

Board of Health Meeting Minutes

June 19, 2014

Present: Eric Dickinson, Rich Maccagnano, Karen McManamon and Ann McCobb.
Rich called the meeting to order at 6:03 p.m.

Public Comment

None

Bill Mayer, attorney from Mayer, Antonellis, Jachowicz & Haranas, LLP, joined the meeting.

Motion: Rich Maccagnano motioned at 6:04 p.m. to leave public session for the purpose of entering into executive session to discuss pending litigation with the intent to return to public session, seconded by Karen McManamon.

Rich Maccagnano, Aye; Karen McManamon, Aye; Eric Dickinson, Aye.

The Board re-entered public session at 6:10 p.m.

Health Director Job Vacancy Advertising: Ann McCobb told the Board that she had been made aware of a 30 year old bylaw that stated the job vacancy must be published in a local newspaper and then a 5 day waiting period must be observed before any hiring can be done.

330 Marshall Street: Ann McCobb told the Board she had spoken with attorney Adam Sims for an update, which he did not have at this time. Bill Mayer said he would speak to Adam and give an update to Rich Maccagnano when he received it.

Bill Mayer left the meeting at 6:15pm.

Health Directors Report

Century Health Systems: Ann McCobb spoke to Judy Boyko at Century Health Systems VNA regarding the contract. Judy told her that there would be no change in service or rates for the FY2015 contract and a new contract would be in the mail.

Lake Winthrop Beach Testing: The beach testing for the last two weeks has been good.

Plan Review: We have received many plans in the last few weeks for review, including a 3 lot sub-division plan from Dean Schofield which will be given to Rich Westcott for review.

81 Railroad Street: Paul Saulnier told Ann McCobb that the T-base has been put down at the site. Rich Westcott will be in town next week and will do the final grade inspection at the site to complete the project.

HHS Concession Stand: Plans were received for the concession stand and the Board reviewed the plan at the meeting. Ann McCobb noted that the plans need a change of the schedule 40 PVC pipe and buoyance calculations are needed. Rich Maccagnano asked that Ann send the Board her review notes before leaving. He also expressed the need for more detail of the location and operation of the alarm system before approval is given.

Bills:

Postage reimbursement

\$33.90

Health Department Position Discussions

Gary Covino joined the meeting to discuss his application for Health Director. He discussed his prior employment including the Health Director in Norton, MA. He said he had a part-time inspector that did much of the Title V work as well as a secretary, a nurse and a part-time food inspector on staff. He said he is a soil evaluator. He recently worked for an excavating and septic company. The Board asked questions on customer interaction and plan review time schedules. They thanked Gary and he left the meeting.

Michael Weydt joined the meeting to discuss his application for Health Director. He said he would relocate if offered the position. His most recent position was the assistant health director in New Bedford, MA. He supervised a staff of 28 people and was responsible for all the Registered Sanitarians. He said he has done plan reviews and would get his soil evaluator license. He spoke about his other duties including hoarding. He asked the Board a number of questions regarding the position. The Board thanked Michael and he left the meeting.

Adetokunbo (Ade) Solarin joined the meeting to discuss his application for Health Director. Ade is currently employed in Lynn, MA working with a combined zoning, building and health department. He has also been employed by the Watertown, MA health department. He discussed his office supervisor position dealing with inspectors of food establishments, trash and rodent issues, and soil evaluations. The Board asked Ade questions on related issues and interests. The Board thanked Ade and he left the meeting.

Ryann Bresnahan joined the meeting to discuss her application for Health Director. Ryann is the current Regional Planner for Region 4A Emergency Preparedness. She was the first person brought on in this position and she has shaped the position. She helps 33 communities within the region to prepare for emergencies, sheltering, risk communication, and other projects such as table top exercises. Although she has no experience she said she is very bright and will commit to completing required trainings within the first 6 months of employment. She and the Board exchanged questions and answers about various related topics including current projects under the Boards jurisdiction, salary range and trainings. The Board thanked Ryann and she left the meeting.

Health Directors Report continued

Budget & Finance Committee: The Finance Committee (FinCom) is meeting again for a final June date on 6/24/2014. The Board discussed outstanding account balances and Ann McCobb's severance package. Without having the benefit of knowing final outstanding balances the Board voted to approve line item transfers and reserve fund transfers.

A motion was made by Rich Maccagnano for a reserve fund transfer to pay legal bills for up to \$1,000, seconded by Eric Dickinson. All in favor.

A motion was made by Rich Maccagnano for a reserve fund transfer to pay Title V work done by Rich Westcott bills for \$302.50, seconded by Karen McManamon. All in favor.

A motion was made by Rich Maccagnano for a reserve fund transfer to pay communications bills for up to \$1,000, seconded by Eric Dickinson. All in favor.

Health Department Position Discussions

The Board interviewed 6 people for the open positions and discussed the meetings held with each candidate. They discussed the pros and cons of each candidate. The Board will meet after the noon, 6/30/2014 deadline to discuss options and next steps.

Food Regulations

Rich Maccagnano said he would like to go forward with the adoption of local food regulations. He said he thinks every food establishment should have a serve-safe approved employee on staff at all times. Ann McCobb reminded the Board that Food Inspector Len Izzo is not in agreement with this. Rich feels that turnover is high with younger employees and they don't always get trained properly. Ann said the enforcement should be against the owner not the food server. She used examples of the tobacco regulations and affidavit training that all employees go through. Karen McManamon made the point that not everyone needs to be trained but that a trained person should be on staff at all times.

Ann McCobb asked Rich Maccagnano to meet with her next week sometime.

A motion was made by Rich Maccagnano to appoint Paul Saulnier as a temporary Health Agent at the same rate as the prior part-time Health Agent, seconded by Eric Dickinson. All in favor.

Ann McCobb said we would need to vet this appointment with legal.

Board Member Comment

None

Karen McManamon motioned to adjourn the meeting at 9:15pm. Rich Maccagnano seconded, and it passed unanimously.

Respectfully submitted:

Lisa Deering, Health Department Clerk

Approval Date: 8-7-14