

TOWN OF WENHAM

BOARD OF HEALTH

Meeting of Wednesday, April 6, 2016

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 delivered to all Board members, a meeting of the Board of Health (BOH) was held on April 6, 2016 at 8:00 AM in the upstairs conference room at Town Hall.

With a quorum present, Ms. Preston called the meeting to order at 8:11 AM.

Board Members Present: Chair Alyson Preston, RN; Gerald Donnellan

Board Members Absent: Dr. Andrew Ting

Also Present: Greg Bernard, Health Agent; Bobbie Cody, Assistant Health Agent; Karolyn Iacono, Salt Island Salsa; and Jackie Bresnahan, Permitting Coordinator and Recording Secretary

1. Tuberculosis Policy as adopted by Hamilton BOH, with amendment of "Hamilton" to "Wenham"

- a. Board discussed that last year Dr. Ting and Mr. Donnellan posted and attended a meeting of the Hamilton Board of Health (4.15.15) to discuss a Tuberculosis policy that would work for both town Boards as well as the shared school district. During the meeting on April 15, 2015, the Wenham BOH moved to adopt the Hamilton policy, as written.
- b. Ms. Preston noted that changes needed to be made in the policy to include the use of "Wenham" instead of "Hamilton"
- c. Ms. Preston also asked the Board to review the policy before the next meeting to ensure that the entirety of the policy met the needs of Wenham and that the policy would be discussed again at the next meeting
- d. **Motion by Mr. Donnellan to approve the language change throughout the adopted policy of "Hamilton" to "Wenham," second by Ms. Preston, unanimous.**

2. Barn Policy

- a. On the recommendation of Animal Inspector for Barns, Anne Jackman, as well as the increased request for information regarding the keeping of animals, the Board review Hamilton's Keeping of Animals regulation to get a sense of what may work for Wenham
- b. The Board discussed making sure that the regulation included what worked for Wenham and possibly grandfathering in to the policy. The board also noted that not everything in Hamilton was necessary in Wenham, but that certain sanitary conditions ought to be outlined
- c. Permitting Coordinator Jackie Bresnahan will be reviewing the regulations to ensure that they do not conflict with any current Wenham regulation or bylaw
- d. Ms. Preston asked Permitting Coordinator Jackie Bresnahan to prepare her review for the next meeting and asked the members to review it themselves so they could make a determination at the next meeting.

3. Review and approval of Minutes: 4/15/2015, 9/30/2015, and 1/27/2016

- a. Minutes were reviewed for meetings on 9/30/2015 and 1/27/2016.
- b. **Motion by Mr. Donnellan to approve the minutes from 9/30/2015 and 1/27/2016, second by Ms. Preston, unanimous.**
- c. Minutes from the meeting on 4/15/2015 were tabled for review at the next meeting

4. Update on Northeast Mosquito Control Board

- a. A list of properties wishing to be excluded from any potential mosquito spraying was submitted at the beginning of March to the Mosquito Control Board
- b. The Mosquito Control Board provided their yearly management best practice report to Wenham, which includes, but isn't limited to, surveillance, spot treating/standing water treatment, communication with residents and Boards, and any additional services request by the Town
- c. Ms. Preston noted that the Board should hold off voting on spraying so the Board can review the need for spraying in light of the recent outbreaks of Zika Virus. Further, Ms. Preston noted that if townspeople were to request spraying, the Board would schedule an additional meeting, before the June 15th meeting, to discuss and vote.
- d. The Board asked Health Agent Greg Bernard to notify them if there were any concerns regarding mosquitos and asked Permitting Coordinator Jackie Bresnahan to communicate with the Hamilton Board of Health Administrative Assistant to inquire about Hamilton's mosquito strategy for this year.

5. Update on Emergency Preparedness Meetings

- a. Board Chair Ms. Preston noted that she had no additional updates, as anticipated, but may have more before the next meeting

6. Variance request for food service establishment: Salt Island Salsa

- a. Requested by Karolyn Iacono, Salt Island Salsa
 - i. Making salsa in the kitchen of the First Church
 - ii. Selling to individuals and farmers markets (person to person) and not to businesses
 - iii. Wants to someday sell to businesses and at that point will require a wholesale permit and inspections from the state
- b. Assistant Health Agent Bobbie Cody determined that the variance request was incomplete due to a lack of information
 - i. Ms. Cody noted that Ms. Iacono needed to note specific processes for food handling and for her HACCP Plan and would need to return to the next meeting of the Board of Health
 - ii. Ms. Cody also noted that Ms. Iacono would need to return to the Board in June when she would need to move her location due to kitchen renovations at the First Church.
- c. **Motion by Mr. Donnellan that Assistant Health Agent Robert Cody could review and approve Ms. Iacono's HACCP plan as well as her location change for the reason of expedience of Ms. Iacono's application and approval so she could get into business, second my Ms. Preston, unanimous.**

7. Announcements

- a. Health Agent Greg Bernard will not have his regular office hours on the morning of Wednesday April 13th, but will be available instead the afternoon of Wednesday April 13, 2016.
- b. Permitting Coordinator Jackie Bresnahan will be out of the office on Wednesday June 8th through Friday June 10th. The Permitting Office counter will be covered by Catherine Tinsley for those 3 days.
- c. The next scheduled meeting of the Board Health will be on June 15th, 2016 at 8:00 am, 2nd floor conference room, Wenham Town Hall, 138 Main St.

Mr. Donnellan moved to adjourn, second by Ms. Preston. The Board unanimously adjourned at 9:05 am.

Respectfully submitted by
Jackie Bresnahan