



## **Hubbardston Board of Health**

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### **Hubbardston Board of Health Meeting Minutes Zoom meeting 12/8/20**

#### **Attendance:**

Cathy Hansgate-Chair  
Kate Saab-Vice  
Colleen Higgins-Member  
Judie O'Donnell-Member  
Vin Ritchie- Member  
Mallory Seamon-Clerk  
Al Afonso- Assessor rep

Meeting Called to Order at 6:35 PM

**Agenda was reordered to allow for Guest:**

#### **From New Business:**

Assessors request to speak with Board in regards to public meeting. Al Afonso spoke to the Board in regards to the assessors having in person meetings monthly in the Slade building conference room. After discussion it was decided that at this time with rising COVID-19 numbers having in person meetings are not feasible or safe to the staff and public. Asked that this issue be revisited in January.

**At this time, we returned to scheduled agenda**

**Review Last Minutes of 11/24/20** after reviewing Kate made motion to accept, seconded by Collen, Vin-Yes Cathy-Abstain, Colleen-Yes, Judie- Yes, Kate Yes **Motion Passes.**

**Covid-19 Update:** Mallory went over recent changes to Town Hall procedure and protocol for visitors. At this time appointment only welcomed with temperature check and information

recorded at the time of entry. Covid cases are on the rise, with cases showing up in family groups. There is a new set of guidelines for quarantine and isolation, which shortens the time of isolation for positive patients who are non-symptomatic. Mallory asked question to the Board in regards to animal shelters and crossing state borders to pick up new animals. At this time there hasn't been much development on that issue if Judie finds anything she will send along.

At this time we discussed EDS Drill and dispensary plan for a inoculation clinics for Covid 19 vaccine. Judie stated that it has been discussed on state level that cities and towns will be charged with holding clinics to inoculate communities at this time. We will need to make a sub committee to start preparations for vaccine. It was decided the subcommittee will meet 12/21 to begin preparations. Judie stated that there is a trailer at DPW with supplies belonging to the BOH that need to be gone through. Discussion about MIIS and getting registered took place Mallory stated that she tried to get signed up for MIIS but wasn't able to gain access, she will keep trying. Kate stated that she is going to work on getting familiar with Sign Up Genius to setup a sign up sheet for clinic dates.

**MPHN Nursing Report:** Nothing new to report Mallory has reached out to Sandy to see how she is doing with Cases stated that CTC may be stepping in the help if needed.

**Failed Systems awaiting action: None**

**Passed/Failed Title V: None**

**Permits/Items to be voted on: None**

**Open repairs or Inspections and plans in Review:**

106 Old Princeton  
35 Mt Jeff  
51 Root Rd  
68 New Westminster  
106 Gardner Rd  
18 New Westminster  
39 Williamsville  
2 Cross  
02-087- Cross Rd Gallant

All plans that are in review are moving forward Cathy will provide COC as sign offs happen.

**Percs:**

Ragged Hill Rd -3 Parcels- Cathy to witness perc testing for three new single-family lots.  
18 New Westminster Rd – Cathy to witness perc test.  
Lot 92 Morgan Rd – Cathy to witness perc test.

Reviewed.

**Open Complaints:**

248 Gardner Rd-No update at this time. Status remains the same. After some discussion it was decided that a site visit would take place after the first of the year.

111 Gardner Rd- No update at this time. Status remains the same. After some discussion it was decided that a site visit would take place after the first of the year.

19 Mt Jefferson- A complaint call was recieved from abutter in regards to 19 Mt Jefferson property. Advised that the property owner had destroyed a historic wall and trespassed taking down trees which were belonging to abutter. After discussion with all parties it was resolved. Septic Installer was clearing a path to allow for equipment no damage or trespassing issues at this time.

#### **New Business:**

Title Five Loan Request -19 Mount Jefferson Rd – Applicant reapplied for Title Five loan in the amount of \$24,380 with installer Dig it Up as the installer. Plans have been approved by Matt Hopkinson. Cathy Made motion to accept title five loan request as presented Seconded by Vin. All in favor Motion Passes.

Health Inspector- This position has been advertised and we have had one response from a Tim Newton. Resume attached for members to review. Mallory, Cathy, and Ryan will follow up with an interview next week. Board offered suggestions for interviewing questions.

BOH ability to assess fees- Kate sent over documentation to Board on our authority to set fees for services. Mallory and Kate will meet to being looking at average permits issued and fee's collected to make sure cost of services are in line.

EDS Drill -12/23- There will be an EDS drill in Barre at the Quabbin Middle School Colleen and Judie will attend and report back to the Board.

December meeting schedule – Mallory advised that she will be out of the office 12/22-1/4 next meeting falls on 12/22. Board decided to skip this meeting and meet again January 12<sup>th</sup>.

Assessors request to speak with Board in regards to public meeting. See above

#### **Old Business:**

Food Inspections- Westfield farm is outstanding Cathy and Kate will look at getting this inspection completed.

Budget spreadsheet- Reviewed ok to file.

#### **Unexpected Subjects:**

Cathy asked if food permit application have gone out. Mallory advised yes they have at this time new application that was approved earlier this year went out.

Vin made motion to adjourn @ 8: 07 PM Seconded by Kate all in favor.

Next meeting: 1/12/21

Minuets Approved

