



Town of Franklin

HEALTH DEPARTMENT

355 East Central Street
Franklin, MA 02038
Phone: 508-520-4905 Fax: 508-520-4989

Bridget Sweet-Chair
Timothy Cochrane-Vice Chair
Jeffrey Harris-Member

Cathleen Liberty-Director
Ginny McNeil-Agent

BOARD OF HEALTH AGENDA

December 6, 2023

The Board of Health will be conducting the Board of Health meeting at 355 East Central St, **Conference Room, 3rd floor** at 5:00 p.m. The Public has the option of attending the meeting live at the Town Hall or dial into the meeting using the provided phone number (Cell phone or Landline Required) OR citizens can participate by copying the link (Phone, Computer, or Tablet required).

Join with Google Meet

meet.google.com/msd-rmbj-hfm

Join by phone

(US) +1 402-803-1078 PIN: 830 130 806#

<https://meet.google.com/msd-rmbj-hfm?authuser=0&hs=122>

APPROVAL OF MINUTES

- Reading and acceptance November 1, 2023 draft meeting minutes

NEW BUSINESS

- Reorganization - Board of Health members
- Discussion on the Bylaw to amend the code for the Town of Franklin, Chapter 139, Sewers
- Local upgrade approval for 6 Bunny Drive - increase in the maximum allowed cover over System Components
- Metacomet shared service grant regional inspector report
- Metacomet shared service grant public health nurse report
- Metacomet shared service grant epidemiologist report

CITIZENS COMMENTARY

ADJOURNMENT

BOH MEETING MINUTES

11/1/2023

In attendance: Bridget Sweet, Chair; Timothy Cochrane Jr., Vice Chair; Jeffrey Harris, Member; Cathleen Liberty, Director; Ginny McNeil, Health Agent; Alisha Sullivan, Public Health Nurse; John Robertson, Shared Service Grant Regional Inspector; Epidemiologist Cassia Monteiro; Maureen Canesi, Administrative Assistant and Kim Mu Chow.

CALL TO ORDER: ► Chair Sweet called the Meeting to order at 5:00 pm.

APPROVAL OF MINUTES: ► October 4, 2023.

► **MOTION to Approve the October 4, 2023 meeting minutes by Harris. SECOND by Cochrane. No discussion. ► ROLL CALL VOTE: Cochrane-YES; Harris-YES; Sweet-YES ► VOTE: Yes-3, No-0, Absent-0.**

NEW BUSINESS

CHNA

Director Liberty reviewed the CHNA Grant which the Town received. She stated that this is a one time grant of \$10,000 for the Migrants located here in Franklin. 95% of the grant is for Transportation.

Status on Emergency Shelter

Director Liberty reviewed the status of the Migrants housed in the Emergency Shelter in town. She stated that currently there are 94 families totaling 307 people. She noted the DPH is in Phase II which includes the screening of past immunizations and putting this information into the Massachusetts database system.

Vote to approve a local upgrade at 20 Earls Way

Twenty Earls Way Realty Trust requesting approval for depth of cover. The depth of cover is proposed to not exceed 5.5 feet.

► **MOTION to approve request for a local upgrade variance at 20 Earls Way by Cochrane. SECOND by Harris. ► No discussion. ► ROLL CALL VOTE: Cochrane-YES; Harris-YES; Sweet-YES ► VOTE: Yes-3, No-0, Absent-0.**

Metacomet Shared Service Grant Inspector Update

Regional Inspector John Robertson updated the board with the Regional Inspector Report for the month of October, 2023.

Metacomet Public Health Nurse Update

Public Health Nurse Alisha Sullivan updated the board with the Public Health Report for the month of October, 2023.

Metacomet Shared Service Grant Epidemiologist Update

Epidemiologist Cassia Monteiro updated the board with the Epidemiologist Report for the month of October, 2023.

Chair Sweet thanked Member Timothy Cochrane for his service to the Town and the Board of Health.

CITIZENS COMMENTARY

ADJOURNMENT

▶ **MOTION** to adjourn AT 5:31 by Cochrane. **SECOND** by Harris. ▶ **No discussion.** ▶ **ROLL CALL VOTE:** Cochrane-YES; Harris-YES; Sweet-YES ▶ **VOTE:** Yes-3, No-0, Absent-0.

Respectively submitted by: Maureen Canesi



Draft 12/01/23
Sponsor: Administration

**TOWN OF FRANKLIN
BYLAW AMENDMENT 24-_____
CHAPTER 139, SEWERS**

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 139, SEWERS.

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Chapter 139 Sewers of the Code of the Town of Franklin is amended as follows:

§139-2 Definitions; add new and revised definitions inserted in proper alphabetical order with existing definitions, as follows:

PRETREATMENT - The reduction of the amount of pollutants and or FOGs, the elimination of pollutants, FOG's or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the facility. The reduction or alteration can be obtained by physical, chemical or biological processes, process changes or other means, except as prohibited by 40 CFR 403.6(d).

Commercial Kitchen / Food Service Establishment - Any facility preparing and/or serving food for commercial use or sale including, but not limited to, restaurants, cafeterias, hotels, hospitals, convalescent homes, factory or school kitchens, catering kitchens, bakeries, grocery stores with food preparation and packaging, meat cutting and preparation, and other food handling facilities not listed above where fats, oil, and grease may be introduced to the municipal sewer system.

Exterior Grease Trap - A watertight structure located outside on a building sewer prior to its connection to the municipal sewer system in which grease and oils are separated from other solid and liquid constituents of sewage and accumulated in accordance with 310 CMR 15.230.

FOG's - refers to fats, oils and grease from food establishments. Specifically animal and plant derived substances that may solidify or become viscous between the temperatures of 32°F and 150°F (0°C to 65°C), and that separate from wastewater by gravity. Any substance identified as grease per the most current EPA Analytical method as listed in 40 CFR 136.3.

Permitted Offal/Septage Hauler - means any Offal Hauler that is issued a valid Permit by the Franklin Department of Health to dispose of FOG and/or sanitary septage.

Town Agent – means a duly authorized agent of the Town of Franklin Department of Public Works Director or designee, Town of Franklin Building Commissioner or

designee or the Town of Franklin Board of Health Director or designee bearing proper credentials.

§139-3 General discharge provisions; add new sub paragraph L, as follows:

L. Exterior Grease Traps.

(1) Any new commercial kitchen or food service establishment shall have an exterior grease trap installed on the sewer service line intercepting kitchen flows prior to discharging to the municipal sewer system.

(2) Any existing Commercial Kitchen or Food Service Establishment facilities shall have an exterior grease trap installed on the sewer service line intercepting kitchen flows prior to discharging to the municipal sewer system whenever there is a change in ownership of the business, or any capital improvements are being made to the food establishment facilities which require a building permit.

(3) All exterior grease traps are to be sized and installed in accordance with 310 CMR 15.230

Strike existing §139-5 Permits, Subsection I Paragraph 15 in its entirety, and replace with:

~~(15) A separate and independent building sewer shall be provided for every building, except that where one building stands at the rear of another or on an interior lot and no private sewer is present or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer, provided that the building sewer from the front building is adequate in size.~~

a new §139-5 Permits, Subsection I Paragraph 15, as follows:

(15) Where required, exterior grease traps shall be installed to collect kitchen flows prior to discharging to the building's sewer service line. Exterior grease traps shall be designed and installed in accordance with the requirements of 310 CMR 15.230. Work to be performed by a licensed drain layer under a valid DPW Sewer Connection Permit or Sewer Renewal Permit. Any associated plumbing work shall be coordinated through the Plumbing Inspector.

§139-6 Reporting requirements, monitoring, and inspections; add new sub paragraph G as follows:

G. FOG Reporting Requirements

- (1) An Exterior Grease Trap shall be pumped, inspected, and serviced by a Permitted Offal/Septage Hauler at least every three (3) months or at a frequency deemed necessary to prevent any potential blockage.
- (2) A copy of "The Grease Trap Maintenance Log" shall be kept onsite and maintained relative to the operation/maintenance of any FOG Pretreatment System. This log shall be readily accessible for review by a Town Agent.
- (3) All pumping and hauling records shall be properly maintained on a regular basis and readily available for review by a Town Agent.
- (4) All Septic/FOG Hauler trucks that service systems in the Town of Franklin will be required to have a Septic/Fog Hauler Permit. Septic/FOG Haulers must provide a list of all FOG customers in Franklin as part of the permit application.

§139-8 Enforcement; add new sub paragraph H as follows:

H. FOG Inspection Requirements

- (1) Inspection of cleaning and maintenance records for all FOG Pretreatment Systems shall be part of regular inspection of a Food Service Establishment. A Food Service Establishment inspection may be unannounced occurring during regular business hours.
- (2) Records pertaining to the removal and treatment of FOG's shall be maintained by the owner or operator within the premise of the Food Service Establishment for no less than two (2) years. Upon request by a Town Agent, a Food Service Establishment owner or operator shall furnish all records required to enforce and monitor compliance with the regulation.
- (3) During an inspection, a Town Agent may apply dyes to the waste stream to identify illegal connections after the exterior grease trap.
- (4) A Town Agent may inspect any Food Service Establishment, with reasonable cause, suspected of exceeding a Discharge Limit for their wastewater.

§139-9 Violations and penalties; add new sub paragraph E as follows:

E. FOG Violations

- (1) Written Notice of a violation of Chapter 139-6.G or 139-6.H.2 or 139-6.H.3 shall be given to the owner and operator of a Food Service Establishment by a Town Agent, specifying the nature, time and date of the violation, and any preventative measure required to avoid future violations, and the time frame for completing any necessary corrections.
- (2) The penalty for violation of this section, which may be enforced by the Department of Public Works Director, Health Director, or any of their designees, and which may be enforced pursuant to the provisions of MGL c. 40, § 21D, relative to noncriminal disposition, shall be:

(a) First violation: a fine of \$100.

(b) Second violation: a fine of \$200.

(c) Third and subsequent violations: a fine of \$300.

Each day that a violation continues shall constitute a subsequent violation.

This bylaw amendment shall become effective in accordance with the provisions of the Franklin Home Rule Charter.



DATED: _____, 2023

VOTED:

UNANIMOUS _____

YES _____ **NO** _____

ABSTAIN _____

ABSENT _____

A True Record Attest:

**Nancy Danello, CMC
Town Clerk**

**Glenn Jones, Clerk
Franklin Town Council**

Layers in Photoshop Elements

Why use layers to edit an image?

1. It allows you to save the original image unedited.
2. It allows you to organize the workflow.
3. For each layer you can adjust color and brightness, apply special effects, specify opacity, reposition layer content, and so on.
4. It allows you to bring out your artsy side.
5. It allows you to save the workflow for future editing.

Think of layers as sheets of acetate or clear plastic which allows you to see through each layer into the background layer. Each layer is independent of the other layers and doesn't affect the other layers. However, when you look from the top down, you will see the accumulation of all the layers as they rest on the background layer.

There are three types of layers that we will be covering: First, you must be in the Expert Mode of Photoshop Elements.

1. New.
2. Adjustment.
3. Duplicate.

The New Layer is used for cloning, adding text, and superimposing the image.

The Adjustment Layer is used to modify color and contrast in the image.

The Duplicate Layer allows you to apply filters and effects.

All three layers can be created by going to Layers in the Menu. The Menu is located at the top of the screen.

Go to Layers, find New-Layers, left click.

New Layers can also be created by clicking on the new layer icon at the top of the panel.

The icon with the folded corner.

Go to Layers, find Adjustment Layers, left click.

Go to the top of the Panel and click on the Oreo.

Go to Layers, find Duplicate Layer, left click.

Drag the background layer into the new layer icon in the palette

The eye will enable one to turn the layer off or on. Left click the eye and it will turn off the layer. Left click the eye again and the layer will reappear. This gives you a before and after effect.

You can rearrange the layers by clicking on the layer and dragging it to a new position.

You can rename a layer by double clicking the layers name and renaming. It is advised to name the layer that makes sense to you in the future.