

## **CHARLEMONT BOH MINUTES-TOWN HALL**

**FEBRUARY 9, 2011**

**MEMBERS PRESENT – Earl Bowen - Chair, Erwin Reynolds - Co-Chair, Trice Hyer, Robert Lingle and Lisa Hutchins**

- 1. Meeting called to order 7:06 PM**
- 2. Previous BOH Minutes from January 26, 2010 reviewed and signed.**
- 3. Discussion on BOH Draft Definitions.**
- 4. Motion made by Earl Bowen to schedule a Public Hearing on March 9, 2011 on BOH Definitions. Seconded by Robert Lingle, approved unanimously for the BOH to schedule a Public Hearing. Noted that it will be posted in two newspapers twice prior to Public Hearing.**
- 5. Reviewed All Board Meeting Reschedule Notification. Letter will be sent to the Select Board, noting that any of the dates recommended were ok with the BOH.**
- 6. Reviewed letter from the Attorney General concerning Open Meeting Law complaint from Mrs. Coli. Noted that the letter was filed in BOH file.**
- 7. Discussion of the Charlemont Nurse.**
- 8. Motion made by Robert Lingle, seconded by Erwin Reynolds and approved unanimously for Earl Bowen to further discuss the Town Nurse with the Select Board.**
- 9. Motion made by Robert Lingle, seconded by Earl Bowen and approved unanimously to discuss BOH Budget and put on the Agenda for the March 23, 2011 meeting. Noted that Robert Lingle will provide information on the budget.**
- 10. Received Food Inspections from Glen Ayers. Noted that all were compliant with Allergen Awareness and dated for 1/14/11:**
  - a. The Olde Willow**
  - b. Curtis Country Store**
  - c. Berkshire East**
  - d. Coffee Bean**
- 11. Received and discussed Franklin County Health Planning Grant Proposal from Glen Ayers.**
- 12. Motion made by Earl Bowen to accept the Franklin County Health Planning Grant Proposal and to further discuss the Proposal at the March 23, 2011 meeting. Seconded by Robert Lingle and approved unanimously. Noted that Earl Bowen signed and returned the signed original proposal to Glen Ayers.**
- 13. Motion made by Robert Lingle, seconded by Trice Hyer and approved unanimously to have BOH members go to Public Health Study Phase meetings.**
- 14. Discussed Glen Ayers Health Agent Duties.**
- 15. Motion made by Earl Bowen seconded by Erwin Reynolds and approved unanimously to accept Health Agent Duties.**
- 16. Discussed Regulations for Employment of Outside Consultants.**

- 17. Motion made by Earl Bowen, seconded by Robert Lingle and approved unanimously that the board sign all annual permits and send them out as soon as the checks come in for each permit. Noted that the BOH did not make an appropriate motion for the Annual Permits at last meeting.**
- 18. Noted that BOH received and signed Building Permit for Laurie Griswold of 495 Zoar Road.**
- 19. Noted reviewed mail.**

**VARIOUS:**

**Discussion of Earl Bowens follow up on Mr. Wood. BOH waiting for a call back from Mr. Wood regarding inspection.**

**Discussion of Mrs. Faufau's Pre-Packaged Permit.**

**28. Meeting adjourned at 9:21PM**

**LIST OF DOCUMENTS FOR  
February 9, 2011**

- 1. Signed BOH Minutes from 1/26/11**
- 2. 2/9/11 BOH Agenda**
- 3. Draft BOH Definitions of Businesses requiring Licenses/Permits from BOH**
- 4. Notice of All Boards Meeting Reschedule**
- 5. Open Meeting Law Complaint from Attorney General dated January 26, 2011**
- 6. Food Inspection Reports**
- 7. Franklin County Health District Planning Grant Proposal**
- 8. Regulations for the Employment of Outside Consultants**
- 9. Health Agent Duties**
- 10. Town Report Memo (February 1, 2011)**