

BOARD OF HEALTH MEETING MINUTES

December 5, 2016

PRESENT: Donna Bagni (Chair), Gary Fine (Clerk), Gail McSweeney (Member), Lisa Cullity (Health Agent), and Sheila Landy (Secretary).

At 6:30 pm Chair Bagni opened the meeting and read the following statement: *"Please note that this meeting is being made available to the public through an audio recording, which will be used to ensure an accurate record of proceedings produced in the minutes of the meeting. All comments made in open session will and are being recorded."*

Gail McSweeney stated she was recording the meeting also.

Payroll was signed.

Minutes

November 21, 2016: Bagni asked for a motion to accept the November 21, 2016 minutes. Fine made a motion to accept the minutes as written dated November 21, 2016. McSweeney seconded and all were in favor.

Sanitary Code Violations

Cullity advised we now had three sanitary code violations in private homes in Pembroke are being addressed. The two from the previous week are progressing, one is nearly complete, and the other is coming along slowly. The new problem may end up being much more serious. One occupant was transported to the Jordan. Cullity states social services and state custody may become involved concerning the transported patient. The occupants are both elderly. There are no children involved. This may be taken care of at the state level. HIPPA rules apply in this case. Cullity will stay on top of the situations with weekly visits to each address and will advise the Board at the next meeting.

Sanitary Code Violations at Two Commercial Locations

There is a new septic problem at Pembroke Hospital. There is a complete failure of the leaching field. The rest of the system is in good shape (it is its own waste treatment plant) and is overseen by a private contractor. The effluent released to the field is highly treated. Currently, it is pumped regularly and there is no imminent danger to the residence or the public. Cullity will update at the next meeting.

Cullity reported the violation at a Pembroke business is keeping its contract with Heritage Pumping to keep the problem under control until a permanent fix is engineered along with site improvements (enlarge).

Board of Health Office Activity – Lisa Cullity

Cullity reported the office has been very busy for this late in the season. Files are being sorted and gone through collecting data. The intent is to move computer data from spreadsheets to databases over time. It will be a slow process done as time permits. This will allow us to get better stats. Older

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files are being moved to deep storage (attic). The Board discussed storage limits for scanning documents. Licenses and permits are being processed for January 1, 2017.

Flu Shot Update

Cullity reported there will be a Flu Shot Clinic for Town Hall employees on Wednesday, December 14, 2016 at 9:30am by Cindy Wengryn. If there is more needed for other Town Departments or the public, we can contact Rite-Aid in Duxbury to conduct a clinic.

Public Nurse

Cullity stated Margaret Heeran would like to transfer some of her responsibility to Cindy Wengryn. Heeran is now employed full-time and feels she cannot do the entire job to the level she would like. Heeran will continue to do Disease Surveillance but would like to transfer the day-to-day public nursing duties to Wengryn. Cullity gave a history of how we ended up with our own public nurses and stopped using VNA (Visiting Nursing Association). Bagni made a motion to allow Wengryn to take over the day-to-day operations for Margaret (Heeran), Cindy would become the lead public nurse. McSweeney seconded and all were in favor.

Cannabis Committee

The Selectmen sent a letter regarding a Subcommittee to Explore Local Control Options in Ballot Q#4 The Regulation and Taxation of Marijuana Act. The Subcommittee will consist of Police Chief Richard Wall, Town Administrator Edwin Thorne, a member of the Selectman, a member of the Planning Board and a member of the Board of Health. After discussion, Bagni made a motion to appoint Fine to the Subcommittee, McSweeney seconded and all were in favor. Landy will inform the Selectmen of the Board's decision.

Pembroke Local Regulation Upgrade

Cullity handed out a sheet of things she would be thinking about upgrading if she was on the Board. Cullity cautioned the board about the unknown topics in regard to The Regulation and Taxation of Marijuana Act that will come before the board. Cullity suggested the Board be cautious in what it takes on at this time.

The Board discussed the Government Study Committee (Scott Wilson, John Duggan, Holly Walsh, Dan Trabucco, Elizabeth Bates and Timothy Brennan) and their request for information. The Board requested Cullity take a pass at the survey and they will discuss it further at the second January meeting tentatively scheduled for January 23, 2017.

Fine asked if Cullity could give a thirty second expansion on each of items on her list 13 possible regulation upgrades and if desired, she can add to the list.

The Board discussed the next meeting date and decided on December 19, 2016.

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Health Agent Contract Renewal

McSweeney lead off the discussion with informing the Board Cullity's ServSafe Certification had expired December 3, 2015 and a form the state sends out yearly had not been completed since 2013. Discussion ensued on how to correct the issue. Cullity will get her certification back as soon as possible and any necessary re-inspections will be completed. The form will be completed yearly as required. The secretary will keep a file of licenses and certifications and check it at year's end to determine which have to be renewed.

Discussion continued regarding: fiscal vs. calendar year for the contract dates and should the job description to be in the contract.

Next meeting, vote on contract, start the review and update of the job description.

Planning Ahead

Fine suggested the Board meet with somebody opposed to raising the age of tobacco purchase to 21 in the spirit of fairness. Cullity suggested Brennan from Smoke & Ashes. The Board agreed to seek an opposing view.

Board received the contract via email. Discussion ensued about what the job duties currently are for the Health Agent and whether to add the duties to the contract. This will be discussed further. Bagni would like to vote on the Contract at the next meeting.

At 8:00pm, Bagni made a motion to adjourn. Fine seconded. All were in favor.

Donna Bagni
Chair

Addendum
Letter from Edwin Thorne re: Plastic Bag Initiative