

## BOARD OF HEALTH

Minutes of Meeting September 12th, 2017

Chair Carol Bradford, Board members Susan Sama, Linda Huet-Clayton, Health Director William Murphy, Social Worker Bethany Hadvab, and intern Evangeliah Tsui were present in the DPW conference room at 4:00pm and the meeting commenced at 4:00pm.

### 4:00 Public Comments None

- **4:05pm Social Worker Report-** Bethany Hadvab introduced Evangeliah “Van” Tsui, a social work intern from Boston University. Bethany outlined projects and tasks Van would be working on throughout her internship. Ms. Hadvab gave her monthly report updating the board on continued work with Budget Buddies to set up a financial fitness program for low- income residents. She reviewed HOPE Sudbury applications and managing donations as we move closer to the holiday season. Bethany continues to support Fire and Police when needing assistance on certain cases.
- **Code of Conduct for Town Committees-** Mr. Murphy presented the Board with the “Code of Conduct for Town of Sudbury Committee Members who are appointed by the Board of Selectman”. Although the Board of Health is autonomous, the code applies to anyone serving in a public capacity. Ethical functions, professionalism, communications, and roles and functions were discussed. The Town Email Communications Policy was review.
- **Tobacco Compliance Checks-** The Health Director presented results of the tobacco compliance check conducted by MetroWest Tobacco Coalition, which Sudbury is a member. There was 100% compliance when sending in a minor under the age of 21 to purchase cigarettes. This was the first compliance check since revising the regulations and adopting 21 years as the new purchase age.
- **Meadow Walk Update-** Mr. Murphy updated the Board on the status of multiple projects at Meadow Walk (former Raytheon site). Construction continues for Avalon Apartments, Bridges Assisted Living/Memory Care, retail stores, and the treatment plant.
- **4:45pm Discussion of Water bottle Repeal -** The Board of Health deliberated about taking a position on the upcoming Town Meeting Warrant Article to repeal the Water Bottle Ban adopted at the previous Town Meeting. Carol Bradford suggested the Board take “No Position” and let the towns people decide. Susan Sama and Linda Clayton-Huet deliberated “Not Supporting” article as a way of continuing to support efforts by the students and environmental clubs to reduce plastic. The Board decided to continue the discussion and vote on a position at the next meeting.
- **Health Director’s Report**

Food Inspections- 27 Pre-opening inspections were conducted at Whole Foods. The Store opened early July. The professional construction management team and Whole Foods staff

contributed to a successful process. Oak Barrel Tavern (Worcester) has contacted our department about opening a tavern/restaurant at Meadow Walk.

Septic Inspections- There were 17 soil evaluations and 67 installation/repair inspections.

Housing- The owner of 25 Lynne Road completed the items in the Order letter. All violations were corrected.

Camps- Assisted Phyllis Schilp with a number of camp opening including Sewataro, Longfellow, and Bosse

Pool Inspections- 17 Pool inspections were conducted as part of preopening and complaints.

Tobacco Control Regulations- The regulations took effect on July 1<sup>st</sup>, 2017. A compliance check was conducted with the new sales age of 21 and none of the permit holders sold to a minor. It was the first time in over 3 years that there was 100% compliance.

Other- Summer schedules and vacation time posed the difficult task of staffing the office and remaining open to the public. The office was consistently open during the summer months 8am-3pm. A significant personnel issued required added administrative duties.

Beavers- We are continuing with DPW to monitor 5 sites that have been problematic with beavers. This is necessary to prevent large dams over a short amount of time.

- **Nurse's Report- Highlights**

- **Screenings**

- COA had 104 Blood Pressure, Heart Rate and Pulse Oximeter participants

- **Health Education**

- Employee wellness program yoga class Continues once a week for at Fairbank Community Center with 9 participants.
- Longfellow class Continued for employee wellness on Thursday mornings until the end of July
- Met with Maryanne Bilodeau and Dan Nason regarding Biohazardous plan for employees. Currently researching policy, procedures, sharps protection and exposure plan and Hep B vaccine for town employees.

- **Communicable Disease**

- 12 Case Investigations included: 1 food borne illness, 17 Lyme disease and 4 Anaplasmosis, 1 Babesiosis 1 HIB, and 1 Varicella.

- **FLU**

- Received at total of 350 flu vaccine (100 HD, 100 QIV)
- Contract signed for 4 interns from Worcester State University BSN to RN program on rotating basis from September through December for flu season.

- Updated Intern Binder
- Dr Peter Hoenig was sworn in as a BOH physician. Signed all orders and policy and procedure review

#### **Emergency Planning**

- MRC AB meeting
- Brochure Holders up and refilled with Tick Borne Illness Info
- EDS Plan Update for 4A planner

#### **Other**

- Total funds in revolving account are 20,241.13. Vaccine bill paid through revolving account
- **Future Plans**
  - Fall Prevention Day Senior Center September 21st
  - Prepare for Flu Season
  - Hazardous Waste Policy Development and Revision

Correspondence was reviewed and included the following:

- (a) 2017 Flu Clinic Dates
- (b) Memo to Management dated 7/25/2017 regarding Tobacco Regulation Changes in the Workplace
- (c) Memo to Mark Herweck and ZBA dated 8/10/2017 regarding accessory dwelling at 24 Pelham Island R.
- (d) Letter from CHA to William Murphy dated 7/21/2017 awarding PHEP funds of \$5000
- (e) Grants management manual from the Office of Preparedness and Emergency Management
- (f) CHA Sub- Contract Agreement- dated July 1, 2017.
- (g) Public Health Preparedness Coalition Workplan Template from the Office of Preparedness and Emergency Management
- (h) Letter to Rosemay Harvell, Sudbury Town Clerk, from William Murphy regarding appointment of Dr. Peter Hoenig
- (i) Whole Foods Market ROP HACCP Plan for Raw Meat/Poultry/Vegetables
- (j) Region 4AB Public Health Emergency Preparedness Updates 8/11/2017
- (k) Memo and letter from Sudbury Facilities Department regarding lead and cooper found in water in Sudbury Public Schools
- (l) Letter from Horley and Witten Group to Beth Suedmeyer, Sudbury Planning Board regarding Peer Review of Sudbury Pines Waste Water Treatment Plant.
- (m) Memo from MA DPH to Providers of Emergency Medical Services regarding scabies
- (n) Email from DPH to Bill Murphy regarding Updated Zika Virus Clinic Guidance document
- (o) Mosquito Spray notice from EMMCP regarding dates of spraying

(p) Town of Sudbury Email Communication Policy

(q) Town of Sudbury Code of Conduct for Sudbury Committee members

Meeting Ajournd 5:46 pm