

**Board of Health**  
**November 15, 2017 3:30 P.M**  
**City Hall Annex Isinglass Conference Room**

**Members Present**

Thomas Moon  
Toni McLellan  
Jackie Fitzpatrick

**Others Present**

Julia Libby, Secretary BZLS  
Bob Veno, Health Inspector

**Excused Members**

Jocelyn Caple

**MINUTES**

The meeting was called to order at 3:47. The members took a moment to review the minutes of last month's meeting. There was some discussion about paragraph three. Ms. Fitzpatrick made a motion to postpone the approval of October's minutes until Dr. Caple is able to respond to the paragraph regarding policies. Ms. McLellan seconded the motion, and it carried unanimously.

Ms. McLellan asked the other Board members if they would like to go through the highlighted changes that were made on the By-Laws. There was some discussion about whether they should be approved today without all the members present. Ms. McLellan said she really thinks that everything should be set in place before it becomes a final set of By-Laws especially if something were to go to court.

Section 8 for hearing processes got brought up to go over. Ms. McLellan pointed out the difference between the City's hearing process regarding food licenses and the State's. She was wondering what we would go with since they are different. Mr. Veno responded that he gets back to someone he shuts down as soon as possible. Other conversation got brought up about inspections. Mr. Veno said he'll be asking on applications next year if establishments have generators that way he is able to tell during a power outage what establishment are highest risk. He then went over some of the month's health events.

Mr. Veno mentioned that he would like to have Ian from the Department of Public Works come to a Board of Health meeting to discuss the City's process on testing water supply. Discussion then led back to the By-Laws, the Board decided that they would adopt the By-Laws this meeting since they were sent to all other members via e-mail.

Mr. Moon motioned to adopt the By-Laws as presented, Ms. Fitzpatrick seconded the motion and it carried unanimously.

Mr. Veno brought up posting scores online, he said that he would like all the members to seriously think about this and what they would want to do. The Board went over some of the

threshold items that would contribute to the scores. They talked about how they would need to put weight to all inspection items. It was discussed that the scores would be posted and people would be able to see the establishment got that score. Mr. Veno said that the Board should notify establishments of this and hold an educational public meeting for them to attend. The Board members agreed that was a good idea.

More small talk about the scoring went on, and the Board also decided now that the By-Laws were in place we would meet again in at least ten weeks, the date is to be determined.

At 5:24 Mr. Moon motioned to adjourn the meeting. Ms. Fitzpatrick seconded and the motion carried unanimously.

DRAFT