

Town of Heath - Board of Health (BoH)
Meeting Minutes
January 6, 2021

1. The Zoom meeting was **called to order** at 5:02 pm.

Roll Call: PRESENT: Betsy Kovacs, Susan Gruen, Henry Godek, John Palmer, Armand Clavette.

ALSO PRESENT: Gene Garland-Ex Eficio BoH member , Mary Sumner—BoH Clerk, Jenny Hamilton, Suzanne Hannay

ABSENT: Randy Crochier—FRCOG Health Director

2. **Reviewed agenda.** Added porta potty application review.

3. Reviewed **minutes** of December 2, 2020 meeting; motion by Susan to accept minutes as presented; seconded by John; Kovacs-Aye, Palmer- Aye, Gruen-Aye, Godek-Aye, Clavette-Aye.

4. **Chairman's Update:** Betsy reviewed recent information from:

- MDPH on COVID-19 noting the continued increase in case counts.
- EDS: reviewed recent discussions with Sheila Litchfield and Phoebe Walker on vaccine roll out plans. Heath's first responders are eligible to receive a COVID-19 vaccination this coming week at a Greenfield site.
- Select Board (SB) meeting: briefly reviewed history on the concerns over congestion in Sawyer Hall entryway and PO area. At the most recent SB meeting it was decided to close the upstairs of Sawyer Hall during the hours the PO is open and for Town employees who cannot adjust their hours to either work from home or to be offered work space at 18 Jacobs Rd. BoH is waiting for full plans from SB.
- 3 Ledge Road barn: SB is having the barn demolished and removed. Betsy did remind Sel Board about the commitment to have vermin extermination in advance of razing the barn.

5. **Clerk update:** Mary gave updates on several computer-related projects. At Mary's request, Henry made a motion to approve spending \$60 for one hour of consulting with Northampton Computer to assess the issues and train in solutions, seconded by Susan. Roll call vote: Kovacs-Aye, Palmer- Aye, Gruen-Aye, Godek-Aye, Clavette-Aye.

Mary also reported that the SB is acquiring a laptop for the BoH so the BoH clerk can work from home. Hopefully this laptop will provide access to all BoH computer files. Mary noted that with the recent work by NEIT she has been able to access email, something she has not been able to do from home. She will keep the BoH updated, but feels internet at her home will continue to be an issue.

Annual review of Clerk: Betsy asked each BoH member to submit an evaluation form. She will compile the comments and submit an evaluation after discussion with Mary.

Mary reported that she will distribute renewal letters for Temporary Occupancy permits that expire this calendar year. She did not see any changes needed to the letter or process.

Mary noted work done clearing off the BoH bulletin boards and that permit applications continue to be slower at this time of the year.

6. Budget: Betsy reviewed the FY22 budget worksheet sent to all BoH members for review and noted there will be a 20% increase in the CPHS /Health Agent line item. Betsy recommended tabling the budget discussion until all numbers are in. Susan asked for clarification on the CODE-Red line item, noting the new plan with increased access costs more. Mary will research if that might be addressed using CARES Act monies. Betsy also asked Mary to follow up on the need for the BoH members to be tracking their time related to COVID work and the status of time reimbursement for both individuals and the Town.

For the current FY21 year budget Mary reported no new expenses, all was in order.

Old Business:

1. Nurse Update: Susan connects with Claire two times per week and all seems well. Claire feels safe in her workspace at the Community Hall. Susan will conduct the Annual Employee review for Claire.

2. 3 Ledge Road update: Betsy had reviewed latest update in her Chairman's report. Betsy noted that at our next BoH meeting we should review and discuss if the proceedings for the Notice to Vacate are far enough along that we can vote to release records and minutes from our executive sessions

3. Health Agent Update: As Randy Crochier was not in attendance there were no updates on the properties he is following.

4. 612 Route 8A: Betsy asked the Board to consider requiring pumping of the holding tank for the camper.

Betsy moved that the BoH require the holding tank be pumped at least six months from the last pumping. Seconded by John.

Roll call vote: Kovacs-Aye, Palmer- Aye, Gruen-Aye, Godek-Aye, Clavette-Was muted, with phone issues.

Mary to draft letter with review by Randy and Betsy.

5. Covid-19 Issues:

a. **Town Buildings** – Betsy covered the current discussions in her Chairman's report.

b. **Jonathan Diamond's Hilltop Youth proposal:** the proposal has been sent to BoH members for review, but as the uses of 18 Jacobs Road are changing, Betsy made a motion the BoH table discussion until the BoH knows what uses the SB plan for 18 Jacobs Road. Seconded by John.

Discussion: Betsy noted she and Randy have reviewed the proposal with Jonathan several times. Randy said there was no reason to deny the proposal as we are in the same stage of COVID orders as we were when the proposal was approved last summer. However, with the changing use and potential multiple users he recommends that we should table a decision until the final uses of 18 Jacobs Road is determined by the Select Board.

Susan noted the 18 Jacobs Road site may also be needed for the Covid vaccine clinic and we should be mindful of that timing as well.

Roll call vote: Kovacs-Aye, Palmer- Aye, Gruen-Aye, Godek-Aye. Due to on going phone issues Armand had left the meeting.

Betsy will inform Jonathan.

New Business:

Porta Potty application review: Jenny Hamilton reviewed her application for a porta potty from January through April for workers on the renovations of hall and dam; no event use. Jenny also noted no events are planned for the winter and all ME facilities have been closed for winter.

Henry made a motion to approve a porta potty for the period listed on application; seconded by John.

Roll call vote: Kovacs-Aye, Palmer- Aye, Gruen-Aye, Godek-Aye.

Jenny Hamilton left the meeting at 6:03 pm

Pumping reports, well reports etc. Briefly reviewed the listing Mary had sent to BoH members prior to meeting (attached). No discussion.

Public Comment: None

Next meeting date was set for February 3, 2021 at 5:00pm by audioconference/Zoom call.

With no other business before the Board, Betsy asked for a motion to adjourn.

Susan made a motion to **adjourn** at 6:80pm; seconded by Henry.

Gruen: Aye, Palmer: Aye, Godek: Aye, Kovacs: Aye.

Meeting Adjourned at 6:08 pm

Minutes for conference call meeting written by Mary Sumner, BoH Clerk

Attachments:

Nurses report for December

Jon Diamond's Draft proposal

Septic report from Clerk