Board of Health
Meeting Minutes
July 25, 2011

Members Present:
Tom Kinzer, Co-Chair
Bea Brunkhorst, Co-Chair
Kevin Wormstead
Mary Seymour

Staff Present:
Heidi Porter, Director
Mary Firestone, Recording Secretary

Member Absent:
Lea Susan Ojamaa

The meeting was called to order at 7:08 P.M. Dr. Brunkhorst chaired.

Meeting Minutes:
Ms. Seymour moved that the June 6 meeting minutes be accepted as amended. Mr. Wormstead seconded the motion. Vote count: 4-0.

Board of Health Action Items – Old and New Business:
a) BOH liaison assignments:
Dr. Brunkhorst and Ms. Porter visited Millipore along with Dr. Corinne Miller. The group met with members of Millipore's Institutional Biosafety Committee. Ms. Porter had notified Millipore of the visit so that they would be prepared. Dr. Brunkhorst had recused herself from serving as community representative; she was replaced by Dr. Miller. The meeting and subsequent review were a success in that alternate more concise methods of reporting materials and projects on the annual permit application were discussed. Additionally, as a result of the meeting, Dr. Brunkhorst and Ms. Porter discussed potential revisions to the recombinant DNA regulations so that they are inclusive of all biological materials. A meeting with Avila has been scheduled for September 19.

Ms. Porter has been looking at regulations in the city of Cambridge which has a veterinarian who serves as Commissioner of Laboratory Animals. When animals beyond rats and mice are used in a laboratory setting, more regulations seem to be prudent. Rats and mice are exempt from the Animal Welfare Act. The Board and Ms. Porter will review the regulations over the next few months. Ms. Porter asked whether the Board's primary concern was animal welfare, escaped animals as disease vectors and/or proper handling and disposal of lab animals. Employee occupational safety and health, e.g., risk of tetanus, needlestick injuries, and bites, should also be considered. Discussed was whether the Board should provide a recommendation or a requirement for veterinary oversight. Most companies using laboratory animals have a consulting veterinarian and an Institutional Use and Care Animal Committee (IUCAC). Some companies and institutions are also accredited by the Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC) (national).

Mr. Kinzer received a request from the Air Force for Ms. Porter's email address.

Board of Health representation at Town Committee meetings was discussed. Ms. Porter and Mr. Kinzer will represent the Board at the Bedford Community Partnership meetings. Ms. Porter will attend meetings of the Youth Task Force. Mr. Wormstead will attend meeting of the Youth and Family Services committee. Ms. Seymour will be the Board representative on the Wellness Committee for the schools. Ms. Porter and Mr. Kinzer will attend meetings of the Hanscom Restoration Advisory Board. Ms. Porter will make every attempt to attend the meetings along with the representing Board member.

b) Action Item Reports

The first four action items from the June 6 meeting have been accomplished; in regard to item 4, a failed septic system at 562 Springs Road, Ms. Porter has been in touch with the contractor and has notified him that she wants to be present when the septic tank is crushed. For Action Item (5), Ms. Porter had been asked by Mr. Reed, the Town Manager, to research other towns' noise by-laws. A draft revised by-law prepared by Town Counsel included requirements for decibel measurements. Noise resulting in a complaint may not reach decibel-metering level. Times of use of noisy equipment, such as leaf blowers, may be restricted. Ms. Porter will meet with Mr. Reed to discuss the issue. The Board also discussed odor complaints, especially those noticed in the area of a printing plant.

Director's Report:

(1) Ms. Porter described planning for Bedford Day and coordination with Emerson Hospital. She has made use of the town radio station for public service announcements.

(2) Ms. Porter presented her goals for the department in her capacity as Director to Mr. Kinzer and Dr. Brunkhorst. She will provide a list of goals to all Board members.

(3) Ms. Porter provided a summary of Board of Health services and information on the Body Mass Index (BMI) screening for the Superintendent of School's newsletter.

(4) The Annual Town Report is due in mid-August. Jean Squires provided the calculations for the final numbers from data provided by the nurses. Ms. Porter will send a draft to Board members within a week.

(5) A photograph of the Board members will be taken at the September meeting.

(6) Revision of the well permit regulation is in process.

(7) Ms. Porter will do a walk-through of the Blake Block before demolition and will require documentation that hazardous materials and asbestos have been removed.

(8) Bedford has received a CHNA grant for Bedford in Motion. The Walk-to-School coordinator will work on the health and wellness resources website.

(9) Kathy Webster, formerly a part-time school nurse, has moved into the full-time position vacated by the retirement of Kathy Donati. Interviews for the current opening will be conducted by Ms. Porter, two current school nurses, and the Assistant Town Manager, Jessica Porter.

(10) Ms. Porter is working on a contract for a school physician.

(11) Peter Naum, Director of the town Finance Department is retiring.

(12) Spraying for mosquitoes has been scheduled. High numbers of the insects have been found in West Bedford. Risk of Eastern Equine Encephalitis is considered to be low. David Henley has agreed to do a mosquito tour for the Board in April 2012. Mr. Henley and will be at the September Board meeting to discuss the mosquito program. The Board asked Ms. Porter to invite John Zupkis to the meeting.

(13) The Planning Board will meet on August 16 and the Board of Health was invited to attend to present comments on the Comprehensive Plan. It was decided that Dr. Brunkhorst and Ms. Ojamaa would attend as Board representatives.

(14) The Reserve Fund transfer request for additional funding to cover sick leave buy-back payments to two staff retirees was approved by the Financial Committee.
(15) Springs Brook Park has presented several issues this summer, including water quality concerns, use of inappropriate paint which does not survive contact with chlorine, etc. These items were preliminarily discussed with DPW over the summer and a year-end meeting is scheduled for October 9, 2011. The Park is regulated as a bathing beach, not as a swimming pool. Before the Board can issue a permit for the Park's 2012 season, several problems must be solved. A full dredge will be required; an overflow facility must be installed; replacement sand should not contain fine sand, and an appropriate paint must be used.
(16) Summer intern Katherine Wang has been working on a Health Needs Assessment and will present her findings at the September 12 Board meeting.
(17) The flu vaccination clinic is tentatively scheduled for November 5th.
(18) Public Service Announcements (PSAs) have included such topics as hot weather precautions, mosquito spraying, and hazardous waste collection.

Ms. Porter provided comments to the Selectmen on a request for a license for the sale of beer and wine at the Gulf Station on Great Road.

The Board asked Ms. Porter to identify the current liaison to the BOH from the Board of Selectmen.

The Northside Convenience store complied with the terms of the suspension levied by the Board of Health.

Mr. Wormstead moved to adjourn the meeting; Ms. Seymour seconded the motion. Vote count: 4-0. The meeting was adjourned at 9:39 P.M.

The next meeting of the Board will take place on September 12, 2011.

Bea Brunkhorst, Co-Chair

Tom Kinzer, Co-Chair

Kevin Wormstead

Lea Susan Ojamaa

Mary Seymour