

MONTAGUE BOARD OF HEALTH MEETING
Wednesday, August 14, 2013 – 5:30 pm – Downstairs Meeting Room
Town Hall, One Avenue A, Turners Falls, MA

Meeting Minutes

Present: Michael Nelson, Chair, Albert (Al) Cummings, Christopher Boutwell, Gina McNeely, Director of Public Health.

Michael Nelson opened the Board of Health Meeting at 5:45 PM

- Review July 10, 2013 Minutes:

Al Cummings motioned to accept the Montague Board of Health minutes for the meeting of July 10, 2013. Seconded by, Christopher Boutwell. Motion passes.

- Director's Report July 2013
 - a) Complaint of Furniture debris at 35 Park Street.
 - b) Tobacco Sale to Minors – BOH needs ticket and legible signature on violations to be able to follow up.
 - c) Shady Glen – Compliance achieved.
 - d) Montague Retreat Center – There is a state of the art kitchen – Gina will inspect when ready.
 - e) Title 5 Turners Falls Road – In process Gina went by to check on progress.
 - f) Block Party – Went well considering other area events scheduled at the same time.

Christopher Boutwell motioned to accept the Montague Board of Health Director's report for the month of July 2013. Seconded by, Al Cummings. Motion passes.

- Nurse's Report (Carolyn Merriam) for the month of July 2013
 - a) Flu update Montague will receive around 200 vaccines
 - i. The Senior Center Flu Clinic
 - ii. Franklin County Technical School Clinic
 - iii. The Pumpkinfest
 - iv. Walk ins
 - b) Have to do an EDS drill but not a drive-thru

Al Cummings motioned to accept the Nurse's Report for the months of July 2013. Seconded by, Christopher Boutwell. Motion passes.

- Health Inspector Report (Carolyn Merriam) for the month of July 2013
 - a) Family Dollar – Looking very good it must be under a new management.
- Receivership Program through the Attorney General's Office

Targets abandoned buildings/homes for revitalization which allows the BOH, Building Department to write up a report with specific deadlines if it is not brought into compliance the property will be turned over to the AGO with a lawyer involved and then to a receiver to do the rehabilitation of the property. There have been 7 priority properties identified out of 20 in

Montague to bring to the attention of the Abandoned Housing Initiative from the Attorneys General Office.

Christopher Boutwell motioned to accept the Health Inspector's Report for the month July 2013. Seconded by, Al Cummings. Motion passes.

- Hearing: James Senn regarding a cease and desist order issued by the board of health for open air spray painting at 20 Federal Street, Millers Falls, MA.
 - a) The cease and desist order stands.
 - b) Tabled to September 2013

- Continuity Of Operations Plan (COOP) – Is a plan to layout procedures in the case of an emergency and what the succession of leadership would be. Specifically who would handle mandated Board of Health functions. The Montague Board of Health discussed the plan and made some minor changes; Michael Nelson revised the draft and it was discussed at the Montague Board of Health meeting.
 - a) Michael updated the draft with several suggestions including making the BOH a main point of contact.(pg. 3)
 - b) Initiating quarantines can only be done by the BOH. (pg. 3)
 - c) When no BOH members are available the Health Director would report to the Town Administrator for financial decisions. (pg. 5)
 - d) Standard activation of the COOP when things go bad and disbandment of the COOP plan when things go well. (pg. 6)
 - e) The Montague Safety Complex would be an alternate location if the Montague Town Hall was not available. (pg. 8)

- Approve Montague Emergency Dispensing Site Plan
 - a) Distributed to the BOH members via email due to the extensive length of the document.
 - b) Drive thru dispensing will be updated.
 - c) The Emergency Dispensing Site Plan will always be changing.
 - d) Copies to be sent by Michael Nelson to FRCOG, Bob Escott, Chip Dodge, BOH members, Gene Beaubien (Gill), Lonnie Ricketts (Wendell), Fire Chief (Erving) and Gina McNeely, Director (Montague Board of Health).

Al Cummings motioned to adopt the Montague Emergency Dispensing Site Plan as presented on August 14, 2013 (160 pages) and to be used until another copy is presented. Seconded by, Christopher Boutwell. Motion passes.

- Change Fee Structure – Temporary Food portion of schedule to include all non-profits not just Montague, MA based ones.
 - a) If a non-profit organization in or out of the Town of Montague passes the temporary food quiz with a 90% or better there will be no charge.
 - b) If a non-profit does not pass the temporary food quiz the cost would be \$40.00.

Al Cummings motioned to keep the fee structure for 2013 the same for non-profits to be revisited after the Board of Selectmen makes their decision regarding Community Sponsored Events. Seconded by, Christopher Boutwell. Michael Nelson abstained from the vote. Motion passes.

Al Cummings motioned to close Board of Health Meeting. Seconded by, Christopher Boutwell. Motion passes.

Meeting adjourned: 6:40 PM

Approved by: _____

Date: _____