

**BOARD OF HEALTH**  
September 19, 2019  
Minutes

**PRESENT**

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

**CALL TO ORDER**

Mr. Forte called the meeting to order at 7:04 pm.

**MINUTES**

Ms. Leclair made a motion to approve the minutes from the September 5, 2019 meeting, as submitted.  
Ms. McGovern seconded and the motion carried.

**DISCUSSION**

**VAPING – RECENT EVENTS**

Board members discussed the recent events that have been in the news regarding vaping and the health problems it has been causing for many. The Board would like to have Tobacco Agent, Marilyn Edge and MAHB Attorney, Cheryl Sbarra come into a meeting to discuss this situation further. Ms. Renaud will reach out to Ms. Edge and Ms. Sbarra to schedule a meeting date.

**BETTERMENT PROCEDURE**

Ms. McGovern took a moment to discuss Betterment Procedures with the Board to make sure everything is being completed in the proper order. When an applicant comes into the office to apply for a Betterment Loan their income documentation will be presented to the Board with the application. After income is verified and the application is approved it will go on a waiting list until funds are available. The funds will then be requested through the Board of Health Office and the Finance Office. Once funds become available for the applicant they will be notified and work can start. No work can be started until funds are in the account for the project. Board members agreed with these procedures and Mr. Wilson told the Board this is the procedure they will follow in the Board of Health office and with CFO, Mary MacKinnon.

**FLU CLINIC DATES**

Board members discussed the upcoming flu clinic and if it will be done through the Public Health Nurse or if the Board will be working with a third-party pharmacy, such as Walgreens or Wal-Mart. Public Health Nurse, Esther Martone has been trying to purchase vaccines so that she can provide the flu vaccination services. If Ms. Martone is not provided with the inventory needed then the Board will work with a local pharmacy for the flu vaccines. This discussion will continue to the next Board of Health meeting on October 1<sup>st</sup>.

**OLD BUSINESS**

**BLOOD PRESSURE AND GLUCOSE MONITORS**

Mr. Wilson told the Board that the Blood Pressure and Glucose Monitors recommended by the Board have all been ordered for Ms. Martone.

## **TITLE V REGULATIONS**

Mr. Wilson provided the Board with a draft of the updated Title V Regulations with the proposed changes that Mr. Forte previously discussed with Board members. The Regulations were revised to allow "Speed Levelers" and to restrict grey water infiltration devices. Board members agreed with the revisions made to the Title V Regulations and signed the draft provided by Mr. Wilson.

Mr. Wilson also provided Board members with a copy of an Engineering As-Built Certification Form that he would like to start using in the office. The Board reviewed the Form and agreed that it would be beneficial for the office and Board members to have this information completed by applicants. Mr. Wilson will start requesting that this form be completed for anyone installing a new septic system going forward.

## **FOOD INSPECTION FINES**

A fine structure has been put in place for establishments that have 3 or more "critical" violations per food inspection. The Board has made some revisions to the draft that was provided tonight and would like the edits to be made and put back on the agenda for the next Board of Health meeting. If the Board is agreement at the next meeting, the fine structure will be signed and all establishments will be sent a letter along with a copy of the new fine structure that will be effective starting November 1, 2019.

## **CORRESPONDENCE**

### **EMERGENCY PLANNING DRILL**

Mr. Wilson told the Board about an Emergency Drill that he attended earlier today with multiple Departments in Town, as well as the Town of Franklin. This was to demonstrate what to do in an Emergency situation and how quickly a situation can escalate if not prepared.

Also, the Board was presented with information on Emergency Planning Drills that are coming up. Mr. Wilson and Mr. Forte will be attending these upcoming Drills.

## **COMMUNITY DEVELOPMENT BLOCK GRANT**

A copy of the correspondence related to the FY 2019 Community Development Fund Grant was provided to all Board members for review. On or about September 20, 2019 the Town of Bellingham will submit a request to the State of Massachusetts for the release of Community Development Blocks Grant (CDBG) funds under Title 1 of the Housing and Community Development Act to undertake projects known as the Bellingham Housing Rehabilitation Program and the North Main Street Architectural Barrier Removal Program.

## **NON-CAPITAL REQUEST FORM**

Mr. Wilson told the Board that he submitted a Non-Capital request for Fiscal Year 2021 in the amount of \$3,000 for a Blood Pressure machine. The machine would be placed at the Senior Center for use and will remain the property of the Board of Health. A copy of the request and specs on the machine were provided to all Board members for review.

## **HEALTH AGENT UPDATES**

### **NEW AND PREVIOUS COMPLAINTS**

The Board discussed new and previous complaints that have come into the Board of Health office since that last meeting, held on September 5, 2019.

## **FOOD INSPECTION REPORT WITH UPDATES**

A copy of the Food Inspection schedule was not available for Board members tonight. The Board will review the updated schedule at the next Board of Health meeting on October 1<sup>st</sup>.

### **EEE UPDATE**

Mr. Wilson updated the Board on recent cases of the EEE virus that have been escalating in Massachusetts. Norfolk County Mosquito has been doing aerial spraying, as well as street spraying by truck. Mr. Wilson gave the Board a quick breakdown of the risk categories for neighboring Towns and the areas that have been listed as "critical." As always, the best defense is being prepared and limiting the amount of time you are outdoors, especially after dusk.

### **BOARD OF HEALTH MEETING DAY CHANGE**

Board members discussed a possible meeting day change for future meeting. Currently, the Board meets on the first and third Thursday of every month. There are instances when the Health Agent may need to be present at the Zoning / Planning meeting, which also take place on Thursday's. Therefore, the Board agreed to move the Board of Health meeting day.

Ms. McGovern made a motion to change the meeting day to Tuesday instead of Thursday. Ms. Leclair seconded and the motion carried.

The next Board of Health meeting will be held on Tuesday, October 1<sup>st</sup>.

### **BILLS**

Ms. Leclair made a motion to pay \$302.82 to WB Mason for office supplies. Her motion was seconded by Ms. McGovern and carried.

Ms. Leclair made a motion to pay \$250.00 to NEIWPC for Title V System Inspector services. Her motion was seconded by Ms. McGovern and carried.

Ms. Leclair made a motion to pay \$600.00 to William Fisher for Food Inspector training. Her motion was seconded by Ms. McGovern and carried.

### **BETTERMENT BILLS**

Ms. Leclair made a motion to pay the Betterment Bill in the amount of \$15,200.00 to Phil's Landscaping and Ms. Tesseo of 127 North Street for septic system installation. Ms. McGovern seconded and the motion carried.

### **ADJOURNMENT**

Ms. McGovern made a motion to adjourn the meeting at 8:29 pm. Her motion was seconded by Ms. Leclair and carried.

Respectfully Submitted,

*Tina M. Griffin*  
Tina M. Griffin

**NEXT MEETING IS TUESDAY - OCTOBER 1, 2019 AT 7:00 PM**