



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

The Board of Health Meeting Minutes

Date / Time / Location of Meeting	04-11-2018/ 6pm/ Room 127
Members Present	Robert Barrell; Michaun Fowler; Beverly Salate
Members NOT Present	N. Alan Harris
Guests	Phil Leger and Abby Graham(CMRPHA); Katrina Stanziano (PHEP – CMRPHA)

Welcome – Call to Order

Time: 6:02 pm

Approval of Previous Minutes

Description	Meeting minutes for March 2018 were reviewed and approved pending some minor corrections. Executive Session minutes are addressed at the end of this meeting.
Motion Originator	Ms. Fowler
Motion Seconded	Ms. Salate
Result	Approved 3-0. Ms. Lee will make the corrections noted, email them to the Board for review, and bring to the next meeting for signatures.

WebEOC Tabletop Exercise Discussion

Description	Katrina Stanziano, MPH, CHES, Region 2 PHEP Regional Coordinator, presented information on doing an emergency preparedness tabletop exercise with JJ Burke, a consultant with Be Safe Technologies. Participants should include representatives from other Town Departments, such as Police, Fire, Schools, Finance, and Administration. The purpose is to develop a coordinated plan in the event of a public health emergency. The participants are presented with a potential scenario and guided in working out the logistics of addressing the emergency in a coordinated manner. The Board of Health would organize and host the meeting. PHEP does one of these per year in the spring or fall. The Board agreed to participate and it was suggested to aim for a springtime date. Also discussed was need for representative at PHEP Regional Meetings. Mr. Phil Leger offered to represent West Boylston, as he represents several other MA municipalities. Ms. Stanziano stated she will need a letter from the Board designating him to the position. She will email a sample letter to Ms. Lee. The Board voted to accept his offer.
Motion Originator	Ms. Fowler
Motion Seconded	Ms. Salate
Result	Approved 3-0 to designate Mr. Leger as West Boylston Board of Health PHEP Representative.

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Office Report

- Description** Title 5 projects, Permits and Fees, Fines, etc.
- Discussion** Current Title 5 project updates:
- 385 Lancaster – Construction is halted; no change since last report.
 - 307 Lancaster /Bethlehem Bible Church – no change to status
 - 58 Prescott – no change to status.
 - 228 Lancaster – Dave Sadowski, civil engineer, reported he will be doing a Title 5 Inspection because the unoccupied house is being sold, and he has made a preliminary determination it will need repair or replacement.
 - Septic Hauler “pumping slips” Septage Permits – there seems confusion between our town permits and those issued by Treatment Plants like Upper Blackstone. Mr. Leger suggested we find out what bylaw allows the Board to require haulers to purchase town permits. Mr. Barrell said he will research this.

Sewer/Septic Abandonment updates:

- Payment for Sewer Abandonment permit at 137 Shrewsbury was received.
- 81 Pine Arden Drive Sewer connect –no update at this time.

New Storm Water Permit Regulations:

- Vernon Jackson, DPW Director, is forming a committee of Town Board members to discuss and ensure the Town is meeting all DEP and EPA requirements. Mr. Barrell will represent the Board of Health.

Well Water – Arsenic issue:

- 214 Prescott Street – potential buyer of home contacted the office with concerns that home inspection water testing indicated high Arsenic and Radon levels even with Reverse Osmosis filtration system. After doing some research on MA DEP website, it appears that Eastern Central MA has potential for high naturally occurring Arsenic and Uranium in artesian well water. Testing was not done for Arsenic or Radon when well was installed. West Boylston has no well regulations. The Board indicated they will consider well regulations in the future.

Tobacco Violation update:

- Xpress Stop has not yet paid their ticket due by April 30, 2018. Mr. Barrell offered to follow up with the owner to remind him.

Animal Control complaint:

- There was a complaint re 22 Evergreen having chickens living in unsanitary conditions; no report yet received on inspection by Steve Young.

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File Organization update:

- Redoing the card file is revealing a number of errors and misfiled information, including septic system plans submitted during development planning that are filed in a group under old lot numbers and need to be matched to current addresses.

Web postings:

- A request was received to post a link for Substance Abuse resources in MA. IT noted concerns about content control.
- Ms. Lee posted a quick link to MA DEP on the Board webpage for information about dealing with Beavers.
- Republic Services apparently does charge for sharps disposal services. The information is on their website. When the sharps disposal kiosk is installed at the Police Department, Ms. Lee will post information on our webpage.

Permits/Fees:

- West Boylston Little League Snack Shack – permit issued with fee waived. Permit limited to pre-packaged food and drink. Sent a note to observe hand sanitation – use and provide hand sanitizer.
- Woodward Day School – applied for Food Service permit, but application is on hold pending compliance with directives from Fire Chief and Building Inspector, as well as missing application information.

Office Report Discussion

The Board agrees with our IT person and decided to decline the offer of a Substance Abuse resources link due to concerns that we have no control of the content and that it is not from a source we know. Instead the Board will consider developing a resource list or finding a more acceptable link for the webpage.

**Motion to Accept
Motion Seconded
Result**

Ms. Fowler
Ms. Salate
Approved 3-0 to accept the office report with noted decisions and follow-up.

OLD BUSINESS – Title 5 Services

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Discussion

Change of Title 5 services to CMRPHA:

- Mr. Barrell informed the Board that the IMA proposal has been amended to include the Title 5 fee for service itemized breakdown. He also reviewed the yearly IMA contract cost of inspection services and overhead vs. projected Board of Health receipts, noting that the Board will be able to cover the costs this year and perhaps next year, with eventual need for Town support to fund the Board's work. Mr. Barrell stated he will be discussing this with the Town Administrator.

**Motion to Accept
Motion Seconded
Result**

Ms. Salate
Ms. Fowler
Approved 3-0 to accept the IMA proposal as revised.

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NEXT TOPIC – Recreational Marijuana

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Description	Update regarding establishing Town bylaws
Discussion	Representatives from various Town Boards are planning to meet Monday 04-16-18 at 6pm to discuss what is needed to establish zoning and other bylaws; Mr. Barrell and Ms. Fowler plan to attend. The Board of Health will review our Smoking and Tobacco Regulations to see what may apply to Recreational Marijuana. With no further information at this time, it was suggested tabling this topic.
Motion to Table	Ms. Fowler
Motion Seconded	Ms. Salate
Result	Approved 3-0. Tabled until more information is available

NEXT TOPIC – CMRPHA - Local

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Description	CMRPHA local monthly report by Ms. Graham
Discussion	Highlights: 12 routine inspections and three additional re-inspections were performed by Ms. Graham; a common problem seems to be that dishwashers are not sanitizing properly, which applied to four restaurants this month. All four will require re-inspection. The re-inspections were for the Mill for cleaning; Miku for improving documentation of their HACCP processes, and Brown Rice for their Dishwasher. The Mill and Miku are now in compliance. Brown Rice is still using manual sanitation until their dishwasher can be repaired, so they will require re-inspection. Finder's Pub had its monthly inspection today in addition to addressing two recent complaints of mice; Ms. Graham and Mr. Leger inspected and report no signs of rodent infestation and no food available to them as the interior of the building was clean. However after inspecting the exterior, they directed that the dumpster area be cleaned up due to debris on the ground. 335 Goodale update: All work completed and inspected; case is closed.

NEXT TOPIC – CMRPHA - Regional

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Description	CMRPHA regional monthly report by Mr. Leger
Discussion	Highlights: <ul style="list-style-type: none">- The Alliance Quarterly meeting was held on 3-21-18 in Holden. Topics covered included Abandoned Housing Initiative, Community Health Assessment (Board members and staff are encouraged to complete the survey), Medical and Recreational Marijuana, and Town Permit & Inspection Software. Mr. Leger inquired what software our Board of Health uses for permits, etc.- There is a new Regional Public Health Nurse, Amelia Houghton, RN, MSN

OLD BUSINESS – Sharps Disposal

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Description	Update on 24 hour accessible Sharps Disposal
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Discussion The Board is still exploring options for obtaining a Sharps Disposal unit to be installed in the West Boylston Police Department lobby. Ms. Salate will also discuss disposal vendor and costs with the Police Chief after learning what other towns are doing.

OLD BUSINESS – Substance Abuse Prevention program

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Discussion Ms. Salate talked about the success of the Dr. Potee event, Teen Brain Under Construction, with more than 100 in attendance. She suggested we find a way to thank Wachusett Country Club. The committee is exploring ideas for another event, possibly on Suicide.

OLD BUSINESS – Executive Session Minutes

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Description After the guests left the meeting, the Board reviewed the 03-14-18 Executive Session Minutes for approval and signatures.

Motion to Accept Ms. Fowler

Motion Seconded Ms. Salate

Result Approved 3-0. Minutes signed and Ms. Lee will seal the document in an envelope and place it in the Meeting Minutes notebook.

MOTION TO ADJOURN

Motion Originator Ms. Fowler

Motion Seconded Ms. Salate

Result Approved 3-0

Time of Adjournment 7:58 pm

Signatures

Robert J. Barrell, MPA, Chairman

N. Alan Harris, MD, Vice Chairman

Beverly A. Salate, RN, BSN

Michaun Fowler

Submitted by: Margaret Lee
Date Submitted: 05-09-2018

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