

**Burlington Board of Health
Minutes – Regular Meeting
Tuesday, January 8, 2008**

Board Members Present: Edward Weiner, Ph.D., Chair; Terry McSweeney, Vice Chair; Jim Dion; Catherine Read, Ph.D.; Wayne Saltsman, M.D.

Staff Members Present: Sharon Walker Mastenbrook, Director of Public Health; Heidi Porter, Environmental Engineer; Marlene Johnson, Health Agent

Chairman Weiner called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES: December 11, 2007

MOTION: To accept the minutes of the December 11, 2007 regular meeting as submitted (Mr. McSweeney; second: Mr. Dion).

APPROVED: 4-0-1

SUBCOMMITTEE REPORT

Dr. Read reported that interviews are on-going for the position of Supervising Nurse and that a decision is expected to be announced shortly.

SPECIAL PERMIT AND DRAINAGE PERMIT

▶ ***Proposed Office Building – 88 and 90 (aka #100) Cambridge Street and 100 Corporate Drive***

Present representing the proponent, Trammell Crow Co., were Attorney Robert Buckley of Riemer & Braunstein and engineer, Glen Doherty.

Mr. Buckley stated that proponent is seeking a special permit for a site plan application at the above property which is located within a Planned Development District. An existing building on the site will be razed and a three-story office will be constructed. The building will be 107,000 s.f. and they are proposing paved parking for 443 vehicles with associated drainage. He also said there are plans to close the curb cut at 90 Cambridge St.

Mr. Doherty explained that they will tie into existing drainage, and catch basins will channel stormwater through three Stormceptor Units before emptying to adjacent drainage areas. The hoods within catch basins will incorporate the Snout system. He added that drainage calculations included pavement and roof runoff. There is a network of drainpipe at each discharge point and a Stormceptor with infiltration system for surface runoff, and anything above system handling will overflow to the existing detention basin.

A comprehensive landscape plan, he said, has resulted in a great deal of open space and extensive green around the proposed signature-corner building.

Ms. Porter reported that there is no known existing contamination at the site, and Mr. Buckley said that existing monitoring wells will be decommissioned and no new ones are proposed at this time.

Ms. Mastenbrook asked if there were any plans to include a food service operation within the building, and Mr. Buckley said there were not.

MOTION: To grant the Special Permit Application with the thirteen comments by the Board of Health for 88 and 90 (aka #100) Cambridge Street and 100 Corporate Drive as outlined on the January 3, 2008 Plan Review Subcommittee Memorandum (Mr. McSweeney; second: Mr. Dion).

APPROVED: 5-0-0

MOTION: To grant the Drainage Permit Application incorporating the thirteen comments by the Board of Health for 88 and 90 (aka #100) Cambridge Street and 100 Corporate Drive as outlined on the January 3, 2008 Plan Review Subcommittee Memorandum (Mr. McSweeney; second: Mr. Dion).

APPROVED: 5-0-0

SPECIAL PERMIT

▶ *Proposed Fast Order Food Establishment – 376 Cambridge Street*

Ms. Johnson reported that she had been contacted by the proponents who informed her that they would not be going forward with the restaurant.

VARIANCE REQUEST

▶ *Boston Convenience (New Owner) – 390 Cambridge Street, External Grease Trap*

Present to address the Board were Lois and Sam Sulahian, new owners of Boston Convenience to request Board of health approval for a variance for an exterior grease trap. Ms. Johnson explained that this is a retail store which sells pre-packaged foods. The only food prepared at the site would be coffee and slush. Currently, she said, there is a high temperature dishwasher on site instead of a ware wash sink which is allowed per the food code. Ms. Johnson said that the previous owner was granted a variance and recommended that the Board grant the variance to the new owners, with the standard conditions.

Ms. Johnson's recommendation was to grant the variance with standard conditions as outlined in the January 8, 2008 Variance Request Summary.

Dr. Weiner explained to the owner that if the current menu changes, they must come back before the Board.

MOTION: To grant variance for an exterior grease trap, with the recommendations of the Health Agent (Mr. McSweeney; second: Mr. Dion).

APPROVED: 5-0-0

VARIANCE REQUEST

▶ *Burlington Cold Cut Center, – 195 Cambridge Street, Time as a Public Health Control*

Owner, Michael Falco, was present. Ms. Johnson explained that the owner was seeking approval from the Board to use Time as a Public Health Control to display and sell pizza slices and calzones held out of

temperature control for no longer than four hours. Mr. Falco said that he is aware the HACCP Plan and he assured the Board that a log will be kept. Ms. Johnson's recommendation was to grant the variance with standard conditions as outlined in the January 8, 2008 Variance Request Summary.

The Board reminded Mr. Falco of the importance of completing the forms, and he agreed. The Board recognized that this was a respected family and business in town.

MOTION: To grant variance for Time as a Public Health Control, with the recommendations of the Health Agent (Mr. McSweeney; second: Mr. Dion).

APPROVED: 5-0-0

STAFF REPORTS

► Environmental Engineer's Report

Ms. Porter reported that she was working on the annual registration for industries involved with hazardous materials.

She has been working on plans to recruit participants in the BREPC chemical emergency table top exercise planned for January 11. Town Engineer, Tom Hayes, will be present to represent the DPW.

Biotechnology consultant, Rhonda O'Keefe, will be present at the Institutional Biosafety Committee meeting at Lahey Clinic, along with the Environmental Engineer. Ms. O'Keefe's fees are covered by fees collected from Lahey Clinic.

Dr. Weiner asked if there had ever been any significant types of emergencies with respect to the bio-tech labs located within this town, and Ms. Porter replied that there had not been any. Dr. Weiner added that the Board of Health would continue to follow all proper procedures in accordance with bio-safety regulations.

Dr. Weiner asked what types of batteries should be held and brought to Hazardous Waste Day, and Ms. Porter replied that batteries which appear old and rusted should be brought to waste day as well as rechargeable batteries and small circular batteries for hearing aids for digital equipment.

MOTION: To accept the Environmental Engineer's report as submitted (Mr. McSweeney; second: Dr. Saltsman).

APPROVED: 5-0-0

► Health Agent's Report

Ms. Johnson reported that 7 Cresthaven Drive is now in compliance.

She also said that she had inspected the restrooms at the Burlington Mall after the owner of the Pretzel Twister had said they were not clean. There have been no similar reports. Upon inspection she found an up-to-date checklist on the walls of the restrooms and did not find them to be dirty.

MOTION: To approve the Health Agent's Report as submitted (Mr. McSweeney; second: Mr. Dion).

APPROVED: 5-0-0

► **Board of Health Nursing Report**

All advertised clinics have been staffed. The dates of all clinics may be found on the department's website.

Flu shots continue to be given at the department on prearranged dates, and thus far, 945 people had received shots. Dr. Saltsman indicated that the flu can run through into the month of April, and it is not too late to receive a shot in February.

Mr. McSweeney commented that Principal Clerk, Cathy Piccolo, was doing a fine job assisting while there has been no nurse.

MOTION: To approve the Board of Health Nursing Report as submitted (Dr. Read; second: Dr. Saltsman).

APPROVED: 5-0-0

► **Director of Public Health's Report**

Ms. Mastenbrook reported that she has received helpful comments from the MRC volunteers with respect to the flu exercise. She said that the feedback is much appreciated and helpful for future events.

At this time, she said, the Department is conducting permitting for drain layers.

Also all establishments passed tobacco checks.

She said that she included an article about an underground restaurant or supper club, which is not located in Burlington. These types of eateries have chefs and are done in people's homes, but no food permits are pulled.

There have been a number of communicable disease incidents occurring in Burlington, and cooperation has been received from Winchester in this regard. The Public Health Nurse in Bedford also said that she would help when needed. There is an MRC volunteer who is a nurse who has come in to assist as well.

Volunteers have also been assisting with inventory and the reassembling of materials for the next flu clinic. She said that she appreciates all the help that she has been receiving.

MOTION: To approve the Director of Public Health's report as submitted (Dr. Read; second: Mr. McSweeney).

APPROVED: 5-0-0

DISCUSSION

▶ ***FY 2009 Budget***

The Board reviewed the budget for FY 2009, which has an overall budget percent increase of 3.79 increase from last year. It was noted that there was one budget line item that increased 10% over the last fiscal year which was the budget request for the cost of an e-mail system and a new computer for a total of \$11,000.

Dr. Saltsman suggested talking to emergency services in town to discuss what is already being used and the possibility of working with them. This would eliminate the duplication of services within the town. Ms. Mastenbrook replied that the staff would look into this.

Mr. McSweeney asked Ms. Porter about the budget for mosquito control, and she replied that they will receive level services (to last fiscal year) on this comprehensive service.

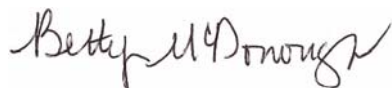
▶ ***2007 Annual Report***

The Board of Health 2007 Annual Report was reviewed. Dr. Weiner suggested that more information be provided regarding volunteers. Ms. Mastenbrook said that departments under the jurisdiction of the Board of Selectmen have been asked to have annual reports submitted by January 25. The BOH Annual Report will also be ready for submission by January 25. No vote was necessary.

MOTION: To adjourn at 7:55 p.m. (Dr. Saltsman; second: Mr. McSweeney).

APPROVED: 5-0-0

Respectfully Submitted,



Betty McDonough
Recording Secretary