



BOARD OF HEALTH

TOWN OF WESTBOROUGH MASSACHUSETTS

FORBES MUNICIPAL BUILDING
45 WEST MAIN STREET, SUITE 25
WESTBOROUGH, MA 01581-1916

TEL. (508) 366-3045
FAX (508) 366-3047

BOARD OF HEALTH MONTHLY MEETING

Tuesday
February 4, 2014
Central One Federal Credit Union, 2nd Floor
40 South Street
5:30 p.m.

AGENDA

1. Minutes of Meeting (11/19/2013)
2. Director's Reports (November & December)
3. Sanitarian's Reports (November & December)
4. Health Inspector's Reports (November & December)
5. Old Business
5:45 p.m. - Wayside Mobile Park - update on septic system/sewer connection project
6. New Business
6:00 p.m. - ~~George Bell - Hearing - Housing Code~~ **Withdrawn - 2/3/14**
6:15 p.m. - Part-Time Inspector's Position - Discussion; acting Health Director appointment
7. Director's Issues
Dump Sticker Fees
8. Adjourn



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Minutes of Board of Health Meeting February 4, 2014

The regular Board of Health meeting was held on Tuesday, February 4, 2014, in the Community Room on the second floor of the Central One Federal Credit Union, 40 South Street. The meeting was called to order at 5:35 p.m., by Chairman Ehrlich. Present: Member Walsh, Director McNulty, Sanitarian Baccari and Inspector Gilchrist. Absent: Member Federici. Bills and payroll were signed.

Minutes of the meeting held on November 19, 2013, were approved.

Director's reports (November & December) were discussed and approved.

Sanitarian's reports (November & December) were discussed and approved.

Health Inspector's reports (November & December) were discussed and approved.

Sanitarian Baccari informed the Board that Flood Hazard Management Regulations that were adopted in July 2011 have to be amended. New maps have been issued by FEMA. The new regulations reflect changes in the maps. The new changes are few and minor. A public hearing has to be held to adopt the regulations and it needs to be done by July.

Old Business

At 5:45 p.m., the Board prepared to meet with Scott Knox, President of the Board of Directors of the Turnpike Park Cooperative (165 Turnpike Road) to continue discussion on the progress of the mobile home park's connection to the Town's sewer system.

Mr. Knox was not present.

Chairman Ehrlich said the Board needs to know what's going on. We need to know if there has been any progress. Should the Board take any action?

Director McNulty will contact Mr. Knox.

New Business

At 6:15 p.m., the Board prepared to discuss the part-time inspector's position. There were four applicants; only one had some food inspection experience. The applicant had a full-time teaching job and could only work nights and weekends. The position will be re-advertised. Resumes and applications are to be sent to the Assistant Town Manager/HR Director. The deadline is February 28th.

There were six applicants for the Health Director's position. A search committee was organized by the Town Manager to review the applications. Chairman Ehrlich was a member of the committee, along with Director McNulty. Of the six, only three were likely to be considered. Each of the three had some professional limitations according to the committee. The Town Manager wanted a larger pool of applicants and made the decision to re-advertise the position. The deadline for submitting applications and resumes to the Assistant Town Manager/HR Director is February 28th.

Chairman Ehrlich said that because there will be no new director in place by the time Director McNulty retires (February 19th), the Board needs to appoint an Acting Director. If Sanitarian Baccari was interested, the Board would like to nominate him.

A motion was made by Member Walsh to appoint Steven Baccari to the position of Acting Director of Public Health as of February 19, 2014, under M.G.L. Chapter 111, Section 30. Chairman Ehrlich seconded the motion; the vote was unanimous

Member Federici is expected back April 4 or April 5 and wants to be in attendance when the Health Director is appointed. Sanitarian Baccari will be the Acting Director until then.

A motion was made by Member Walsh to appoint Steven Baccari, Sanitarian/Acting Director of Public Health, as the Westborough Board of Health's representative to the Region 2 Public Health Emergency Preparedness Coalition. Chairman Ehrlich seconded the motion; the vote was unanimous.

Director McNulty is currently the burial agent for the BOH. **Chairman Ehrlich made a motion to appoint Steven Baccari as the burial agent for the Board of Health effective February 20, 2014. The motion was seconded by Member Walsh; the vote was unanimous.**

Chairman Ehrlich made a motion giving Steven Baccari authorization to sign bills and payroll as of February 4, 2014. Member Walsh seconded the motion; the vote was unanimous.

DIRECTOR'S ISSUES

Director McNulty recently met with members of the Finance Committee to discuss the department's budget for FY2015. Discussion centered mainly on the trash budget and dump sticker fees. The committee wants residents to pay more for the stickers, but will not make a recommendation as to how much more. The committee wants the Board to set the fee. A fee for the stickers has to be determined very soon. The new two-year sticker will go on sale later this spring.

Chairman Ehrlich asked if we know what percentage of the total tonnage is due to Tidy Town customers and what is the cost of running the transfer station?

Member Walsh asked should a fee be assessed to each Tidy Town customer as well as a fee built into the dump sticker price?

Director McNulty said that Tidy Town also serves Northboro. Customers in Northboro pay \$32.00 a month; Westborough customers are charged \$21 a month. Rates will increase with an assessment.

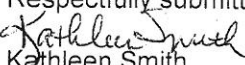
Director McNulty suggested a work session with Harvey's. The dump sticker fee has to be decided very soon. The dump sticker information slip has to be printed and ready to be mailed with the Town's real estate tax bill by mid-March.

Chairman Ehrlich said he wants to know how much tonnage comes from Tidy Town and what are the fixed costs for running the transfer station.

Sanitarian Baccari said it gets complicated if you try to get into percentages..

Chairman Ehrlich said he wants to get the Finance Committee to understand that it's unreasonable to expect the dump sticker fees to cover the entire cost. We can have a more rational approach to the rate at which the fees will increase.

There being no further business, the meeting adjourned at 6:45 p.m.
The next meeting is scheduled for February 18, 2014.

Respectfully submitted,

Kathleen Smith



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February 4, 2014

Ms. Leah Talbot
Town Accountant
Town Hall
34 West Main Street
Westborough, MA 01581

Dear Ms. Talbot:

This is to inform you that at the regular meeting of the Board of Health held on February 4, 2014, the Board members voted to give Steven Baccari, Acting Director of Public Health, authorization to endorse bills and payroll slips on the following conditions:

1. The Board of Health or at least one member of the Board shall be the primary authorization for bills and payroll.
2. The Board acknowledges that there are times when bills or payroll should or must be paid and there are no Board members available to sign them. In those instances, Steven Baccari, Acting Director of Public Health, is authorized to sign bills and payroll.
3. This authorization applies to Steven Baccari only.

Regards,



Alan Ehrlich, Chairman



Nathan Walsh, Member

Priscilla Federici, Member



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Under M.G.L. Chapter 111, Section 30, The
Westborough Board of Health has appointed
Steven Baccari, Acting Director of Public Health as of
February 19, 2014.

Pursuant to this section, he shall act for the Board
In cases of emergency or if the Board cannot
conveniently assemble, and he shall have all of
the authority that the Board has.

Further, he shall be directly responsible and under
it's direction and control, but each case of action
shall be reported to the Board for its approval.

Dr. Alan Ehrlich,
Chairman

Priscilla Federici, RN
Member

Nathan Walsh, PhD
Member