

**WEST NEWBURY BOARD OF HEALTH**  
**MINUTES**  
**March 23, 2020**  
**4:30 PM**  
**Floor Health Agent's Office**  
**1910 Office Building 381 Main Street**

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

**Absent:** Jane Krafton

**Health Agent:** Paul Sevigny

**Admin Asst:** N.A

**Others in Attendance:** N.A.

4:45pm R. Janes called meeting to order and announced the meeting will be recorded for memory purposes

**I. EMERGENCY OFFICE BUSINESS:**

- In accordance with the provisions of M.G.L. c. 30A section 20, the Board of Health is meeting in Emergency Session to discuss issues pertaining to the Covid19 Crisis.

Discussion regarding essential and non-essential businesses being open. Food stores and restaurants offering take out would be essential. R. Janes questions the future of those restaurants, Health Agent said it's best to follow the bigger cities and see what other if any other restrictions should be in place.

T. Fahey suggested that gatherings in such places be limited and adjusted to the size of the shop. Big box stores for instance would have different guidelines than that of a store the size of the foodmart.

Recently playgrounds as well as some parks were shut down in Newburyport. Board agreed that they would take it case by case. All daycares in town have been shut down.

Money from the State will be deposited into a special Covid-19 account. That account will then have 2 line items under it one for expenses and the other for the PHN increase in contract and Health Agent extra hours. This should cover Covid-19 expenses in FY20. Health Agent doesn't think that the PHN's Covid-19 hours will continue at such a rate in FY21, hopefully her surveillance will be less hours. Health Agent wants all of his overtime hours to come out of this new account and not directly from the tax payers. Health Agent also mentioned that there are several volunteers stepping up.

Town Manager did send email requesting Covid -19 estimate for FY21 for both those line items as well. Difficult to estimate because we have never experienced this situation or the expenses associated with a pandemic. Health Agent will submit anticipated expenses to the Town Manager for FY21 to make sure we are not short on funds.

Discussion regarding Code-Red and Mello's new curbside requirement that all trash and recycling must be in a barrel for collection. Drivers are no-longer collecting loose items left on the curbside for safety reasons. Code-Red message will be sent to households

explaining the new requirement. T. Fahey offered to look over the announcement before it is sent.

6:15pm recorder tape ended.

Board also discussed the Public Health Nurse contract for FY21 was discussed. Health Agent proposed a \$10 increase as well as a separate account for any Covid-19 expenses beyond the scope of her contract, such as extra hours and equipment etc.... Board agreed that proposed changes would be made and voted on after budget vote at Town Meeting.

Before the meeting concluded, the Health Agent also expressed to the Board that he will be putting in extra time to keep up with increase in responsibility, due to the Covid-19 virus. Board asked Health Agent to maintain a worksheet with his weekly hours worked. B. Seale suggested that with current health threat and the possible need for immediate decision making that the Health Agent consult with Tom Fahey and seek his approval on actions taken. All were in agreement that this would be beneficial where time is of the essence. However, when possible the Health Agent should make every attempt to seek the full Board's approval, but with matters that need immediate action Health Agent should consult with Tom Fahey for approval. Board voted 3-0-0 Approved. Also, the Health Agent should plan on updating the Board with information as soon as possible via phone calls and or emails.

Next Meeting TBD  
4:30 pm Second Floor - Health Agent's Office  
1910 Office Building 381 Main Street, West Newbury MA

Meeting Adjourned 6:45