

**Board of Health  
Meeting Minutes  
April 7, 2014**

Members Present:

Tom Kinzer, Co-Chair  
Bea Brunkhorst, Co-Chair  
Caroline Donnelly  
Anita Raj  
Sarah Thompson

Staff Present:

Heidi Porter, Director  
Faye Andrews, Health Agent  
Mary Firestone, Recording Secretary

The meeting was called to order at 7:07 P.M. Dr. Brunkhorst chaired.

BOH Meeting Minutes:

Ms. Thompson moved to accept the minutes of the March 3, 2014, meeting as amended; Ms. Raj seconded the motion. Vote count: 4-0-1. Ms. Donnelly abstained.

BOH Reorganization:

Ms. Thompson moved to reinstate the existing co-chairs for another year. Ms. Donnelly seconded the motion. Vote count: 5-0

Nomination of Animal Inspectors:

Ms. Porter explained the state requirements for appointment of animal inspectors. Ms. Thompson said "I move that in accordance with the Massachusetts General Laws, Chapter 129, Section 15, the Bedford Board of Health nominate the following three Town Employees as Inspectors for Animals for the year ending April 30, 2015:

1. Mike Leskowski, Inspector of Animals, Bedford Police Department;
2. Faye Andrews, Health Agent, Bedford Board of Health; and,
3. Heidi Porter, Director of Public Health, Bedford Board of Health"

Dr. Brunkhorst seconded the motion. Vote count: 5-0

Discussion with Health Agent Faye Andrews:

Ms. Andrews explained her background, including her university and volunteer experience. She said that she is passionate about the environment and people. Since being hired, she has been in several trainings and has accompanied the food inspector on visits to restaurants. Ms. Porter explained the trainings and certifications required. There was a discussion of current Bedford animal regulations and their history. Board Members welcomed Ms. Andrews.

Board of Health Action Items --- Old and New Business:

Update on BOH Liaison Assignments:

Board members recounted their liaison activities and an account was given of the various committees involved.

1. Financial Planning and Coordinating Committee (FPCC). Mr. Kinzer said that the FPCC offers advice and suggestions to the Financial Committee (FinCom). Meetings of the FPCC coincide with the budget process, which takes place during the Fall and Winter. The FPCC includes 2 representatives from the School Department. Minutes of the meetings are taken. Mr. Kinzer said that Bedford has sophisticated financial models.
2. Restoration Advisory Boards (RABs). There are 2 RABs at Hanscom, both associated with the U.S. Department of Defense. One is due to contamination resulting from Navy activities; the other involves

the Air Force. Each has one meeting per year and includes representatives from military, their consultants, state and federal regulators and the public. Mr. Kinzer, who represents BOH on the Boards, explained the history of contamination and the remediation efforts. The goal is to bring contaminated groundwater up to the DW1 (drinking water) standard.

3. The Bedford Community Partnership is made up of a variety of local entities, official (e.g., Bedford's police and fire departments, BOH, Youth and Family Services, etc.) and community organizations (Chamber of Commerce, clergy, etc.). Their mission is to meet to discuss and address community issues, particularly those involving Bedford youth. Ms. Porter and Public Health Nurse Joyce Cheng represent the BOH at these meetings.

4. Institutional Biosafety Committees (IBCs) in local biotech firms. There are currently 8 such committees, with membership representing the firm, the BOH, and the community. Ms. Porter is the BOH representative and Dr. Brunkhorst is the community representative on many of these IBCs.

5. Healthy Bedford/Safe Routes to School, covers various activities such as Towards a Healthier Bedford, Bedford In Motion and the Healthy Dining program. Carla Olson, at Youth and Family Services, administers grants funding several projects. Ms. Porter and Ms. Thompson represent the BOH at this meeting.

6. The School Wellness Committee is required to meet 4 times a year. It is headed by Jackie Suprise who is on the High School staff. Membership in the committee gives BOH a window into the schools. Ms. Porter, the School Nurses, Ms. Cheng and Ms. Raj represent the BOH.

7. The Youth and Family Services Committee. Ms. Porter will let Ms. Baldauf know that Ms. Donnelly will represent the BOH, replacing Mr. Wormstead whose term on the BOH has expired. Ms. Porter said that there is a heavy youth focus in the town.

8. The Comprehensive Plan Committee is associated with the Planning Board. Mr. Kinzer has represented the BOH.

#### *Old and New Business:*

Ms. Porter said that a reporter for the Bedford Citizen has asked BOH candidates Ms. Donnelly and Mr. Kinzer whether domestic/elder violence issues are a priority issue for the Board of Health. Mr. Kinzer replied, "If so, just barely." He asked whether anyone is interested in the issue. Ms. Porter said that the BOH staff have not been involved in any cases nor asked to take part in any meeting regarding this issue. She said that BOH is good at outreach and focuses on public health, whereas domestic violence is a sensitive issue involving private concerns where confidentiality is critical. Given police and mental health practitioner involvement in these cases, she doesn't think it should be a focus of the BOH. Mr. Kinzer said that he has seen an article on the topic and will bring it in. Ms. Donnelly asked whether public health issues include crimes. Ms. Porter said that an issue can become a criminal case if a person does not respond to an order in the allotted time for correction.

#### Director's Report:

Ms. Porter reminded everyone about the upcoming Tick Talk on April 30; she noted that there will be no refreshments available. Ms. Thompson suggested holding an event on making tick tubes to provide insecticide-laced nesting materials for mice. Ms. Porter mentioned a study which showed that tick bites do not result in wasting disease in mice. She also noted that tick information is being included in town tax materials. She said that information on free tick testing will be widely distributed.

The house condemned at a previous meeting has been demolished and the former owner/resident is now living in Burlington.

Ms. Porter mentioned that smoking in private clubs is not regulated by the BOH, but the VFW recently changed its rules to ban smoking there.

Ms. Porter attended a meeting to discuss potential issues that may arise with establishment of marijuana dispensaries in Massachusetts.

Ms. Porter attended a kick-off meeting for the Hoarding Case Management grant. The case manager will do trainings.

Ms. Porter said that Hanscom is holding an influenza vaccination clinic for civilian employees on the base. Base personnel will do the vaccinating and BOH will provide the vaccine and collect the insurance reimbursement funds. This is a good opportunity to partner with Hanscom.

Citizens have expressed a feeling that BOH involvement in noise issues is good. The current state regulations do not define "ambient" noise; it may be necessary for the Board to establish a baseline in each case to provide guidance to the violating party concerning the noise level that cannot be exceeded to gain compliance.

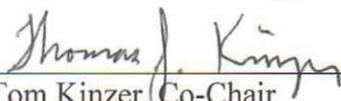
Mr. Kinzer said that BOH needs to plan a meeting with the school department for a preliminary discussion of a possible transfer of the school nurses to that department. Should the Board proceed with the school health services review while awaiting resolution of this issue? Does the review need to be connected to the transfer of the nurses to the school department? Ms. Porter said that she had discussed this issue with Mr. Sills and he had agreed that there should be a review of the school nursing program. Ms. Thompson suggested setting aside the transfer issue and doing the review. Ms. Porter said that there needs to be a nurse leader whether the nurses are supervised by the BOH or the School Department. She said that she will try to get a reviewer before the end of the school year, i.e., during this fiscal year. She mentioned that access to school bathrooms is now requiring passes due to the graffiti problem.

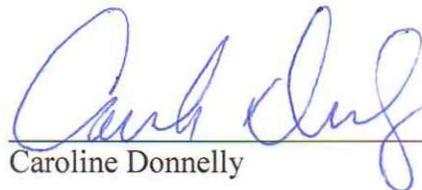
Ms. Porter showed photos of the new hand sink at the Sparta restaurant and the arrangement for manual injection of sanitizer for the dish machine, which is working well.

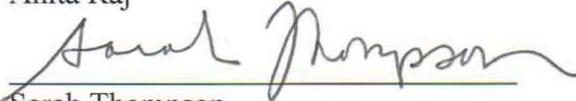
Ms. Raj moved to adjourn the meeting; Ms. Thompson seconded the motion. Vote count: 5-0. The meeting was adjourned at 9:12 P.M.

The next meetings of the Board will take place on May 12, June 16, and July 28, 2014. There will not be a meeting in August.

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