

**Minutes**  
**Pittsfield Board of Health**  
**Wednesday, January 8, 2020**  
**Pittsfield City Hall, Room 203, 6:00 PM**

Present: Chairperson Alan Kulberg; Board Members: Steve Smith, Brad Gordon, Katrina Medders

Also Present: Health Department Director Gina Armstrong.

Convening

The meeting of the Pittsfield Board of Health was held on Wednesday, January 8, 2020, in room 203 of the Pittsfield City Hall. Chairperson Kulberg called the meeting to order at 6:00 PM.

Review and Approval of Minutes: The Board reviewed the minutes of December 4, 2019 and they have been approved.

Quarterly Public Health Nursing Report: Kayla Donnelly-Winters, Public Health Nurse Manager, presented the Public Health Nurse Quarterly Report for October 1, 2019-December 31, 2019, which included a Communicable Disease Prevalence report. Ms. Donnelly-Winters held multiple flu clinics and administered 282 flu shots for city employees. Additionally, it was noted that there have been more reports of influenza B than influenza A and that reports of flu are on the rise which is typical for this time of year. It was noted that the vaccine does not give a person the flu, but they may experience side effects. Additionally, Ms. Donnelly-Winters noted that while the vaccine is not 100% effective, it can reduce the severity of symptoms and it is not too late to get vaccinated. Ms. Donnelly-Winters has been involved community outreach, infection control, emergency planning and she continues to enhance her education and networking.

Requests for Hardship deferment related to checkout bags: It was noted that the City of Pittsfield plastic bag ban took effect on January 1, 2020 and there were four requests for deferment that fall into a category of “requires additional time in order to draw down an existing inventory...” It was further noted that reminder letters to business owners went out later than they hoped, therefore sufficient notice may not have been received. The four requests, prior to coming before the Board, were reviewed by Review Committee. Brad Gordon inquired as to what the review committee does. Gina Armstrong noted that the review committee reviews the applications to be sure they are complete, gathers information, requests additional information if necessary and after reviewing the information, they refer to the Board of Health. In the four cases at hand, and due to the late reminder notice of the ban, no proof of inventory was requested. In the matter of Partridge Road Farm, upon motion made by Board Chairperson Kulberg and seconded by Board Member Smith, the Board voted unanimously to allow a six month deferment to begin on July 1, 2020. In the matters of Peace Train Tees, Miller Supply Company and Doc’s Deli, upon motion made by Board Member Smith and seconded by Board Member Gordon, the Board voted unanimously to approve the six month deferments. Each applicant must re-apply two months prior to the six month period expiration for any further deferments.

Proposed Amendments to Body Art BOH Regulations: This matter is a continuation of the August 2019 Board of Health meeting wherein the Board began the process of amending the Rules and Regulations Pertaining to the Practice of Body Art within the City of Pittsfield. The Board reviewed the proposed Health History and Informed Consent form. This document is proposed to replace the questionnaire currently being used by establishments. Chairperson Kulberg noted that this form aims to provide more education and protection to both the client and practitioner. The Board made revisions to the form as well as to the regulation as it pertains to the use of Sanitation and Sterilization of

instruments. Gina Armstrong noted that most establishments are now using single use disposal products. The Board opined as to the best practice and upon motion made by Chairperson Kulberg and seconded by Board Member Gordon, the Board voted unanimously to use the language “for every week for which it is used...” Additionally, upon motion made by Board Member Gordon and seconded by Board Member Medders, the Board voted unanimously to present the regulations with amendments for public hearing.

Review New Tobacco Control Legislation: Gina Armstrong noted that the new state legislation which took effect on December 15, 2019, banned flavored vaping products including menthol, mint, etc. The same law will take effect on June 1, 2020 as it pertains to tobacco products. Ms. Armstrong noted that while changes should be made to the current city tobacco ordinance, this is in a holding pattern due to the different effective dates of the bans. She noted the inspectors will enforce compliance with the state regulations. It was further noted the inspection forms need to be updated and signage needs to be provided.

#### Health Department Updates:

1. Gina Armstrong reviewed the Monthly Inspections Report.

Also Discussed: Dr. Kulberg asked for an update on the Healthy Steps program. It was noted that more people are being tested and treated for Hepatitis C and that an update will be provided by the program presumably at the February meeting.

#### Adjournment

Upon a motion made by Board Member Smith and seconded by Board Member Gordon, the Board voted unanimously to adjourn the meeting.

Respectfully Submitted,  
Stephanie Provencher, Clerk

#### Documents/Materials Distributed at Meeting

- Meeting Minutes of December 4, 2019
- Public Health Nurse Quarterly Report
- Requests for Deferment for Plastic Bag Ban and Section 8 of City Ordinance
- Rules & Regulations Pertaining the Practice of Body Art within the City of Pittsfield
- Correspondence from the Commonwealth of Massachusetts pertaining to flavored tobacco delivery products ban