

MONTAGUE BOARD OF HEALTH MEETING
Wednesday, August 20, 2014 – 5:30 pm – Downstairs Meeting Room
Town Hall, One Avenue A, Turners Falls, MA

Meeting Minutes

Present: Michael Nelson, Chair, Albert (Al) Cummings, Gina McNeely R.S., CHO

Absent: Christopher Boutwell

Guest: Mark Maloni – FRCOG and Kathryn Bridges R.S.

Review July 16, 2014 Minutes:

*Al Cummings **motioned** to accept the July 16, 2014 minutes. Seconded by, Michael Nelson. **Motion passes.***

Mark Maloni – Public Health Planner/FRCOG

Introduction and courtesy to introduce himself to each town Board of Health and to give an update of the Emergency dispensing site plan (EDS).

- a) The need and value of emergency dispensing sites and what the FRCOG is doing for overall emergency preparedness.
- b) Western MA homeland security resource guide – in time of need what can be borrowed
 - a. Sheltering information – tornado came through and everyone needs a home
Chief Bob Escott is the (EMD) manager for this
 - b. List of protocol materials
 - c. Hazmat materials
 - d. Tier 2 maps
 - e. Regional sheltering time
- c) GPS device given out and Gina to be the direct contact for the tool
- d) Emergency Dispensing Site Plan – In case of disease a time sensitive to administrate medication to everyone in the town within 48 hours. Funding for the coalitions comes for Emergency Preparedness.
- e) The MAPHCO also gives out grants – this year the grant allowed Michael Nelson to buy a new computer for the Town Nurse, printer and ink.
- f) Those towns that are active in the MAPHCO have the upper hand in how the money is spent and on what coalition.
- g) Behavioral Health disaster response training – long term trajectory where you might be applying those techniques down the road including EDS, trauma, referral to services and MPFA.
- h) GPS training
- i) Certification for Hazmat Planning with MEMA
- j) Health and Medical coalitions – (nursing homes, hospital ambulatory care)

Director's Report for May, June, and July

*Al Cummings **motioned** to accept the Director's Non Reports for the months of May, June and July 2014 due to Gina McNeely being out on MFLA. Seconded by, Michael Nelson. **Motion passes.***

Director's Report July 2014 – Kathryn Bridges R.S

- a) West Chestnut Hill Road – Perc Test – Kathryn Bridges R.S.
- b) Photographs for Renee Richotte – Kathryn Bridges R.S.
- c) 62 Court Square – Perc - Kathryn Bridges R.S.

Health Inspector Report (Carolyn Merriam) for the month of July 2014

- a) Al Cummings and Kathryn Bridges R.S inspected Old Home Days Event
- b) 7 N Street – Gina will be going to court on this issue and Michael Nelson continued the plan of action on this twice.

*Al Cummings **motioned** to accept the Health Inspector's Report for the month of July 2014. Seconded by, Michael Nelson. **Motion passes.***

Nurse's Report (Carolyn Merriam) for the month of July 2014

- a) Carolyn Merriam is no longer with us
- b) McKesson will be delivering the flu vaccines soon and temperatures to be checked daily
- c) There is a maximum registering thermometer in place

*Al Cummings **motioned** to accept the Nurse's Report for the month of July 2014. Seconded by, Michael Nelson. **Motion passes.***

Request for Local Upgrade Approval by Kathryn Bridges R.S. for Marko Packard and Jennifer Atlee of 87 East Taylor Hill Road Montague Center, MA 01351.

Guest: Kathryn Bridges R.S.

Owners conducted a radon test inside the house located at 87 East Taylor Hill Road. Doug MacLeay septic system is in at the correct location. There was a request for a variance to the well; the paperwork will be sent in for the well. The well is over a hundred feet away and a request to test the well again in 3 years just to make sure everything continues to work well. Gina will write a letter to Marko Packard and Jennifer Atlee stating to have the well tested every 3 years and to be tested for items found in the Title 5 regulations section 310 CMR 15.405(1)(g).

*Al Cummings **motioned** to accept the request for a local upgrade approval for Marko Packard and Jennifer Atlee of 87 East Taylor Hill Road Montague Center, MA 01351 with the condition that the well be re- tested in 3 years. Seconded by, Michael Nelson. **Motion passes.***

Reorganization of the Board of Health

- a) Michael Nelson suggested Al Cummings as Chair of the Board of Health as a possibility in the future if he (Michael) takes a new position in his work life.

*Al Cummings **motioned** that Michael Nelson would keep the Board of Health informed of any developments in the future that would impact the need for a reorganization on the BOH due to his work schedule. Seconded by, Michael Nelson. **Motion passes.***

Other Topics not anticipated in the 48 hours of posting

- a) Article 15 vacation time - If an employee terminates without a 10 work day notice then vacation time does not have to be paid out (Subsequent to this meeting an investigation revealed that State Law requires the vacation time be paid to the individual.)
- b) A resignation has been turned in by Carolyn Merriam the Town Nurse & Health Inspector with a half a days notice to Gina McNeely, Health Director
- c) Advertise in house for a Nurse (5 hrs)
- d) Health Inspector (qualifications a ServSafe training and upper food courses in lieu of education) (20 hrs)

*Al Cummings **motioned** to accept the resignation of Carolyn Merriam effective August 19, 2014. Seconded by, Michael Nelson. **Motion passes.***

- e) *Al Cummings motioned that the Town does **not** grant vacation time to Carolyn Merriam based on Article 21 Section E subsection 1 voluntary termination as stated in the agreement between the Town of Montague and the TOMEA. Seconded by, Michael Nelson. **Motion passes.** *(Subsequent to this meeting an investigation revealed that State Law requires the vacation time be paid to the individual.)*

***Please note this motion changed and vacation time was paid out to Carolyn Merriam due to a Massachusetts State Law that requires you to pay an employee out for unused vacation regardless of separation terms.**

*Al Cummings **motioned** to adjourn the August 20, 2014 Board of Health meeting. Seconded by, Michael Nelson. **Motion passes.***

Meeting adjourned: 6:44 PM

Approved by: _____

Date: _____