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823

BOARD OF HEALTH

Minutes of the Meeting December 19th, 2017

Attendance: Chair Carol Bradford, Board members Susan Sama, Linda Huet-Clayton, Health Director William Murphy at 4:00pm and the meeting commenced at 4:00pm.

4:00 Public Comments None

- **4:05pm Acknowledgement-** Mr. Murphy notified the Board that Phyllis Schilp, Public Health Nurse was the 2017 recipient of the Sudbury Employee of the Year Award. Mr. Murphy nominated Ms. Schilp for her commitment to the residents of Sudbury and fellow employees. In Phyllis's short tenure, she has developed an outstanding public health nursing program and instituted clinics and health screening to improve lives.
- **Vote to Amend the Animal Inspectors Contract-** At the direction of Town Counsel, the animal inspectors contract was amended to modify dates of enactment. Bradford made a motion to approve the amendment as directed, Sama seconded, Motion passed 3-0-0.
- **Budget Discussion-** Mr. Murphy presented the proposed budget for FY19. The request was for a level funded budget but Mr. Murphy insisted that funding be provided for the increase demands from the Meadow Walk development and newly adopted Plastic Bag and Water Bottle ban bylaw. Mr. Murphy proposed an additional \$25,000 for the Contracted Service line item to cover inspections and public education. In addition, money from the nursing expense line was allocated to the mosquito control budget to cover the increase in the proposed mosquito budget.
- **Tobacco Compliance Checks-** Mr. Murphy reported that tobacco compliance checks were conducted on December 2nd and two permit holders sold tobacco to minors. It was the first offense for Sudbury Farms and they were issued a \$100 non-criminal disposition ticket per regulations. It was the second offense for Sudbury Sundries. A \$200 fine was issued and a hearing will be held at the Board of Health meeting on January 9th, 2018 to suspend the permit for one week.
- **Marijuana Forum-** Mr. Murphy reported that Board of Health staff has been working with Selectman Len Simon to prepare for the Town Forum. This year's topic is the legalization of recreational marijuana and the effects on the Sudbury community. The staff will support Mr. Simon's effort to educate the public and make available literature and health information.
- **Nurse's Report-** The Board review the report which included the following:

Screenings

- COA had 64 Blood Pressure, Heart Rate and Pulse Oximeter participants
- COA had 27 Blood Glucose Screenings
- Town Wide Employee BP Clinic had 12
- Housing authority BP Clinic had 3

Communicable Disease

- 5 Case Investigations included: 1 food borne illness, 1 Lyme disease, 2 Pertussis, 1 Hep C. Two cases of Pertussis at the high school with 26 close contact investigations
- Scabies transferred in ambulance. Sent policy and procedures and cleaning protocol

FLU

- Received at total of 640 flu vaccine (100 HD, 450 QIV, 90 state)
- Held 11 flu clinics at multiple sites around community
- Flyer for Home visit flu vaccine went to all Meals on Wheels residents
- Home Visits and BOH walk in for Flu shots
- Planned flu clinic dates, sent announcements, published in paper and newsletter
- Gave a total 96 Flu Vaccines this month with a total of 612 for the flu season
- Ordered a total of 90 extra flu vaccines due to the increased numbers at all clinics
- Two Clinics at Metro West Free Medical Program held in November

Emergency Planning

- MRC AB advisory Meeting
- MEMA Training for Emergency Preparedness

Health Director's Report- Mr. Murphy presented his report that included the following:

Food Inspections- Preliminary discussions and meetings with potential food establishments at Meadow Walk. Incident with local food establishment regarding food storage. Issue resolved.

Septic Inspections- There were 5 soil evaluations and 27 installation/repair inspections.

Housing- The Building Commissioner and I responded to a concern from the water department of a property recently shut off. The property appears to be vacant.

Other-Continued involvement with day-to-day administrative responsibilities in the transition of the clerk.

- Meadow Walk-The leaching field is being installed. Progress inspections daily.
- Budget- The FY19 proposed budget is due by early December. A proposed budget is being prepared and presented to the Board.
- Permitting- A substantial amount of resources are being directed towards annual permitting. A detailed establishment list, including emails, is being prepared.

Correspondence was reviewed and included the following:

- (a) Memo dated 11/30/2017 from Commonwealth of MA, DPH: Update on Meningococcal Cases at UMASS
- (b) MA DPH- Weekly Influenza Update- 12/15/2017
- (c) DeValle Institute for Emergency Preparedness- Intro to MA Mutual Aid Plan
- (d) Sketch of proposed groundwater and soil testing sites at Melone's Gravel Pit submitted by Geolnsight.

- (e) Letter from Horsley and Witten Group to Beth Suedmeyer dated 11/28/2017 regarding Storm water review for 70 Indian Ridge Road.
- (f) Letter dated 12/4/2017 from DPW to Meagen Donoghue, Director of Planning regarding stormwater review for 14 Saxony Road.
- (g) Letter dated 10/30/17 from DPW to Meagen Donoghue, Director of Planning regarding stormwater review for 12 Allene Ave.
- (h) Letter dated 12/4/17 from MA DPH Community Sanitation to Scott Nix, Sudbury Police Chief regarding an inspection of the police lock up.
- (i) MA Hurricane Recovery Resources for Evacuees
- (j) What is a Camp? Handout by Sudbury Park and Recreation
- (k) Email from Rebecca Vanucci MA DPH to Phyllis Schilp regarding flu season starts
- (l) Letter from MA DEP to David Feldman, VP of Real Estate, Wingate Health Care regarding reclassification to a large sewage system
- (m) CDC MMWR monthly report 10/20/2017

Meeting Ajournd 5:46 pm