

## MINUTES OF THE BOARD OF HEALTH MEETING

September 9, 2009

The meeting convened at 1:00 PM. Present were Chairman/Members Louis Fazen, III, Nancy A. Sacco and Richard H. Seder, Public Health Director, Paul C. Pisinski, Public Health Nurse Leslie Chamberlin, and Sanitary Inspector Dennis Costello. Attending the meeting to discuss particular topics were Jean Kitchen, Town Administrator, Vera Kolias, Town Planner, David Gusmini, Building Inspector, Aldo Cipriano, Town Counsel later. Laurie Pardee, School Nurse Team Leader.

<b>BRIEFING</b>	Public Health Director, Paul Pisinski summarized for the Board the items on the agenda and the reasons each department head in attendance was invited to this meeting. Several topics will be addressed in areas of responsibility for each department represented. The 4 major discussions will be regarding fees charged by the Board of Health for services rendered to other town departments; the possibility of requiring an occupancy permit for all rental property in Southborough; Emergency Planning and Inoculation against H1N1 Flu; and finally discussions taking place with area Town Administrators regarding Boards of Health sharing responsibilities with other Towns.
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### PETITIONS/PUBLIC HEARINGS

<b>TOPIC</b>	<b>Request to Waive Fees (Soil Testing and Plan Review/Permit) for New SDS at 209 Parkerville Rd. owned by the Southborough Housing Authority. – Vera Kolias</b>
<b>DISCUSSION</b>	Vera Kolias, Town Planner on behalf of the CPA requested the Board of Health waive its fees for soil testing and subsurface disposal system permit for 209 Parkerville Rd. The house is owned by the Southborough Housing Trust Fund. Mr. Pisinski explained that due to budget constraint issues the Board of Health has been asked repeatedly by both Advisory Committee and Board of Selectmen to continually examine its fee structure and to increase fee for any and all services to help offset budget reductions. He further explained that the Board of Health is looking into charging fees to the various other entities and departments for all manner of permits, licenses, and inspections, such as but not necessarily limited to school cafeteria license and inspections, Permits to Cemetery, DPW for subsurface disposal system etc. Ms. Kolias was asked to explain how the house at 209 Parkerville Rd. is paid for, where the funds come from and who actually will own the house at the end of the process. Ms. Kolias explained in detail the process of purchasing low cost housing from funds derived under this program. She explained how the Town expects to use Assabet Regional Vocational School students to undertake renovations at 209 Parkerville Rd., but assured the board members that the subsurface disposal system will be installed through a bid process of licensed installers. She explained that they are trying to keep the cost as low as possible, because that is the major goal of this aspect of the program. The board members asked many questions concerning the particulars of the tax and fund derived from the sale and transfer of existing homes to pay for this program.
<b>ACTION</b>	After much discussion a motion was made by Ms. Sacco to waive the fee for the subsurface disposal system at 209 Parkerville Rd. Dr. Seder seconded the motion and Dr. Fazen made a proviso that the value of services to the town for fees waived must be enumerated and tallied at the end of the year and placed in

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	the annual report. He added that such information should specifically be indicated to the Advisory Committee and the Board of Selectmen.
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<b>TOPIC</b>	<b>Discussion with other Town Departments re: Occupancy Permit for all rental units in Southborough</b>
<b>DISCUSSION</b>	<p>Dennis Costello, the Board's Sanitary Inspector was asked to report on recent housing code violations and the time and effort expended to bring such units into comply with Article 2 of the State Sanitary Code, Minimum Standards for Human Habitation. Mr. Costello explained that the major problems with enforcement of this Code is related to tenant's interpretations of what constitutes a violation and that he has been asked to constantly render judgments and opinions concerning gray area within the Code. He gave many examples of tenant expectations with renting 200 yr old homes, which in many cases met the minimum standards, did not pose an imminent threat to life and safety but are due to rapid deterioration of these older structures (i.e. mice holes, washing machine issues, drafty windows, etc.). He further indicated that the tenant's expectations of living conditions exceeded the minimum req. as spec. in the code. He also indicated that tenant's were withholding rent and that the landlords were reluctant to spend money when in several cases they were owed several months back rent.</p> <p>Town Counsel, Aldo Cipriano, said that if the Board wishes to create a by-law or draft a regulation in furtherance of the State's Minimum Standards they can do so either under Chap. 111 or through the Town's by-law amendment request, but they have to be very clear as to the purpose or purposes for which they intend to set these standards. As he further explained, in a meeting that he previously had with Mr. Pisinski and Mr. Costello, the Board needs to be very clear when enacting any standards making the process enforceable, and that he would be willing to work with the Board to accomplish this.</p> <p>David Gusmini, Building Inspector, indicated that he is only required to inspect properties with three (3) family units or more; once per year and that for him to inspect single family or duplex rental units would be beyond his scope of duties. He stated that he would have to come up with a whole new fee structure to accomplish this.</p> <p>There was general discussion about enacting some sort of a fee or fine for non-compliance of housing code violations through the process of non-criminal disposition. Attorney Cipriano said that this would have to be done at an annual town meeting, but that the Board could also think of imposing fines through the housing court but that less remuneration would come back to the town.</p>
<b>ACTION</b>	No immediate action was taken as this was scheduled only as a beginning discussion session.
<b>PENDING</b>	Any final decision regarding this issue.

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<b>DISCUSSION</b>	Public Health Nurse, Leslie Chamberlin was asked to give an update on the status of the seasonal flu clinics and the H1N1 clinics. The board asked who prepared all the signage throughout the town and they indicated that is was of excellent and high quality highly visible etc. Ms. Chamberlin said that Barbara Luther had designed, prepared or contracted to have all the signs prepared. Ms. Chamberlin reported that she has garnered the services of 11 nurses, at no cost to the town, five student nurses from Lowell State, 5 through MRC and possibly one doctor. She went through briefly a description of the meeting she had in the town of Weston today with other Reg. 4A towns regarding seasonal flu clinics and H1N1. After much discussion the board concluded that the Southborough BOH will provide H1N1 vaccines as prioritized by the State DPH for 12 year old and up age group who are not done privately by their physicians. Dr. Fazen indicated that he had talked to two pediatricians in town: Dr. Hunt at Town Center Pediatrics and Dr. Ostrowski at Southborough Medical Group. They will do all the patients they can as long as they register. Dr. Fazen indicated that he was not able contact the school physician. Ms. Chamberlin will be gathering information to come up with the guestimate of the number of H1N1 shots need in town. Dr. Seder asked if there were any exclusion to people receiving H1N1. Ms. Chamberlin indicated no, just the normal allergies to eggs or those who have ever had Guillian-Barre Syndrome. Ms. Chamberlin also indicated that she will be picking up more masks in Canton. Flu Clinic flyers will be distributed around town. Dr. Fazen asked if the ISCU policy was still in effect, Ms. Chamberlin answered yes, Assabet is still the ISCU.
<b>PENDING</b>	Receipt of additional Seasonal Flu vaccine and H1N1 vaccine. H1N1 clinics to be scheduled once vaccine is received, sometime in November.

<b>TOPIC</b>	<b>Sharps Disposal Program in Southborough</b>
<b>DISCUSSION</b>	On another public health nursing responsibilities Ms. Chamberlin reported that the SHARPS BIN is going to be established at the Transfer Station; that Steri-Cycle will not grab sharps off the wall for removal, but that she is qualified to go to the Transfer Station once per month or when called, if the box is full, and consolidate sharps with those being collected at the Senior Center. This consolidation will result in one town pick up which will save money and still meet the requirements of the law for no disposal of Sharps into the Wheelabrator System.
<b>ACTIONS</b>	Ms. Chamberlin also indicated that she had a request from Marlboro Health Department to help with vaccination of school children on the opening day of schools in Marlboro, which she provided

<b>TOPIC</b>	<b>TOWN ADMINISTRATORS/BOARD OF HEALTH REFORM</b>
<b>DISCUSSION</b>	There was brief discussion regarding an area group of Town Board's health meeting at the request of Town Administrators and Town Managers to determine if there was excess staff which could be lent to provide services to other towns needing assistance. Jean Kitchen indicated that it was not the intent of the Town Managers or Town Administrators to recommend cuts to Board of Health

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	<p>budgets but rather at these monthly discussion groups to see if there were areas of mutual interest in procuring services on a regional basis. Dr. Fazen asked Ms. Kitchen about funding for next year's budget (FY 2011). Ms. Kitchen indicated that money is going to be <u>very</u> tight and that either or both positions and hours may need to be cut in selected departments. Ms. Chamberlin mentioned that the State has provided funding to Southborough, through its Emergency Planning Committee and MRC funds, as long as we continue to meet deliverables and that as of this date the town of Southborough has met all of the deliverables requested of and by the State through its Region 4A Consortium Group. Dr. Fazen asked Ms. Kitchen if the Executive Office has talked about any efforts at cross training of employees.</p>
<b>ACTION</b>	<p>The Board members suggested that the staff should put in its annual report all the moneys received from all the grant programs even if they don't go directly to the BOH.</p>

<b>TOPIC</b>	<b>TOBACCO CONTROL</b>
<b>DISCUSSION</b>	<p>Mr. Pisinski reported the latest edict from the State and the exclusion of Southborough from the city of Worcester Health dept. programs. Dr. Fazen stated that the Tobacco Control Program is still a high priority of the board in light of the Public Health Issues involved. We might look into volunteers to fill in the gaps. Board Member Ms. Sacco will be "manning" the Board of Health booth at Heritage Day and indicated that she is going to need more literature on tobacco and more "buckle up key chains.</p>
<b>ACTION</b>	
<b>PENDING</b>	<p>Getting more key chains for Heritage Day.</p>

<b>TOPIC</b>	<b>TIMOTHY P. STONE ANNUAL AWARD</b>
<b>DISCUSSION</b>	<p>Dr. Fazen handed out literature from a trophy/awards company and showed the type of plaque that could be purchased for this annual award. He was looking for information on how the board could purchase this and each annual award, asking if there was money in the budget. Mr. Pisinski indicated that there is not money in the budget for this, and that the members might consider looking into a donation from some philanthropic organization or some other voluntary means to raise money.</p>
<b>ACTION</b>	<p>Ms. Sacco volunteered to ask a selectmen concerning limitation in obtaining funds for this endeavor and Mr. Pisinski was asked to call Dr. Stone to solicit his input.</p>
<b>PENDING</b>	<p>Getting the responses from Board of Selectmen and Dr. Stone.</p>

The Board scheduled the next six (6) meetings for October 14, November 4, December 2, January 6, 2010 February 3, and March 3, 2009

The meeting adjourned at 4:30 PM

Respectfully submitted by Paul C. Pisinski, Public Health Director, typed by Barbara Luther, Administrative Assistant to the Board of Health