



Town of Dighton

BOARD OF HEALTH
Regular Meeting
Old Town Hall
1111 Somerset Avenue
Dighton, MA 02715
Thursday, March 9, 2023 - 4:30 P.M.
Agenda

This was also a remote participation "Zoom" meeting. It was a public meeting recorded for Cable Broadcast and Internet posting on www.dighton-ma.gov and YouTube.

MEETING MINUTES

1. Call to order: Disclaimer

Meeting called to order by Chairman Nicole Mello at 4:33 PM.
Video recording disclaimer recited.

2. Committee Member Introductions: Nicole Mello, Paul Pacheco, Patrick McGovern

3. Pledge of Allegiance:

Recited

Live on Zoom: Mike Mullen

In Person Present: Todd Pilling, Health Agent. Elizabeth Moreira, Board of Health Office Manager, James Aguiar, Building Commissioner, Leonard Hull, Board of Selectmen Chair

4.) New Business:

a.) Review/ Discuss/ Act: Fiscal Year 2024 Budget

Mike Mullen proposes an operations manager position for the Board of Health department. A successful candidate would be responsible for supervising day to day activities and scheduling inspections using outside services. This position would be budgeted for 10 hours a week at \$40.00 an hour. Approximate maximum cost would be an annual cost 20,800.00. This shift would move the majority of the inspection to outside contractors and would decrease the need for field inspection currently done by the health agent. The proposed restructuring would include a reduction of 10 hours in the Health Agents position reducing the hours to 25 a week. This would give some clarity of the health agents job description and time spent with Storm water can continue between 8-10 hours a week. It is important to plan for the budget for year FY24.

Pat McGovern, agrees that there needs to be an operations manager. After reviewing past meetings and seeing the request for restructuring efforts have been ongoing for the last year.

Paul Pacheco adds we can't talk about the budget until we can determine how we are restructured.

Mike Mullen adds they are looking to have the Board of Health make a recommendation to the Board of Selectmen on March 22

Pat Mc Govern makes a motion that we add to the line item the value of 20,800.00 for supervisory role in the Board of Health and meet with the Board of Selectmen on March 22 to present it to them.

Paul Pacheco seconds. A vote is made in favor and carries unanimously.

Nicole Mello entertains a motion to present to the Board of Selectmen a reduction in the health agent's hours to 25 per week.

Pat McGovern makes a motion to consider reducing the health agent's hours by 10 hours, utilizing third-party inspections and presenting it to the Board of Selectmen.

Paul Pacheco seconds. A vote is made in favor and carries unanimously.

b.) Review/ Discuss/ Act: Board of Health Restructuring Efforts

Nicole Mello states this topic was covered in the previous discussion on the budget.

Paul Pacheco wants to put a process in place for anyone who wants to meet with Todd needs to schedule an appointment with the office manager. He doesn't feel like anyone should be able to walk and take hours away from the health agent.

Pat McGovern makes a motion that anyone that needs to speak with the health agent needs to make an appointment with the office manager. Paul Pacheco seconds. A vote is made in favor and carries unanimously.

c.) Review/ Discuss/ Act: 2022 Annual Town Report

Pat McGovern, I am on track to finish the report.

d.) Review/ Discuss/ Act: Use of Third-Party Consultant for Percolation Tests and Septic Plan Reviews

Patrick noted that this was approved in April of 2022, wants to discuss the utilization. Jim Aguiar comments that they have not been utilizing the service due to the budget not being allocated yet. Jim enquires to Mike Mullen if a transfer of funds can take place. Mike Mullen requests a forecast for the remainder of the year to see what can be done. Paul requests if this can be discussed at the Board of Selectmen meeting. Mike Mullen, we may be able to discuss at the Board of Selectmen meeting on March 22, 2023. If not, very shortly after.

e.) Review/ Discuss/ Act: Proposed Regulation on Animal Containment

Stacy Ferry proposes regulation on large animals. Poultry shall be housed in a proper sized coop which consists of at least two sq ft per bird and a minimum of 8-12 in of roosting space per bird. Coops should be secure from predators and food and water should be readily available to ensure proper nutrition. Free range poultry are required to stay in the boundaries of the resident's property.

There is a fee associated with the new regulation. It must have a public hearing, be read three times publicly and advertised. Jim Aguiar suggests having all regulations we want to enforce done at once to prevent having to spend more money later.

Stacy said she will have a list of regulations that she can include for horses, sheep and goats on the 28th. In the meantime, the Board of Health Agent will address the complaints.

f.) Review/ Discuss/ Act: Rabies Clinic

Dr Bruzzi or Dr Saxton do not want to participate. We can send the residents to other towns. Stacy is working with Bristol Aggie to put in place a partnership with the Vet. Hoping to have it in place for October.

g.) Review/ Discuss/ Act: Vote to recommend to selectmen Diane Heath be appointed as a Tobacco inspector for the Tobacco Collaborative

Pat McGovern makes a motion to recommend Diane Heath to the Board of Selectmen for appointing as the Tobacco Inspector for the Tobacco Collaborative. Paul Pacheco seconds. A vote is made in favor and carries unanimously.

h.) Other Items Not Reasonably Anticipated by the Chair 48 Hours in Advance.

The board enquires how Elizabeth's onboarding has been. Discussion is made on projects that have been completed and things that still need to be done.

Mike Mullen would like to schedule a meeting with Jim, Nancy, Todd & Elizabeth to review organizational management, processes, and expectations.

5.) Old Business:

a.) Review/ Discuss/ Act: Board of Health Office Priorities

We have been discussing the priorities throughout the meeting. Jim comments an earlier discussion was made that the scheduling should go through the office manager. He thinks a directive should be made by the Board so they can set expectation and bring some order to the department. The board will draft a directive.

b.) Review/ Discuss/ Act: Health Agent Job Description

Paul Pacheco makes a motion to table, Pat McGovern seconds. Vote is made in favor and carries unanimously.

6.) Inspectors Reports:

a.) Town Nurse

-Public Health Service Grant was applied for.

-Posted for a job for service coordinator. The time period closed so they reopened for a second candidate to be interviewed. Will have two candidates to choose from instead of only the one applicant.

-Attended a meeting to review the capacity assessment data results. Nothing to report because it didn't have a strong foundation of any info. We will wait until we get a coordinator to help give us better direction.

-Healings community study. Voted on where to allot the money. Two drop-in centers will be created for people be able to visit and get help. One will be in a church in Freetown and the other in Berkley at Full Envision Farm. A Facebook page was also created "Healing Community Study Berkley, Dighton & Freetown. As towns have events, they will add it to the Facebook page.

-Nicole also wants to inform people to be mindful of ticks. The warmer season is here and people will be out more. We will start to see an uptick cases.

b.) Health Agent

- Health Agent Todd Pilling reviews the new company we are using for textile recycling. We need to get the information out there.
- The health agent has also signed up for online classes.
- The transfer station attendant has given his letter of resignation.
- Elizabeth needs to learn EDS, I will need a few days to show her what to do.
- Would also like to bring Elizabeth to see a perc test and a septic install so she can see what it entails. Jim Aguiar doesn't think that that is relevant to her job. Leonard Hull comments on an additional concern. If it's not in her job description and she is a union employee. Concern is if she gets hurt on the site. Nicole mentioned she has asked them to delay our training due to having a new office manager.

c.) Building Commissioner

- Nothing to report

7.) Public Input:

Leonard Hull comments on the use of e-permitting. The Board of Selectmen

In recent development that have come to the attention of the Board of Selectmen that we have established a priority in regard to inspections. That all inspection departments must use e-permitting. The ask of the Board of Health is to look into budgeting/funding for the training and purchasing of the software for the implementation of this program. Lastly, I ask the Board of Health establish a timeline/deadline for the completion of inspection requests. What is reasonable expectation when a developer or a contractor submits a request to the Board of Health? What will the response time will be?

Pat McGovern comments that we had budgeted for the software, but we never accounted for the training. Jim Aguiar wants to make sure we know what inspection applications we will be uploading so we get the right information loaded in when we go live. He was hoping to already have the information from the Board of Health Agent. Mr. Aguiar asks Mr. Mullen to comment of if the Board of Health would need to require those fees in their budget or will the Board of Selectmen be budgeting for it. Mr. Mullen states it would be a one-time cost and based on the billed whether that would be a capital warrant article. It would really depend on the billed, based on the number of forms and applications that would need to be billed out through permit link.

8.) Correspondence:

- Todd Pilling - MDAR Program – Hemp Program, they are asking about sales at local retail establishments. They are looking for the Board of Health to do some regulations and jurisdictions. We are at the begin of this request and the Health Agent will have more to come.
- We got some guidance from the state about private well regulations that they want the Board of Health to adopt.
- The town of Granby is asking local Boards of Health's to write letters to the state requesting them to extend the zoom meeting, but the state already extended it until 2025

9.) Approval of Minutes:

- a.) Special Meeting February 01, 2023
- b.) Special Meeting February 06, 2023

c.) Regular Meeting February 09, 2023

Paul Pacheco makes a motion to except the minutes from 2/1/23, 2/6/23 and 2/9/23.

Pat McGovern seconds. A vote is made in favor and carries unanimously.

10.) Adjournment:

Pat McGovern makes a motion to adjourn. Paul Pacheco seconds. A vote is made in favor and carries unanimously. Meeting adjourned at 6:05 PM