

**BOARD OF HEALTH**  
**January 19, 2023**

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

Tom FitzGerald – Interim Health Director  
Sue Brzoska – Chairman  
Jean Nilsson – Member  
Dee Giordano – Secretary

**MINUTES**

Ms. Nilsson made a motion to table the minutes from 1/5/23. Ms. Brzoska seconded the motion. The vote was unanimous in favor

**PUBLIC COMMENTS**

There were no public comments.

**PHYSICIAN AGREEMENT**

Ms. Brzoska stated that the potential physician for the nurses standing orders asked to review a contract/service agreement. Ms. Brzoska edited the one from Baystate Medical Practices. Mr. White was going to check with the State on wording of the agreement to determine if the nurses are covered for their perspective towns.

Mr. FitzGerald will check if they need to be approved by CAO, Karl Steinhart because the process may be different with the grant.

**INSURANCE COVERAGE FOR NURSES**

Mr. FitzGerald said MIAA will only cover nurses in Southwick. All the hill towns, that the nurses cover, will need to be notified. Mr. FitzGerald has notified Granville and Tolland.

**NURSING GRANT UPDATE**

Ms. Brzoska stated that Ms. Spencer (former BOH Director) had added additional line items to the grant. Mr. White (former BOH Director) had asked Ms. Laura Fletcher in the Accounting Department to remove them to streamline and keep with the State's original plan.

Ms. Brzoska mentioned that the Town may be getting more Grant money for the nurses next fiscal year. Mr. FitzGerald stated that Southwick would need other towns to buy in and they may not necessarily want to do that. Mr. FitzGerald will check to see if Mr. White sent in the application and emphasized that it is a very involved process. The maximum allowed is \$300,000.

## WEBSITE UPDATES

Ms. Brzoska stated that Mr. Jim Middleton made a tab for regulations on the Board of Health homepage. In discussion with Mr. FitzGerald, Ms. Brzoska stated that online applications should not have dates, fees or years on them. Mr. FitzGerald stated that the documents on website still need work and he and Secretary Giordano will work on that in near future.

## INTERIM DIRECTOR TOM FITZGERALD REPORT

### HOUSING INSPECTION

13 North Pond – an abutter complained about a septic system leak. Mr. FitzGerald met with the owner and was able to open the tank which was filled with water only and no evidence of a leak. There is currently no dwelling on the property. The property owner will be notified of the Board of Health's findings.

137 Congamond Road – Mr. FitzGerald received a complaint of junk vehicles, backhoe, and other debris. The property's owner passed away and the neighbor purchasing the property will proceed with the cleanup.

355 North Loomis – Mr. FitzGerald received a complaint of junk vehicles on the property and a vehicle in the wetlands. Mr. FitzGerald sent pictures to Mr. Scott, Building Inspector and Ms. Pooler, Conservation Coordinator. Ms. Nilsson stated that the Conservation Commission will send a letter of the wetland violation to the property owner. Ms. Brzoska asked if the BOH will send a violation letter and Mr. FitzGerald stated not at this time.

2 Lakemont – Mr. FitzGerald stated that Mr. White generated a draft violation letter. Mr. FitzGerald went to property and there were no lights or activity. The Board of Health may have to process a condemnation if occupied. The property is in arrears for taxes. The Building Inspector will send a violation letter next week to the owner. Mr. FitzGerald asked if he should proceed with the condemnation. Ms. Nilsson suggested that since the new Health Director will be starting employment on February 1<sup>st</sup>, that it might be best for him to start the process for this property. Board members in agreement on this suggestion.

### PERC TESTS

Lot 5 Sheep Pasture  
Lot 4 Noble Crossing

## CERTIFICATE OF DISPOSAL SYSTEM COMPLIANCE

2 Tall Pines

### MEETINGS

Mr. FitzGerald stated that at the Western Mass Public Health Assoc. meeting the new housing code was finalized and would be coming out in April. Swimming pool regulations will also be forthcoming but not yet finalized. Trainings will be conducted for the new regulations throughout the State.

## REVIEW OF DELIQUENT FOOD PERMITS

Mr. FitzGerald reported that there were only a few food permit businesses who have not yet completed renewal process. He will follow up with calls notifying them of delinquent fees accruing weekly.

The issue of certifications will be brought up at next meeting.

Mr. Fitzgerald stated that Lakelife 101 is under new management and will be called Prime Steakhouse. Mr. FitzGerald met with the owner and is in the process of submitting a permit application.

## UNANTICIPATED ITEMS

Nurse Christine Southworth has requested a color copier for her home. Board members will not approve a purchase to have in home and will explore other options.

Discussion amongst members about FY'24 budget and moving some line items, otherwise a final draft will be reviewed at the next Board of Health meeting.

A five year plan was discussed and Mr. Fitzgerald mentioned that an e-permitting system would be beneficial. The Board will also discuss the possibility of a vehicle for the Board of Health Director. Ms. Nilsson suggested that Mr. Steinhart be contacted to determine if a vehicle may be available as they are not budgeted through the Board of Health.

Mr. Fitzgerald stated that he is working on the Annual Town Report.

Mr. Fitzgerald received a phone call from the Southwick High School Assistant Principal about purchasing Vape Detectors that were being used in other school districts. Mr. FitzGerald stated that there was an old tobacco grant out of Northampton that he may be able to access funding for the devices.

Ms. Nilsson made a motion to adjourn the meeting at 7:50 pm. Ms. Brzoska seconded the motion. The vote was unanimous in favor.

The next meeting is scheduled for February 2, 2023 at 6:00 p.m.

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Tom FitzGerald, Interim Health Director

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Sue Brzoska, Chairman

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Jean Nilsson, Member

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Mikenzie Cain, Vice-Chairman

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Diane Giordano, Secretary

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Date