MINUTES
May 4, 2023

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

Tom Hibert - Health Director
Sue Brzoska - Chairperson
Jean Nilsson - Member
Tricia Sedelow – Public Health Nurse via Zoom
Christine Southworth - Public Health Nurse via Zoom

PUBLIC COMMENT

There was no public comment. Mr. Joseph Deedy attended the meeting and answered various questions asked by the Board of Health members.

MINUTES

Mrs. Nilsson made a motion to accept the corrected minutes from April 20, 2023. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor to approve.

PUBLIC HEALTH NURSES’ REPORTS

See attached. The Health Fair that will take place on May 17th was discussed.

BOARD OF HEALTH SECRETARY

The Assistant Chief Administrative Officer is writing a job description for a full-time secretary whose responsibility will be to work 10 hours for the Board of Health, 20 hours for the Planning Board and 7 ½ hours as a Floater. The Board of Health’s Secretarial budget will reflect the salary increase for that position.

PHYSICIAN AGREEMENT

The Accounting paperwork (except tax documentation) and PHE grant account line items are all set. Contract and standing orders will be sent to Dr. Wang for his signature.

HEALTH DIRECTOR’S REPORT

Disposal Septic System:

- Percolation test was performed on Lot 28 Mort Vining Road with Dennis LaCourse. There will be 28 lots in total.
- Certificate of Compliances were issued for 21 Noble Steed Crossing (new) and 3 George Loomis Road (repair)
Final Inspections were done at:
- 21 Noble Steed Crossing (new)
- 3 George Loomis Road (repair)
- 9 (Lot 28) Tall Pines Trail (new)
- 6 (Lot 24) Tall Pines Trail (new)

Disposal Septic System Plans were approved for:
- 14 Revere Road (repair)
- 3 Pondview Lane (repair) – The plan was approved with the condition that the Certificate of Compliance will not be signed until the deed is updated to the 4 bedrooms according to the design plan.

Housing Inspection:

2 Lakemont Street – The closing is next week. The new owner will give the occupant 5 days to vacate the property.

440 College Highway – A few minor violations still needed to be corrected. Mr. Hibert sent a reinspection/violation notice. Fire Department is going to inspect the Smoke Detector installation.

16 Congamond Road – The trash is still on the property. Mr. Hibert is working with the Housing Authority and Department of Children and Families (DCF) to remedy the violation. DCF entered the home and reported that there were no issues inside. It is the owner’s responsibility to remove the trash according to the lease.

32 Lakeview Street (Town property) and 48 Lakeview Street (privately owned) – The owner of 48 Lakeview Street constructed a shed and an outhouse behind their home which happens to be on 32 Lakeview Street. The shed is occupied (no electricity or running water). The owner of 48 Lakeview Street wants the occupant of the shed to leave, but the shed is not on their property. Mr. Hibert is waiting for advice from Town Counsel as to how to proceed since the shed is on Town property.

Food Service Inspections:

- Four Dads – Mr. Hibert did a joint inspection with the Building and Fire Departments. The owners are hoping to open this summer.
- Subway – reopened last week with a new owner.
- Roma Restaurant - a few minor violations noted including clutter in the walk-in and absence of paper towels by the hand sink. Mr. Hibert will conduct another inspection in a couple weeks.

PHE GRANT

Mr. Hibert submitted the quarterly reports to DPH. Our FY2024 budget modification has been approved. We have been granted $268,000 which does not include the $40,000 that goes to the Town of Southwick for the additional services rendered by the Town. Mr. Hibert will review the paperwork to verify the amounts.

A part-time versus full-time Health Care Coordinator was discussed. Any discussion of an annual salary increase for the Public Health Nurses does not require an Executive session.

The next PHE Grant meeting with the 6 towns is May 25th. The attorney for the Massachusetts Association of Health Boards will zoom into the meeting to discuss the Inter-Municipal Agreement (IMA). The IMA draft was sent to the Towns to be reviewed. The final IMA has to be signed by each Town’s Select Board or Chief Administrative Officer.
DPH said we do not have to get 3 pricing quotes from different software companies for the inspection software.

OTHER

The new Housing Code will be available possibly on May 12th. The Code will address Alternative Housing such as tiny houses.

Mr. Hibert has been investigating whether Thomas FitzGerald can do septic system work in Town and also be our back-up inspector. He has received conflicting answers from the State Ethics Committee. Mr. Deedy explained that the Electrical Inspector and Plumbing Inspector working for the Town also do business in Town.

MEETINGS

Mr. Hibert attended a Western Massachusetts Public Health Association (WMPHA) meeting.

ADJOURNMENT

Mrs. Nilsson made a motion for the Board of Health to meet once a month on the first Thursday for June, July, August and September. If there is a scheduling issue, the Board of Health can reschedule a meeting on another Thursday during the month. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

The Board of Health thanked Jean Nilsson for her many years of service to the Board of Health and thanked her for volunteering to fill the vacant Board of Health position for the last year.

The next meeting is scheduled for May 18, 2023 at 6:00 p.m.

Mrs. Nilsson made a motion to adjourn the meeting at 7:03 pm. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

________________________________________        _______________________________________
Tom Hibert, Health Director                                               Sue Brzoska, Chairperson

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Jean Nilsson, Member

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Mikenzie Cain, Vice-Chairperson

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Date
Russell

Elms students facilitated “Improving your Heath by Retraining your Brain for Happiness” and created a “Tips for Panic and Anxiety” trifold for the library. Dropped off donated Ensure to Russell COA, (also offered to Southwick, Montgomery and Blandford, all declined.) Blood pressures and senior questions answered. Anxiety and Panic disorder trifold given to library with supportive handouts. Spoke with post office and will post a health/wellness poster monthly. Health info and nurse hours posted in town newsletter.

Covid cases: 3

Blandford

BOH given 6 month Maven report print out. Booked monthly mindfulness workshops at the General Store, to start May 1st. Attended COA breakfast and lunch senior events. BPs offered for Monday exercise class participants. Health and wellness info board posted at COA and BOH areas. Spoke to Post Office and create a month health/wellness poster.

Covid cases: 1

Montgomery

Weekly nurse hours at COA room in Town Hall. Spoke to seniors at The Grill about health fair and podiatry clinic. Email to Foot Care Nurses for pricing. Asked Town Clerk about formula grant from the state. $11,000. In account for COA. Asked if the funds could be used to programing and to supplement foot care Clinic. Was told to email board to ask approval to use the funds. There is currently no COA director and probably o COA board anymore, per town clerk. Town elections, changes in staff begin July 1st. Health info and nurse hours posted in town newsletter.

Covid cases: 0

Completed Dementia Friends training

Attending MAPHN monthly meeting and MCOA conference

Health fair reminder emails sent, fair flyer emailed and delivered. Banner ordered from Southwoods. Marketing for fair in Reminder, Country Journal, Southwoods, and Westfield News

Elms students presented Bone Health, and Positive Psychology to improve Health at Southwick Village, Russell COA and General Shepard.

Spoke with HVES about rural health grant. Talked about free Bingocize facilitator training for a pilot program.