



TOWN OF NORTHBOROUGH BOARD OF HEALTH

Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5009 • 508-393-3130 Fax

BOARD MEMBERS PRESENT: Glenn French, Dilip Jain, Swati Sane and Theresa Capobianco

TOWN: Kristin Black - Health Agent, Katie Holt - Administrative Assistant to the Health Department

The Board of Health met on Tuesday, December 8, 2020 via Zoom Meeting. The meeting was called to order at 6:07 by Chairman Glenn French.

6:07 - Meeting Notes Review

Dilip Jain moved to approve the meeting minutes from May 4, 2020. Glenn French seconded this motion. All members in favor to approve the May 4, 2020 meeting minutes, as recorded.

6:09 - Introduction to new Health Agent

Health Agent, Kristin Black introduced herself to the board members. Ms. Black started her role as Health Agent for the Town of Northborough on October 13, 2020.

6:10 - COVID-19 Update

Health Agent, Kristin Black presented an update on COVID-19 in Northborough which included case counts, new state order and advisories, and compliance outreach to residents and businesses. Ms. Black has been updating the Health Department's website to keep residents and businesses informed with the most current information. Ms. Black explained the differences between isolation and quarantine and the current requirements for both. Please refer to the attached PowerPoint presentation.

6:30 - Sharps Disposal Program for Residents

Health Agent, Kristin Black discussed the fact that Northborough does not currently have a sharps disposal program in place for residents. Many surrounding communities have sharps disposal programs through their local boards of health. Ms. Black presented a sharps policy to the board members and outlined the program costs and procedures. The program will be contracted through Stericycle and will be paid for with money from a federal public health fund account. The program is an on-call basis and there are no monthly fees. The Town will collect sharps from residents by appointment, and the process will be contactless. Once a container has been filled, the Town will call Stericycle to pick up the container. The program will not be for businesses, it will be for residents of Northborough only.

Dilip Jain moved to approve the program, Theresa Capobianco seconded the motion, all in favor.

6:50 - Retail Tobacco Control Compliance

Health Agent, Kristin Black informed the board members that the Health Department has contracted with the Massachusetts Health Officers Associated (MHOA) for free technical assistance around the issues of tobacco and nicotine delivery product sales and environmental tobacco smoke exposure. The program is funded through a grant from the Department of Public Health/Massachusetts Tobacco Cessation and Prevention Program. Kevin Duquette is the name of the inspector that has been assigned to Northborough through MHOA to conduct retail tobacco inspections and compliance checks of all 13 licensed tobacco vendors in Northborough to ensure compliance with state law. This includes compliance checks to assess sales to minors.

6:53 - Food Inspection Software

Health Agent, Kristin Black informed the board members that the Health Department is looking to implement new online Food Inspection Software. The Health Department has received proposals from WinWam and FoodCode-Pro. The software will allow inspectors to complete inspections on an iPad or a tablet from the field. Inspection reports will include photos and time stamps as well as other functions to help maintain restaurant compliance and protect the town from liability. The town already has the equipment required for use of the software. The software will help streamline the inspection process and make inspection records available immediately. Ms. Black also shared the news that the town's food inspector, Bill Fisher, has resigned and that the Food Inspector position will be posted this week. Ms. Black mentioned that her current priorities are making sure that businesses are COVID compliant.

7:00 - Body Work/Reflexology

Body work and reflexology is not currently permitted by the state, unlike massage. Local Boards of Health may regulate fields not licensed as massage therapy. Health Agent, Kristin Black discussed potentially adopting regulations on the local level in order to be certain that someone is regulating such establishments. All of the board members were in agreement to move forward with creating and adopting regulations for body work and reflexology so that these establishments are regularly inspected.

7:09 - Consideration of Revision to Curbside Hauler Regulations

Health Agent, Kristin Black spoke to the board members about potentially revising Curbside Hauler Regulations. Northborough's current solid waste and recycling regulation was adopted in January of 2003 and does not specify permitting and reporting requirements for Curbside Haulers. Revising these regulations will not change the current trash program, it would only change the way in which Northborough permits the haulers and would provide a financial benefit to the Town.

Dilip Jain mentioned that he believes this to be an important item to address, but that it isn't as urgent as the sharps program or addressing body work and reflexology. Ms. Black agreed that it can be revisited within a couple of months.

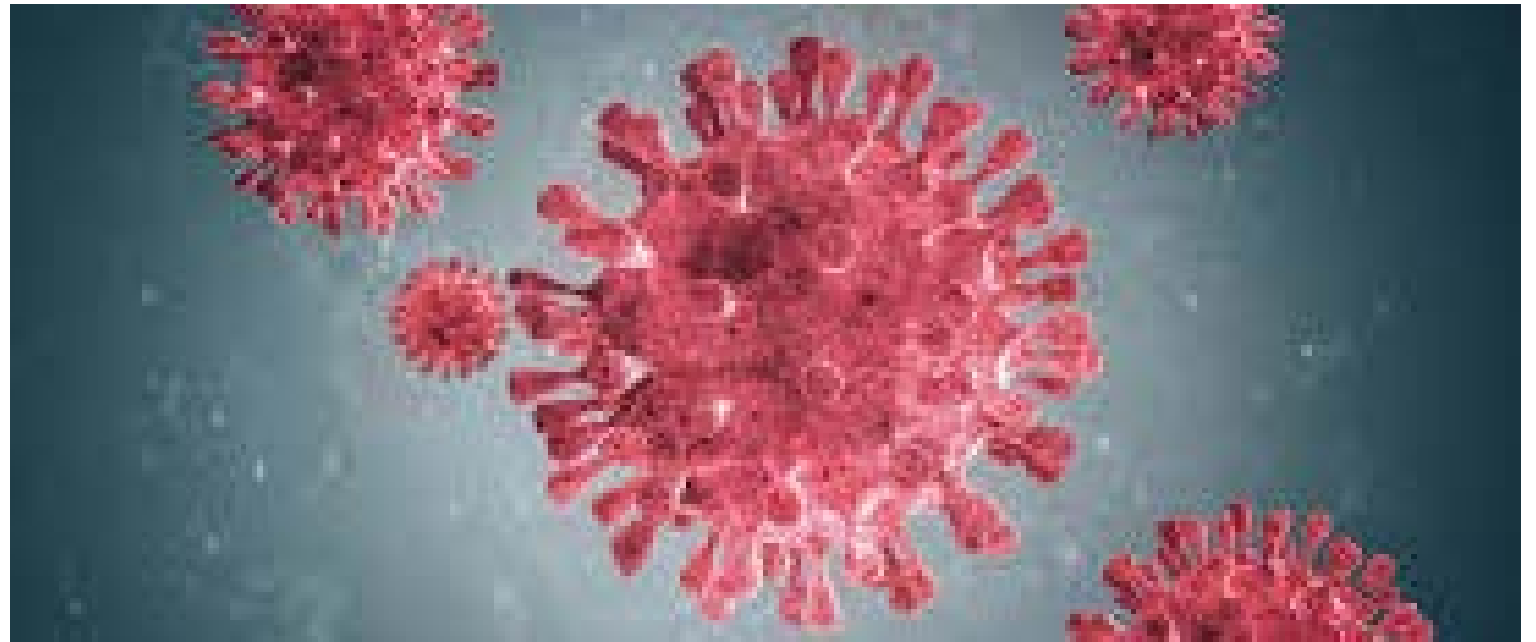
Establish Future Meeting Date

The next Board of Health meeting was tentatively scheduled for Tuesday, January 12, 2021.

Swati Sane motioned to adjourn the meeting at 7:24. Glenn French seconded the motion, all in favor.

Respectfully Submitted,

Katie Holt



Board of Health Meeting

12/8/2020

COVID-19 Updates

- New State COVID-19 Quarantine Guidelines (12/7/2020)
- Statewide Rollback and new restrictions announced 12/8 (effective 12/13 at 12:01am)
- Updates to Northborough COVID-19 webpage
- COVID-19 Testing Options
- Risk Status and Weekly Case Counts
- Coordination with Public Schools
- Business Outreach (webinar held 11/16)

New Quarantine Guidelines – 12.7.20

Options for Shortened Strict Quarantine Period

OPTIONS	CRITERIA	ACTIVE MONITORING
7 Days of Strict Quarantine	<p>Release on Day 8 after last exposure IF:</p> <ul style="list-style-type: none"> A test (either PCR or antigen) taken on Day 5 or later is negative; AND The individual has not experienced any symptoms up to that point; AND The individual conducts active monitoring through Day 14 	Individual must actively monitor symptoms and take temperature once daily. IF even mild symptoms develop or the individual has a temperature of 100.0 F, they must immediately self-isolate, contact the public health authority overseeing their quarantine and get tested.
10 Days of Strict Quarantine	<p>Release on Day 11 after last exposure IF:</p> <ul style="list-style-type: none"> The individual has not experienced any symptoms up to that point; AND The individual conducts active monitoring through Day 14. No test is necessary under this option 	
14 Days of Strict Quarantine	<p>Release on Day 15 after last exposure IF:</p> <ul style="list-style-type: none"> The individual has experienced <u>ANY symptoms</u> during the quarantine period EVEN if they have a negative COVID-19 test; OR The individual indicates they are unwilling or unable to conduct active monitoring. 	No additional active monitoring required

No Symptoms

No Symptoms

Statewide Rollback and new restrictions announced 12/8

- Changes are effective 12/13 at 12:01am.
- Statewide Rollback to Phase 3, Step 1: The entire Commonwealth will move to Phase 3, Step 1 of the Reopening Plan
 - Outdoor gatherings at event venues and public spaces to 50 people
 - Outdoor Theaters and Performance Venues to 25% and no more than 50 people
 - Reduce capacity from 50% to 40% for several industry sectors including driving schools, gyms, libraries, museums, retail, offices, places of worship, lodging, golf, and movie theatres
- Restaurants and Event Venues Protocols Updates: The following updates will be made to restaurant and event venue protocols with regard to face coverings, seating, and performances
 - Wear masks at all times except when eating and drinking
 - Seat no more than six per table and encourage customers to only dine with same household
 - Put a 90-minute time limit on tables
 - Prohibit all musical performances at restaurants

Statewide Rollback and new restrictions announced 12/8 (continued)

- Workplaces and Fitness Centers Protocols Updates: The following updates will be made to the Office Spaces and Fitness Centers protocols with regard to face coverings
 - Require mask wearing in offices when not in your own workspace and alone
 - Require mask wearing at all times in gyms
 - Encourage teleworking

Updates to Town's COVID-19 webpage

- COVID-19 Case Counts updated weekly
- Source of case counts is [Massachusetts Department of Public Health's COVID-19 Weekly Public Health Report](#)
- New Line and Age Cohort graphs added
- Information consolidated into Resources for Businesses and Resident webpages
- New Out-of-State Travel webpage
- New COVID-19 Testing webpage

The screenshot shows the Northborough COVID-19 webpage. The header includes the town name and logo, a search bar, and navigation links for 'About', 'Departments', 'Boards & Committees', 'Residents', 'Business Info', 'How Do I?', and 'COVID-19-Information'. A red banner highlights 'COVID-19 (Coronavirus) Information Read more >>'. The main content area features a sidebar with links to 'COVID-19 Case Counts', 'COVID-19 Testing', 'Important Links', 'Northborough Community Resource Guide', 'Northborough Public Schools COVID-19 Plans', 'Out-of-State Travel', 'Resources for Businesses', 'Resources for Residents', and 'Thanksgiving during COVID-19'. The main content displays 'Current Active Cases in Northborough: 23' and 'Positive Covid-19 cases in Northborough from November 6th, 2020 Weekly Report - 294*'. A line graph titled 'Weekly COVID-19 Cases for Town of Northborough' shows data points for 38, 36, and 35 cases. A right sidebar contains 'COVID-19 Resources' with links to 'Stay Informed', 'Ask Questions', 'Get Alerts', and 'Watch Updates', and 'Town News' with a headline about Governor announcements.

<https://www.town.northborough.ma.us/covid-19-coronavirus-information>

COVID-19 Testing Options

- The State offers free COVID-19 testing at [Stop the Spread Sites](#).
- Doctor's offices may offer testing.
- [COVID-19 Test Site Locator](#) also lists private test centers.
- Some test centers may require appointments, and some may charge for testing. Check list frequently as AFC Marlborough is no longer a free test site.



The screenshot shows the Northborough, Massachusetts website's COVID-19 information page. The header includes the town name and logo, a search bar, and navigation links for 'About', 'Departments', 'Boards & Committees', 'Residents', 'Business Info', 'How Do I?', and 'COVID-19-Information'. A sidebar on the left lists various COVID-19 resources, with 'Northborough Public Schools COVID-19 Plans' highlighted. The main content area is titled 'COVID-19 Testing' and provides information about PCR tests, including a list of reasons why someone might need to be tested: exhibiting symptoms, travel to a non-lower risk state, and being a close contact. It also includes a footer note about finding PCR test locations.

<https://www.town.northborough.ma.us/covid-19-coronavirus-information/pages/covid-19-testing>

Risk Status and Weekly Case Counts

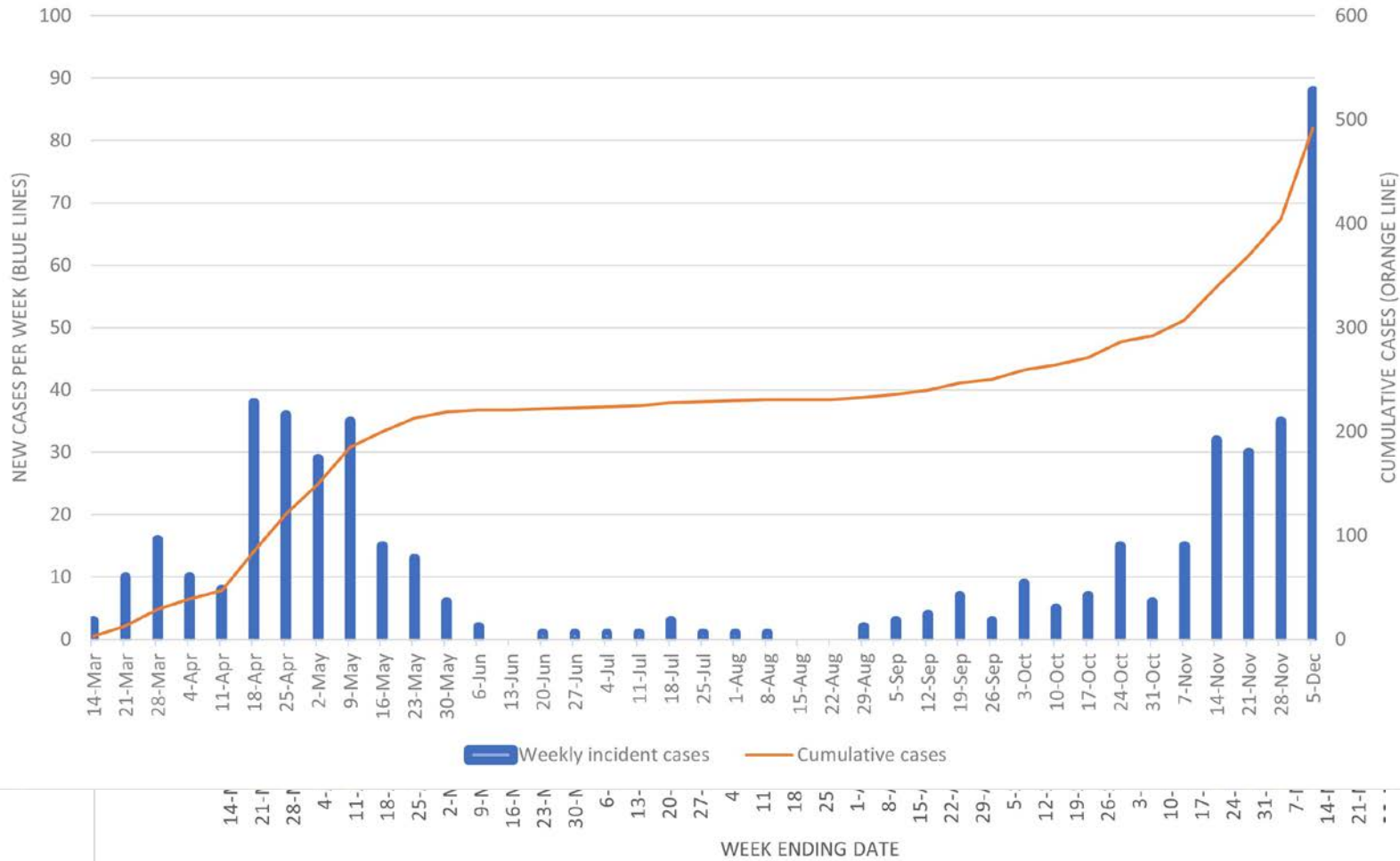
- On Friday, October 6th, Baker-Polito Administration announced Updated Metrics and Guidance on Schools
- Red/Higher Risk category now requires $\geq 5\%$ COVID-19 test positivity rate in addition higher case counts
- 10 average cases/100k = approximately 19 cases in a two-week period (Sunday to Saturday)
- In State's last weekly report dated 12/3, Northborough was Yellow. Data current as of 11:59pm on 12/1. Two-week period (11/15/20-11/28/20)

New metric table released 11/6/2020

Group	Population		
	Under 10K	10K-50K	Over 50K
Grey	Less than or equal to 10 total cases	Less than or equal to 10 total cases	Less than or equal to 15 total cases
Green	Less than or equal to 15 total cases	<10 avg cases/100k AND >10 total cases	<10 avg cases/100k AND >15 total cases
Yellow	Less than or equal to 25 total cases	≥ 10 avg cases/100k OR $\geq 5\%$ pos rate	≥ 10 avg cases/100k OR $\geq 4\%$ pos rate
Red	More than 25 total cases	≥ 10 avg cases/100k AND $\geq 5\%$ pos rate	≥ 10 avg cases/100k AND $\geq 4\%$ pos rate

City/Town	Total Case Count	Case Count (Last 14 Days)	Average Daily Incidence Rate per 100,000 (Last 14 days) ¹	Relative Change in Case Counts ²	Total Tests	Total Tests (Last 14 days)	Total Positive Tests (Last 14 days)	Percent Positivity (Last 14 days)	Change in Percent Positivity ³
Northborough	419	63	33.2	Higher	14874	2044	76	3.72%	Higher

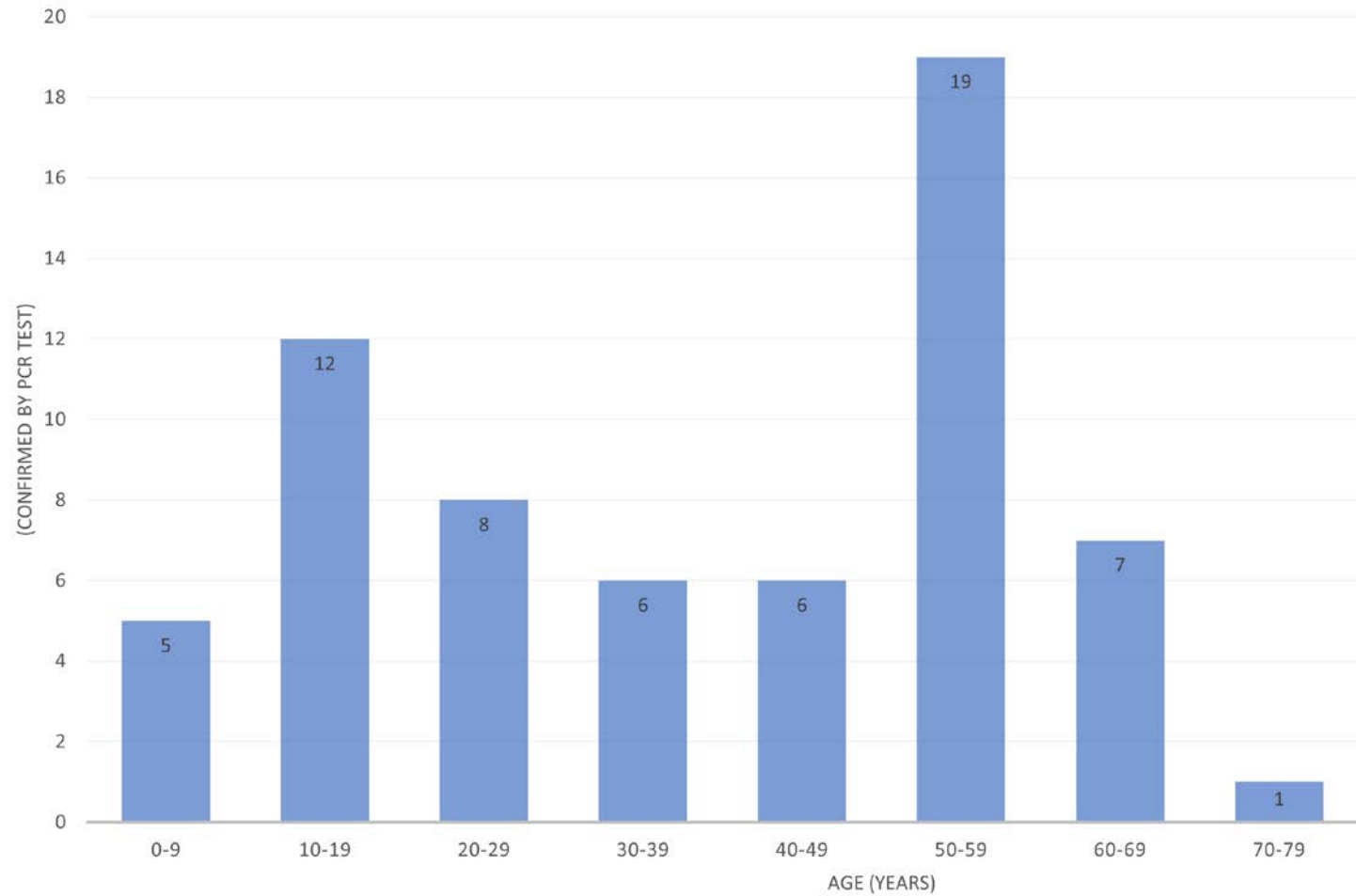
Northborough COVID-19 Weekly Cases and Cumulative Total



Weekly COVID-19 Cases Line Graph

- 419 Total Cases per 12/3/2020 DPH Weekly Report.
- As of today (12/8) at 1pm, 501 Total Cases, an increase of 82 cases.
- Case counts may slightly differ over time due to cases being moved to other jurisdictions or deduplicated.

Age Cohorts for COVID-19 cases
between November 15-28, 2020



COVID-19 Age Cohort Graph

- Illustrates Age Cohorts for two week period (ending Saturday before weekly report released)
- Produced by Health Agent each week and uploaded to COVID-19 home page on website

Other Updates

- Coordination with Public Schools
- Business Outreach (webinar held 11/16)

Sharps Disposal Program

- In 2008, the Massachusetts Department of Public Health, Public Health Council (DPH/PHC) approved amendments to the state's medical waste regulations which include a ban on the disposal of sharps in household trash, effective July 1, 2012.
- Purpose of program is to provide a safe, secure and accessible collection of hypodermic needles and lancets for Northborough residents. This is for home sharps, not for businesses.
- Used or unneeded sharps may be dropped off at the Board of Health office, Town Hall, 63 Main Street, Northborough by appointment. The Northborough Board of Health has contracted with a licensed vendor for proper disposal of collected home sharps.
- Cost/Funding: The program could be funding with existing Federal Public Health Fund (balance \$8,156.19). The contracted vendor Stericycle charges \$35 per 30-gallon box pick-up with a minimum of 2 boxes (\$70) per pick-up. Approved sharps containers could be purchased from the fund as well and distributed to residents. Currently the Health Department has over 100 quart-sized container and would like to purchase 2-gallon containers as well.

Sharps Disposal Policy

To take part in this collection program, Northborough residents must adhere to the following provisions:

- Home sharps will only be accepted in almost full, approved sharps collection containers. Approved sharps collection containers must meet the requirements of the federal Occupational Safety and Health Administration and be marked with the international biohazard symbol. Acceptable containers are available for purchase at the Board of Health office, various local retailers, pharmacies and online. Coffee cans, detergent, bleach, milk or other types of containers will NOT be accepted.
- If an individual uses a different collection container at home, he/she must transfer the sharps to an approved container at home. Please note that Health Department staff are not allowed to transfer or touch in any way used sharps.
- Collection hours are as follows: Monday, Wednesday, Thursday 8am-4pm; Tuesday 8am-7pm; Friday 7am-12pm
- This sharps disposal program is a courtesy for Northborough residents only.

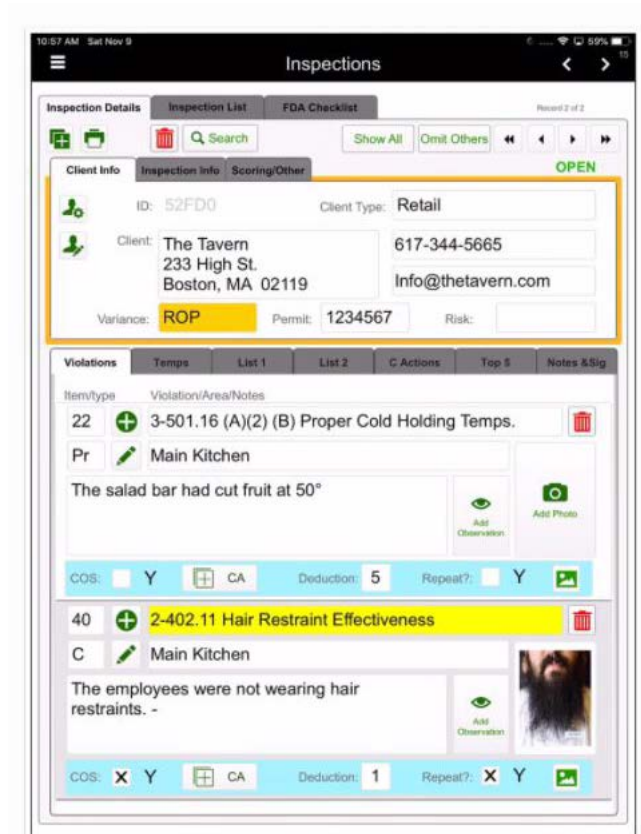


Retail Tobacco Control Compliance

- The Health Department contracted with the Massachusetts Health Officers Associated (MHOA) for free technical assistance around issues of tobacco and nicotine delivery product sales and environmental tobacco smoke exposure.
- This program is funded through a grant from the Department of Public Health/Massachusetts Tobacco Cessation and Prevention Program (MTCP).
- Kevin Duquette was hired by MHOA to conduct retail tobacco inspections and compliance checks of all 13 licensed tobacco vendors in Northborough to ensure compliance with the new state law.
- This includes compliance checks to assess sales to minors.
- This program also provides assistance to the Town's Health Department to build capacity in the areas of merchant education, retail inspections and compliance checks of their permitted tobacco sales establishments.

Food Inspection Software

- The Health Department is looking into implementing online Food Inspection Software to make more efficient use of staff time.
- Proposals received from both WinWam and FoodCode-Pro™
- This software will allow inspections to complete inspections on an iPad or tablet in the field.
- Inspections reports will include color photos, time stamps and automatically include relevant Merged Food Code references. This will help with compliance and protect town from liability.



Body Work/Reflexology Regulations

- Body Work/Reflexology establishments are not permitted by the state unlike Massage.
- Local boards of health may regulate fields not licensed as Massage Therapy.

Consideration of Revision to Solid Waste and Recycling Regulation

- This Board of Health's Solid Waste and Recycling regulation was adopted in January of 2003.
- This regulations does not specify permitting and reporting requirements for Curbside Haulers.
- The Massachusetts Department of Environmental Protection (MassDEP) recently updated the Mandatary Recycling and Private Hauler Regulations webpage in November 2020. This website includes a document of [Best Practices for Municipalities Developing Private Hauler Regulations](#) (plus separate attachment documents) that includes optional language, examples of reporting forms, and hauler permit applications.
- MassDEP provides annual grant awards to communities who adopt the recommended regulations and actively enforce them. 2 points for passing regulations and 2 extra enforcement points. Each point for Northborough is \$600. If the town modestly increased the number of users in the town's program, each point would be worth \$1,100.