

BOARD OF HEALTH

Minutes of Meeting of March 24, 2015

Chair Carol Bradford, Board members Susan Sama, Linda Huet-Clayton, William Murphy, Health Director and Michele Korman, Health Coordinator were present in the DPW conference room at 4:00pm and the meeting commenced at 4:05pm.

1. Minutes of Meeting of February 10, 2015 were approved.
2. Invoices were Approved
3. Correspondence was reviewed & included the following:
 - a. BOH Account Summary: 2015
 - b. Health Director's Report: February 2015
 - c. Order to correct housing violation: 1055 Boston Post Road, Sudbury: March 12, 2015
 - d. East Middlesex Mosquito Control legal notice: March 6, 2015
 - e. February 2015 Nurse Report
 - f. Facility Inspection: Sudbury Police Dept.: March 3, 2015
 - g. BOH Extension to correct violations: 12 Easy Street, Sudbury: March 3, 2015
 - h. BOH order to correct housing violation: 1055 Boston Post Road, Sudbury: February 24, 2015
 - i. Mass. Dept. of Public Health memo: regional meeting notice

Budget:

- Health Director, William Murphy discussed how the BOH budget was negotiated to include vacation coverage for BOH Director as well as BOH Nurse although now \$4,800.00 is now being allocated for different use per the Interim Town Manager, MaryAnne Bilodeau
- Health Director, William Murphy discussed formalizing a letter in response and as a BOH reply to securing BOH allocated funds.

Anima Policy:

- Health Director, William Murphy discussed that an Animal Policy has been drafted and will be presented to the Board at the next BOH meeting.
- This policy was developed with comments/feedback from BOH Animal Control representative as well as the Sudbury Police.

Director's Report: February 2015:

- Health Director, William Murphy discussed BOH business in the month of February:
 - a. Food Inspections: which included four requests for residential retail kitchen licenses
 - (1) Health Director, William Murphy requested a BOH vote for all residential kitchen owners to seek and obtain a ServeSafe food handler's certification prior to BOH licensing.

* Chairman Carol Bradford made a motion that a BOH residential retail food license/permit will require a ServeSafe certification prior to obtaining BOH licensing. Board member, Susan Sama seconded, Motion Approved

b. Ongoing Housing

Inspections continued during the month of February:

1. 1055 Boston Post Road
2. 214 Boston Post Road
3. 12 Easy Street
4. 40 Indian Ridge Road

c. The Health Coordinator position has been upgraded and job title will be changed from "Health Coordinator" to "Administrative Assistant for the Board of Health."

d. Continued emails and correspondence with the town treasures regarding the revolving fund warrant article for upcoming Town Meeting

e. BOH Animal Policy is still developing

f. Health Director Meetings included:

1. Social Workers regarding policies/procedures
2. Job reclassification with town's consultant
3. Framingham Hoarding Task Force
4. Resident Bob McDonald: supports a revision of High Efficiency Wood Stove regulations
5. Homeowners regarding housing additions/renovation projects:
 - a. PowderMill Road
 - b. Candy Hill Road
 - c. Plympton Road

Revolving Account to Town Meeting:

- This account is to be set up for flu vaccine, the revolving fund will be used for Medicare reimbursement for vaccine. Phyllis Schilp, BOH Nurse and Health Director, William Murphy are working on this process and hope to present article at Town Meeting.

Nurse Report: February 2015:

- MRC Executive Board Nominations
 1. Carol Bradford: 1-year
 2. Susan Sama: 2-years
 3. Ippolit Matjucha: 3-years

Next BOH Meeting Scheduled: Tuesday April 7, 2015 @ 4:00pm.

Meeting Adjourned:

5:10pm

