



Town of Hull

BOARD OF HEALTH

TEL: (781) 925-2224

FAX: (781) 925-2228

253 ATLANTIC AVE
HULL, MASSACHUSETTS 02045

Minutes of January 15, 2013

A meeting of the Board of Health was held on Tuesday, January 15, 2013. The meeting was held in the Board of Health office on the 2nd floor of Town Hall at 253 Atlantic Ave., Hull, MA.

Present were Board Members, Donald Gillis, Jennifer Butler-Rickard, Chairperson Virginia MacDonald, Health Director, Joyce Sullivan, Board Secretary Terri Berardinelli and Sandie Grauds, Community Outreach Coordinator.

The meeting was called to order at 6:04 P.M.

The Board reviewed and approved by a **3-0 vote** to approve the Meeting Minutes of July 10, 2012 after a request by Virginia MacDonald to add a sentence that she specifically asked Ms. Stoner "what the actual fluoride level result was" and Ms. Stoner stated "that they were never tested and was only her assumption".

The board reviewed and approved by a **3-0 vote** to approve the Meeting Minutes of September 19, 2012.

The Board reviewed and approved by a **3-0 vote** the Health Directors reports from June - December 2012.

The Board reviewed and approved by a **3-0 vote** the Public Health Nurse Reports from June - September 2012.

The Board reviewed the Community Outreach Reports for January – December 2012. It was previously noted by Ms. Sullivan that Ms. Grauds' number of clients was extremely high and unrealistic. It was learned that one client may fit into numerous categories and that she was counting the same client more than once. Ms. Butler-Rickard suggested that Ms. Grauds do a spreadsheet with client name and separate categories across with a description of benefits i.e. Masshealth, SNAP, Veterans referrals etc.

Ms. Sullivan advised the Board that she is requesting a salary increase (15%) and that the Town Manager was in support of the increase, however, he was not in support of a salary increase that she requested for the Community Outreach Worker.

The Board was apprised of the fact that Ms. Grauds has been receiving the incorrect salary for the past 9 years. She has been working 35 hours weekly but only getting paid for 32 hours. Ms. Sullivan stated that she discussed this error with the Town Accountant and it was agreed that Ms. Grauds makes less per hour now than she did in 2007. Ms. MacDonald stated that a letter should go to the Town Manager indicating the dollar amount owed her for the past 9 years and/or at the very least a request that she get paid for every hour that she works. Ms. Sullivan stated that she will put together a letter to the Town Manager, with a copy to the Town Accountant requesting Ms. Grauds be paid the correct salary "at the very least". The Board **voted 3-0** to support a salary increase for Ms. Sullivan and in Ms. Grauds case; her correct salary is paid to her effective immediately. A letter will be prepared and will be forwarded to all the members for their signatures.

Ms. MacDonald was advised that her term expired on June 30, 2012 and that if she wants to remain on the Board of Health she should put a letter together for the Board of Selectman requesting reappointment. Ms. MacDonald stated

that she never received a letter from the Town Clerk stating her term expired or was expiring as she had in years past, but that she will seek reappointment.

The Board was given the opportunity to reorganize. Ms. Butler-Rickard made a motion to appoint Donald Gillis as Board Chairman for 2013 and that the Chairman position could rotate every year beginning this year. The Board **voted 3-0** for the Chairman change.

There being no further business, a motion was made to adjourn. The meeting was adjourned at 7:10pm. The next meeting is tentatively scheduled for the 2nd Tuesday in March.