

**Town of Heath - Board of Health
Meeting Minutes
February 5, 2020**

PRESENT: Betsy Kovacs- Chairman, Susan Gruen, John Palmer

Betsy Kovacs- Chairman announced that Henry Godek will be participating remotely by phone due to geographical distance. All votes will be taken as roll call.

ALSO PRESENT: Mary Sumner- BoH Clerk, Randy Crochier- FRCOG Health Agent, Lisa White-FRCOG Nurse

ABSENT: Armand Clavette, Gene Garland: Ex officio BoH member

Meeting was **called to order** by Betsy Kovacs at 4:32pm

A motion was made by Susan Gruen, seconded by John Palmer, to accept the **minutes** of December 4, 2019 as amended. Gruen- aye, Palmer-aye, Kovacs-aye, Godek-aye.

Chairman's Report: Betsy gave an update about joining the **Pioneer Valley Mosquito Control District (PVMCD)**. She has prepared a hand-out for the informational meeting taking place on February 18. Betsy also reviewed the **remote participation policy**. She asked the Select Board members to clarify the meaning of the meeting attendance requirements. They declined to do so. The next MAPHCO meeting will take place March 2 either at FRCOG or GCC. The meeting will be an Emergency Dispensing Site (EDS) tabletop drill for all nine Franklin County Towns. All EDS participants are encouraged to attend. More details are being worked out and they will be forwarded to all BoH members.

Annual review of Clerk: The Board reviewed the clerk's job performance using the employee review form provided by the Town Coordinator. Betsy noted Board members comments and overall satisfaction with Mary's outstanding work. Betsy will finalize the report and give copy to Town Coordinator for the files.

Clerk report: Mary reviewed the recent food permit applications for the Fire Association pancake breakfast using the 18 Jacobs kitchen, and Community Hall kitchen renewal. Also noted the website training she attended for the new Town webpage.

Budget: Reviewed recent expenditures, Mary noted all is in order.

Susan reviewed **Nurses report** for December and noted she had discussed the Nurse budget with Claire. This led to a brief discussion about if the BoH should be approving and overseeing Nurse budget. Since it is late in the budget planning process for this year, no change will be made. In preparation for next year, we will look into several questions about how Nurse budget is created and overseen, and Town policies around who appoints nurse and nurse substitutes. Next year we will have Claire come to a Board meeting to review budget request. Susan to let Claire know.

Susan again noted the supplies stored at the Heath School Building for emergencies and what funding might be available for replacing expired items. These expired items need to be replaced. Mary will ask Hilma who can and how to access the funds in Town budget held under Ice Storm Donations.

Susan reported on a phone seminar she did on January 3 concerning Coronavirus. There is a lot of confusion over what needs to be done and what the best steps will be if this disease progresses. Discussed the BoH power to intervene if we learn of a local case and need to ask an individual to self-quarantine. Noted

common flu cases are far greater than coronavirus cases and the need to remind people about good hygiene.

Business:

FY 21 Budget: Briefly reviewed handout Mary had made summarizing budget for past three years and discussed BoH line items. Discussed pros and cons of decreasing BoH expense line item by 5-10% as requested by the Select Board. Susan made a motion to keep the funding for the BoH the same as the prior year because of unknown expenses in coming fiscal year; seconded by John Palmer. Godek- aye, Gruen- aye, Palmer- aye, Kovacs- aye.

Health Agent report:

Randy noted recent CPHS meeting and changes in fees that will commence on April 1 to better reflect the amount of work associated with the inspections being done.

Randy reviewed our WebEOC. Randy was able to establish a new username and password for the BoH; the BoH will be the contact for the WebEOC for Heath. The Chairman will respond. Betsy will update Sheila Litchfield who is also a main contact for Heath. At a future BoH meeting we will review site together to become more familiar with use.

Lisa White, Regional Nurse for FRCOG, joined the meeting at 5:29 pm

Betsy introduced Lisa and noted that FRCOG held a seminar several weeks back about “Age Friendly Communities’ that several Heath residents, including Betsy, attended. The other Heathans who attended the program held a post-meeting gathering and expressed interest in pursuing an Age Friendly Community designation. They invited Lisa to do an informational meeting. However, since Lisa works for the BoH, Lisa said she would do so with the BoH’s invitation. Betsy asked Lisa here tonight to give an overview about the program so the Board can decide if we as a Board want to move forward in any way with this program. BoH would need to invite Lisa formally to come to Heath to do a public information seminar on this topic before she could do so.

Lisa reviewed the program and provided a handout (attach to minutes). Age Friendly Communities is a global program sponsored by the World Health Organization, overseen nationally by AARP and locally by Mass Healthy Aging Collaborative. The general idea is that people should be able to live at all ages in our communities, especially as we age. Deciding to apply to the national program with AARP offers one way to start a process of organizing around this issue. Reviewed steps outlined in hand out.

Discussed many of the services related to aging that are already set up in our Town and that our current organizations (Senior Center, Council on Aging, Board of Health) have a lot of history on needs of Heath’s aging community. Discussed the need to include all the current players and current work and goals in any new program, and concern that they had not been included in preliminary meetings up to this point.

Lisa noted several services including the Mass Healthy Aging website that has many tools and resources available for us to use without joining the AARP national program.

BoH members noted concerns of moving forward with a new program without first contacting all current players and discussing with them the need for such a designation. Betsy asked should she write back to the group of Heath citizens interested in this program letting them know the BoH met with Lisa, and stating that

the BoH will hold a meeting including all interested Heath persons and organizations to coordinate efforts and agree on way forward. She suggested that given the heavy workload of the Town at present, that the BoH move on this after the ATM. Board members agreed.

Lisa left the meeting at 6:03pm

20 Judd Road: The tenant sent a letter updating BoH that they had decided to move from the property by February 1, 2020. Randy followed up with the tenant and they were set to move by Feb 3. Randy reminded the property owner that all items in the Notice of Code Violation, Order to Correct need to be fixed before the property can be rented to a new tenant. Randy will follow up on repair progress.

594 Route 8A. Randy is still evaluating property for sewer complaint and occupancy of camper trailer. No one has been home so he only viewed from road. He will continue to followup.

7 Flagg Hill Extension: No update. Randy will revisit this property in the Spring.

3 Ledge Road: Betsy reviewed that the owners were still trying to find alternative housing and trying to sell property. Reviewed where we are at in the process: First Order to Correct was issued on October 24, 2109, to date no work/repair was done. Randy reviewed meetings he has had with property owner.

Betsy asked Randy to review Board's options. Randy noted the following:

1. Do nothing.
2. Extend the current order to correct for a period of time if the Board of Health feels the owner is looking for housing or has housing available shortly;
3. BoH can choose to take to Housing Court to have court enforce the order to correct; discussed expense and time issues involved.
4. BoH can begin issuing fines for violations allowed by the order to correct. Discussed how this works, and choosing to either waive fines or collect fines.
5. Hold a hearing to vote on vacating and securing the property. A hearing allows the owner to speak and sets an end point.
6. Holding a hearing to condemn the property.

Discussion of options, steps involved in each option and consequences of decisions. Discussed the long process this has been, and the need to make a decision that keeps this moving forward.

A motion was made by John Palmer to hold a hearing about 3 Ledge Road for failure to comply with the Notice of Code violation of October 24, 2019. Seconded by Godek. Brief discussion of what the hearing is about. Vote taken: Gruen- aye, Palmer- aye, Kovacs-aye, Godek-aye.

Hearing date was set for March 3, 2020 at 3:30 pm

Randy will prepare a letter for Mary to send by certified mail to property owner informing them of the decision and date of hearing.

612 Route 8A - Randy has not been able to find a time that works for property owner to do a visit of the camper. He will follow up again this month.

Temporary Occupancy Permitting of camper trailers discussion. Mary noted that letters to current permit holders will need to be mailed soon so she may start renewing permits. As no new information or ideas have come forward, discussion was tabled. Will discuss further at next BoH meeting.

Mary reviewed recent **Title V requests:** 478 Route 8A- applied for Title V, will do in spring.

Mail: Reviewed recent reports received on former 3 Town landfill site and current transfer station. All is in order.

Public Comment: Susan Gruen noted that asbestos removal took place this past week from Community Hall and she expressed concern that there was no signage or notice that the work was being done. People were able to go in and out of the building during the removal. Randy will look into how removal was permitted. Containment was probably all done inside the room where the material was being removed from.

M/S/C to **adjourn** at 6:50 pm.

Next meeting date March 3, 2020 at 3:30 pm.

Minutes written by Mary Sumner, BoH Clerk.

Attachments:

Age Friendly Communities