

December 2025 BOH draft minutes

Board members participating: Chair Celia Bird, Jenny Tomczak, Bianka Cimrin and Health Officer Bill Ward

Board Chair Celia Bird called the meeting to order at 5:49 pm.

Agenda

Jenny made a motion to amend the agenda to table the November minutes because there were not enough members from that meeting present. 2nd by Bianka. Unanimous in favor.

Jenny made a motion to approve the amended agenda. 2nd by Bianka.

Vote was unanimous in favor.

Draft minutes

Tabled

Public Forum

There were no members of the public present.

Health Equity

The board discussed health equity initiatives, emphasizing the importance of warming and cooling stations as temperatures change. They also considered integrating health equity into future projects, such as the Overdose Prevention Center, and improving communication to make public health information more accessible to marginalized groups.

Housing Inspection Progress and Challenges

Bill discussed the housing inspection and problem property updates, highlighting both positive and challenging aspects. He mentioned that the inspection process is generally progressing well, with a staffing change expected to increase the number of inspections. Bill acknowledged several property managers who have been doing an excellent job, including Nicole Mitchem in the maintenance team at Bissonette Property Management, Matt Handy from Handy Property Management, Ali Desautels from Five Seasons Property Management, and Alexis Eaton from Apple Tree Bay Property Management. He also provided updates on two specific problem properties: 29-33 South Willard Street and 52- 54 Spruce Street. Both properties have been before the Housing Board of Review on appeals related to deficiencies. Bill will provide updates when the issues are resolved.

Bill gave an update on 3 other vacant buildings which were 64 Pearl Street, 281 Pearl Street and 115 Pine Street.

Chair Report

Celia discussed the applicants for the vacant position on the Board of Health. She reviewed some questions that she was going to use in evaluating the applicants in order for the Board members to make a recommendation. Celia asked members to review applications and respond to Celia's questions directly to her before City Council meeting on December 15th.

Substance Abuse and Safe Syringe Disposal

Bianca presented a comprehensive spreadsheet on the impacts of syringe litter, which the board found valuable for both advisory roles and public education. They also discussed the need to update their website and potentially create more public communications about the Overdose Prevention Center survey.

Emerging Issues

No new emerging issues.

Adjournment

The board discussed possible meeting dates in January. Their next meeting was tentatively set for January 14th, with January 12th as a backup option in January. Jenny made a motion to adjourn the meeting. 2nd by Bianca.

Unanimous in favor. Celia noted the meeting was adjourned at 6:54 p.m.