

January 14, 2021
Sterling Board of Health Meeting
Butterick Building, Lower Level Conference Room
1 Park Street, Sterling, MA 01564

Meeting Minutes

6:03 PM Chairman Cathie Martin called the meeting to order.

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

Attendees: Arden Sonnenberg, Barry Lien, Jane Beckwith, Jennifer Szczuka, Jennifer Scalise,
Kerri Ann Blair. Chris Knuth, and Mike Robichaud – all by remote connection

Chairman Martin opened the meeting by reading a memo she had prepared, relating to regulations in the Open Meeting Law. She requested in the memo that all BOH communication be directed to the Health Agent or sent to the Board of Health office, and not to her personal email.

General Business Updates:

Approve Any Available Minutes:

In a review of the November 12, 2020 minutes, Chairman Martin observed that Mr. Menin had written comments into the minutes, although he had recused himself due to conflict of interest. This practice is unacceptable as it would constitute a conflict of interest. Ms. Martin suggested he write a memo and have it added to the minutes. Mr. Hoffman suggested that Mr. Menin's comments be deleted from the minutes, with Ms. Martin observing only the first sentence be allowed. A motion to approve the minutes as amended was made by Allen Hoffman and seconded by Cathie Martin. Roll call vote: Hoffman – aye; Martin – aye; Menin – nay. Motion carried.

The December 10, 2020 minutes had inadvertently been sent too late to Board members for their review and were deferred to the February meeting. Ms. Martin will be preparing a memo regarding a timeline for receiving draft minutes.

Mr. Menin, in referring to the memo regarding OML and BOH communication presented by Chairman Martin, noted her memos need to be approved by the Board. Ms. Martin observed all information in her memos comes from the Open Meeting Law and Ethics Commission, is administrative information only, and does not require a vote. According to Health Agent Favreau, nothing in the memos has to do with policy, only direction. Mr. Menin disagreed and indicated that he would be filing two open meeting law complaints towards settlement of this disagreement.

Correspondence: None

Health Agent Report:

First Responders Clinic:

Health Agent Favreau reported the first COVID vaccination clinic was held on this day, January 14, 2021.

Signatures Required: None

Other Items: None

Appointments and Agenda Items:

8 Jewett Road Variance Request:

Sterling Subsurface Sewage Disposal Regulations: Reg. IV.a., Leach trenches to be 750 square feet minimum, with 12" of stone beneath the pipes (660 sq. ft. of trenches provided with the use of 12" stone beneath pipes).

Local Upgrade Request: 310 CMR 15.405(1)(h): Reduction of the required 4-foot separation between the bottom of the leach area and the estimated seasonal high ground water table (3-foot separation provided between the bottom of the leach area and the estimated seasonal high ground water table). Engineer Chris Knuth appeared before the Board on this variance request. After discussion, Mr. Hoffman made a motion to approve the variance. Mr. Menin seconded. Roll call vote: Hoffman – aye; Menin – aye; Martin – aye. Motion carried.

General Business Updates (continued):

Discuss Coronavirus: (A) Town of Sterling Updates

(B) DPH State Updates

(C) Vaccination Distribution Plan review

As of this week, there are 37 positive COVID cases in Sterling. There is only one at Sterling Village. A vaccination clinic was held at Sterling Village this week.

Ms. Martin shared her Power Point presentation and reviewed the data with Board members. In regard to the vaccination distribution plan, she is meeting with Senior Center personnel to discuss the next phase of the plan. She also spoke with the Fire Chief, but he does not know when the vaccine will be received.

Adjourn:

Ms. Martin made a motion to adjourn the meeting and Mr. Hoffman seconded the motion. Mr. Menin requested a discussion before adjourning, asking why items he had requested be on the agenda were not accepted. He stated the practice of sending emails to Kathie Nickerson is not working. Ms. Martin will review the process to determine why it is not functioning properly. A roll call vote to adjourn was taken. Menin – aye; Hoffman – aye; Martin – aye. The meeting adjourned at 7:14 PM.