

**BOARD OF HEALTH**  
**Meeting Minutes**  
**February 9, 2021 at 7:00 pm**  
**Remote Meeting via Zoom Video**

**PRESENT**

Health Agent: Bruce Wilson, Jr.  
Chairperson: Patricia Leclair  
Vice Chairperson: Kelly McGovern  
Member: Vincent Forte, Jr.  
Tobacco Agent: Robert Griffin III  
Minutes Clerk: Tina Griffin

**CALL TO ORDER**

Ms. Leclair called the meeting to order at 7:00 pm.

**MINUTES**

Mr. Forte made a motion to approve the minutes from the January 12, 2021 meeting, as submitted.  
Ms. McGovern seconded and the motion carried.

**CORONA VIRUS UPDATES:**

Health Agent, Bruce Wilson, Jr. gave an update on the COVID-19 cases in Town. The number of active cases has been decreasing over these past few weeks. Mr. Wilson told Board members that he has been working on the vaccine plan with the State. The vaccination site plan has been approved and Mr. Wilson said the vaccines are currently on order. There is no definite date on when vaccines will be delivered or how many will arrive. However, as soon as they are available that information will be made available to Bellingham residents.

For more information and updates on COVID-19, please check the State website at [Mass.gov](https://www.mass.gov) and the Town website at [BellinghamMA.org](https://www.bellinghamma.org). In addition, Bellingham Town officials will be providing a COVID-19 Live update on Comcast Access Channel 8 and Verizon channel 47 each Monday at 10:00 am

**NEW BUSINESS**

**CANCER CONCERNS**

Mr. Forte wanted to take a minute to discuss cancer concerns and the amount of cases in the Town as well as types of cancer. Mr. Forte said in the past the Board of Health Office would receive information from the State regarding this epidemiology record information. Mr. Forte would like Ms. Renaud or Mr. Wilson to reach out to the DPH (Department of Public Health) to see if this information is available. The Board would like to keep this discussion on their list of goals to see if an intern might be something the Department can consider in the future and if grants might be available for the purpose of hiring an intern.

**DUAL SIGNATURES**

Board members discussed dual signatures that are required on Betterment Loan checks. Right now, it is required that these checks are signed by both the loan applicant and company doing the work. Chris from ADC Septic was present at tonight's meeting to report that Bellingham is the only local Town he works with that requires dual signatures. It is an inconvenience, as the company has to chase down the check from the applicant after work has been performed.

Mr. Forte suggested that applicants complete an "Authorization Affidavit" that would be placed in the application packet. If this is signed before the work is performed then the check can be sent directly to the company when work is complete and would not require dual signatures.

Board members agreed with this change and asked Mr. Wilson to have Town Counsel prepare an Affidavit that the Board can review at the next meeting. If the affidavit is approved, a motion will be made to use this process going forward, in-lieu of the applicant's signature on the check.

## **OLD BUSINESS**

### **PUBLIC HEALTH NURSE ANNUAL REVIEW**

A copy of the contract for Public Health Nurse, Esther Martone was reviewed by the Board. Mr. Forte suggested that the contract date be changed to an effective date of January 1, 2021 and will be good through June 30, 2022. The contract reflects a pay increase from \$45 to \$50 per hour that is effective as of January 1, 2021. Normally, the contract date will be effective from July 1<sup>st</sup> to June 30<sup>th</sup>, to coincide with Fiscal Year contracts. However, this contract was prorated back to January 1<sup>st</sup> and will be effective until the end of Fiscal Year 2022. The contract will be signed by Board members and kept on file with both the Board of Health Office and Human Resources.

## **TOBACCO AGENT UPDATES**

### **CBD PRODUCTS – SPECIAL PERMIT REVIEW**

Board members will be preparing an annual review for the Tobacco and Food Agent, Robert Griffin III. In the future, annual reviews will be due at the beginning of each calendar year. Also, the Tobacco Agent contract will be prepared and presented at the next Board of Health meeting, to be held on March 2<sup>nd</sup>.

Tobacco Agent, Robert Griffin III was present for tonight's meeting to discuss recent updates with CBD Product sales. Mr. Griffin told Board members he has been working with other local communities regarding the sale of CBD Products and requirements that fall under State Law for CBD product sales. Mr. Griffin said he is still working with other communities and will need a few more weeks to gather all the necessary information.

Massachusetts Association of Health Boards (MAHB) Attorney, Cheryl Sbarra had previously provided Mr. Griffin with correspondence on the Laws governing the sale of hemp-derived products, including CBD products in Massachusetts. The correspondence was forwarded to all Board members for review. Board members agreed to wait on adopting the new State Law until all details are worked out and Mr. Griffin confirms details with the CCC (Cannabis Control Commission) and other local communities.

## **TOBACCO REGULATIONS**

Mr. Griffin told Board members that he has been working with local establishments on the purchasing of card readers for tobacco sales. There are still a few establishments that did not purchase the readers yet. Mr. Griffin will visit the last few establishments that don't have card readers and let them know these devices are now mandatory.

## **CORRESPONDENCE**

### **EMPLOYEE CALENDARS**

An employee calendar for the month February was reviewed by the Board. Mr. Forte let Board members know that he would be available to cover any issues that come into the office while the Health Agent is out of the office.

## **HEALTH AGENT UPDATES**

### **NEW AND PREVIOUS COMPLAINTS**

The Board discussed new and previous complaints that have come into the Board of Health office since the last meeting, held on January 12, 2021.

### **MOSQUITO SPRAYING UPDATE**

Mr. Wilson let Board Members know that the Norfolk County Mosquito Spraying will be happening in the Spring. More information will be made available once it is received by the office.

### **BILLS**

Ms. McGovern made a motion to pay \$263.21 to W.B. Mason for office supplies. Mr. Forte seconded and the motion carried.

### **BETTERMENT BILLS**

Ms. McGovern made a motion to pay \$7,500.00 to Dave Brown and Mr. Mendez for the septic system at 9 Janet Street. Mr. Forte seconded and the motion carried.

### **BETTERMENT LOANS**

Ms. McGovern made a motion to approve the signing of a Betterment Loan Agreement between the Town of Bellingham and Mr. Bousquet for the septic system at 7 Mohawk Street. Mr. Forte seconded and the motion carried.

### **PLANS**

#### **43 TAUNTON STREET**

A septic design plan for 43 Taunton Street was reviewed by the Board.

Ms. McGovern made a motion to approve the plan with the following local upgrade requests that were reviewed and verified by the Health Agent, Mr. Wilson:

- Allow the septic tank to be installed 5' from a foundation wall where 10' is required per 310 CMR 15.405(1)(d)
- Allow more than 3' of cover over the leach field (waiver to allow up to 5') per 310 CMR 15.405(1)(b)

Mr. Forte seconded and the motion carried.

#### **50 WOODLAND ROAD**

A septic design plan for 50 Woodland Road was reviewed by the Board.

Ms. McGovern made a motion to approve the plan with the following local upgrade requests that were reviewed and verified by the Health Agent, Mr. Wilson:

- Allow the septic tank to be installed 5' from the foundation wall where 10' is required Per 310 CMR 15.405(1)(d)
- Allow the leaching bed to be installed 11' from foundation wall where 20' is required per 310 CMR 15.405(1)(b)

Mr. Forte seconded and the motion carried.

### **ADJOURNMENT**

Mr. Forte made a motion to adjourn the meeting at 8:04 pm. The motion was seconded by Ms. McGovern and carried.

Respectfully Submitted,

*Tina M. Griffin*

Tina M. Griffin

**NEXT MEETING IS MARCH 2, 2021 AT 7:00 PM**