

June 4, 2015
Sterling Board of Health Meeting
Butterick Municipal Building, Room 205
1 Park Street
Sterling, MA 01564
Meeting Minutes

Board Members Allen Hoffman, Chairman
Donna Clark, Vice-Chairman
Gary Menin, Clerk

BOH Staff David Favreau

Attendees Maureen Cranson
Holly Shaw
L.R. Favreau
Sue Valentine
Barbara Roberti

Secretary Elaine Heller

6:30 PM - The meeting was called to order by Chairman Allen Hoffman.
Gary Menin noted that he was recording the proceedings as an individual and the recording will be posted on the cloud for those who are interested.

Approval of Minutes - A motion to approve the minutes, as amended, of the May 14, 2015 meeting was made by Gary Menin, seconded by Donna Clark. All were in favor and the motion carried.

Appointments and Agenda Items:

Executive Session re: MPHNI Inspector Performance Evaluation and Discussion of past Inspection Practices -

Mr. Menin questioned the appropriateness of conducting this performance evaluation in executive session after having a discussion with Counsel from the Assistant Attorney General's office, who advised the evaluation should be in open session. Mr. Menin produced a statement from Mr. Jonathan Sclarsic (Assistant Attorney General of the Division of Open Government) of June 2, 2015 - that indicated that "the executive session item listed on the meeting notice would not be an appropriate executive session." and as such expressed his opinion that the evaluation should be rescheduled. Mr. Hoffman stressed that some items to be discussed pertain to character and reputation, which would necessitate an executive session. He agreed to discuss any items not pertaining to character and reputation in open session, and those items dealing with character and reputation in executive session. He moved to hold the executive session, with Ms. Clark in favor and Mr. Menin opposed. The motion carried.

Mr. Menin spoke about a Lyme Disease Awareness Seminar which is scheduled for June 10, 2015 at 7:00 PM at the Sterling Public Library. He presented a handout with information on the seminar and a Lyme and Coinfections Chart. Mr. Menin will attend the seminar and report back at the next BOH meeting.

Open Session Performance Evaluation of MPHNI Inspector Rita McConville:

Areas discussed: Teamwork, Job Knowledge, Quality of Work, Effort and Initiative, and Carrying out Instructions. Since L. R. Favreau Company is the primary user of the MPHNI inspector's

services, Mr. Hoffman asked Holly Shaw to write a paragraph describing the quality of her company's interactions with the MPHNS inspector. Mr. Hoffman will speak with Steve Curry at MPHNS regarding their findings and Mr. Menin will submit his observations in writing to Mr. Hoffman on June 7, 2015.

Meet with Representatives of Conservation Committee regarding East Lake Waushacum Evaluations:

Conservation Committee members Barbara Roberti and Sue Valentine advised the BOH that per Aquatic Control Technologies and Lycott, ELWA evaluations and testing of the water should be extended for three months. Volunteers will be trained to collect water samples and measure inlet and outlet flows using a flow meter. . Gary Menin provided a copy of excerpts from the EPA's Nutrient Criteria Technical Guidance Manual for Lakes & Reservoirs (First Edition – April 2000) insofar as it related to the BOH ATM statement of April 23, 2015: "What is necessary is to perform a Nutrient Balance on the entire lake watershed".

Correspondence: None

Health Agent Report: None

Other Items:

Mr. Menin mentioned the current heroin epidemic and prescription drug abuse and suggested Police Chief Chamberland be contacted to talk about the epidemic at a future meeting. Mr. Hoffman agreed it would be a good topic for a future agenda. Ms. Clark offered to stop by a methadone clinic to see if someone is willing to speak on the topic.

Mr. Hoffman spoke with the Personnel Board about the hiring of the recording secretary. The appropriate authorized position for this responsibility has the title of Administrative Assistant. A rate of pay was noted.

Mr. Hoffman requested that the next meeting of the Board be held on July 9, 2015, at 6:30 PM. The Board agreed to that date.

Discuss Gary Menin's email to FinCom Chair Bob Brown Regarding Article 27 on the Town Warrant:

Mr. Hoffman expressed his viewpoint that Mr. Menin's email to the Finance Committee Chairman was his personal opinion and was not the opinion of the Board of Health. Since the Board did not take a vote on Article 27. Mr. Menin felt his interpretation of the memo sent to the Finance Committee Chair, regarding advice on how to address longer term maintenance of East Lake Waushacum, was correct and it was not his intent to cause dissent. Mr. Menin's consideration was based on the fact that the wording of the ConCom's ATM article versus that of the BOH's associated April 23, 2015 memo to the FinCom, Selectboard and ConCom were divergent.

Discuss Agenda Policy with Timelines for Agenda Items:

Mr. Hoffman requested that in order to allow time for adequate review, agenda items requiring supplemental materials, such as plans, variances, policies, etc., be submitted one week preceding a Board of Health meeting. Mr. Menin made a motion in support of this policy. It was seconded by Donna Clark. All were in favor. Motion carried.

Move to Executive Session:

A motion to enter into Executive Session to discuss the reputation, character and complaints of an individual was made by Donna Clark and seconded by Allen Hoffman, with Gary Menin opposed. The motion carried and the Board of Health entered into Executive Session at 7:55 PM.

The Executive Session closed at 8:12 PM.

Adjourn:

A motion to adjourn the Board of Health meeting was made by Allen Hoffman, seconded by Donna Clark. All were in favor and the meeting adjourned at 8:13 PM.