

**MINUTES
BOARD OF HEALTH
May 14, 2020**

OPENING: The special emergency meeting of the Board of Health opened at 6:00 p.m. The following members were in attendance:

Dr. Jerome Azia

Sue Brzoska

Jean Nilsson

Ms. Tammy Spencer, Health Director, was also in attendance.

This meeting is being held via Zoom.

Dr. Azia read the Virtual Opening of Meeting statement pursuant to Governor Baker's March 12, 2020 order suspending certain provisions to the open meeting law.

MINUTES

Ms. Brzoska made a motion to table the minutes of April 30, 2020. Dr. Azia seconded the motion. Roll call vote is as follows:

Dr. Azia – yes

Ms. Brzoska – yes

Ms. Nilsson – abstained

ATTENDANCE

Select Board Vice Chairman, Doug Moglin, Select Board Clerk, Joe Deedy,
Health Nurse, Dr. Kate Johnson, Peter Courier, Westfield Evening News

MS. SPENCER'S REPORT

TITLE 5

Ms. Spencer will be inspecting and approving new septic plans as time allows.

Ms. Spencer has approved 1 septic design plans at the following locations: 11 Sawgrass Lane, 47 Tannery Road.

Ms. Spencer witnessed Soil Suitability tests at 25 Woodside Drive, 1 Blackberry Crescent Circle, 27 Honey Pot Road.

Ms. Spencer performed final Title 5 inspections at 7 Falcon Crest, 16 Sawgrass Lane, and 62 Miller Road.

FOOD SERVICE

Static electric fire occurred at Village Pizza over the weekend. Fire damage was limited to the office and some phone line issues. CRS was hired to clean the premises. The restaurant has reopened.

Chemical issue at the Dunkin Donuts located at 397 College Highway. Hazmat was on site, 3 employees were transported to the hospital for evaluation. The area has been cleared, and all open food has been disposed of. Ms. Spencer will visit the restaurant in the morning to observe the reopening.

COVID-19 DISCUSSION

Ms. Spencer has been receiving phone calls from businesses asking about reopening procedures. Although we have not received anything formal from the Governor as to when that will happen, Ms. Spencer is available to all businesses for support on how to prepare for reopening. Ms. Spencer visited the American Legion, Wilderness Experience and many other businesses to discuss the reopening procedures.

The officials from The Wick, provided Ms. Spencer with a presentation on how they will be changing their operations once they are allowed to open. Ms. Spencer stated that it was a very thorough plan. The date for the Nationals has been rescheduled to Labor Day weekend.

Ms. Spencer met with the officers from the Agawam Revolver Club Monday to go over their plan for reopening. It is very similar to the plans in place at golf courses. Only members will be able to use the 3 outdoor ranges. Ms. Brzoska motioned to accept the plan presented by the Agawam Revolver Club and allow them to reopen their outdoor ranges only. Dr. Azia seconded the motion. Roll call vote is as follows:

Dr. Azia - yes

Ms. Brzoska - yes

Ms. Nillson - yes

Ms. Spencer has proposed a phased approach to how Town Hall will be operating in the near future. Phase 1 will have nonessential employees returning, while Town Hall continues to remain closed to the public. Phase 2 will be opening up the lobby in clerks and treasures office to the public. Phase 3 would be opening up other areas of Town Hall to the public with increased sanitation and public health measures. Phase 4 would be the new normal. All phases are tentative and can be changed dependent upon the status of the pandemic. There is still much discussion that needs to take place before any final decisions are made as to when to begin these phases. Ms. Spencer stated that Town Hall business is being conducted successfully by utilizing phones, emails, and the drop box that are available to the public.

Transfer Station sticker renewals are being extended from June 1, 2020 until July 1, 2020.

In anticipation of the Governors announcement Monday, Ms. Spencer asked the Board members if the Board should be proactive and solicit help now from other sanitarians to assist in reopening procedures. Doug Moglin, Select Board Chairman, stated if the Board needs help in the reopening process that it is necessary to keep track of Covid-19 expenditures.

The Board discussed ways to mitigate an abundance of phone calls to the Board of Health office after the Governors announcement on Monday. Ms. Brzoska made a motion to let Ms. Spencer use her judgment on how to notify the businesses of the Governors order on Monday. Ms. Nillson seconded the motion. Roll call vote is as follows:

Dr. Azia - yes

Ms. Brzoska - yes

Ms. Nillson - yes

Ms. Spencer and Dr. Kate Johnson have been working with one of the school nurses Ms. Marsha Lamoureaux to orientate her with the responsibilities and resources that are available to her while covering Dr. Kate Johnson's leave of absence (LOA). Ms. Nilsson asked if other options were explored to cover Dr. Johnson's LOA. Ms. Spencer has explored other options but they are overwhelmed and are not available at this time. The Board discussed how Ms. Lamoureaux will be paid. Doug Moglin suggested contacting Karl Steinhart, Chief Operating Officer, on how to handle this situation. The Board has agreed to allow Ms. Spencer to use her discretion while working with Mr. Stienhart on how to hire and compensate Ms. Lamoureaux.

As of the date of this meeting Southwick has 364 residences tested, 49 confirmed positive cases, and 2 deaths. Dr. Kate Johnson has updated the bar graph showing the cumulative positive cases from March 27, 2020 to present. The graph has been E-mailed to Board members. Dr. Kate Johnson will be available by phone for questions during her leave of absence from May 20, 2020 thru July 24, 2020. Ms. Spencer has been trained on the MAVEN system and will be able to monitor positive cases and relay addresses to police and fire departments during Dr. Johnson 's absence.

Peter Courier asked if there have been any updates to the graduation plans. At this time there are still details that need to be discussed dependent upon the Governors order and the status of the pandemic status as we get closer to the proposed graduation date.

Peter Courier asked about protocol for residents coming into Town Hall to vote. Michele Hill, Town Clerk, issued a Code Red call earlier this week outlining the expectations for the public when coming in to Town Hall to vote. Mr. Courier also asked how many absentee ballots were sent in and was directed to Michelle Hill for that number.

Ms. Spencer has acquired enough PPE for volunteers to use during voting.

Dr. Azia asked if golf courses could have food to go. Ms. Spencer stated that no club house, locker rooms, or restaurants at golf courses can be opened.

Ms. Brzoska made a motion to adjourn the meeting at 7:20. Ms. Nilsson seconded the motion. Roll call vote is as follows:

Dr. Azia – yes

Ms. Brzoska – yes

Ms. Nillson - yes

The next scheduled meeting is May 21, 2020.

Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Jessica Pelley, Secretary

cc:
Select Board
Town Clerk

Dr. Jerome Azia, Chairman

Tammy Spencer, Health Director

Sue Brzoska

Jean Nilsson

Date