



## **MEETING MINUTES BOARD OF HEALTH**

**March 13, 2024**

140 Worcester Street, West Boylston, Massachusetts 01583

In accordance with the provisions of MGL 30A §§ 18-25

### **Date/Time/Location of Meeting:**

3.13.24/6:00pm/Room 120 Town Offices Land Use Meeting Room

### **Members Present:**

John Sullivan, Robert Barrell, Thomas Mullins, Christopher Whelan

### **Members Absent:**

Tracy Gagnon

### **Other Attendees:**

Ian Wong WPPH, Devon Thornton, Environmental Health Coordinator, Sara Harris, Public Health Nurse, Maureen Adema, BOH Admin.

### **Call to Order**

Chair Sullivan called the West Boylston Board of Health meeting of Wednesday, March 13, 2024 to order at 6:00pm. There was a quorum present.

### **Board of Health Minutes Vote to Accept and Sign**

Chair Sullivan stated the minutes from the August 16, 2023 and February 21, 2024 meetings were sent to the members prior to tonight's meeting for review and edits.

**Dr. Mullins made a motion to accept the minutes of August 16, 2023 and February 21, 2024. Motion seconded by Mr. Whelan. No discussion. Vote 4 to 0. Motion passed.**

Members signed the two sets of minutes.

### **Central Massachusetts Regional Public Health Alliance Updates**

#### **Nursing**

Sara Harris, Public Health Nurse informed the board that there has not been a vaccine clinic since the last meeting. Currently, there is a survey being done to see if there is a need for vaccine clinics. The survey is a tool used for outreach. The survey is available through the Senior Center and has been made available to the Classic Inn residents.

RSV cases have been on the decrease. There was one food bourn illness report, although it did not support any follow up work.

The Blood Pressure Clinics are not as well attended as hoped. There are discussions on how to increase regular attendance at Blood Pressure Clinics.

Dr. Sullivan asked how a high blood pressure reading is managed at the clinics. Ms. Harris stated the nurse do not diagnose. If a reading is high, the nurse will take another reading, because sometimes the first reading could be wrong due to nervousness and/or the individual being tested is not “settled”. If the second reading is high, the nurse will recommend that the individual make an appointment with his/her primary doctor.

Ms. Harris informed the board the Alliance Topic of the Month is *Ticks*.

Mr. Barrell asked Ms. Harris to confirm when the Blood Pressure Clinics are held. Ms. Harris said they are at the Senior Center on the second Tuesday of each month. The schedule is posted online and at the Senior Center.

Ms. Harris shared a sample Life File Card.

### **Central Massachusetts Regional Public Health Alliance Updates**

#### **Local and Regional Updates**

Ian Wong, WPPH communicated to the board the Karina Scott, Shared Services Coordinator is no longer with the Alliance. Alliance staff has been assigned to cover Ms. Scott’s responsibilities until the position is filled. The position has been posted. He assured the connections Ms. Scott established with Town staff will continue.

Mr. Wong informed the board the Alliance is working on an Opioid Prevention Plan for the Alliance Towns. He will send a copy to the members via email. He continued saying that the Plan will zero in on the individual Town’s unique concerns/issues regarding the Opioid crisis. He said trainings are being scheduled.

Mr. Barrell asked if the schools have been contacted about the Opioid Prevention Plan. Mr. Wong stated there was a discussion with the Superintendent of Schools at the last Leadership Coffee Talk. The Superintendent indicated he would like to talk more, and may be in support of survey, if he could review the survey questions prior to the survey being administrated.

#### **Public Health Emergency Preparedness updates**

Dr. Mullins did not have a report, due to the fact the last meeting was via MS Teams and there were issues with staying logged into the meeting. He said the next meeting is in Worcester in person.

#### **Office Report**

Devon Thornton, Environmental Health Coordinator told the board the office is continuing to work on second notices mailed to establishments that have not submitted their applications for 2024 permits. The office has received many applications since the second notices were mailed.

Mr. Thornton reported he did 7 inspections since the last meeting. 4 food inspections, 1 housing and 2 others. The others were a dance center and The Classic Inn. He stated he is working with the Building Commissioner on the housing complaint because the report stated the property is an illegal use (an illegal Boarding House). He said there has not been any other complaints filed this month.

Maureen Adema, BoH Administrative Assistant communicated one invoice for \$2,571.47 City of Worcester Department of Public Health is due to be paid. Chair Sullivan approved and signed the City of Worcester Alliance payment for March 2024.

Maureen communicated that the total of \$15,040.00 has been paid for 2024 permits issued for Bobby Art, Tobacco & Nicotine, Trash Haulers, Septic Haulers and Installer and Food Establishments as of this date.

The past two weeks there has been an increase in calls regarding real estate, including homeowners, and potential buyers asking about Title 5 regulations and steps involved in installing a new septic for new construction.

The topic flyers from the Alliance for Ticks and Mosquitoes have been posted.

The Title 5 updates include

- 103 Lancaster St – Title 5 Inspection Passes
- 13 Winthrop Street Repair of existing system – Certificate of Compliance

DEP Approved Inspections and O&M for Title 5

- 9 Lancaster Meadows
- 351 Lancaster Street
- 7 Shady Lane
- 49 Campground Road
- 98 Western Ave
- 33 Winthrop St
- 13 Winthrop St

#### **Mail, Notices, Announcements**

- Open Meeting Law Workshop April 22 at 6pm RSVP to [fzukowski@westboyiston-ma.gov](mailto:fzukowski@westboyiston-ma.gov)
- Storage Totes for trailer pick up at 25 Meade Street Worcester, MA

#### **Discussion of Health Administrative Assistant**

The Board was informed the Maureen's last day of employment is March 28, 2024. The job posting for the Building and Health Administrative Assistant position has posted through the Town Administrator's office.

The Board discussed the position related to supporting both the Building Department functions and Board of Health functions. The members acknowledged a good hire would be someone that has experience in both municipal departments, which would be difficult to find. It was also expressed having two employees, one individual to serve each department as done in the past might be best. There is predicted new construction in Town therefore the building administrative duties will be increased.

Mr. Thornton asked about the hiring process. Chair Sullivan stated that he as the Chair will interview candidates, along with the Town Administrator for the position. He asked Mr. Thornton if he would also like to be part of the interview process of the position. Mr. Thornton stated he would. Chair Sullivan agreed to have Mr. Thornton take part in the interview process.

#### **Next meeting**

April 17, 2024 – emails will be sent to members for confirmation.

#### **Adjournment**

**Dr. Mullins made a motion to adjourn at 6:28pm. Mr. Whelan seconded. No discussion. Motion carried 4 to 0**

**Signatures**

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John Sullivan, MD, Chair

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Christopher Whelan, MEd

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Tracy Gagnon, MEd, Vice Chair

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Thomas F. Mullins, MD

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Robert J. Barrell, MPA