

Board of Health  
Meeting Minutes  
October 18, 2023 at 1:00 pm  
59 Main Street, Hatfield, MA

Approved: December 6, 2023

Present: Bob Osley, Chair; Member Timothy Menz and Health Agent Charles Kaniecki

Also in attendance:

**CALL TO ORDER**                      Chair Osley called the meeting to order at 1:06 p.m.

**PUBLIC FORUM**                      No one.

**ANNOUNCEMENTS** None.

**APPROVAL OF MINUTES**    Member Tim Menz moved to accept the September 27, 2023 Minutes; Health Agent Kaniecki suggested Topic 8 be stricken from the Minutes; Chair Osley seconded approval with the amendment being made; no further discussion; all in favor – aye; motion approved.

**POSTED BUSINESS**

TOPIC 1            Servsafe course November 7, 2023: Health Agent Kaniecki stated that when this subject first came up, the school was going to have a few participants. However, that has not come to fruition and there are not enough participants to hold a class. The November 7<sup>th</sup> class is now cancelled and the Board will entertain this idea next year.

TOPIC 2            Review and approval of Mobile Home Park Application: The Board reviewed the Mobile Home Park Application and Health Agent Kaniecki suggested taking out the portion which asks for a social security number. Chair Osley stated in front of the mobile home park there are apartments and Health Agent Kaniecki stated we don't permit apartments. Once this Application is established, the owner of the mobile home park is required to file his rules and regs with the Attorney General's office. Member Menz made a motion for acceptance of the application of mobile home park with the amendment of taking out the social security number portion; Chair Osley seconded; no discussion; all in favor – aye; motion approved.

TOPIC 3            Federal Food Code Requirement – food vendors to apply 30 days prior to event: Discussion ensued for food vendors applying for food applications must do so 30 days prior to an event. Health Agent Kaniecki stated this is federal law and when vendors apply for a food permit, they must submit a copy of their menu. This way the Board can review the menu prior to the event. Health Agent Kaniecki further stated by putting the language on the form, it protects the Town in case something comes up. Chair Osley stated as long as we have the flexibility to sign off on a permit within the 30 days. Health Agent Kaniecki stated as of 2013, this is a federal code and vendors are well aware of this. Member Menz made a motion to accept the

federal food code requirement 30 day application; Chair Osley seconded; no discussion; all in favor – aye; motion approved.

**TOPIC 5      Use of Food Inspection Pre-Printed Forms:** Chair Osley stated that the preprinted food inspection reports should be used at all inspections. Health Agent Kaniecki informed the Board we don't have many issues with our food establishments and when we have had an issue, a letter is written and sent which seems to be more effective than the inspection form. However, Health Agent Kaniecki stated, no one really pays attention to the forms but if a group of people get sick, they want copies of the Board of Health inspection forms and, if a lawsuit ensues, you don't want to go before a judge without an inspection form. Health Agent Kaniecki stated this is why I asked for the forms. Chair Osley stated we need clipboards with a storage area for the thermometers.

**TOPIC 4      Reinspection of 127 Elm Street:** The Executive Assistant informed the Board of Health that a new restaurant may be opening at 127 Elm Street. The previous restaurant opened in January of 2023. The Board agreed the property would have to be inspected.

**TOPIC 6      Next Meeting Date:** The next meeting date will be December 6, 2023 at 1:00 p.m.

#### **UNANTICIPATED NEW BUSINESS**

Chair Osley informed the Board he received an email from Lori Devine, Northampton DPU thanking the Board for partnering with them to offer the recent flu vaccine clinic. The email stated they had 70 residents attend the flu clinic at the Council on Aging and 20 at the school. On November 14 Northampton DPU will be back from 10:00-12:00 at COA. Chair Osley stated they provide a great service; I'm glad we made the decision to partner with them.

Member Menz gave an update from Jean Hobbie, Nurse, for the schools: from September 27 to October 17 there were 4 COVID cases, 4 hand foot mouth cases; no flu cases. Nurse Hobbie also stated they are bringing back the dental hygienist on October 19.

#### **CONTINUED OLD BUSINESS**

16 North Street: Health Agent Kaniecki sent an email to the receiver for an update but has not heard back.

**ADJOURN** \_ Member Menz made a motion to adjourn; Chair Osley seconded; no discussion; all in favor – aye; motion approved; meeting ended at 2:13 p.m.

Respectfully submitted,

Karen Brodeur  
Executive Assistant