

**Board of Health
Meeting Minutes
March 10, 2020**

Present:

Mary Seymour, Chair
Sarah Thompson, Co-Chair
Bea Brunkhorst
Ann Kiessling
Anita Raj

Staff Present:

Heidi Porter, Director of Health and
Human Services
Katharine Dagle, Assistant Health Director
Margaret Root, Recording Secretary

Others Present:

Susan Schwartz, *34 Glenridge Drive*

The meeting was called to order at 7:03 PM. Ms. Seymour chaired.

BOH Meeting Minutes

Ms. Thompson moved to approve the minutes from the February 3, 2020 meeting; Ms. Raj seconded the motion. The vote was 5-0-0 to approve the minutes.

Coronavirus Update

Ms. Porter commented that there will be options for public meetings of Town boards and committees moving forward. It is recommended that attendees follow social distancing practices and sit farther apart from each other. For now, physical quorum is still required for voting purposes. Dr. Kiessling commented that the Conservation Commission will be following these recommendations.

A large portion of MA cases can be traced back to the Biogen conference held at the end of February. There was a lull between the first case in Boston and the current increase in cases. There is also an outbreak in The Berkshires.

Ms. Porter is working on outreach. People should plan to have two weeks of food available. She is also working on solutions for people with food insecurity. She is meeting regularly with Town and school staff. The outreach now includes some resources for food-insecure families.

Ms. Porter commented that she has received some comments from residents who are concerned about the schools being open and who want them closed. Currently, the schools have increased cleaning of common-touch surfaces. Ms. Thompson commented a past disease outbreak was not alleviated by closing schools and caused other problems. Ms. Porter commented that COVID-19 seems to not affect school age students as much, symptom-wise, but they can become carriers of the disease and infect others.

Ms. Thompson asked about the mortality rate for the flu compared to COVID-19. Dr. Kiessling commented that the flu mortality rate is low, but that is for a population who has received flu shots over the years as well as exposure to the flu virus. COVID-19 is new so there has been no previous exposure to the population. Ms. Thompson added that there is still a lot of testing that needs to be done before figuring out the mortality rate of COVID-19.

Ms. Porter commented she has purchased and provided cleaning supplies to Town departments for cleaning areas in between the cleaning done by the custodians. There are also some masks available for first responders.

Ms. Porter explained the circumstances around the possible case in Bedford. A resident who was at the Biogen conference started feeling ill March 5th and 6th and was tested for the virus on Saturday at Massachusetts General Hospital. The entire family was quarantined out of an abundance of caution. The family includes a High School student, so the school was cleaned and messaging was sent to staff and families with students in the school explaining the situation. Testing revealed that two adults in the household were found positive for COVID-19 and both are in isolation. A contact trace will need to be done to determine if there is a potential for others to have been impacted. While in isolation/quarantine, the BOH will communicate with the household each day and determine if they are experiencing fever and to check their symptom progression.

Ms. Schwartz asked who does the contact trace now that the person came back as a presumptive positive. Ms. Porter replied that the BOH does the contact trace after being informed by the State of the positive test results. Ms. Raj asked how far back does the contact trace go back. Ms. Porter replied that the parameters are very specific on the form the BOH will need to fill out, but usually includes contacts within 1-2 days prior to the individual being symptomatic until the point of quarantine.

Ms. Porter commented that she was informed by a Town employee that they were in contact with a person who was in contact with a person with the virus. Ms. Porter is following this closely and impacted surfaces in the employee's building were cleaned. Additionally, the employee is under self-quarantine at home. However, at this point, the Town employee isn't under investigation by the board of health in the town where the employee lives.

Ms. Porter clarified the terminology being used. A presumptive positive case is a person who has been tested by the State. A confirmed positive case is a person whose test has been confirmed by the CDC. There is only 1 confirmed positive case in MA so far. A person can be infectious five days after the initial exposure and will show symptoms of the disease by day 14 if they are symptomatic.

Ms. Porter commented she has also received word that an employee at Carlton Willard had contact with a person in their family who is a person under investigation. The town where the employee lives is handling the investigation. Ms. Porter commented that starting tomorrow that all visitors to these types of facilities will be rigorously screened to determine if they are symptomatic.

Ms. Thompson commented that the Brigham & Women's Hospital is considering having the employees wear masks all day long to help conserve supplies. It is also considering how to free up more beds by reviewing their policies.

Ms. Dagle commented all businesses in Town were sent information regarding the virus and separate messaging was sent to food establishment permit holders. Ms. Porter added that she also reached out to the Rotary and the Chamber of Commerce, as well as the biosafety companies and companies that have biohazard contingency plans. The messaging included cleaning recommendations.

Ms. Schwartz commented that there may be masks upstairs in the attic that can be used. Ms. Porter replied that there are procedural masks to give to patients to help prevent the spread of the disease. There are also some N95 masks and some protective gear available for first responders. She added that the Town has received some wipes that work against the coronavirus, but so do Lysol and Clorox wipes.

Ms. Porter commented that the BOH will keep everyone informed by posting daily updates. There will be a focus on social distancing. There are a lot of Town events coming up on the schedule, along with meetings. If the meeting is considered non-essential or regarding something that can be discussed at a later time, the meeting should be postponed. If no vote is required, organizers can also do the meeting remotely. Ms. Porter added that the Town is looking into ways to have the Annual Town Meeting held just on one night, but it is believed that the Town has to hold the meeting in order to pass next year's budget.

Another big event starting this week is the High School play. The BOH members brainstormed ideas on how to put on the play while maintaining social distancing. One idea was to limit the number of performances, as well as attendance. If there is an attendance limit, people can spread out across the auditorium. Another possibility was to use other rooms, similar to the overflow rooms for Town Meeting, for additional attendees. Something similar to graduation, which is limited to two tickets per student, could also be considered. Other ideas included videotaping the play or postponing the play, which may raise licensing issues. Ms. Porter commented that she is leaving it up to the school to decide and implement a plan with BOH guidance.

This Saturday is the Town election, which is still being held. There are several modifications being done to hold the election while considering social distancing. The tables will be reoriented to separate the workers from each other as well as from voters. There will also be hand sanitizer and hand wipes available. Volunteers will be offered gloves as well.

Ms. Thompson asked about church. Ms. Porter replied the BOH doesn't have control over churches outside an official order to close, but she added that churches have been adjusting their services by not offering communion and not shaking hands, for example.

Ms. Porter asked the BOH for recommendations regarding church and community gatherings. The BOH members suggested limiting the number of attendees of events based on social distancing, encouraging live streaming when possible, and discouraging congregating. Hand washing with soap and water frequently is also advised. Currently, seniors are recommended to not attend public events. It is also suggested that there be a limit placed on the number of people at a gathering, including funerals. Conditions keep changing, so this limit may change with time. Currently, outdoor events like sports try-outs are still being allowed at the schools. Lastly, Ms. Thompson reminded that if a person thinks they have the virus, they need to call their doctor's office before they go to their doctor's office.

Ms. Schwartz asked about the local public transit as seniors use this service. Ms. Porter replied that the local transit usually only has a few people riding at any one time and they don't sit next to each other, so there is not significant concern there at this point. The bus is also cleaned regularly.

Board of Health Fee Schedule

Ms. Dagle informed the BOH that the town of Carlisle usually hosts an annual rabies clinic for dogs and cats and invites Bedford residents to the event. However, this year Carlisle is not having the rabies clinic. Instead, the Bedford BOH will host a rabies clinic and will invite Carlisle residents to the event. The event is for cats and dogs and will be held at the DPW building on April 11th from 10 am to 12 pm.

Since there will be a \$10 fee for the vaccine, the BOH needs to reapprove the fee schedule that was approved during the February BOH meeting. The new fee was not present on the fee schedule as Bedford has never hosted a clinic before and the decision to hold the clinic was made in the past month.

Dr. Brunkhorst asked if the vaccine is a one-year or three-year vaccine. Ms. Dagle replied that it depends on what the animal has had previously. People who come to the clinic are being asked to bring vet records to the event. There will be a printer so the pet owners will leave with a new rabies certificate.

Ms. Thompson asked how much it usually costs at the vet for the vaccine. Ms. Dagle was unsure of the exact amount, but commented that a person would have to pay the vet fee in addition to the cost of the vaccine.

Dr. Kiessling asked what veterinarian is helping with the clinic. Ms. Porter responded that Countryside Veterinary Hospital out of Chelmsford is working the clinic.

Ms. Thompson made the motion: "I move to amend the Board of Health Fee Schedule to include a \$10 fee for rabies vaccinations of cats and dogs effective for the April 11, 2020 Rabies Clinic." Ms. Raj seconded the motion. The vote was 5-0-0 to approve the addition of the rabies clinic fee to the Fee Schedule.

Board of Health Action Items – Old and New Business

The first order of New Business is the nomination of inspector of animals. This is an annual nomination process. Ms. Porter received the request from the State after this evening's agenda was posted. Doing the nomination process at tonight's meeting allows for her to submit the paperwork before the deadline. Ms. Thompson made the motion: "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, 2021: Mike Leskowski, Inspector of Animals, Bedford Police Department; Katharine Dagle, Assistant Health Director, Bedford Board of Health; Heidi Porter, Director of Health and Human Services, Bedford Board of Health." Dr. Brunkhorst seconded the motion. The vote was 5-0-0 in favor of nominating the Inspectors for Animals.

Dr. Brunkhorst reported that she is working on scheduling an upcoming IBC meeting for Homology as they have completed the work to their lab to increase their capacity.

As Healthy Bedford, Safe Routes to School, and Youth and Family Services all have their meetings later this week, there were no other liaison reports. Next month, there will be discussion on who takes over Ms. Seymour's liaison positions.

Ms. Porter presented the BOH members with the Bedford Board of Health Policy, Delegation of Enforcement of Isolation and Quarantine Enforcement Orders. Developed in 2009 for H1N1 while Ms. Porter was in Burlington, the policy allows Ms. Porter to mandate a quarantine in an urgent case. The BOH can give a quarantine enforcement order, but the BOH needs the Police to go with them to deliver the order. However, the Police won't enforce the quarantine without a court order. This Policy would allow Ms. Porter to give a quarantine order without the BOH having to post an agenda, meet after the requisite time after posting the agenda has passed, and then discuss and vote on a quarantine order. Ms. Porter would still inform the BOH of such a situation. The proposed Policy is to make sure someone with the virus is quarantined as soon as possible. Dr. Kiessling made the motion to approve the Bedford Board of Health Policy, Delegation of Enforcement of Isolation and Quarantine Enforcement Orders. Dr. Brunkhorst seconded the motion. The vote was 5-0-0 to approve the Bedford Board of Health Policy, Delegation of Enforcement of Isolation and Quarantine Enforcement Orders.

Staff Reports

Ms. Porter reported that last night was the NAMI mental health presentation, which went very well. The presenters shared their stories and people felt like they could ask questions. Ms. Schwartz attended and commented that it felt like a safe environment to share stories and ask questions. Ms. Porter added that NAMI will be doing a presentation in Acton that she will send information to the schools about as the presentation is regarding students with mental health issues leaving for college.

Ms. Dagle reported that routine inspections and re-inspections were completed. There was also one complaint inspection done at the Minuteman Diner. A former employee filed a complaint. Upon inspections, several violations were found, including food temperature violations, no sanitizer, no hot water at hand washing sinks, no test strips, no dates on food, the grease trap wasn't maintained properly, floors were not cleaned properly of the grease, and grease was not being disposed of properly. A re-inspection was performed 24 hours after the complaint inspection to check food temperatures. Ms. Dagle did another re-inspection and half of the violations had been corrected and the establishment is due for another re-inspection. Dr. Kiessling asked if Minuteman Diner will be fined for all these re-inspections. Ms. Dagle replied not yet as the fee schedule including fines for multiple reinspections will not go into effect until July 1st.

Ms. Dagle is still working with Rainbow Adult Day Care to get them their permit. They have requested a walkthrough of their area as they are having trouble setting up the space and figuring out what they can and cannot do in the space they have. They have limited space and equipment so most likely they will have to adjust what kinds of food they can prepare.

Ms. Dagle reported that La Dolda, the new pasta operation, should be opening soon.

Ms. Dagle reported that Great Wall has asked for a walk through as the owners are considering updating their kitchen. They are considering new floors, new grease traps and new sinks.

Ms. Dagle has sent out food permits and is in the process of sending out food permits as they expired at the end of February.

Ms. Dagle reported that the housing complaint against 272 South Road has been closed.

Ms. Dagle sent an Order to Correct to 52 Neillian Street for housing code violations. Upon re-inspection, the owner has corrected all but two of the violations. Once these issues are addressed, Ms. Dagle will do another re-inspection.

Ms. Dagle received multiple trash complaints, as well as complaints regarding barking dogs at 9 Cot Hill Road. Two inspections were completed and no violations were noted for the trash. The resident at the property does have four dogs and is in the process of applying for a Kennel License. Ms. Dagle and the animal control officer will do an inspection as part of that permitting process.

Ms. Dagle has filed a case against 62 Carlisle Road in Housing Court. There are multiple unregistered cars on the property. At the time the original complaint was made, it was during the EEE outbreak, so the owner was also ordered to get rid of any standing water. A towing company was only able to remove some of the vehicles over the weekend. The resident has asked for an extension to delay the court date to a time when another person connected to the property could attend court. The court date is now at the end of March.

Ms. Dagle received a complaint regarding the cardboard compactor behind the Marshall's plaza. The compactor is not working properly and the owners are in the process of addressing the issue.

Ms. Dagle reported that the Village at Taylor Pond is looking to put down a new pool surface. Ms. Porter and Ms. Dagle had previously informed management that the fencing around the pool is not compliant. Management is now deciding what to do this season or if the project will be done next season. Ms. Dagle is waiting for the new pool regulations to be released by the State. She should find out in April if the new regulations are being released and if the fencing regulations will be changed, which could affect the project at Taylor Pond.

Ms. Raj asked when the Critical Infrastructure Tabletop Exercise was held. Ms. Dagle replied it was held at the beginning of February. Dr. Kiessling followed up by asking what the Tabletop Exercise involved. Ms. Dagle replied that Town departments worked with surrounding municipalities to discuss emergency preparedness plans. Ms. Porter added that the name comes from the fact that it is not a functional exercise. It is a discussion of plans to try to find any gaps and see if areas of the plan need improvement. Ms. Schwartz commented that of the municipalities present at the meeting, Bedford was the only one with representatives from BOH, Fire, Police and the volunteer corps.

Ms. Porter has been working with a representative of the Chinese-American population in Bedford in review and distribution of fact sheets and Coronavirus information from the MA Department of Public Health. Ms. Erica Liu, from the Finance Committee, found errors in the translations of the DPH fact sheets, allowing for corrections to be made. This population has expressed concerns about the schools still being open and their concerns are being considered as part of the overall discussion regarding the schools and impact from Coronavirus.

Ms. Porter reported that the BOH has prepared an article for the Violence Prevention Coalition. Last month, the Coalition focused on teen dating violence. March is focused on happiness.

Ms. Porter is working with IMPACT Melanoma again. All the public sunscreen dispensers will be changed out. The program is working with a company to make a secure holder for the pump

type of sunscreen dispenser. This type of holder would also work for the bug repellent dispensers. The summer BOH intern will be involved with the project.

Ms. Porter is working on a Safe Routes to School activity for May as part of Active Transit month. She is working with Healthy Bedford to think of ideas on how to get people moving more.

Ms. Porter is working with Ms. Carla Olsen on establishing a transportation program to use the \$5000 grant received from Lahey Clinic to help transport people to appointments. Currently, the program is using a taxi service and has helped some people attend court dates for domestic violence cases. Ms. Porter is hoping to get Uber and Lyft involved in the program since so many people use these services. Dr. Kiessling asked how the program works. Ms. Porter replied that if using a service like Uber, the coordinator for the program would give the user a code allowing the department to be billed instead of the rider. Ms. Porter added that there will be training sessions at the COA regarding the technology needed to use the program.

Ms. Porter reported that Ms. Joani Geltman is scheduled to give a presentation on May 13th. The display of "Hiding in Plain Sight" will also be there. Ms. Porter is expecting the presentation to be postponed.

Ms. Porter reported that there was outreach to those businesses with Biosafety permits. Ms. Rebecca Caruso will be working with Bedford again this year to perform the inspections of these businesses.

Ms. Porter is working to secure training for the Bedford volunteers on using personal protective equipment (PPE). Ms. Schwartz commented that Stop the Bleed training is scheduled on April 6th. As this training is done by the Fire Department, perhaps they could help with PPE training as well. Ms. Thompson commented that Mass. General has training videos on using PPE and she will pass the website along to Ms. Porter.

Ms. Porter reported that the vaping detectors have arrived.

Dr. Brunkhorst commented that she heard at work that there may be a clear desk policy to make sure there are no papers on the desks in the case that the office is fumigated. Ms. Porter commented that there are spray disinfectants, but she was unsure if it affected paper. It may be because if paper is on the desk, the spray wouldn't be able to disinfect the desk under the papers.

At 8:58 pm, Ms. Thompson moved to adjourn the meeting of March 10, 2020. Dr. Brunkhorst seconded the motion. The motion was approved unanimously.

Documents and Exhibits Used During this Meeting

BOH Fee Schedule

Nomination of Inspectors of Animals

Bedford Board of Health Policy, Delegation of Enforcement of Isolation and Quarantine
Enforcement Orders

Staff Reports – Director of Health and Human Services and Assistant Health Director

The next scheduled meetings of the Board of Health will be April 13th, May 11th, and June 8th.

Mary Seymour, Chair

Beatrice Brunkhorst

Sarah Thompson, Vice-Chair

Ann Kiessling

Anita Raj