

**TOWN OF WENHAM
BOARD OF HEALTH**

Meeting of Wednesday, February 19, 2020
Wenham Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, § 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Wenham Board of Health (BOH) was held on **February 19, 2020** at **8:00 AM** in the Wenham Town Hall, 138 Main Street.

With a quorum present, Dr. Ting called the meeting to order at 8:03 am

Wenham Board Members Present: Dr. Andrew Ting; Gerald Donnellan; Regina Baker

Board members not present: none

Also Present: Greg Bernard, Health Agent; Maribeth Ting, Public Health Nurse; and Jackie Bresnahan, Permitting Coordinator and Special Projects Manager and Recording Secretary

1. The Board reviewed minutes from their last meeting on October 20, 2019. There was a motion by Gerald Donnellan to approve and a second by Regina Baker and the minutes were approved unanimously.
2. Jackie Bresnahan provided an update on the budget process for FY 2021. There have been no changes to the budget as submitted by the BOH.
3. Updates from staff
 - a. Health Agent – The Health Agent indicated he thinks the BOH portion of the Dodges Row subdivision will be completed by July 4. He noted no updates on Wenham Pines or Maple Woods.
 - b. Assistant Health Agent – Ms. Bresnahan noted on behalf of Ms. Cody that all food service annual permitting was complete except the seasonal vendors who start in April. It was also noted the camp permit mailing would be happening in the next few weeks.
 - c. Public Health Nurse – the PHN noted that the Blood Clinics were coming up on February and March with a health resources fair to follow in April with public safety. The PHN also noted that she would be updated the Emergency Dispensing Site chart and other information for a check in with the regional EDS coalition. The PHN also noted she is looking for other programming needs that need to be filled in the community, particularly with health education.
 - d. Permitting Coordinator – The Coordinator provided an update from the Tobacco coalition including a draft violation for establishments not in compliance for the new state regulations. The Coordinator also provided an update from the Mosquito Control Board and noted that the annual announcement for property exclusion from mosquito spraying would be on an upcoming BOS agenda.
4. The Health Agent and Permitting Coordinator are working on a recodification of BOH regulations. This is based on policy updates from the State and keeping the formatting consistent. This will be done in collaboration with the overall Bylaw codification the Town is working on.
5. The Board discussed a potential late fee for Haulers submitted pumping records late. Both the Agent and Coordinator have been following up with haulers not submitting records in a timely manner. They are proposing a late fee to help encourage folks to submit on time. They will research other towns and follow up at the next meeting.
6. New business - The Chair asked if there had been inquiries about the Coronavirus and it was reported none had been received. The Chair asked for the PHN to provide an update for the website.
7. The Board determined the next meeting to be March 25 at 8:00 am.

The Board adjourned unanimously at 8:56 AM.

Respectfully submitted,
Jackie Bresnahan