



**Board of Health
Town of Southwick**
454 College Highway, Southwick, MA 01077
Phone: (413) 569-1212 Fax (413) 569-5284

MINUTES September 7, 2023

OPENING: The regular scheduled meeting of the Board of Health opened at 6:00 p.m.

Members in attendance:

Sue Brzoska - Chairperson
Dr. Terry Putnam - Member
Mikenzie Cain - Vice-chairperson

Town Staff:

Tom Hibert - Health Director
Meghan Lightcap - Board of Health Administrative Assistant

Members of Public:

Diane Gale - Board Member

PUBLIC COMMENT

There was no public comment.

MINUTES

Dr. Putnam made a motion to accept the minutes from August 3, 2023 with edits and to include the Nursing Reports. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor to approve.

PUBLIC HEALTH NURSES' REPORTS

Refer to the attached August 2023 nursing reports.

DISCUSSION

The Council on Aging will be holding a Flu Vaccine Clinic on October 5, 2023 from 9-12. The clinic is open to seniors and Town employees.

Ms. Brzoska asked Mr. Hibert if we had anymore Covid test kits and he said no we did not. He said we still have money left over from the grant with West Springfield and Covid tests are an allowable expense. He will look into this. The Board members are in favor of getting more test kits.

Mr. Hibert updated all current permit applications and they will be ready to vote on at the next meeting.

Health Director Reappointment – The Town Clerk stated that Mr. Hibert’s appointment term has expired and he needs to be reappointed. Mr. Hibert has an employment contract with the Town and was not made aware that he needs to have an appointment. The Clerk told him his contract and appointment are two separate things so Mr. Hibert wrote up an appointment letter for the Board to sign and vote on. This did not make sense to the Board. Tom is going to get more information about this appointment. In the meanwhile, the Board voted to appoint Tom Hibert.

Ms. Brzoska made a motion to appoint Tom Hibert as the Health Director effective September 7, 2023 until the end of his contract. Dr. Putnam seconded the motion. The roll call vote was unanimous in favor to approve.

Dr. Putnam made a motion to rescind Alex White’s appointment as a Temporary Health Agent to help Tom Hibert with the grant and his work load. Ms. Cain seconded the motion. The roll call vote was unanimous in favor to approve.

Ms. Brzoska asked Mr. Hibert how Ms. Dugay did on the week she covered for him and he said it was fairly quiet for septic. She did one food inspection as well. Ms. Brzoska asked him to update the contact list and add Ms. Dugay’s name and remove Mr. White’s name.

Meeting schedule – Ms. Brzoska said it was proposed that the Board meet once a month instead of twice a month. Mr. Hibert said the advantages are that it allows him more time to spend on work and less time prepping for the meeting, as this can take several hours. Ms. Brzoska said having a full time director that is accessible to the public more also helps reduce the need to meet more frequently.

Ms. Cain made a motion to have monthly meetings on the first Thursday of every month unless there are unforeseen circumstances and more frequent meetings are needed, or the meeting day has to be changed. Dr. Putnam seconded the motion. The roll call vote was unanimous in favor to approve.

HEALTH DIRECTOR’S REPORT

Disposal Septic System:

- 85 Granville Road (repair) - A final inspection was conducted and a COC was issued.
- 152 Feeding Hills Road (repair) - A final inspection was conducted and a COC was issued.
- 53 Powdermill Road (repair) - A final inspection was conducted and a COC was issued.
- 219 Vining Hill Road - A repair plan was approved.
- 232 Feeding Hills Road - A repair plan was approved.
- 636 College Highway - A repair plan was approved.
- 11 Overlook Lane - (new construction) A final inspection was conducted and a COC was issued.
- 19 South Loomis Road - A repair inspection was conducted.
- 58 Hastings Road (repair) - A Local Upgrade Approval was granted for the distance to their well.
- 19 George Loomis (repair) - A D-Box replacement was inspected and a COC issued.
- 59 College Highway - There are 2 systems. The lower system failed. A repair plan for the lower system was approved with a 10% size reduction.
- 19 Foster Road - The plan was approved in April. Currently, there is a mobile home on the property that is being removed. There are some Conservation issues. The homeowner attempted to install his septic system. Mr. Hibert told the homeowner to hire a septic installer and contact the engineer to check if the excavation the owner

started doing was according to plan.

Housing Inspection:

- 32/48 Lakeview Street – Confirmed with Homeowner that Squatter has left shed dwelling.
- 108 Point Grove Road – Complaint at one of the apartments. Bathroom floor has water damage and is not structurally sound. A spare room, full of junk, had the roof caved in which was fixed from the exterior but needs an interior repair. The landlord replaced the missing smoke detectors and will repair the roof, once he can access the room. An eviction is in process.

Food Service Inspection:

- Jeannie's Weenies
- Zanto – new owners

Other:

- PHE Grant - Mr. Hibert said the budget was approved as well as the work plan. The next meeting is September 12, 2023 at 2:30. Part-time Public Health Nurse, Christine Southworth, has resigned her position with the Town effective October 6, 2023.
- Town Beach- Mr. Hibert said the bacteria count has been within acceptable limits and the beach has closed for the season.
- Yankee Conference is September 20-22 in Northampton and Mr. Hibert will attend.

MEETINGS

- PHE Grant Meeting – Already discussed above.
- WMPHA Meeting – Mr. Hibert said they are hosting a seminar in October and they are finalizing the plans for that.
- Unanticipated items 48 hours prior to meeting – None

Next Meeting - October 5, 2023 at 6:00 p.m.

ADJOURNMENT

Dr. Putnam made a motion to adjourn the meeting at 7:00 pm. Ms. Cain seconded the motion. The roll call vote was unanimous in favor.

Respectfully submitted,
Meghan Lightcap
Administrative Assistant Planning Board/Board of Health

Tom Hibert, Health Director

Sue Brzoska, Chairperson

Dr. Terry Putnam, Member

Mikenzie Cain, Vice-Chairperson

Date

PHN Report for September 2023 by Christine Southworth

Russell Weekly nurse hours at COA, BPs taken. Assisted with COA fundraiser, tag and bake sale. Flu/Covid/ Pneumonia vaccine clinic booked for October 5th at 9:00am, flyers made. New health info posted at COA, Library, Post office, Town Hall and Transfer Station.

Maven Lyme-1

Blandford Weekly nurse hours at COA and Town Hall, BPs taken. Assisted with COA lunch. Online MD portal assistance given to senior. Covid/Flu clinic booked for October 13th at 1:00pm after lunch. New health information posted at BOH, COA, Library and Post Office.

Maven No cases

Montgomery Weekly nurse hours at COA. Assisted with Music program for seniors on Thursdays. Covid/Flu clinic booked for October 19th at 1:30pm. New health information posted at Town Hall. Spoke with people who may be interested in being COA board. Formula Grant discussed, info given.

Maven Covid-2

Returned Bite Lab to DPH Amherst

MAPHN meeting on vaccines attended in Ludlow

Met with co-worker and BOH director to transfer information about towns for future nurse. Offered personal introductions and orientation to towns.

Thank you for the opportunity to serve the community as a public health nurse for the towns covered under Public Health Excellence Grant for the Southwick group. I have enjoyed creating community and providing health and wellness information to residents.

Monthly Report Tricia Sedelow PHN

Southwick, Granville and Tolland

September 2023

Southwick –

Flu clinic @ senior center on Oct 5

Working with Food Pantry to bring Baystate WOW bus to the pantry location monthly

Food pantry meetings monthly and 4th Wednesday of every month assist with distribution

Monthly blood pressure clinics at Depot Court through the housing authority

Set up monthly blood pressure clinic at Southwick Library starting in October

Tolland –

Flu clinic @ public safety complex on Oct 7 10a-2p

Coffee hour with seniors at the public safety complex twice a month and blood pressure clinic monthly

Office space at town hall once a month

Each month I create a list of events and activities at Southwick Senior Center to post on the Tolland website

Granville –

Flu clinics @ town hall on Oct 18 & Nov 1 3p-7p

Blood pressure clinics held on alternating Thursdays at Granville library and town hall

Flu clinics set up for Granville

Participating in events and talks with COA group

Each month I create a list of events and activities at Southwick Senior Center to post in the Country Caller via the Town Administrator

Other (for all towns):

Child Passenger Safety Technician's Course in Sturbridge October 25-27

MAVEN cases, DPH webinars, MAPHN Meeting monthly, research health information, up to date articles, NAACHO website/emails, and programs for towns

September

(no longer including COVID numbers in this list)

Southwick

Hep C - 1

Granville

none

Tolland

None

