

Board of Health Meeting

May 13, 2020

Addendum to Meeting Notice regarding Remote Participation

Pursuant to Governor Baker's March 13, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A, §18, and the Governor's March 23, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the West Newbury Board of Health will be conducted via remote participation to the greatest extent possible.

Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of West Newbury website, at www.wnewbury.org. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner:

GoToMeeting

Wednesday May 13, 2020 5pm – 7pm (EDT)

Phone United States +1 (872) 240-3212

Access Code: 531-379-621

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best effort, we will post on the Town of West Newbury website an audio or video recording, transcript. Or other comprehensive record of proceedings as soon as practicable after the meeting.

WEST NEWBURY BOARD OF HEALTH MINUTES May 13, 2020 5pm 1910 Office Building 381 Main Street

Board: Robert Janes-Chairman, Blake Seale-Member, Thomas Fahey-Member

Absent: N/A

Health Agent: Paul Seigny

Admin Asst: Jane Krafton

Others in Attendance: N.A.

R Janes called meeting to order 4:10pm and read statement : Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the West Newbury *Board of Health* is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be

made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen and or to view this meeting while in progress may do so by the “Gotomeeting” Phone United States +1 (872) 240-3212 using the access code 531-379-621

I. OFFICE BUSINESS:

- Reviewed and approved minutes dated March 10, 2020. **APPROVED 3-0-0.** Seale confirmed that a board discussion regarding the PHN contract was conducted during the March 23, 2020 meeting.
- Reviewed invoices and payroll. N.A.
- Discussed Steele Landfill updates. Health Agent informed the Board that the ground water was high and that a trapper is scheduled for May 23rd.
- Discussed COVID 19 updates. Notice #8 sent today via News and Announcement. Notice also covered the new parking permit for residents only. Seale asked how residents can apply for permit Health Agent said that there has been a committee formed. Residents need to apply via email and submit a copy of their car registration. These permits will be used for parking at the Mill Pond/Pipestave parking lots beginning May 23rd and remain effective during the “State Emergency Order”. Police will monitor the area. **(Attached)**
- Board reviewed and discussed an employee list on how to possibly modify the building and to consider a face covering policy. Health Agent and DPW Director have already begun working on requests and suggestions. Copiers and mailboxes are being moved ASAP. Krafon suggested that a payment box in foyer be installed for BOH, Health Agent will include the Building Department and possibly ConCom payments use this box as well. Bathrooms will be addressed at a later date. **(Attached)**
- Krafon request July 2, 6, and 7 vacation. **APPROVED 3-0-0.**
- Discuss Auto Curbside Program. Seale stated that the G. Mello amendment to the Town’s solid waste contract dated June 24, 2014 has been extended for one year with conventional curbside collection. Annual amount proposed for FY21 will remain the same \$240,660. The “Barrel” program has been postponed till FY22.
- 143 Turkey Hill Road – Extension for septic. During a State of Emergency permits have no expiration date. Health Agent will write an approval letter on the behalf of the Board. **APPROVED 3-0-0**
- Discussed and reviewed G. Mello contract beginning FY21 through FY25, and amendment dated April 13, 2020. The amendment provides for an extension year to the existing contract dated June 24, 2014 this allows for the current conventional curbside service to continue for one year at a cost of \$240,660. A new waste contract with G. Mello will be resubmitted with FY22 through FY25 with the proposed barrel program. Board will revisit amendment after Town Meeting. **(Attached)**

- Discussed Covanta contract and amendment executed. R. Janes requested a minor change to beginning a new paragraph. Krafton will contact Covanta. Board will revisit after Town Meeting.
- Discussed increase and additional line item proposals to FY21 budget:
PHN \$8,175 this line item will be broken down into two expenses. One for the monthly PHN contract and \$4,800. and \$3,375 would cover the cost for new Covid-19 cases that need attention beyond the scope of the PHN contract. Seale mentioned that PHN is still using volunteers to help with needed patient follow-ups with residents.
PPE \$2,500 (new line item) this additional line item will be used for all Covid-19 based supply expenses. Board will revisit after Town Meeting
- 6 Indian Ridge Road – Well variance. **APPROVED 3-0-0** Health Agent will write letter on the behalf of the Board.
- Reviewed and discussed PHN FY21 contract, hourly increase of \$10 per hour with hours remaining at 8 hours monthly. Board has conditionally approved, will revisit after Town Meeting.

II. APPOINTMENTS:

- **4:45pm** N/A

III. SEPTIC PLANS:

- **8 Indian Ridge Road**, Jim Collins #20-7 Merrimack Engineering. **Tabled**
- **16 Indian Ridge Road**, Deborah Culberson #20-9 Hayes Eng. **APPROVED 3-0-0**

IV. FYI: No Action Needed

- May meetings TBD
- Town Meeting June 1, 2020

Next Meeting Scheduled for **TBD**
 1910 Office Building 381 Main Street, West Newbury MA

R. Janes adjourned meeting at 6:10pm