endicott College. She will be working 3 and half weeks and 35 hours with Ms. Mathis to receive credits.

**Staff Reports**

- **Environmental Engineer**
  Ms. Mathis requested the residents to not discharge sump pump water into the streets, sidewalk and neighboring properties. The sump pump should be discharged in the residents property. An order letter of correction has been sent to resident that require this correction. Dr. Weiner inquired about Jerguson, Gage and Valve Facility Monitoring Report. Dr. Weiner stated that we are at natural attenuation and if anything else can be done. Ms. Mathis stated that DPW put absorbent socks in particular area as needed versus natural biodegradation.

**Motion:** Dr. Weiner moved to approve the Environmental Engineer’s report Seconded by Ms. Welch and approved. (4-0-0)

- **Health Agent’s Report**
  Ms. Mathis stated that the Massachusetts has adopted a new Food Code. The Merged Food Code was received by food establishments in Burlington. Hand outs were put together by Marlene and Samantha to help establishments transition. Ms. Marlene stated the majority of the new code had to do with employees health.

**Motion:** Ms. Welch moved to approve the Health Agent’s report. Seconded by Ms. Walendziewicz and approved. (4-0-0)

- **Associate Health Inspector**
  Ms. Hardy stated that she was working with Marlene on the Food Code Handout as well as working with Ms. Lumenello to draft new regulations for the keeping of animals. Ms. Hardy shared an article
from Surgeon General on e-cigarette. Dr. Saltsman asked about random checks on convenience stores selling e-cigarette. Ms. Lumenello stated that checks are done twice a year.

**Motion:** Dr. Weiner moved to approve the Associate Health Inspector’s Report. Seconded by Ms. Walendziewicz and approved. (4-0-0)

- **Director of Public Health**
  Ms. Lumenello stated that the sub committee is scheduled for January 28, 2019 to discuss the draft regulations on the keeping of animals. A sub committee meeting will be held next week to review the FY 2020 budget. The last time fees were raised was in 2010 therefore the fee structure will be reviewed in the future. Dr. Saltsman inquired about Cafe Escadrille. Ms. Lumenello stated that BOH has received monitoring reports from Cafe Escadrille and DPW indicated there are no major issues with the sewer lines and the cleaning is conducted once a month. Ms. Lumenello stated that Burlington Public Library will be installing SAD lights. Dr. Weiner stated about Peak Population estimates. He stated that during the Christmas season, Burlington population rises from 6 to 10 times and we have to prepare for the emerging crowd. Ms. Lumenello stated that we need to provide accurate numbers to the Department of Public Health for the medical supplies which may be needed in an emergency.

**Motion:** Ms. Walendziewicz moved to approve the Director’s Report. Seconded by Ms. Welch and approved. (4-0-0)

Dr. Saltsman moved to adjourn at 7:40 pm. Seconded by Ms. Walendziewicz and approved. (4-0-0)

Sincerely,

Manisha Parwani
Recording Clerk
BURLINGTON, MA BOARD OF HEALTH

DOCUMENTS REVIEWED AT MEETING – TUESDAY, JANUARY 8, 2019

➢ Agenda
➢ Meeting Minutes
   ○ November 27, 2018
   ○ December 11, 2018
➢ Applications
   ○ Applications for Site Plan Approval and Special Permits
     ■ STORMWATER NARRATIVE- 24 Terry Avenue
     ■ Site Plan
➢ Permit
   ○ Permit Application for keeping of Animals Permit and Variance Request, 128 Wilmington Road
     ■ Property Sketch for 128 Wilmington Road
   ○ Kennel License for 8 Woodhill Road
     ■ Kennel License Recommendation
➢ Discussion
   ○ Olivia Virgin’s resume
➢ Staff Reports
   ○ Environmental Engineer
   ○ Health Agent’s Report
   ○ Director of Public Health