

## Freetown Board of Health

### Minutes of Meeting of Thursday, December 7, 2023 at 3:30 PM

Meeting Held at Police Station Community Room – 15 Memorial Drive

**Board Members Present:** Robert Jose, Margaret French, Mary Bowen

**Board Members Absent:** None

**Also Present:** Town Administrator- Deborah Pettey, Personnel Chairman – Carlos Lopes, Health Agent - Keven Desmarais, Town Nurse – Lori Desmarais

Other Attendees (Board of Health Senior Clerk Job Applicants): Allison Sylvia, Melissa Ryan, Luke Motta, Nicole Bruno

#### Call to order

Board of Health Chair, Robert Jose, called the meeting to order at 3:35 pm.

#### Board of Health Senior Clerk job applicant interviews / Vote to appoint

Applicants were interviewed individually. All applicants were asked the same questions. Interviewers scored applicants' answers on a scale of 1-10.

After discussion, Margaret French motioned the board to prioritize offering the Senior Clerk position to 1.) Allison Sylvia 2.) Nicole Bruno and 3.) Melissa Ryan.

**Vote:** Motion approved unanimously.

Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.

#### Vote to endorse action of Health Agent to condemn re: 92 Chace Road.

Motion to endorse was made by Mary Bowen and seconded by Margaret French.

**Vote:** Motion approved unanimously.

Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.

#### Discussion and possible vote to set a regular meeting schedule for Board of Health.

After discussion, motion to set Board of Health meetings for the 2<sup>nd</sup> Wednesday of every month at 6:00 PM was made by Margaret French and seconded by Mary Bowen.

**Vote:** Motion approved unanimously.

Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.

#### Review and approval of previous meeting minutes: October 25, 2023 meeting

Motion was made by Mary Bowen and seconded by Margaret French to approve the meeting minutes.

**Vote:** Motion approved unanimously.

Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.

#### Opioid Settlement Funds – continued discussion as to possible allocation.

Margaret French voiced being in favor of supplementing the Police Department's budget for Narcan training for police officers, reasoning that they are most often the first responders to situations where such training would be necessary. Health Agent, Keven Desmarais raised the question of whether Narcan training could be combined with the mandatory first responder/CPR training and funding incumbent upon the Town. Robert Jose stated that he also had some questions for the Chief and would like for him to come in; Margaret French agreed. Keven Desmarais stated that he would ask Chief Rose to attend the next meeting for further discussion and clarification.

Robert Jose then brought up purchasing Narcan kits for public buildings such as Town Hall, the Council on Aging, Police Station, schools, and the transfer station. He also mentioned offering voluntary training to town employees on how to use these kits. Keven Desmarais suggested also putting Narcan kits with alarms at locations such as convenient stores and gas stations.

Robert Jose then stated that he was still a proponent of Calvary Cares receiving a portion of the funds (\$5,000.00) Mary Bowen and Margaret French agreed. Margaret French motioned to make available the sum of up to \$5,000.00 to Calvary Cares.

**Vote: Motion approved unanimously.**

**Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.**

#### Discussion about free range animal by-law.

Keven Desmarais states that the animal control officer - who has requested the Board of Health's help has been getting a lot of complaints regarding a resident's guinea hens roaming onto his neighbor's property. Keven states that there is nothing in the town bylaws or Massachusetts general law that speaks specifically to this issue; but the animal control officer, Lisa Podielsky has suggested making a bylaw which states the town is in favor of free range animals, but that you must make every and all reasonable effort to contain them on your property; and details the consequences if you fail to do so. Keven asks the board if he can have Lisa attend the next meeting so that she may present this proposed bylaw; the board agrees.

#### Sample test for Low, Medium and High-risk Food Establishments.

Keven Desmarais presents sample questions for food handler tests, to be given to restaurant employees in cases where establishments are in violation of food safety codes/regulations.

Margaret French motioned to let Keven Desmarais create 3 food handler tests, for low, medium, and high-risk food establishments using the sample questions.

**Vote: Motion approved unanimously.**

**Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.**

Any other business which may properly come before the Board.

Chair, Robert Jose, inquired if there was any other business which may properly come before the Board. There was none.

Meeting Adjourned

There being no further business, motion was made by Margaret French, seconded by Mary Bowen to adjourn.

**Vote: Motion approved unanimously.**

**Margaret French, yes; Mary Bowen, yes; Robert Jose, yes.**


Meeting was adjourned at approximately 5:50 pm.

Documents/Exhibits at Meeting:

- Meeting Notice/Agenda.
- Senior Clerk Job description & job posting, applications, interview questions & interviewer forms, all provided by Town Administration
- 92 Chace Rd Condemnation Notice issued 10/6/23
- Minutes of Meeting of 10/25/23.
- Letter of Chief of Police, Scott M. Rose, dated Nov. 6, 2023 with attachments
- Letter of Rev. Curtis Dias dated Nov. 2, 2023, with flyer
- Sample Test for Low, Medium, and High-risk Food Establishments

This is a True Record by me,

Attest: \_\_\_\_\_

  
Allison Sylvia, Senior Clerk