



Board of Health
Town of Southwick
454 College Highway, Southwick, MA 01077
Phone: (413) 569-1212 Fax (413) 569-5284

MINUTES

April 20, 2023

OPENING: The regular scheduled meeting of the Board of Health opened at 6:03 p.m. The following members were in attendance:

Tom Hibert – Health Director
Sue Brzoska - Chairperson
Jean Nilsson – Member

PUBLIC COMMENT

There was no public comment.

MINUTES

Mrs. Nilsson made a motion to accept the April 6, 2023 minutes. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor to approve.

BOARD OF HEALTH SECRETARY

Mr. Hibert left a message with the applicant that filled out a generic application to work at the town hall. He has not received a reply. There was discussion about combining the Board of Health's 10 hours with another internal secretary's position. Mr. Hibert will ask Mr. Stinehart if the Select Board made a decision. If the decision is in favor of combining the 2 positions, the Board of Health wants to be included in the interview process. There will be questions concerning the salary.

PHYSICIAN AGREEMENT

Mr. Hibert has finally received a year-to-date budget report for the Public Health Excellence Grant. Mr. Hibert will transfer monies into the Health Consultant account. Ms. Brzoska and Mr. Hibert will review all the standing orders to be submitted to the physician this coming week.

HEALTH DIRECTOR'S REPORT

Disposal Septic System:

- Percolation tests witnessed at:
- 45 North Lake Avenue (repair).
- 3 Pondview Lane (repair) – the deed states the house has 5 bedrooms, but the owner states the house has only 4 bedrooms. Mr. Hibert suggested that the owner contact the Assessor's Department to have the deed corrected. Mr. Hibert will review the Disposal System Septic plan based upon the number of bedrooms the deed specifies.
- 352 North Loomis Street (repair) – the Disposal System Plan will require a variance. The well is less than 100 feet (60-70 feet) from the system. Mr. Hibert will contact Mr. FitzGerald for past procedure – whether the well has to be tested for coliforms

before the plan approval. In this case, the owner will test the well water for coliforms,

- Certificate of Compliance was issued for 266 Hillside Road for a D-box replacement.
- Final Inspections done at:
 - 205 Vining Hill Road (repair)
 - Lot 8 Mort Vining Road (new)

The Board discussed at what point in the process a lot is assigned a house number. The Disposal System Construction Plans for new systems are designated with the lot number. The Board wants to make sure the house numbers are put on the plans once they are assigned. There are percolation tests and approved system plans that are identified with the lot number only.

- The Board reviewed results of a perc test on file done in 2007 for 13 North Pond Road. Mrs. Nilsson made a motion to allow the use of the perc test for the Disposal System Construction Permit. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

Housing Inspection:

2 Lakemont Street – The owner told Mr. Hibert that the property has been sold and the closing will be at the end of the month. The prospective buyer contacted Mr. Hibert and is aware of the Housing Code violations. Once the closing occurs, the buyer's contractor will inspect the property to ascertain whether repairs can be made or the dwelling should be replaced.

440 College Highway – Mr. Hibert conducted a final inspection, however not all the violations have been corrected. Mr. Hibert will issue a violation letter.

16 Congamond Road – Mr. Hibert spoke with the tenant concerning the trash which has not been removed. Mr. Hibert will contact the Housing Authority again to ask what plans they have in place to correct this situation.

The new Housing Code is not in effect yet. The tentative date now is May.

Food Service Inspections:

- Mr. Hibert did not conduct any food inspections.

Other Inspections:

- Mr. Hibert issued an Emergency Beaver Trapping permit for 110 Fred Jackson Road.

PHE GRANT

There was a meeting with all the Towns (Russell was absent)) on April 18th.

The meeting included a presentation of Relevant Systems (inspection software) to be used for restaurant, housing, pool, tanning salons, and other inspections that the Health Department conducts.

Mr. Hibert presented a template inter-municipal agreement from Mass. Assoc. of Health Boards to the Towns to review. Mr. Hibert submitted the draft to Mr. Stinehart also.

Mr. Hibert is waiting for DPH to finalize the PHE Grant budget amount to be rewarded for FY2024.

MEETINGS

Mr. Hibert attended the Tri-Town (Southwick, Agawam, and West Springfield) Nursing Grant meeting. The grant money was used in the past for an epidemiologist and Covid contact tracing. There is \$30,000 available for Southwick to use in FY2024. A couple suggestions included purchasing Covid kits, if no longer free from the State and purchasing a new PC for the Health Department.

ADJOURNMENT

The next meeting is scheduled for May 4, 2023 at 6:00 p.m.

Mrs. Nilsson made a motion to adjourn the meeting at 7:06 pm. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

Tom Hibert, Health Director

Sue Brzoska, Chairperson

Jean Nilsson, Member

Mikenzie Cain, Vice-Chairperson

Date