



## BOH MEETING MINUTES 2-05-2024

Jim Griffin, Chair  
Joseph Tennyson, MD, Vice-Chair  
Richard Tomanek, Member

Attending: Chair James Griffin, Vice-chair Joseph Tennyson, MD, Member Richard Tomanek  
Also in attendance: Director Paul Dinwoodie and Clerk Tina Nolin

**The meeting was called to order at 6:30 p.m.**

### **Reading and Approval of Minutes**

- The motion to approve the November 6, 2023, minutes was made by Member Tomanek, Chairman Griffin seconded, and the vote was 2-0 to approve. Member Tennyson did not vote as he had been absent from the meeting.
- The motion to approve the January 16, 2024, minutes was made by Member Tennyson, Chairman Griffin seconded, and the vote was 2-0 to approve. Member Tomanek did not vote as he had been absent from the meeting.

### **New Business**

#### **Director's Update**

- **Migrant/Homeless Housing**

Director Dinwoodie updated the Board with the latest information on the migrant and homeless sheltering in the city via the State's program. There are now two shelter locations each with its provider, who is there daily, Monday through Friday, the Holiday Inn is housing migrants, while Extended Stay America is sheltering homeless families. The Best Western is no longer being used as a shelter.

The current numbers are as follows:

Location	# of Families	# of Children	# of School-Age Children
Extended Stay (SMOC)	35	114	19
Holiday Inn (Elliot Group)	141	485	99
Best Western (National Guard)	Closed as a shelter as of Sunday 1/29/24		

Director Dinwoodie reported that the nurse continues to vaccinate these children at school clinics and clinics held at the hotels.

- **Nurse's Update**

Director Dinwoodie presented the nurse's update noting that there was one Salmonellosis reported this past month. The nurse's follow-up on the case determined that there was no connection to a restaurant in the city.

Additionally, the nurse has renewed our vaccination enrollment with the State, which allows us to get administration reimbursements.

- Sanitarian's Update

Director Dinwoodie reported that the new sanitarians were quickly getting up to speed. Both have completed their ServSafe Certification and have started conducting food inspections. Thirteen food inspections were completed this past month along with 8 housing inspections with order letters being sent.

- Viral Respiratory Illness Reporting

The director informed the board that the latest updates from the State regarding viral respiratory illness in Massachusetts showed moderate levels of Flu, while emergency department visits and hospital admissions for COVID-19 patients are both low. The State reported that 13.8% of emergency department visits during the week of January 14, 2024, to January 20, 2024, were for acute respiratory disease.

- Rodent Update

Director Dinwoodie reported to the Board that a rodent information and reporting page was launched this past month and is housed on the Health Department website. In addition to an online reporting form, it includes information on how to make properties less attractive to rodents by controlling access to food, water, and shelter.

While managed and housed on the Health Department web page, the mayor's office and inspectional services department also gets copies of the complaints made through the online form. A mapping of the complaint addresses will allow us to track sightings and determine actions in high reporting areas.

In addition, the department has posted educational information, announced its new rodent page and its reporting form on Facebook, as well as canvassed streets that have seen a lot of rodent activity with educational flyers.

Finally, the department has sent letters to all keeping of animal permit holders regarding renewals and has advised them about the rodent issues in the city and their responsibility as animal keepers to keep their coops and pens clean and food buttoned up tight.

Chairman Griffin requested the rodent update remain an agenda item moving forward.

**Subdivision, Site Plan & Special Permit**

There were no subdivisions, site plans, or special permits for review.

**Unknown business at the time of posting**

There was no unknown business to discuss.

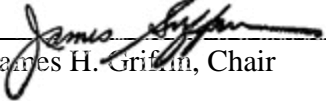
**Scheduling of the Next Meeting**

The next regularly scheduled meeting of the Board is on Monday, March 4, 2024, at 6:30 pm.

**Adjourn**

Member Tennyson motioned to adjourn the meeting at 6:51 p.m.; Chair Griffin seconded the motion; the vote was 3-0 in favor of adjourning.

Respectfully submitted,

  
James H. Griffin, Chair

3/4/2024  
Dated