

**HEATH BOARD OF HEALTH
MEETING MINUTES -FINAL
June 11, 2025**

Board Members Present: Sheila Litchfield, Susan Gruen, Tucker Jenkins, and Gene Garland -Chair
Cindie Garland – Boards Clerk

0900 Meeting Called to Order by Gene Garland

REVIEW AGENDA/ADD ITEMS

- The board reviewed the agenda.

REVIEW/APPROVE MINUTES

- May 14, 2025, Meeting Minutes: Susan moved to accept the minutes with minor edits. Sheila seconded the motion. Ayes: Susan, Sheila, Tucker and Gene. Approved the minutes unanimously.

REGIONAL HEALTH AGENT UPDATE

- Randy Crochier was not present.

NEW BUSINESS

NURSE UPDATE

- In May 2025, Claire Rabbitt, RN continued regular home visits with the same individual she has been following. The individual received physical therapy and showing significant signs of improvement.
- In the office, she performed two INR tests, distributed a sharps container, and assessed lung sounds for one individual, recommending they consult their physician for a chest X-ray order. Another person came in for routine blood pressure checks.
- Completed required preparation for the upcoming flu season, including participating in educational webinars.

BOARD OF HEALTH CLERK UPDATE

- Cindie reviewed the BOH expenses. Remaining Budget: \$635
- She ordered additional tick coupons, totaling \$300. Purchased the laminator and laminating sheets from Staples for \$161.
- The board discussed using the remaining funds to purchase bug wipes currently priced around \$77–\$100 per box. Discussed waiting to purchase wipes during the next fiscal year before the Heath Fair.
- Tick cards were also discussed as a possible expenditure for FY25.
- Purchasing a canopy/tent with FY26 funds was also discussed.

| BOH ACCOUNTS | BUDGET | INCOME | EXPENSED | BALANCE |
|---------------------------|-----------|----------|----------|------------|
| BOH Expenses | 1,500.00 | | 864.19 | 635.81 |
| Personnel Expenses | 7,488.00 | | 4,709.20 | 2,778.80 |
| Stipends | 1,375.00 | | | 1,375.00 |
| CARRYOVER ACCOUNTS | | | | |
| BOH Revolving Fund | 14,091.32 | 200.00 | | 14,291.32 |
| Septic Grant | 43,862.18 | | | 43,862.18 |
| Opioid Settlement | 869.53 | 49.85 | | 919.38 |
| Vaccine Revolving Fund | | 1,488.77 | 6,972.65 | (5,483.88) |

SHOE-SPRAYING EVENT

- Despite bad weather the June 7th event had an excellent turnout. 47 pairs of shoes were sprayed. The treatment lasts approximately 40 days, which means the current applications will remain effective until around July 16.
- Proposal for Second Event:
 - There was interest in holding another shoe-spraying event. Two possible dates were discussed: Friday, July 11 and Saturday July 19. At least three people are recommended to volunteer: 1–2 for spraying and engaging with the public, 1 for registration and educational outreach.
 - Logistics & Supplies: Susan has 6 cans of spray left; Maureen O'Reilly may have more. 50+ paper bags were provided by Art (Heath resident) and 47 were used.
 - Susan will check with Maureen to confirm availability of supplies and potential support.
- Improvements for Future Events:
 - Jason suggested implementing drop-off and pick-up windows to reduce wait time and streamline operations.
 - Most traffic occurred between 10:00 AM–11:30 AM, with full wrap-up around 12:15 PM. Proposed setup at 9:30 AM, event running from 10:00 AM–1:00 PM.

PARKS AND RECREATION REIMBURSEMENT REQUEST – Dog Bag Dispenser at 18 Jacobs Road

- Pat McGahan, the Parks and Rec Committee member responded to the questions Gene submitted on behalf of the BOH.
 - Was this purchase formally approved by the Parks and Recreation Committee? Yes, the purchase was formally approved.
 - Was a funding request discussed within your committee prior to contacting the BOH? No, as we have not had a meeting since January. However, I will bring the request to our June 12 meeting and am confident that it will receive belated approval.
 - Who is responsible for installation and ongoing maintenance of the dispenser? Tim Lively is overseeing installation. I do not anticipate significant maintenance beyond periodic refilling and disposal of bags. If Tim is unable to continue with that, Parks & Rec will assume responsibility.
 - Do you anticipate any involvement from the Highway Department, as was the case with the dispenser in the town center? Based on my discussion with Tim, Highway Department involvement does not appear to be necessary at this time.

- Why is there a need? While there have been no formal written complaints, several verbal complaints were received. In addition, there has been visible evidence of dog waste left behind, particularly in areas where children play. A few individuals appear to be treating the area like a dog park, with dogs off-leash and not cleaned up after. In the future, Parks & Rec can begin documenting such incidents if the BOH would find that helpful—whether or not reimbursement for this installation is ultimately possible.
- BOH members voted unanimously to deny reimbursement for a dog waste station.
 - Concerns about setting precedent for using Board of Health funds.
 - Gene will communicate with Parks and Recreation and the Select Board.

HEATH FAIR

- Board members discussed setting up a Public Health table at the Heath Fair (Aug '25).
 - Provide information about tick and mosquito prevention.
 - Offer bug wipes and masks.

ONGOING BUSINESS:

PIONEER VALLEY MOSQUITO CONTROL DISTRICT (PVMCD) Update

- Mosquito Control Program Updates
 - Montague has joined the regional mosquito program and has begun mosquito collection and testing.
 - Janine Brown (DPH, Northampton) created a “Fight the Bite” trifold brochure that's reportedly very helpful. Magnets with contact information are being ordered to help residents know who to call with mosquito issues.
- Town-Specific Notes
 - Northampton published its own version of the brochure. The city has already received 70 mosquito complaints, especially near the Oxbow. Some residents are requesting spraying, but the program's philosophy is surveillance and pretreatment—not spraying.
 - Amherst opted not to pay a \$250 program cost increase and instead reduced the number of ponds being treated. This decision is notable given the town's size.
- The mosquito program needs a third truck due to the geographic spread of sites, but their request was questioned because they only have two full-time staff. John argued that the issue isn't staffing, it's geographic coverage.
- Community Outreach & Environmental Concerns
 - Efforts are underway to educate the public about dragonflies, which are natural mosquito predators.
 - They're seeking a template to guide proper treatment of standing water (like in tires) and discourage inappropriate commercial spraying.
 - Some sprays may interfere with larvicide effectiveness and possibly even alter mosquito DNA, which could affect resistance patterns.

CPHS (COMMUNITY PUBLIC HEALTH SERVICES) UPDATE

- Susan stated there was nothing to report.

MOHAWK AREA PUBLIC HEALTH COALITION (MAPHCO)

- The finalized Concept of Operations (ConOps) has been completed and will be distributed to the members shortly.
- Training Requirements: MAPHCO discussed required FEMA trainings, likely the ICS/NIMS courses (IS-100 to IS-800 or IS-900). A training document outlining these requirements is forthcoming. More towns have now completed the training survey, but participation is still limited in other areas.
- Only three member communities that have submitted Emergency Response Plans (ERPs). The coalition is continuing to push for more submissions.
- Board of Health members still make up majority of participants. There's a strong call to get more Emergency Managers involved across member towns.
- Discussion of the required annual drill during the meeting. It's unclear if the drill will be virtual or in-person.
- Input was shared on developing tabletop exercises, particularly focused on: Extreme heat scenarios, Winter storms, such as the snowstorm in February experienced across the region.
- Follow-Up Tasks
 - Inquire about Concept of Operations document from MAPHCO.
 - Get clarification on the date and format (virtual/in-person) of the annual drill.
 - Request or watch for the FEMA training documentation.
 - Consider re-sharing or following up on your tabletop exercise suggestions.
 - Confirm that each town has submitted an ERP.

REGIONAL EMERGENCY PLANNING COMMITTEE (REPC)

- Sheila stated there is no update.

BOH ACTION ITEMS

- Follow up on BOH stipend review.
- Remind BOH members to complete MA Public Health online training.

HEATH HERALD ARTICLES

- Aug/Sep Newsletter: Lithium battery safety.

Next Meeting July 09, 2025 @ 0900 via Zoom.

Gene made a motion to adjourn at 9:47; Sheila seconded the motion. Ayes: Sheila, Susan, Tucker and Gene. Meeting Adjourned at 9:47.