



**Public Health**  
Prevent. Promote. Protect.

# Town of Westwood

Commonwealth of Massachusetts  
**BOARD OF HEALTH**

*Linda R. Shea, R.E.H.S., R.S., Director*  
*Tiffany McCarthy, R.N., B.S.N., Public Health Nurse*  
*Cheryl Kelly, C.F.S.P., Food Inspector*  
*Lorraine Donovan, Administrative Assistant*

*James M. O'Sullivan, J.D., Chairperson*  
*Carol Ahearn, R.N., B.S.N*  
*Roger L. Christian, M.D.*

Minutes of the Westwood Board of Health meeting held on November 13, 2018

The meeting began at 5:00PM and was held at the Carby Street Municipal Office Building, 50 Carby Street, Westwood.

Members Present: Jim O'Sullivan, JD, Chairperson  
Carol Ahearn, RN, BSN

Staff Present: Linda R. Shea, REHS/RS, Health Director  
Lorraine Donovan, Administrative Assistant

### **Approval of Minutes: September 11, 2018**

Mr. O'Sullivan made a motion to accept the meeting minutes, Ms. Ahearn seconded, approved 2-0-0.

### **Review of Concept Plan for Westwood Lodge Property- 45 Clapboardtree Street:**

Ms. Shea gives the Board a brief explanation of the plan which was submitted by the Green Company. The plan will be going before the Planning Board for a Preliminary OSRD Plan Review at the December 11, 2018 meeting. The plan outlines 40 age restricted homes and 40 units (38 duplexes:2 detached) limited to 2 bedrooms in all homes, which will also have a master bedroom on the first floor. Six single family house lots will be sold off and the soccer field will remain for use by the Town of Westwood.

**Health Director Report:** Ms. Shea will be retiring after 23 years as the Health Director on January 2, 2019. The job has not been posted at this time.

### **PHN Report:**

Ms. McCarthy has been spending much of her time giving flu vaccinations. All of the 880 doses of vaccine have been administered. Ms. McCarthy will assist Ms. Donovan in entering all of the flu registration forms in the state database again this year.

### **Annual Family Flu Clinic:**

The clinic held on October 20, 2018 was a huge success with over 700 flu shots given. The wait time seemed better this year with only one lot number of flu vaccine and this meant the forms did not require stickers. The clinic was set up as an emergency

dispensing site and was staffed by our MRC volunteers. We are fortunate to have such dedicated volunteers.

**FY20 Health Department Budget:**

The budget was submitted to the Finance Department November 9, 2018.

**Tobacco Compliance Checks:**

Elliott Brown, Tobacco Control Consultant, conducted checks on October 8, 2018 and there were no sales to minors at the 4 establishments that sell tobacco products.

**Tips Training for Alcohol Licenses – Substance Abuse Prevention Collaborative:**

Tips (Training for Intervention Procedures) was offered on November 5, 2018 in Dedham to all Section 12 & 15 alcohol licensees; The following Westwood establishments attended: Wegman's, Not Your Average Joe's, Blue Orchid, Courtyard by Marriott.

**Review of Correspondence:**

Ms. Shea went over some of the letters she has sent and received in September & October.

Meeting Adjourned 5:45PM