

**BOARD OF HEALTH**  
**Agenda**  
**Tuesday, January 5, 2021**  
**7:00 PM**

**Remote Participation**

Join Zoom Meeting

<https://us02web.zoom.us/j/82419013882>

Meeting ID: 824 1901 3882

7:00 Minutes

7:30 **DISCUSSION ITEMS**

- Benfield Status Report
- COVID 19 – Status Report
- 10-Day Emergency Permit (Beavers) – tentative
- FY 21 and FY 22 Staffing Requests - report

---

Attendance members: Tony Mariano Chairman, Jean J Barry, Catherine Galligan, Donna Margolies, Todd Thorsen

Attendance nonmembers: Linda Fantasia Health Agent, , Dave Erickson (recorder), Emily Smith (Carlisle Mosquito), Phil Giffie (NOAH), Mal Nelson (NOAH), Joan Crooker, Maureen Deery, Joseph P, F Vasquez

The meeting was called to Order at 7:02 pm.

**1. Minutes**

The minutes of August 28, 2019 with corrections that Galligan had already sent to Fantasia were accepted with one abstention. (Barry did not attend)

The minutes of August 29, 2019 were accepted with one abstention (Barry did not attend).

The minutes of December 1, 2020 were accepted unanimously.

**2. COVID-19 Status Report**

Fantasia--as expected Carlisle is having a surge. As of January 5<sup>th</sup> there are 117 total confirmed or suspected cases with ages ranging from 2 to 90. Historically, the case count was: March (5), April (2), May (15), June (2), July (5), Aug (4), Sep (3), Oct (8), Nov (15), Dec (55), Jan (3) to date.

Tricia McGean (PHN) has been able to keep up with contact tracing but using the Community Tracing Collaborative more. A second round of CARES Act funds will continue through 12/31/21.

The Council on Aging is suspending haircuts in January in light of the upsurge in COVID cases in Carlisle.

The Governor has rolled back the reopening guidance to Phase 3 Step 1. This means smaller indoor and outdoor gatherings and lower occupancy rates for buildings. Great Brook Ski Touring Center revised their plan—the barn is not open for rental equipment. They are getting more visitors so they will have more monitors in the parking area. They are trying to do whatever is necessary to keep people safe while still continuing to operate.

The fire department is doing 40-50 COVID test/day and that will continue for a while. The test is free for residents and workers in Carlisle. The BOH received a small grant to help with the testing costs to the town.

The COVID-19 refrigerator has been moved to the Police Station garage which has 24/7 security. The new TempStick temperature monitoring device is operational and needs to calibrate for 24 hours.

The state has added anyone 75 or older to Phase I. There are many questions about who is considered an essential worker and where they fit in the vaccination guidance. The categories are changing constantly. Carlisle is cosponsoring a closed clinic with Concord on January 14, 15, and 16 for First Responders. Volunteers who work the clinic will be considered essential so they can get their shot. They should be aware that it takes about 2 weeks to start developing antibodies but they will get reasonable protection even without the second shot. At this point the second tier (including educators and those 65 and older) should start in February or March. Fantasia--if a vial is open, it should be used preferably on someone in a higher priority category. The state does not want vaccine to be wasted.

### **3. COVID-19 staffing**

Mariano--said the Vaccine Advisory Group (VAG) agreed that there is a need for a technical coordinator, that is, someone who will manage the on the ground procedure of these clinics. This will be someone who can move things to where they need to be, check-in volunteers, put out personal protective equipment, and provide general assistance in the daily operation of the clinic. The BOH has a candidate and Thorsen volunteered to interview the person.

Galligan asked whether this will be a paid position and what would be required to get it funded. Mariano said it is not yet funded. The Town will first need to determine whether the position would be eligible under the various COVID funding sources.

Fantasia (Health Agent) will be the Vaccination Clinic Coordinator) and Kris Gines (Assistant to Health Agent) will be the backup clinic coordinator. Dr. Jean Barry will be the Medical Director. Gines and Fantasia what roles the will be responsible for but either one would be capable of doing the job of Vaccination Coordinator... Fantasia has talked with Gines and she is interested but she is also working her regular job in the Health Department. The BOH needs to decide on how they want the staff to use their time. Galligan thinks Gines is the logical person and has the proper skill set to be backup coordinator and she thinks it is the most effective thing to do. The Health Department is already triaging its work so the Selectmen need to understand that health needs resources for COVID-19 as well as the work currently being set aside. Fantasia brought up bringing in an outside coordinator—there was some discussion of this but the feeling seemed to be that it might be difficult to find such a person and even if they were available to hiring process would take time and funding could be an issue. The possibility of supplementing the current staff was raised; Galligan has done a lot of field work and suggested having an overall Vaccine-Clinic Coordinator (or as Thorsen describes it, a Lab Manager position). The preference is to to continue with Fantasia and Gines in this role.

Barry brought up the issue of letting the town know the plans. Unfortunately, there is very little detailed information on phase 2. The BOH does not want to give out inaccurate information. The BOH agreed that it is important to inform residents that clinics are being planned but there are no details yet. As soon as information becomes available the BOH will share it with the public. Barry will prepare and FAQ.

Mariano brought up the need to talk about liability protection for volunteers. Fantasia sent out a good summary of current protections.

### **4. Benfield Status Report**

Mariano said that there are 2 issues with Benfield, heat and water. He said heat has largely been resolved (heat exchanger equipment was repaired and recharged with Freon and a coil has been ordered for a unit for the common areas). Because there were no violations of the MA sanitary code pertaining to housing, is not

really a BOH issue. It was mentioned that the system may only be able to heat to 69, regardless of the thermostat reading, if it is really cold (this temperature is still compliant with the sanitary code).

In terms of water damage, the Building Inspector had gone out and found water damage around the threshold of a third-floor door. This condition (moisture) does come under the sanitary code and the Health Department is coordinating with the Building Department. The sub sill was rotted and has been repaired. Since the repairs there was no water leakage in the first rain but there was some leakage in a subsequent rain, with water pooling and leaking into the library and common community room on the second floor. Benfield staff reported that the door seemed to have been damaged between last Friday and Saturday and is now split and needs to be repaired. There have also been occasions where the door has been left open—there is hope of installing a camera to get a better idea of what is happening; also there is an issue with the tilt of the porch outside the door that should be rectified.

5. **Beavers** - There was no discussion.

6. **FY 21 and FY 22 Staffing Requests**

Mariano, Galligan and Fantasia went before the Select Board (SB) to request a permanent public health nurse position. Thanks to the work Galligan and Fantasia did there was a lot of deliberation but the SB are putting off a decision until January 12<sup>th</sup>, in general the reception was not as positive as had been hoped.

The BOH would also like to increase the hours of the Assistant to the Health Agent from 24 to 35 hours/week. There was discussion about the how the growth of projects and project complexity and increased popularity of accessory apartments in the town is putting more load on the BOH but, unlike other town committees, funding for the BOH has been basically flat for the last several years. Last year a request for a Public Health Nurse was rejected and funds to increase staffing have been difficult to obtain. There is a COA employee looking for an additional hours/week. Fantasia will follow up to see if they are interested.

There is a Selectboard meeting next week and Mariano suggested that people interested in the BOH might attend that meeting to advocate for the BOH. They will need to request the Zoom details.

7. **Other**

The FY22 budget is due on January 18. Fantasia, Gines, and Galligan are working on it. Fantasia is in the process of filing the vaccine agreement with the state and completing online training for Prep Mod and MIIS. [Note: Prep Mod is the state's online, paperless system that local health departments can use at immunization clinics to schedule, screen, bill and report to the Massachusetts Immunization Information System (MIIS).]

**Adjourned:** There was no further business discussed. Meeting Adjourned at 20:52,

The next meetings are January 19<sup>th</sup> and February 2<sup>nd</sup>.

Respectfully submitted,

**David Erickson,**

Recorder

**(All documents discussed during this meeting are available for review upon request in the office of the Board of Health)**