

January 28, 2021
Sterling Board of Health Meeting
Butterick Building, Lower Level Conference Room
1 Park Street, Sterling MA 01564

Meeting Minutes

4:00 PM Chairman Cathie Martin called the meeting to order.

Roll Call: Gary Menin, Member – absent
Allen Hoffman, Member – present, remote connection
Cathie Martin, Chairman – present, remote connection
David Favreau, Health Agent – present on site
Elaine Heller, Administrative Assistant – present, remote connection

Attendees: Via video-conferencing – Town Counsel Greg Corbo, and TA Kellie Hebert

General Business Updates:

Appointments and Agenda Items:

Chair to read for the record memoranda distributed to Board members by email on December 21, 2020, and January 6, 2021, no discussion or votes expected.

Chairman Martin read the memoranda, which had been sent as emails to Board members, into the record. These memoranda were the subject of two Open Meeting Law complaints filed by member Gary Menin.

Discussion and possible vote to adopt Board of Health Communication Policy:

Ms. Martin read the draft communication policy into the record.

Of importance was a motion made by Allen Hoffman and seconded by Cathie Martin to replace “Chair” with “Chair or Acting Chair” throughout the document. Roll call vote: Hoffman - aye; Martin - aye. Motion carried.

The Policy was reviewed, line by line, and revisions were made for the purpose of clarification. A motion to adopt the Communication Policy, with changes as agreed to in review, was made by Allen Hoffman and seconded by Cathie Martin. Roll call vote: Hoffman - aye; Martin - aye. Unanimous vote.

Mr. Menin did not attend the meeting, but did submit an email and his comments on the draft policy to Health Agent Favreau, Board members, and the Select Board. Mr. Favreau read the submitted email and comments into the record.

Board members reviewed, line by line, the draft communication policy comments provided by Mr. Menin with Town Counsel. On the advice of Town Counsel, all comments were rejected.

Adjourn:

A motion to adjourn the meeting was made by Cathie Martin and seconded by Allen Hoffman. Roll call vote: Martin - aye; Hoffman - aye. Motion carried and the meeting adjourned at 5:05 PM.

Materials: Draft communication policy