



# Town of Dighton

## BOARD OF HEALTH

### Special Meeting

### Primetime

1059 Somerset Avenue

Dighton, MA 02715

Tuesday, June 6, 2023 - 5:00 P.M.

### Agenda

This was also a remote participation "Zoom" meeting. It was a public meeting recorded for Cable Broadcast and Internet posting on [www.dighton-ma.gov](http://www.dighton-ma.gov) and YouTube.

## MEETING MINUTES

### 1. Call to order: Meeting called to order at 5:06 PM

### 2. Pledge of Allegiance: Recited

**Members present:** Paul Pacheco, Patrick McGovern

**Live on Zoom:** None

**In Person Present:** Nicole Mello, Town Nurse; Elizabeth Moreira, BOH Office Manager, James Aguiar, Building Commissioner,

### 3. Health Agent Resignation

Patrick McGovern makes a motion to accept Todd's resignation in writing, Paul Seconds Motion carries unanimously.

Pat makes a motion to take item 5 out of order. Paul Pacheco seconds. Motion carries unanimously.

### 4. Health Agent Job Description

### 5. Department Manager Job Description

Paul recommends that we push to publish the Manager position online to quickly get the dept in order, so when we hire for the health agent, we will have a manager in place.

Patrick spoke on focusing on the health agent role. He is hesitant on posting the manager role. Paul would like to advertise quickly.

Nicole Mello comments her recommendations. She thinks we would want to fill the health agent's role as soon as possible. We have grants in jeopardy if we do not have a health agent.

Paul asks Jim Aguiar if he has health agent qualifications. Jim responds. He feels we need keep the department moving so we don't let the people in need fall behind more than it has.

Patrick does not feel that in the inspection aspect we have it covered. His concerns are the health agent duties will fall behind. The leadership has failed, and he wants to fill that position with a successful candidate.

Nicole said we have not capitalized in on all the possibilities.

Paul asked Jim if he would be willing to fill in until the position is filled. Nicole does not feel that it is fair to Mr. Aguiar.

Mr. Mullen comments, if the board has the opportunity to name Mr. Bernard as an interim health agent. We don't have to rush through the job description. He doesn't want to continue the disaster we are trying to fix.

Pat comments when we look at the department as a whole, we do not need a manager without a staff, who will they manage.

Jim comments that we can utilize the outside contractors. In order for the town to stay on the right path we need some

A health agent needs to be a registered sanitarian, specific spec, food, housing, pool, lead.

Nicole said we can use the health excellence funds to train the right candidate. The need for a dept head was due to the issues we had in our dept. If we find the right candidate, then we may not need a dept manager.

Jim comments the position was created for not only to manage the staff, it is also for budget planning.

Pat comments that the department has not been run properly for the last five years. The turnover rate in the last five years and the only constant in the dept has been the health agent. We have not had a good staff in the department. We have had challenges in the entire dept.

Jim shares in the frustrations but doesn't feel that finding the right candidate will be challenging.

Paul feels we someone in the role as of Monday.

Pat doesn't want to overload Jim. doesn't think we will attract anyone with the salary we can afford. He thinks if we had a hybrid dept. then we will be more attractive to outside contractors.

Paul thinks a department head will help us find a good candidate. He feels like we are not taking the steps to move forward. Jim Aguiar spoke on the comments of Mrs. Mello. He thinks posting the jobs at the same time is a good.

Mike Mullen wants to be clear that in other towns the health agent is the department head.

Pat McGovern, we haven't gone backwards. We hit a bump in the road, but we are still moving forward. He has been sending out the job descriptions for three months and no one has commented or responded. We need to finish both the descriptions and post them at the same time. We have to give it a try.

Jim recommends not removing the idea of per diem employee to cover the gaps. We need to make sure we serve the people appropriately.

Pat McGovern, would like to move forward with the posting the Manager and Health Agent by the end of June.

Jim said now that we have a path writing the job description will be easy.

Nicole recommends a workshop be held to finalize the job descriptions.

Jim is willing to run the office in the meantime until we can get the position filled. He would like a stipend for the extra job.

Mike recommends the board name Jim as the interim. A transfer would need to take place to pay Mr. Aguiar. We would also need money in the budget to cover the inspection from outside contracts.

Patrick McGovern makes a motion to recess until next meeting. Paul Pacheco seconds.

Pat McGovern makes a motion to take a five-minute recess. Paul seconds. Motion carries unanimously.

## **6. Fee Structure**

## **7. Third Party Inspections**

### **6:00 p.m. Joint Meeting with Board of Selectmen Scheduled Interviews**

**1.) Disclaimer:** Recited by Peter Caron

**2.) Pledge of Allegiance:** Recited

**Members present:** Paul Pacheco, Patrick McGovern, Leonard Hull, Peter Caron, Nicole Mello, Mike Mullen, James Aguiar, Karin Brady, Elizabeth Moreira

**Live on Zoom:** Vincent Hebert

**In Person Present:** Jo Ann Wilson, Richard Gunther

### **3.) 6:00 p.m. Board of Health Member Interviews:**

- a. 6:00 p.m. - Jo Ann Wilson
- b. ~~6:30 p.m. - Ray Hague~~
- c. 7:00 p.m. - Richard Gunther
- d. 7:30 p.m. - Vincent Hebert (via zoom)

Interviews are conducted for the open member position on the Board of Health.

### **4.) Review/Discuss/Act: Appointment of Board of Health Member**

Pat McGovern makes a motion to recommend Jo-Ann Wilson to the Board of Selectmen as the new member to the Board of Health. Paul seconds. Motion carries unanimously.

Leonard Hull makes a motion to accept the recommendation to appoint Jo-Ann Wilson as the third commissioner to the Board of Health. Nicole Mello seconds, Peter Caron is an Aye, All in favor, Aye.

### **5.) Adjournment**

Leonard Hull makes a motion to adjourn, Nicole Mello seconds, All in favor, Aye.

Pat McGovern makes a motion to adjourn. Paul Pacheco seconds, Meeting adjourned at 7:32 PM