



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

MINUTES

November 2, 2023

OPENING: The regular scheduled meeting of the Board of Health opened at 6:00 p.m.

Members in attendance:

Sue Brzoska - Chairperson
Dr. Terry Putnam - Member

Town Staff:

Tom Hibert - Health Director
Meghan Lightcap - Board of Health Administrative Assistant

Members of Public: None

PUBLIC COMMENT

There was no public comment.

MINUTES

Dr. Putnam made a motion to accept the minutes from October 5, 2023 and to include the Nursing Reports. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor to approve.

PUBLIC HEALTH NURSES' REPORTS

Refer to the attached October 2023 nursing reports.

DISCUSSION

West Springfield Covid test kits – Mr. Hibert said that Covid tests have been made available for free through the state so he ordered 1,000 tests, with 5 tests per pack. He made up a sign to put out at Town Hall stating one box per family and distributed them to the library.

Revision of Fee Schedule – Mr. Hibert said he is looking into changing the pricing for the fees as some towns set them by the risk, seats or square footage. He also wants to add frozen dessert applications back into the schedule.

Renewal Application Letters – Mr. Hibert added some information to clarify the difference between a food service, catering and retail permit on the application.

HEALTH DIRECTOR'S REPORT

Disposal Septic System:

- 1 Tall Pines Trail - A new plan was approved. A final inspection was conducted and a COC was issued.
- 5 Tall Pines Trail - A new plan was approved. A final inspection was conducted and a COC was issued.
- 40 Woodside Circle – A plan was approved for a repair and a final inspection was done.
- 61 Hastings Road – A plan was approved for a repair and a perc.
- 59 College Highway – The plan was approved for a repair and inspection. It is an ongoing install as the lot is very tight.
- 110 Summer Avenue – A plan was approved for a repair and a perc.
- 173 College Highway – A plan was approved for a repair and a perc.
- 5 Pine Knoll - A plan was approved for a repair and a perc.

Housing Inspection:

- 108 Point Grove Road – Mr. Hibert said the tenant is moving out and he will issue the landlord a no rental agreement until an inspection passes.
- 80 Bungalow Street – Mr. Hibert said the water has been shut off and when he went to inspect the house he found other issues; heater leaking, trash outside and mold in the basement. He has to go back to re-inspect in 30 days.
- 33 Granville Road – Mr. Hibert said the water has been shut off and the home appears vacant.

Food Service Inspection:

- Dunkin Donuts – 397 College Highway – Mr. Hibert said he received a complaint from a customer about buying a drink that had a chemical taste and later not feeling well. He inspected the machine that had been cleaned the night before. He sent information to the customer about the cleaning tablets and spoke to the manager. Mr. Hibert cited them for some cleanliness items and told them they need to always have a Serve Safe person on staff.
- Inspection Software – Mr. Hibert said the software is coming through via the PHE grant. He signed a software agreement and sent the company a spreadsheet with all of our issued permits. The other towns in the agreement also need to do this. Once they do, it should be up and running.

Other:

- WHCPHD Grant - Mr. Hibert said he had received one application for the nursing position.
- Totally Title 5 Seminar – Mr. Hibert attended the seminar that covered septic systems and earned some Continuing Education Unit's.

MEETINGS

- PHE Grant Meeting – Is coming up this month.
- LEPC Meeting – Mr. Hibert said they met and he was elected Treasurer.
- Dept. Head Meeting - Mr. Hibert said they met last week but has nothing new to report.

- Unanticipated items 48 hours prior to meeting – Mr. Hibert made a sign about public urination and indecency to post on the bulletin board by the Metacomet Trail. He will try to locate the key to the locked bulletin board.

Next Meeting - December 7, 2023 at 6:00 p.m.

ADJOURNMENT

Dr. Putnam made a motion to adjourn the meeting at 6:55 pm. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

Respectfully submitted,
Meghan Lightcap
Administrative Assistant Planning Board/Board of Health

Tom Hibert, Health Director

Sue Brzoska, Chairperson

Dr. Terry Putnam, Member

Mikenzie Cain, Vice-Chairperson

Date

Monthly Report Tricia Sedelow PHN

Southwick, Granville and Tolland

November 2023

Southwick –

Food pantry meetings monthly and 4th Wednesday of every month assist with distribution

Monthly blood pressure clinics at Depot Court through the housing authority

Donated a basket to the Southwick Library for the holiday raffle

Blood pressure clinic Southwick Library on Nov 1

Health Advisory Meeting at the Powder Mill School

Elms students to start at the Southwick Senior Center in January 2024

Baystate Wellness of Wheels (WOW) Bus to begin at Food Pantry in February 2024. Wellness on Wheels—providing free or low-cost screenings, health education, and counseling to people where they live and work.

Tolland –

Coffee hour with seniors at the public safety complex twice a month and blood pressure clinic monthly

Each month I create a list of events and activities at Southwick Senior Center to post on the Tolland website

Granville –

Flu clinics @ town hall on Nov 1 3p-7p

Blood pressure clinics held monthly at town hall

Each month I create a list of events and activities at Southwick Senior Center to post in the Country Caller via the Town Administrator

Other (for all towns):

MAVEN cases, DPH webinars, MAPHN Meeting monthly, research health information, up to date articles, NAACHO website/emails, and programs for towns

Shared Services Meeting each month via Zoom

November

(no longer including COVID numbers in this list)

Southwick

Group B Strep – 1

Lyme – 1

Varicella – 1

Influenza – 2

Granville

Norovirus – 1 (investigation)

Tolland

None

Blandford

None

Montgomery

None

Russell

Influenza – 1