

Board of Health Meeting Minutes

February 14, 2023

Present: Holliston Board of Health (BoH): Josh Mann (*Chairperson*)
Jay Leary (*Vice-Chair*)
Peter Liffiton (*member*)

Scott Moles, *Health Director and Agent*
Kristin Abraham, *Health Department Clerk*
Ann Adams, *Health Department Clerk*

Josh Mann, BoH, Chairperson, opened the meeting at 7:00 PM.
Scott Moles read the Remote Participation Statement.

Board of Health roll call: Josh Mann – present, Jay Leary - present, Peter Liffiton - present

Public Comment: None

COVID-19 and seasonal flu update:

- There are 2 active cases (reported to the State) of COVID-19 in Town bringing the cumulative total to 3059.
- The Health Department has 22 cases of COVID test kits (180 tests per case) to give residents free of charge. They are available at Town Hall, Library, Senior Center, Pantry Shelf and other locations.

FY24 Budget

- The Board presented the proposed FY24 budget to the Finance Committee last week.
- It was level funded with changes only for salaries.
- The Finance Committee had questions regarding using technology solutions to reduce permitting costs. Scott will be giving them and the Board a comprehensive report on the cost analysis of these solutions. Over the years, Technology Director Chris Meo has been reviewing these programs with Scott. The Building Department uses permitting software but they have 4 inspectors and magnitudes more permits.
- Scott will notify the Board when the Finance Committee is ready to vote on the proposed budget.

Director Performance Evaluation: Josh explained Scott's director review process that he participated in with Travis Ahern, Town Administrator. Scott said he is working on improving communication skills.

Board of Health Goals: Scott and the Board listed goals:

- Brian Moran, Covanta Compliance Officer will be retiring in the fall and a replacement will need to be found.
- Marshall Street landfill testing needs to be put out to bid. The solar panel farm proposed for the site will pay for the testing once they are installed. But in the meantime the Town must pay for the testing. The frequency of testing needs to be determined.
- State sanitary codes are being revised and how they are adopted in our community needs to be addressed in May or June.
- It needs to be determined if the Town will require well water testing at the time of Title 5 Septic System Inspection Reports when properties transfer ownership.

- As mentioned with the Finance Committee budget discussion, online permitting and other technology solutions need to be continually explored to see if they are a viable cost savings.
- Jay wants clinics (seasonal flu and COVID) to be scheduled on an on-going basis. Note: a Town flu clinic is scheduled for October 14, 2023 at the Placentino Cafetorium.
- Jay also would like to revisit reactivating the Holliston Emergency Response Corp (HERC). Scott explained the regional Medical Reserve Corp (MRC) is currently wanting volunteers to sign up at the regional level, as they are getting all the funding. There is no local funding currently as there was before, which paid for local training in the past.
- Establish new animal regulations in Town to get the farm animals registered for the State Barn Book.

Tobacco Regulations: The Tobacco Regulation update was sent to the tobacco retailers in Town and posted on the Town website.

Animal Regulations:

- Justine Grassey and Dona Walsh, Animal Inspectors and Animal Control Officers are working on the draft of the Minimum Standards for the Keeping of Animals.
- The goal is to get residents to register their animals for the State required Barn Book.
- The Agricultural Commission is looking for new members and hopefully the Board of Health can partner with them regarding these animal regulations.
- We are enlisting the input from local farms, as Justine has visited them all for the 2022 Barn Book.
- When the Board is satisfied with the draft animal regulations they will have a public hearing to get feedback and buy-in from the Town.

Housing:

- 53 Wingate Road was sold and Scott will meet with the new owners regarding repairs.
- 164 Westfield Drive is going to court in March for receivership according to Tara Ruttle, Assistant Attorney General of Massachusetts.
- 49 Central Street is still uninhabited. The Building Commissioner is investigating the unpermitted deck built around a tree behind the house.

Food Inspection for the Super Bowl Sub event on Sunday at the Masonic Lodge was performed by Scott as Len Izzo, Food Inspector had a conflict. It was the 30th anniversary for that Super Bowl event.

Soil Testing: So far this year Scott has witnessed 6 soil evaluations. There is 1 soil evaluation currently scheduled and 1 waiting to be scheduled. This is the slower time of year for soil testing.

Monthly Receivables: The Board was sent the Health Department financial spread sheet of monthly receivables as requested. They had no questions.

Minutes: Josh made a motion to approve the BoH meeting minutes from January 24, 2023.

Jay seconded. Roll Call: Josh Mann- Aye, Jay Leary-Aye, Peter -Aye Passed.

Bills: The following bills were discussed and approved:

Josh motioned to approve the LocaliQ bill for advertising a public hearing: \$29.12

Jay seconded. Roll Call: Josh Mann- Aye, Jay Leary-Aye, Peter-Aye. Passed.

Josh made a motion to approve the Salmon VNA bill for: Total = \$1,675.00

All COVID cases, paid by American Recovery Plan Act (ARPA)

Jay seconded. Roll Call: Josh Mann- Aye, Jay Leary-Aye, Peter-Aye. Passed.

Scott said the ARPA funds should last another year. After May 11, 2023 (end of COVID-19 state of emergency) there should be less reporting required of Salmon VNA.

Josh motioned to approve the Watson bill for printing food inspection forms: \$344.25

Jay seconded. Roll Call: Josh Mann- Aye, Jay Leary-Aye, Peter-Aye. Passed.

Board Comment:

- Josh said he would like more advanced planning for vaccination clinics, and would like a 6 month assessment for the director's performance evaluation to measure progress.
- Jay said he may have a conflict with the next Board meeting on February 28, 2023.

Josh made a motion to adjourn the BoH meeting at 7:50 PM. Jay seconded.

Roll Call: Josh Mann- Aye, Jay Leary-Aye, Peter -Aye Passed.

Respectfully:

Ann Adams, Health Department Clerk

Approval Date: 2-28-23