



Town of Oak Bluffs
Board of Health
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William White
Chairman
James Butterick
Thomas Zinno
Board Members
Meegan Lancaster
Health Agent

**BOARD OF HEALTH MEETING
January 29, 2019 – MINUTES**

Members Present: William White, James Butterick

Members(s) Absent: Thomas Zinno

Others Present: Meegan Lancaster, Lorna Welch, Lisa Merritt

Chairman White called the meeting to order at 10:00 am.

APPOINTMENTS:

- None

BOARD MEMBER DISCUSSION:

- **Proposed Fat, Oil, Grease (FOG) Regulation for FOG producing businesses**

Ms. Lancaster explained that the proposed FOG regulation for maintenance of grease traps from 2016 by former Health Agent, Ade Solarin, was not approved by the Board. Mr. Monteith is the facilities manager but is at a conference in Boston so he asked Ms. Merritt to attend the meeting. Mr. White asked if she was able to find out from the minutes why it was not approved. Ms. Lancaster stated that she thought the Board at that time felt it would be too much of a financial burden on the businesses. She explained that this is more of a health issue because it can cause a sewage back-up in the restaurants which is immediately reportable and hasn't been done historically. She stated that recently the BOH and Wastewater Dept. have had great communication. The restaurants are not maintaining their grease traps and it will eventually affect them and or their neighbors.

Ms. Merritt stated that they have restaurants, usually at night in the summer, where they get the alarm and the grinder pump is chock full of grease. They have to shut down the restaurants if this happens and they have to clean it out and sometimes parts of the grinders are damaged. It can also go further down the line and affect the other businesses. This repair is charged to the businesses (usually on the second incident) and it costs them a minimum of \$1000. It is more costly for them to not maintain the grease traps. She further explained that the State puts all these constraints and permit requirements on them but they don't give them any means of enforcement which is why they have approached the BOH.

Ms. Lancaster stated that February 12th would be the first date we could do a public hearing. Then the Board can vote on it.

APPROVAL OF MINUTES:

- **January 15, 2019 - Approved**

AGENT UPDATES:

- **Update on training**

Ms. Lancaster stated that she is in the home stretch. She will probably have to go off island for about a week to complete her remaining classes.

Ms. Welch is signed up for the ServSafe class being offered on the island in April which will be helpful in answering questions regarding food establishment permits. Mr. White stated that there was a thing that every Board member should take the ServSafe class and he had been remiss but maybe he should. Ms. Welch suggested that they could take it together. Mr. White stated that it may be a possibility. He suggested we let him know the date of the class and that he would take the class with Ms. Welch if scheduling allows.

Ms. Lancaster stated that with the food code change we are going to do the restaurant meeting this year. We will do 2 sessions, one towards the end of February for the year round food establishments and one in April for the seasonal restaurant people to attend. Mike Sawyer offered his room at the Barn & Bowl for the meeting.

We also talked about setting up something like Mailchimp for communicating with all the restaurant owners and send out mass emails that would be helpful to them.

- **Viewpoint permitting software**

Ms. Lancaster explained that this was supposed to go live last fall. All of our online applications are completed and ready to go. There is a holdup with payment processing because Ms. Sashin already has 2 forms of online payments and didn't want a 3rd. Then there was an issue with GIS integration with Peoplesoft. The Building Department needs those layers for zoning but do not need this feature for what we will be doing. We just need applicants to be able to fill out their paperwork and pay online. We are also supposed to have iPads for inspections and we have had to order 750 three part forms so she can do the pre-opening inspections soon which she paid for out of pocket because the price to order online was significantly cheaper. Ms. Lancaster added that there has been a severe lack of communication and we need an external advocate. Mr. White confirmed that this was an IT issue and that he would be speaking to Mr. Whritenour, Town Administrator, about this and asked what we need to know. Ms. Lancaster stated that we need a hard date and provided Mr. White with the correspondence between our account rep. and Mr. Larsen, IT.

Mr. Butterick made a motion to adjourn. All in favor.

Respectfully submitted by Lorna Welch, Administrative Assistant.

DOCUMENT(S): Proposed Rules and Regulations for Maintenance of Grease Traps and Removal of Fats, Oils & Grease (F.O.G.) from Food Establishments