

Board of Health Meeting Minutes
January 23, 2024

Present: Holliston Board of Health (BoH): Jay Leary (*Chairperson*)
Peter Liffiton (*Vice-Chairperson*)
Josh Mann (*member*)

Scott Moles, *Health Director/Agent*
Kristin Abraham, *Health Department Clerk*

Jay Leary opened the meeting at 7:00 PM.
Scott Moles read the Remote Participation Statement.

Board of Health roll call: Jay Leary – present, Peter Liffiton – present, Josh Mann – present

Peter Liffiton is the acting clerk and taking minutes of this meeting.

Public Comment: None

Director's Report:

- FY 25 Budget review with Michelle Zeamer (FinCom) – Scott presented the proposed budget based on FinCom recommendations. Total budget \$174,018 using 1.5 % salary increase. In discussion the budget narrative was refined with minor changes. Jay Leary moved to approve sending the budget forward at \$174,018. Liffiton seconded. Roll Call: Jay Leary-Aye, Peter Liffiton-Aye, Josh Mann-Aye. Passed.
- COVID-19 update - There are no active COVID-19 cases. There was an increase in cases from December to January of 31 new cases. The cumulative total 3247 cases in Town.
- Candidates for Health Dept. clerk position – Resumes are being reviewed and interviews scheduled
- BOH Director and Department Goals – Scott presented the goals for discussion.

Director Goals for 2024

1. Communications class: As a previous identified item for director improvement, select and complete a class online or other to be completed.
2. Holliston Drug and Alcohol Awareness Coalition. Director to continue as liaison for the Board. Director in process of finding role needed for HDACC assistance and the Community needs.
3. Stantec Contract: Contract for third party inspections of Covanta. Finish Request for Proposal, such that upon announcement of retirement of Brian Moran, that a RFP maybe published and potentially a new selection.

4. Middlefork Medical Reserve Corp. (Reorganization of the Region 4AB Medical Reserve Corp.) First meeting completed in January. Announcement of initial grant money in spring 2024, funds in July of 24, where the local communities will have deliverables and training opportunities.

Department Goals

1. Hiring staff: recent reposting of Clerk, Interviews current being scheduled with HR.
Position start date goal of March.
2. Staff: Update Department Goals. Identify gaps with Department Goals. Coordinate any training needed with Clerks and Director.
3. Prepare for return of a Fall Flu Clinic as previously done as a Response Drill.

Jay noted that he wanted time to review and may request minor changes. Josh thought that a goal should be added to make sure there is Board representation at town wide events.

- 81 Wingate Road update – project is being actively worked on. Tank being pumped in the meantime.

Minutes: Jay made a motion to approve the BoH meeting minutes from January 9, 2024
Josh seconded. Roll Call: Jay Leary-Aye, Peter Liffiton-Aye, Josh Mann-Aye. Passed.

Bills: The following bills were discussed and approved:

Salmon VNA for contagious disease investigations dated January 8, 2024 in the amount of \$134.00

Jay made a motion to approve the Salmon VNA invoice: \$134.00.

Peter seconded. Roll Call: Jay Leary-Aye, Peter Liffiton-Aye, Josh Mann-Aye. Passed.

Stantec Consulting Services in the amount of \$2960.50

Peter made a motion to approve the Stantec Invoice of January 11, 2024 in the amount of \$2960.50. Josh seconded the motion. Roll Call: Jay Leary-Aye, Peter Liffiton-Aye, Josh Mann-Aye. Passed.

Board Comments:

Peter – none

Jay

Is there an update from DEP on the system expansion at the schools? Scott noted that there is to be an on-line meeting with DEP on January 31st to discuss the soils.

Hopping Brook update? No submission yet. Investigated a complaint of smells noted in adjacent Medway property. No odor when investigated

Gulf Station – no change

Village on the Green – there is a problem regarding pressure testing of the septic manholes. Scott is following the issue.

Fiske Street- false Title 5 inspection (inspector reported 5 bedroom capacity on a 4 bedroom system). Has been referred to DEP for investigation of the inspector.

Noted the joint meeting with FinCom scheduled for February 6. Asked Scott to post that meeting for the Board of Health in the event two of the board members attended.

Josh

Noted that he had heard of a complaint of a property on Washington Street with junk in the yard and farm animals loose on the property. Scott to investigate.

Jay made a motion to adjourn the BoH meeting at 7:40 PM. Peter seconded.

Roll Call: Jay Leary-Aye, Peter Liffiton-Aye, Josh Mann-Aye. Passed.

Respectfully:

Peter Liffiton, Board of Health Vice-Chairperson