

## BOARD OF HEALTH MEETING

Tuesday, February 6, 2018 – Richmond Town Hall, 1529 State Road – 6:00 PM

**PRESENT:** Mr. Peter Cohen; Mr. Andrew Fisher, Ms. Louise Maron, Chair; Mr. John Olander, Agent; Mr. Tony Segal; Ms. Phyllis LeBeau, Recording Secretary

**Guest:** Mr. Ken Kelly, President, Richmond Pond Association; Ms. Emily Jarrett, Director, Community Health Assn.

Ms. Maron called the meeting to order at 6:00 PM.

**Approval of Minutes:** Mr. Andrew Fisher moved that the minutes of January 2, 2018 be approved as read. He was seconded by Mr. Peter Cohen and the motion was passed by unanimous consent.

**Public Hearing on Proposed Richmond Non-Smoking Regulations:** Ms. Maron declared the public meeting open at 6:04 PM.

Guests: Mr. Ken Kelly, President of the Richmond Pond Association, 76 Lake Road Extension was the only resident of Richmond present. He declared himself to be representing himself as a seasonal resident of the town and not in his capacity as President of the Pond Association.

Mr. Kelly asked whether the non-smoking regulations would apply to town vehicles such as snow plows. It was pointed out that on Page 2, Number 9 Definitions, town-owned and/or operated vehicles were included.

Mr. Kelly's next question concerned whether smoking would not be permitted by people in boats out on the pond. It was noted that the situation would be akin to someone smoking in their personal vehicle and the prohibition would not, therefore, apply. Ms. Maron reported that she had discussed this issue with Mr. Mark Pruhenski, the Town Administrator. He referred her to the State regulations, which distinguish between indoor and outdoor spaces and do not prohibit smoking in outdoor spaces. However, individual towns are free to pass regulations that go beyond what the State specifies. Richmond's position is that smoking is not permitted in certain outdoor spaces. Reason requires that some leeway exist and that smoking in a boat out on the pond is not covered by these regulations.

Mr. Kelly then asked about how enforcement of these regulations would be handled. He noted that the only town officials at the Town Beach are the lifeguards and at the Boat Ramp, the monitors employed by the town. He was also concerned about the stated amount of the fine for a first offense, which is \$100. There was a discussion of these issues that resulted in a consensus that the lifeguards and boat ramp monitors be educated to advise smokers of the

existence of the non-smoking rule. If the smoker complies with the request to cease smoking, no fine will be generated. Mr. Kelly was satisfied with that response and noted that he found the regulations to be a well thought out document. Mr. Kelly thanked the Board and left the meeting.

The public hearing portion of the meeting was then closed.

After discussion about the best way to clarify the enforcement paragraph, an amendment was made as follows: "In the case of a first violation, a warning would be given. If smoking continues, a penalty of \$100.00 will be applied."

There was a further discussion of whether there was a need to include smoking marijuana in the prohibited actions. It was decided that the ruling handed down by the State made the inclusion of marijuana implied. The decision was made not to further amend the regulations.

Mr. Fred Schubert moved that the regulations be approved as amended. He was seconded by Mr. Peter Cohen and the motion carried by unanimous consent as follows: Mr. Fred Schubert, Aye, Mr. Tony Segal, Aye, Mr. Peter Cohen, Aye, Ms. Louise Maron, Aye, Mr. Andrew Fisher, Aye, Mr. John Olander, Aye.

**Camp Russell Plan of Action:** Mr. Fisher noted that the Plan of Action submitted by Mr. Fish for correcting the problems at Camp Russell seemed complete – the only question for the Board is whether those corrections have been done.

Ms. Jayne Smith, Health Agent for the Berkshire Public Health Alliance asked that the Board give her approval to check in with Camp Russell on a regular basis to monitor their progress and provide guidance and help in getting them accomplished. She noted that the majority of the work needing to be done concerned policies and procedures; producing a Parent Handbook, outlining Staff Training, etc. The physical inspection issues are part of what happens every year and which should be dealt with and repaired.

Mr. Cohen expressed his concern with the issue raised by Ms. Emilie Jarrett, Director of the Community Health Assn., at the last meeting; (i.e. the lack of medical records for campers such as immunization records). Ms. Jarrett replied that the policies and procedures noted earlier covered that issue. Ms. Smith suggested that Mr. Peter Fish, the Director of Camp Russell, contact Camp Eisner and request their help in preparing a solid policies and procedures manual. Ms. Smith will forward that recommendation to Mr. Fish.

Ms. Smith distributed a series of application forms that she has used with other camps that clearly outline the requirements that must be met in each of the areas of the camp. She asked if the Board would give its consent to have Camp Russell use those forms, rather than any others they may have on hand. Mr. John Olander, the Board of Health Agent, noted that the form the town has been using is from the State and he found it inadequate. He was in favor of the changeover.

Ms. Smith went over some of the forms she provided and explained what kind of information they provide.

Mr. Fred Schubert asked for a specific timeline for ongoing conversations, inspections, etc. with the Camp to determine if they are on track with the corrections needing to be made. Ms. Smith agreed that such a timeline is exactly what needs to happen. The intent is for this process to result in a successful application for a permit to run a summer camp. The Camp should be supplied with the forms the Board decides to use soon so that they can have the time necessary to comply with the requirements.

Ms. Smith raised the question of whether the Town has a swimming pool inspection fee as none appear on the website. Mr. Olander will determine what the fee is and advise Ms. Smith.

Ms. Smith then proposed a series of check-in dates and offers of assistance to Camp Russell, many of which she noted could be handled over the phone. The specific dates are as follows:

Visit to Camp Russell on or before next Friday (February 16<sup>th</sup>) – with report to the Board on the Action Plan. Subsequently, check-in every two weeks either as an on-site visit or via telephone. Her goal is to have all the necessary work done by Late April, early May, rather than the June dates proposed by the camp. These issues must be addressed before registration begins. Mr. John Olander and Ms. Smith will conduct the on-site inspections and will advise Ms. Louise Maron, Board Chair, when and where she will meet with Mr. Peter Fish and Ms. Maron will advise the rest of the Board. Ms. Maron asked that Ms. Smith be sure to convey to Mr. Fish that the Board's intention is to have the Camp succeed in addressing the issues and be ready to open in June.

Mr. Andy Fisher moved that the Board accept the Plan as outlined above. He was seconded by Mr. Peter Cohen and the motion was accepted by unanimous vote.

Ms. Smith had one more issue to place before the Board. Since she does the Town's food inspections, she would like to have the Board approve her signing Richmond up to enroll in the Voluntary National Food Project Program Standards. There is no charge for membership and is largely a formality. Ms. Smith will also take this to Mr. Mark Pruhenski, the Town Administrator for his approval.

Mr. Peter Cohen moved that the Board register with the Voluntary National Food Project Program Standards. He was seconded by Mr. Andy Fisher and the motion was carried by unanimous approval.

**The Maven Report – Emilie Jarrett, R.N., B.S.N.:** (See Attached) Ms. Jarrett went over the results of the test results for Lyme disease in 2017: There were eight suspected cases, which required follow up by Ms. Jarrett. There were five confirmed cases of Influenza.

The Norovirus – the Board of Health is trying to keep it from spreading. Cases of Hepatitis B are on the rise and immunization should be encouraged. Hepatitis A - Michigan has had an outbreak, but this disease is treatable.

**Board of Health FY '19 Budget:** Mr. Fred Schubert worked out a draft budget for FY '19, which he has sent to Mr. Pruhenski. Mr. Schubert is expecting a response from Mr. Pruhenski, which he will forward to the Board.

**Hepatitis B Breakout in Bristol Cty. Associated with Injection Drug Use: See Attached - No discussion**

**Richmond: Together We Can Go Green: See Attached - No discussion**

**MDPH Review of Arbovirus Surveillance and Response: Link for BOH Comments: No interest**

**MAHB Marijuana Regulations Update: See Attached. No discussion**

**FY'19 Draft Budget Requests: (See above comment from Mr. Schubert)**

**Signed Agreement Between Town of Richmond and BRPC as Host for BPHA No discussion.**

**First Amendment Agreement Signed Between BRPC and Town of Richmond: No discussion**

**Agent's Report and Mail:** (See attached) Mr. Olander reviewed the Agent's Report for the Board, clarifying any items that were in question.

**Next Meeting: March 6, 2018 –** Mr. Cohen asked that the Air B'N B issue be put on the agenda for the next meeting. Mr. Cohen will discuss the issue with Mr. Mark Pruhenski, the Town Administrator, and report back to the Board. Mr. Cohen also requested that Steve Traver, the Richmond Fire Chief, be invited to our next meeting. Mr. Traver has taken on the role of Emergency Manager and Mr. Cohen would like to engage him in a discussion of how that work is proceeding.

Mr. Fred Schubert asked whether the Board of Health had a signed contract with the Berkshire Regional Planning Commission for Fiscal Year 2019 on behalf of the Alliance? The latest amendments were for FY18 and Mr. Schubert has nothing on which to base the budget request for the services of the Alliance for FY19.

**Adjournment:** There being no further business before the Board, a motion to adjourn was made, seconded and passed by unanimous consent. The meeting was adjourned at 7:30 PM