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Approved

Adams Board of Health – Public Meeting Minutes
1st Floor Mahogany Room (in-person only)
Wednesday, August 2, 2023

BOH Members Present: Chairman Dr. David Rhoads, Co-Chair Dr. Amy Oberlin, Member Jess Wilson

BOH Members Not Present:

Others Present: Michelle DeRose-Administrative Assistant, Sherrie Leon-Administrative Assistant, Attorney Edmund St. John-Town Counsel, Howard Rosenberg – Select Board Member, Gerry Garner – Building Commissioner

Call to Order: Dr. Rhoads called the meeting to order at 4:00pm. Dr. Rhoads mentioned that it is being recorded.

Public Comment: Dr. Rhoads introduced Sherrie Leon as the new administrative assistant to Inspectional Services and Assessors Office

Approval of Minutes:

- **June 7:** Dr Rhoads asked if members had an opportunity to review June 7, 2023 minutes. He requested the approval be postponed to next meeting giving everyone the opportunity to review. Dr Rhoads communicated that if anyone would like a copy of the draft minutes that Mrs. DeRose or Mrs. Leon will provide a copy for review via email.

Public Hearing: None

Code Enforcement Officer:

- **Report**
Mrs. Lesure was not able to attend meeting. Dr Rhoads did have questions regarding Title 5.
- **Title 5 certification/Septic system permitting & inspections**
Mrs. Lesure now has a certification to witness Title 5 installations. Currently the Town of Adams does not have a certified installer on the payroll and Alliance is hired as the installer. Dr Rhoads discussed that a witness is required when a septic system has been installed which includes another fee that Alliance currently charges the town. Dr. Rhoads mentions that Sarah Lesure has been certified to act as a witness.

[Code Enforcement Officer, Sarah Lesure was absent from the meeting. She has not been certified as a witness for Title 5 installations. She will take the certification class in the Spring 2024.]

Old Business:

- **Up & Adams Wellness Initiative 2023 update**

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28 OCT -5 AM 10:16
TOWN CLERK
ADAMS MASS.
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Dr. Rhoads said that we received a report from Erin Lenski. Dr. Rhoads requested a motion to accept the narrative report. Dr. Oberlin so moved, Ms. Wilson seconded. All voted Yes unanimously. The report will be sent to Alliance since they granted the funds for this program.

- **Reallocation of unspent BPHA grant funds (\$192.65 remaining spent for sunglasses & tick removers)**
 - Dr. Rhoads said that we were able to reallocate the remaining \$192.65 funding and spent it on kids' sunglasses and tick removers. They distributed all the sunglasses and some of the tick removers at the Adams Street Fair event.
- **Foraging with Molly & acknowledgment of funding by BPHA via Adams BOH**

Dr. Rhoads raised the question - What about next year? Dr. Oberlin asked do you mean to be run by us [the Board of Health]. Dr Rhoads clarified that this is-the Board of Health's initiative and would outsource and engage other agencies such as the Selectboard, Town Administrator and Community Development to receive a broader support. This topic can be discussed further in the September meeting- Ms. Wilson asked how much notice is needed for financing and timeframe before the start of the next program? Dr. Rhoads said we will have to find out how much of the Board of Health budget would be available for wellness programming and perhaps what other grants are available. Ms. Wilson mentioned the importance of knowing the numbers available in the budget in order to plan for next year and possibly recruiting volunteers as well.
- **Solid Waste Advisory Committee: No information from town administration**

Dr. Rhoads has not been contacted by Town Administration and may send out another request. Mr. Rosenberg asked what he is waiting for from Town Administration. Dr. Rhoads answered to reconstitute it. He believes there is badwidth issues and appreciates that they may be short staffed. The purpose of the committee is to bring in various experts to have a broader input. Howard volunteered to investigate Solid Waste with the town administration.
- **Ashuwillticook Rail Trail:**
 - **Ways to encourage "No Smoking" & promoting the prohibition on motorized vehicles**
 - **Vegetation control: Kudos to Adams DPW, still waiting for DCR to address their stretch**

Dr. Rhoads was hoping to speak with Becky Barnes of DCR but have not connected as of yet. DPW is responsible for the Northbound portion of the trail and has maintained the mowing along the trail. DCR is responsible for the rest south of DPW's area.
- **BOH web page**
 - **Fee schedule / Property Information Registration Form clarification**

Dr. Rhoads requested to have the Property Registration form be renamed as Rental Property Information Registration Form. He mentioned that the fee was removed from the form. Mrs. DeRose clarified that there are now 2 forms on the website. One called Property Registration (no fee involved) used for Rental properties and the second form called Vacant & Abandoned Building Registration used for properties that are vacant and abandoned with a fee.

Dr. Rhoads was thinking that the Property Registration form meant for rental properties and the Pre-Rental Inspection Form could be placed under one tab on the website. Mr. Garner

said that they are 2 separate forms that should not be combined under one tab as they are used for different reasons.

The Property Registration form is used for cases in which we need to get a hold of the property owner for reasons such as emergencies and if the property does not have a placard or it is destroyed. The Pre-Rental Inspection form is used by the property owners for inspections of the units prior to rental when there has been a tenant turnover and it has not been done within the year.

Mr. Garner mentioned that the forms on the website should not need to be managed by the Board and is managed by his department. Dr. Rhoads said this is the BOH web page and understands that the forms and processes are within the department of Mr. Garner, however would like to make it clear to the public when visiting the site.

Dr Oberlin asked if there has been any evidence of confusion with the forms and the labeling of the forms. Mr Garner responded that there has been no confusion. He mentioned there is a plan in place to contact all owners to get the files updated for the property registration in case of any emergencies with the properties and to have current contact information on file. Since Covid, the files have been lax and with the help of the new administrative assistant, they will be getting up to date especially, when he does the 110 inspections. Dr Rhoads appreciates the fact that the Mr Garner is actively working on getting the files updated. Ms. Wilson asked for clarification that the Property Registration form is not necessarily being retrieved from the website by the owners. Mr. Garner said that they don't.

Ms. Wilson stated that it sounds like Dr Rhoads is hoping to have a more streamlined approach for the community to find information on the Board of Health tab. Mr Garner would not like to change the process. Ms. Wilson clarified that this form is just needed as part of this process. Dr Rhoads said he is trying to make the BOH webpage more organized and not have such a long list of tabs and would like to make it one tab on the website for the Pre-Rental form and the Property Registraton form.

Dr. Oberlin mentioned that the main issue is the organization of the website and to make it clear to the broader public, not just the property owners. Mr Garner would like both forms separate on the site and it may generate questions why they need to re-register the property if they are under the same tab.

Mrs. DeRose commented on Mrs. Leon's suggestion that perhaps we label a tab called Rental Information forms and the two forms would be available as drop down options to choose under that tab. Dr. Oberlin suggested that the name of the form be Rental Property Registration Form.

Ms. Wilson asked if the Board of Health page on the website is running out of tabs. Dr Rhoads said there is no issue with that and can be expanded.

Mr Garner suggested that the Covid tabs be combined on the website to make more room with a cleaner look and Dr Rhoads agreed that was a good idea.

The board would like work with Mr. Green and Mr. Garner to set the fee schedule and send Mr. Garner the suggested fees to discuss in future meetings.

- **Add a “Wells” tab with a “resources” document; prelude to updating private well regulations**

Dr Rhoads presented the Department of Public Health regulations on the DEP template with current regulations.

- **Private wells:**

- **Review of revised regulations / planning adoption process (public hearing, etc.)**

Dr Rhoads proposed increasing the fee from \$75.00 to \$125.00 for inspection.

Decommissioning is \$150. Dr Rhoads reviewed the set backs and kept the highest set backs.

He would recommend having a narrative reviewing samples of formulas. He stated the water test is important to have a passing report specifically for the final approval process.

Dr Rhoads inquired about radon and if it is in our area. Mr Garner explained the importance of testing and the end results of living with Radon.

Dr. Rhoads reviewed some of the edits. Dr. Rhoads asked Mr. St.John if a public hearing would be in order. He would like to have a public hearing. Mr St John stated a 7 day notice will be sufficient for the next meeting scheduled for September 13, 2023. The publication would have to be in place by September 6, 2023. Mrs. DeRose suggested the notice be ready and distributed before the holiday to assure all deadlines are met due to shortened week. Dr. Rhoads will not be back in town until Sept 2 so he will send it to the administrative assistant before hand.

Dr. Oberlin asked how many private wells are there in Adams. Mr. Garner didn't know the exact count. Typically they are located in the outskirts of town and any property that has access to Town water, they must connect to it per the State.

- **Training status: Volunteer to maintain certificate database?**

- **Current priority: National Incident Management System (NIMS) & Incident Command System (ICS)**

Dr. Rhoads wants to keep a list of trainings and certifications of the members as well as the code enforcement officer. He asked the administrative assistant to create and maintain a record.

New Business:

- **Title 5 installations: BCBOHA list of certified installers / policy on revocation / webpage tab**

Dr. Rhoads inquired if installers would have to be certified. Mr. Garner said the installers provide copies of certifications and construction licenses which is requested at the time of permit application and must be uploaded.

Dr Rhoads suggested we have a list of certified septic installers. He has a list of certified installers. It was noted that the list of names require more complete information and verified. Dr Rhoads will get more specific information for installers to produce a list for the public.

Local & County Updates:

- **Weekly arbovirus report from DPH**
Dr. Oberlin and Ms. Wilson stated that they have not been receiving the reports. Dr. Rhoads will see about getting them on the list. There have been a couple of mosquitos tested for West Nile virus in Pittsfield, no humans as of yet. There have been 15 positive statewide and no humans in Berkshire County.
- **Air quality: Environmental Protection Agency assessment tool -- <https://www.airnow.gov/>**
Dr. Rhoads said that this seems to have passed.

Upcoming Events:

- **NBSWMD: Bulky/Electronics Collections - Lanesborough (9/16), Clarksburg (10/7)**
Dr. Rhoads mentioned the events are upcoming next month and in October.

Review Mail:

- **Public Health Nursing report (plus available dashboards)**
Dr. Rhoads asked if the other members were receiving the reports and they have not. He will forward the reports to the members. He reviewed the report with the members.
- **BCBOHA calendar for August/September?**

For the Good of the Order:

Mr. St. John commented that you listed agenda type items under For the Good of the Order. If you are planning on discussing such items, they should be part of the routine agenda items and not listed items under the For the Good of the Order. For the Good of the Order are meant for just general comments at a meeting. He continued that he is concerned about the item listed as Cannabis Odor from LC Square being a potential complaint and does not want you to get into any issues with the open meeting laws. Dr. Rhoads stated that it was a reminder for himself, however agreed that it should not have been listed as such. Mr. St. John said that it can be listed as an agenda item under New Business.

- **Adams Street Fair report**
Ms. Wilson and Dr Rhoads said it was well attended and a successful event. She felt they had good conversations with people. Dr. Rhoads mentioned that the Fire Wardens had a popcorn maker using a generator. Mr. Garner said that there was power available. Sounds like this was their choice. All outlets were charged and running before the event took place and a couple were replaced.
- **Reduction of home health care services by the Berkshire VNA (Eagle 21Jul23)**
Dr. Rhoads stated that the Berkshire VNA had to pull back on staffing.

- **Cannabis: Odor from LC Square, opening of Indica LLC**
xxxNo comments made
- **Any other?**
xxxNone

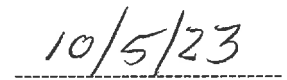
Schedule Next Meeting: September 13, October 4?

September 13 was already in place. October 4 was decided on.

Adjournment: Ms. Wilson motioned to adjourn. Dr. Oberlin seconded. All members voted Yes unanimously. Adjourned at 5:12pm.



Sherrie Leon
Administrative Assistant



Date