



TOWN OF TISBURY
office of
THE BOARD OF HEALTH
PO Box 666, 66 High Point Lane
Vineyard Haven, Massachusetts 02568

MEETING MINUTES – October 24, 2023 – 4:00 PM

The Board of Health (BOH) commissioners met at the Tisbury Town Hall Annex, 66 High Point Lane, on Tuesday, October 24, 2023, at 4:00 PM. The meeting was also available virtually by Zoom (meeting ID: 884 8109 4444 and passcode: 704223) or by phone at 646-876-9923.

Commissioners in attendance were Chairman Malcolm Boyd, and Dr. Michael Loberg, Vice Chairman. Commissioner Jeff Pratt, Clerk, joined via Zoom. Maura Valley, Health Agent, Drew Belsky, Shared Services Inspector, and Valerie Soushek, Administrative Secretary, were also in attendance.

Chairman Boyd called the meeting to order at 4:00 PM.

The meeting minutes for September 26, 2023, and October 10, 2023, were accepted and approved as written.

HEALTH AGENT REPORT

ARPA (American Rescue Plan Act) Wastewater Grant Applications

The County has advised that Adjusted Gross Income (AGI) should be used for income qualification and that Mr. Burns, 155 Hines Point, should reapply for funding next year if his income meets the criteria. They also determined that individuals, not corporations or trusts, must own properties awarded grant funding.

Nitrogen Regulations

- Upgrade of older technologies at transfer –
Ms. Valley is awaiting a response from Adam Turner, Martha's Vineyard Commission, regarding upgrading older I/A technologies, given the recently revised regulations. The commissioners agreed to consider leaving the first-generation technology in place and focus on properties with no nitrogen removal since we're not looking to retrofit 100% of the systems.
- Time frame for upgrade/retrofit at transfer –
The commissioners voted to approve a (6) month deadline from the close of sale/transfer to comply with the recently revised regulations for upgrading to I/A technology.

SHARED SERVICES INSPECTOR REPORT

General updates-

- Conducted recent inspections at Rocco's Pizza and Wolf's Den Pizza.
- Mike Hugo, the Grant Shared Services Coordinator, is planning a visit for a meet and greet with the Island health agents and commissioners in December. The specifics of his visit will be provided when they are received.

DWA FOR BOARD APPROVAL

4448 - Xerxes Aghassipour / 97 Spring Street / 7-L-9

The plan was brought before the Board for their information only as the dwelling is being renovated from (3) to (9) bedrooms. However, the proposed system meets all regulatory requirements. The property is not in a Watershed or other sensitive area, nor does the Board of Health restrict bedrooms. The plan meets all Title 5 requirements; there is no basis to deny the application. Given the significant increase in bedrooms, the commissioners appreciated being aware of this project as it could become a general building trend that should be watched. The commissioners unanimously approved the plan.

NEW BUSINESS

BOH Staff Job Descriptions--

In preparation for posting the Assistant Health Agent job opening, Ms. Valley revised the job description to encompass the educational requirements and duties required by the DPH Blueprint for Public Health.

She also made many changes to the Administrative Secretary's job description. The current requirements of the job are at an Administrative Assistant level now. An addendum with additional responsibilities was included.

Once the commissioners review them, the drafts must be forwarded to HR and the Union for approval.

Commissioner Pratt didn't have anything to detract or add but stated that the updates probably require considering reclassification for a step-in grade. Ms. Valley concurred and added that she has requested a formal reclassification of union jobs as it has been many years since one has done, well behind M&P positions.

The commissioners agreed to conduct their individual reviews in preparation for a discussion and review at the next BOH meeting.

OLD BUSINESS

Proposed lead water line regulations-

The Water Department is revisiting this proposal for final execution, which the BOH commissioners favored adopting when reviewed last Spring. Ms. Valley provided a copy of the Consultant's draft showing the recommended changes. The commissioners agreed to schedule a public hearing for November 14, 2023.

BILLS AND PERMITS FOR APPROVAL

The next meeting will be on Tuesday, November 14, 2023, at 4:00 PM.

With no further business to conduct, Chairman Boyd motioned to adjourn the meeting at 4:53 PM.

Respectfully submitted,

Valerie Soushek
Administrative Secretary

Document(s)

The Board of Health commissioners accept the meeting minutes, dated October 24, 2023, as presented.

Date: 14 November Signed: 

2023