

**FY 2019 Budget Questions & Answers**  
**Finance Committee**

<b>Dept. Number, Name + Account</b>	<b>Questioner's Name/Question</b>	<b>Response</b>
510 BOH	Ingrid: Expand on development of opioid abuse outreach program	According to the fire department's medical records, there have been 12 overdoses resulting in 5 fatalities from January of 2017 to September of 2017. Since that time, the police chief is reporting that there have been 4 more non-lethal overdoses. We are working on developing more, and better educational tools to try to help people understand the dangers of opioids and how easy it is for kids and adults to become addicted. We are working on a possible phone app, and we are developing a Cable show to address opioids as well as other public health issues. We have also secured 2,000 dollars to purchase pill disposal kits to help get the drugs out of peoples houses more easily. This is geared towards seniors.
510 BOH	Hegde/Nilsson: How did programs change based on community health assessment data?	The Community Health Assessment Data was used to monitor the needs of the community. The biggest need was Tick borne disease. We have been pushing out educational programs and informational sessions at any venue we can. (Farmers market, trail hikes, health fairs)
510 BOH	FitzPatrick: Is the CPR training for Employees or is that a fee-based classed for the public? Are the other public educational programs free or fee based?	All of the CPR classes to date have been run for both the general public and employees, and they have been for free. Materials for the classes have been purchased either through MRC, Public Health Emergency Preparedness funds (PHEP) or through the Circle Health Grant. We follow the American Heart Association model. Our most recent CPR class however, will require the

**FY 2019 Budget Questions & Answers**  
**Finance Committee**

<b>Dept. Number, Name + Account</b>	<b>Questioner's Name/Question</b>	<b>Response</b>
		students to pay for their own certification card. This rate has been increased to 20 dollars by the Trinity Training Center.
510 BOH	Hegde: What had to be done to adopt 2013 FDA code?	In order to adopt the 2013 Food Code, the Board of Health Simply needed to adopt the code and recognize it by vote. We spent over a year educating all food establishments on the changes. This code supersedes the State recognized 1999 Food Code. The Westford Health Department also enrolls in the FDA Voluntary National Retail Food Regulatory Program Standards. This allows us to apply for grants to obtain equipment and attend trainings.
510 BOH	Hedge: Are you using any social media avenues?	None at this time.
510 BOH	Hedge: How much is the reduction in financial burden to residents due to rewritten well regulations?	We removed the requirement to test for perchlorate for ¾ of the Town. This saved \$150.00 for each resident that needed to test their water. The Northwest corner of the Town (or Graniteville) still is required to test for it due to perchlorate contamination several years ago. There is a defined map. The decision to remove the requirement was based off of the fact that there no contamination concerns for a big part of the Town. Many people were required to test for this that will never be affected.
510 BOH	FitzPatrick: Please briefly describe the emergency kit grant. Is that for the kits them selves or just the distribution?	There was no emergency kit grant all by itself. Several years ago, Emergency Preparedness kits were built and sold to the public at the cost of building them. This money was either MRC or

**FY 2019 Budget Questions & Answers**  
**Finance Committee**

<b>Dept. Number, Name + Account</b>	<b>Questioner's Name/Question</b>	<b>Response</b>
		PHEP money that is part of State Grants. We still have several of them and sell them at 45 dollars.
510 BOH	FitzPatrick: Please clarify what is meant by update fee schedule in the goals? Is this for permits? Updated to what?	We have reviewed and updated our fee schedule to reflect our current department costs. Employees have had wage increases and our permit fees have not been adjusted in five years. Fees were increased based off our cost to perform the service or inspection, and we also did a regional market basket search to compare our Departmental fees to other Towns.
510 BOH	FitzPatrick: Is the expansion of the school dental plan for un or underinsured children?	We find many children who have serious dental needs, that do not get to see a dentist, and this program identifies those issues.
510 BOH	FitzPatrick/Nilsson: Why was there a significant drop in employee participation in health programs? Its down from 952 in FY16 to 265 in FY17.	The 952 number was in place before I was the Director. I based the number of employee participants based off our signup sheets for programing. I did not include employee flu clinic participation, so this number would go up significantly if I did.
510 BOH	FitzPatrick: Out of curiosity, how do you get the data for your metrics for things like lyme disease, cases of the flu, etc?	Health data is generated and reported by us, but most health data we receive is from the State. There is a reporting system called MAVEN. This is not available to the public because it is HIPPA protected. We do track every inspection and site visit we have to make though.
510 BOH	FitzPatrick/Nilsson: Any idea why flu immunizations both in total and in schools had such a large decrease year over year? What is the additional flu revenue (\$42K in verbiage vs \$58K in chart)? Why are the revenues not down proportionately to the	The number should be \$58,050. This has been updated in the budget. Thank you. Market share is the reason we are seeing a decrease in the number of vaccines. Competition with

**FY 2019 Budget Questions & Answers**  
**Finance Committee**

<b>Dept. Number, Name + Account</b>	<b>Questioner's Name/Question</b>	<b>Response</b>
	number of vaccines?	pharmacies has increased greatly.
510 BOH	FitzPatrick: Does the BOH do soil evaluations and percolation Testing for town building(s)?	Design engineers do the actual evaluation and testing. We witness and verify the data is correct.
510 BOH	FitzPatrick: Is there analysis done between the metrics and the receipts? Sometimes metrics go up and receipts go down.	I personally have not done this, as I have held the Health Directors job for 11 months.
510 BOH - Personal Services longevity	Vetsa: Can you explain this line item for the new members?	Longevity is an amount paid to an employee each year for continuous service. The payouts are as follows for union and non-union town employees: 5+ years \$600, 10+ years \$850, 15+ years \$1,100, 20+ years \$1,600, 25+ years \$2,100, 30+ years \$2,600
510 BOH – Personal services Food inspector	Vetsa: How many inspectors are in the department? Is there any backlog or are the existing inspectors able to keep up with the work load	There are two inspectors and on environmental manager. Our nurse also does camp inspections. We are able to handle the current work load through proper scheduling.
510 BOH Vehicle Maint	Bao/FitzPatrick: Why did Vehicle Maintenance and gasoline double from FY17? Is that because a new vehicle has been purchased or additional mileage? Would any more money be invested on the vehicle that was to be replaced?	We only had 826 dollars in repairs for FY17. As of this month in FY 18, my vehicles have exceeded this. The new vehicle has not been a factor in maintenance. The 05' Ford Ranger and the 06' Minivan are starting to need additional work due to age. The van will be evaluated and taken out of service if it proves too costly to maintain. Part of the reason gas was half was in FY'17 we were not fully staffed so there was less people using vehicles. Additionally, we are fully staffed and we are now running three vehicles which will require more gas.
510 BOH Mileage	FitzPatrick: Now that a second vehicle is in use, why wouldn't mileage decrease? Why is it double FY17?	Travel-Mileage is used when an employee is required to attend regional or State meetings.

**FY 2019 Budget Questions & Answers**  
**Finance Committee**

<b>Dept. Number, Name + Account</b>	<b>Questioner's Name/Question</b>	<b>Response</b>
		We spent about 75% of this line item in FY 17. Additionally, employees would use their own vehicle for inspections if there were no other options available. I plan to monitor this item this year for changes over the next year.
510 BOH – Encumbrances	Vetsa: Can you explain this line item?	An encumbrance is an expense or service performed in the previous fiscal year (before June 30) and not invoiced or paid by the final expense warrant on July 15. Employees must send the Town Accountant an encumbrance letter with a list of expenses accrued in the previous fiscal year and still not paid. This accounting mechanism is used to keep expenses in the proper fiscal year.