



**CITY OF BURLINGTON
BOARD OF HEALTH**

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BOARD OF HEALTH

David Casey, RN, Chair; Mary D. Hart, RN; Julie Hathaway, MD, PhD; Taylor Newton; Caroline Tassey, APRN

HEALTH OFFICER

William Ward, Director of Code Enforcement

The mission of the BOH is to educate the citizens of Burlington and to promote, improve and protect their health and well-being while contributing toward building a healthy community and environment in which to live.

**AGENDA FOR REGULAR MEETING OF
BURLINGTON BOARD OF HEALTH**

Main Conference Room, 645 Pine St

Thursday, 8 November 2018 at 6:30 PM

1. Approvals
 - Agenda & October meeting minutes
2. Public Forum / Emerging Issues
3. Update on marijuana legalization info card
 - Approval of card text
 - Update on graphics
 - Production and distribution timeline draft
4. Chair's report
 - Schedule next school safety review
5. Discussion on FY19 Budget
6. Public outreach/communications
 - Language for FPF update
7. Next Meeting – currently set as 13 December 2018
8. Adjournment

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**MINUTES FOR REGULAR MEETING OF
BURLINGTON BOARD OF HEALTH**

Main Conference Room, 645 Pine St

THURSDAY 8 NOVEMBER 2018 AT 6:30 PM

Attending: *David Casey; Mary Hart; Julie Hathaway; Taylor Newton; Caroline Tassey; William Ward; Steve Cormier, Board of Health Staff*

Absent: *N/A*

Meeting called to order by Chair Casey at 6:38 PM

ITEM	DISCUSSION	ACTION
1. Approvals: a) Agenda		Ms. Tassey made motion to accept agenda. Mr. Newton seconded. All in favor.
b) October meeting minutes		Mr. Newton made motion to approve minutes. Mrs. Hart seconded. All in favor.

2. Public Forum / Emerging Issues	No members of the public present. Director Ward gave an overview of the ongoing Permit Reform process. Dr. Hathaway discussed touring the High School with the Board discussing the property in relation to the recent bond approval vote.	
3. Update on marijuana legalization info card • Approval of card text • Update on graphics • Production and distribution timeline draft	The Board discussed the card's text with Ms. Tassey commenting on the need for specific language. Director Ward commented on not receiving an update on the graphics from the freelance graphic designer. Chair Casey discussed following up on the card with City Attorney Nicholas Lopez.	
4. Chair's report • Schedule next school safety review	Chair Casey discussed sending out a doodle poll for the next school inspection date with the Board discussing availability in December for the inspection. The Board discussed safe recovery sites. The Board discussed tree injections with Chair Casey agreeing to reach out to the City Arborist and City Attorney Lopez.	

5. Discussion of FY 19 Budget	Chair Casey and Mr. Newton discussed Mr. Newton taking over responsibility for working on the FY 19 Budget. Director Ward commented on staff looking at what funds from budget have so far been encumbered.	
6. Public outreach/communications • Language for FPF update	Chair Casey and Dr. Hathaway discussed writing a note of thanks on Front Porch Forum to Burlington voters for approving the bond related to the High School.	
7. Next Meeting – currently set as 13 December 2018		
8. Adjournment		Mr. Newton made motion to adjourn. Mrs. Hart seconded. All in favor.

Meeting adjourned at 7:52 PM