

BOARD OF HEALTH MEETING

Tuesday December 3, 2019 – 5:00 PM – Richmond Town Hall, 1529 State Rd.

PRESENT: Mr. Peter Cohen; Mr. Andrew Fisher; Ms. Louise Maron; Mr. Anthony Segal; Mr. Fred Schubert, Chair; Mr. John Olander, Agent

ABSENT: Ms. Phyllis LeBeau, Recording Secretary

GUEST: Ms. Claudia Ryan; Ms. Jayne Smith, Agent

Mr. Fred Schubert called the meeting to order at 5:00 PM

OLD BUSINESS:

Sanitation Budget Status-Bylaw Section re: BOH Responsibilities: There was no new information available. Mr. Schubert asked Ms. Claudia Ryan for a copy of the Bylaw section dealing with BOH responsibilities around sanitation. She will forward a copy to him and to the next Chair for discussion at the January meeting.

Hilltop Orchard Letter: Ms. Jayne Smith recalled having sent that letter via email but, as she has been unable to find it, wonders if her recollection is correct. In any case, she will send it out following the BoH meeting.

Signs for Beach Closing: Seasonal – High Bacteria Count: Mr. Peter Cohen offered to bring a sample of a no-swimming sign to the next meeting.

Algorithm for Beach Testing and Closing: Mr. Schubert has not completed his work on the algorithm.

Chapter 12A Fines – Recommendations: Ms. Smith had a list of permit fees assessed by other towns and she noted that the Chapter 12A fines are different from that list. Ms. Claudia Ryan noted that Richmond is working with their legal counsel to determine an appropriate amendment to the bylaw that would deal with non-criminal ticketing and fines for non-compliance with a regulation.

Blueprint for Public Health Excellence: This information was forwarded to all the Board members for information.

Agreement with Berkshire Public Health Alliance: Signed and delivered to Laura Kittross on November 7, 2019.

NEW BUSINESS;

On-Line Permitting Program: Mr. Schubert asked Ms. Smith how that was progressing. Ms. Smith reported that the group is in the process of bringing Windsor, Washington and Peru into

Review and Approval of the Minutes of the November 5, 2019 Meeting: Mr. Andy Fisher moved that the minutes be accepted as read. Mr. Cohen seconded the motion, which was adopted by unanimous vote.

Report from Emily Jarrett, R.N.: In Ms. Jarrett's absence, Mr. Schubert read the report she provided: Richmond had two "suspect" cases of Lyme Disease during the month of November.

Agent's Report: (See Attached) Mr. John Olander expanded on the items contained in his formal report. Ms. Smith reported to the Board on four additional inspections that she conducted, that are not included in the Agents Report.

Unanticipated Topics: Ms. Ryan asked if the Board keeps records of the monies collected from permit fees. Mr. Olander said he has not done that for Richmond. Ms. Ryan offered to go through the turnovers and keep track of the fees garnered from those. Ms. Smith noted that the Board is currently at \$4,500 for FY2020 (since July). The Town Accountant should be able to provide that information. Ms. Smith offered to include in the email she will be sending to the Board a report on the fees the Board receives.

Resolution to Thank Ms. Jayne Smith for her Services: There was general comment in praise of Ms. Smith's contribution to the efficiency of the Board of Health. She noted that inspections of the summer camps for next year will be led by Ms. Sandra Martin to whom the camps will be submitting their paperwork.

Ms. Smith noted that she will be meeting next week with Laura Kittross at which time she will be notified of whether Mr. Brian Coatney has accepted the position and which of the other inspectors will attend the BOH meetings.

Next Meeting: January 7, 2019 at 5:00 PM

Chair for January/February/March: By unanimous consent, Mr. Peter Cohen will be the Chair for the Board of Health for the next three months.

Mr. Fred Schubert moved that the meeting be adjourned. The motion was seconded by Mr. Peter Cohen and adopted by unanimous consent.

The meeting was adjourned at 5:50 PM