



## BOH MEETING MINUTES 12-09-19

Attending

Joseph Tennyson, MD, Chair

Jim Griffin, Vice Chair

Robin Williams, Member

Also, in attendance: Interim Director John Garside, Clerk Tina Nolin, Public Health Nurse Patty Moran

### Meeting called to order 6:30 pm

#### Reading and Approval of Minutes

- Minutes for November 4, 2019 meeting: Vice-Chair Griffin motioned to approve, Member Williams seconded the motion, Board vote was 3-0 to approve the minutes.

#### New Business

- **Discussion of Current and Future Staffing Needs**

The Board agreed that interviews for the Director of Public Health position should be scheduled for the three finalists who were selected by Human Resources and the Mayor's office after they conducted an initial round of interviews. Dates for the finalists' interviews are Monday, December 16<sup>th</sup> with a backup date of Wednesday, December 18<sup>th</sup>, starting at 6:30 PM.

Interim Director Garside updated the Board that at this time three applicants had applied for the Assistant Sanitarian position and that interviews would begin on Thursday, December 18<sup>th</sup>.

There was discussion regarding hiring a Deputy Director, in lieu of a second Assistant Sanitarian, moving forward. The rationale for the position change includes that it offers a track of growth for hires, thus increasing the candidate pool and level of applicants, increases the potential for longevity of hires, as well as providing a chain of command within the Department for when the Director is away from the office. Vice-Chair Griffin motioned to have Interim Director Garside continue to move forward with the research and development of this position and title change in conjunction with Human Resources, Member Williams seconded the motion, Board vote 3-0 in favor of the motion.

After review and discussion of the current Senior Clerk position relative to the position's actual duties versus those in the job description, Vice-Chair Griffin motioned for the Department to move forward with pursuing the promotion of Senior Clerk to Principal Clerk and its corresponding step increases, Chairman Tennyson seconded the motion, Board vote 3-0 in favor of the motion.

#### Old Business

- **Bodyworks Regulations**

Interim Director Garside reported to the Board that the draft of the Bodyworks Regulations had been reviewed by the Legal Department. Vice-Chair Griffin motioned to move forward and hold the public meeting at the next scheduled board meeting in January 2020. Member Williams seconded the motion, Board vote 3-0 to hold the public meeting on Bodyworks at the January 2020 Board meeting. Interim Director Garside will post the public hearing notice.

- **Narcan Kits at Select City Departments**

Chairman Tennyson, as the Board's Medical Director, signed the controlled substance registration for the three additional city departments (Library, Recreation Dept and Council on Aging), besides the Health Department, who will receive the Narcan kits. Persons at each city location will be trained on how to administer the intranasal Narcan with the understanding that the general public will also be able to administer the Narcan if they are comfortable. The Board agreed the department was ready to order the Narcan kits, train and start the program.

### **Monthly Reports**

- **Director's Update**

- The Interim Director and the Public Health Nurse have been corresponding with the Legal Department and the Directors of Recreation, the Council on Aging and the Library to go over the Narcan program and training.
- Garden Remedies has had an inspection and is fully permitted by the Board of Health as an adult retail and medical marijuana facility.
- Initial discussions have occurred and will continue with both Human Resources and the Mayor's office regarding the job position changes in the department
- Interim Director, with the Attorney General's Office, provided a receivership inspection and order letter for 6 Mountain Ave. At this time a receiver has been hired for work on the outside of the residence only and this most recent inspection should help get the inside work completed as well.
- The Interim Director and the Mayor's Executive Aide, Nate Boudreau, were interviewed last month by the Community Advocate regarding Triple E.

- **Sanitarians' Reports**

Interim Director Garside presented the Sanitarians' reports.

- **Nurse's Report**

Patty Moran, Public Health Nurse, presented her monthly report, including following up during the next week with Chairman Tennyson regarding getting updated standing orders signed, a discussion of DOT cases, and issues getting some Marlborough residents the medical attention and help that they need, particularly regarding transportation to doctors and health centers.

### **Site Plan, Subdivision and Special Permit Updates**

Interim Director Garside presented to the Board the proposed Commonwealth Heights Definitive Subdivision plan to be located at Forest and Ames Streets. This site had previously been an apple orchard. Following the review of the plan, Vice-Chair Griffin motioned that the Board of Health cannot approve the Definitive Subdivision plan of land of Commonwealth Heights in Marlborough dated 10/24/2019 due to the documented contaminated soils that exist at the site from the former orchard use. At such time that an updated soil management plan is submitted to the Board of Health, which deals with the public health and environmental issues that this project presents, the Board will reconsider. Member Williams seconded the motion, Board vote was 3-0 in favor of the motion.

Also, Vice-Chair Griffin motioned to recommend that the Planning Board require, as a condition of approval, that the applicant pays the City for the cost of an independent Licensed Site Professional to evaluate the management plan and monitor the work. Member Williams seconded the motion, Board vote was 3-0 in favor of the motion.

The Waypoint Residential Apartments project of 188 proposed units on Boston Post Road E (at the site of the old horse farm) and the approved site plan for St Mary’s Credit Union and the Starbuck’s with a Drive-Thru located at 133 South Bolton Street were presented to the Board.


**Unknown Business at Time of Posting**

**ADJOURN**

Motion to adjourn the meeting at 7:39 PM was made by Member Williams, Seconded by Vice-chair Griffin, vote 3-0 to adjourn

**The next Board of Health meeting will be on Monday, January 6, 2020.**

Respectfully submitted,



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Dr. Joseph Tennyson

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January 6, 2020

Dated

Cc: Board of Health Members  
City Council  
City Clerk  
City of Marlborough Website