



## MINUTES

### Board of Health Town of Southwick

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### BOARD OF HEALTH

**JANUARY 5, 2023**

#### **Opening**

The regularly scheduled meeting of the Board of Health was called to order at 6:00 p.m. The following Board of Health personnel were in attendance:

Thomas FitzGerald – Interim Health Director  
Sue Brzoska – Chairman  
Mikenzie Cain – Vice Chairman (on Zoom)  
Jean Nilsson – Member  
Christine Southworth – Public Health Nurse (on Zoom)  
Dee Giordano – Secretary

#### **Minutes**

There was no public comment.

The Board of Health reinstated Diane Giordano as the Board of Health secretary. Ms. Brzoska will notify the Select Board's Office, Town Clerk/Treasurer, and Town Accountant.

Mrs. Nilsson made a motion to accept the minutes of December 15, 2022. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

Ms. Giordano updated the Board as to the food establishments that have not submitted either permit/license payment or certifications. Ms. Giordano and Mr. FitzGerald are going to address these delinquent establishments.

Christine Southworth presented her monthly public nurse report orally and in writing. The hard copy will be attached to these minutes. Tricia Sedelow was unable to attend the meeting. A hard copy of her report will be attached to these minutes.

Mr. Sutton converted the small nurse's closet, into an office for the nurses with a desk and cabinets. The nurses have been asked to notify each other, the full time Building/Board of Health Secretary and the Health Director of their schedules. It was stressed to adhere to their schedules unless there are unforeseen circumstances. Since Ms. Southworth is part-time and she works in Russell, Blandford and Montgomery, it is more convenient for her to work remotely.

The Board of Health voted to hire B. Alex White as a part-time Health Agent to help Mr. FitzGerald until the new Health Director starts. Mr. White will also be available to help the new Health Director with the Public

Health Excellence Nursing Grant. Ms. Brzoska and Mrs. Nilsson signed the agreement. Ms. Brzoska will notify the Select Board's Office, Town Clerk/Treasurer, and Town Accountant.

Mrs. Nilsson made a motion to exit the regular scheduled open meeting at 6:30 pm to enter into Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel and to reconvene into Open Session. Ms. Brzoska seconded. The roll call vote was unanimous in favor.

### **Open Session Reconvened**

Ms. Brzoska made a motion to offer the revised Letter of Employment to Thomas Hibert and if accepted, to sign outside of a public meeting. Mrs. Nilsson seconded the motion. The roll call vote was unanimous in favor.

The Board of Health website needs to be updated. Ms. Brzoska will notify Jim Middleton of changes. Some Board of Health regulations have to be added and others have to be replaced with revised ones. The permit and license applications on the website have to be reviewed.

Mr. FitzGerald presented his Health Director's report.

- An inspection will be conducted at 355 North Loomis. There was a complaint of junk cars.
- The conditions at 2 Lakemont Street were discussed. Mr. FitzGerald will contact Mr. White to ask if the violation letter (Order to Correct) was mailed.

Next meeting is January 19, 2023 at 6 p.m.

Mrs. Nilsson made a motion to adjourn the meeting at 7:45 p.m. Ms. Brzoska seconded. The roll call vote was unanimous in favor.

Respectfully submitted,

Southwick Board of Health

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Susan Brzoska

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Mikenzie Cain

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Jean Nilsson

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Date

