



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 June 12, 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
Roger L. Christian, M.D.

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

Others Present: Dennis Lane, Representative for Coalition for Responsible Retailing
Nicholas John, Representative R Street Institute

Approval of Minutes: May 15, 2018:

Mr. O'Sullivan moved to approve meeting minutes, Ms. Ahearn seconded, minutes approved 3-0-0.

Public Hearing-Review Proposed Revisions to the Westwood Board of Health Tobacco Regulations entitled: "Regulation Restricting the Sale of Tobacco Products"

Mr. O'Sullivan opens the public hearing. Ms. Shea reviews the draft regulation with the Board, which the draft is resulting from the May 15th public hearing. The Board had agreed to all of the proposed revisions, with the exception of two of them. The Board chose to keep the existing penalties and chose not to permanently retire permits.

Mr. Dennis Lane is in attendance again this month to express his concern that banning flavored products would make it unfair to retailers, including himself, who comply with the local tobacco regulations. He is accompanied by Mr. Nicholas John, who works for a private think tank called R Street Institute. They recently attended a Board of Health meeting in Worcester and would like to explain a strategy that they think should be considered by the Westwood Board of Health. They suggest that having the flavored tobacco products behind the cash register and out of view would be a better solution than banning them.

Mr. O'Sullivan asks if any of the Westwood tobacco vendors contacted Ms. Shea or if they expressed any concerns about the proposed regulation. Ms. Shea replies that she mailed all of them the draft tobacco regulation and she was not contacted by any of the tobacco vendors.

Mr. O'Sullivan thanks Mr. Lane and Mr. John for their input, however, he and the Board members agree that without Westwood vendors here to refute the changes to the tobacco regulation they apparently do not have any issue with the changes. The Board agrees to move forward with the draft. Dr. Christian makes a motion to approve the Tobacco Regulation entitled "Regulation Restricting the Sale of Tobacco Products", Ms. Ahearn seconded, approved 3-0-0.

Ms. Shea recommends an effective of September 1, 2018, in order for a legal notice to be placed in the paper and to allow her time to send the new regulation to the current tobacco permit holders.

FY19 Annual Appointments:

The Board appointed the following for FY19:

Dr. Henry D'Angelo has accepted another one year term as the Board of Health Physician.

Mr. Elliot Brown has accepted another one year term as Tobacco Control Consultant.

Dottie Powers, Town Clerk has accepted another one year term as Burial Agent. Ms. Teresa

Riordan, Assistant Town Clerk has accepted another one year term as Burial Agent. Mr.

O'Sullivan motions to approve all appointments, Ms. Ahearn seconded, approved 3-0-0.

Health Director Report:

PHN Report:

Ms. Shea provided the Board with a report describing the various duties Ms. McCarthy has performed in May. She is also assisting Ms. Shea in reviewing camp applications, medical records and documents and she is assisting with inspections during this very busy camp permitting season.

Dana-Farber Blum Family Mobile Van Event:

The Health Department hosted the Blum Van, which was in Westwood on May 25, 2018 from 10AM-2PM at the Senior Center. The van was staffed by a dermatologist and other staff from Brigham & Women's Dermatology and they provided free skin checks to residents. A total of 55 people attended, 45 people were screened and 13 were referred for follow-up appointments. Dr. Christian comments that he and his wife were at the event and he thought it was very successful.

Sunsations sunscreen dispensers have arrived and soon will be installed by DPW.

Permit Renewals:

Ms. Shea informs the Board that food permits have been issued for all but two food establishments. Michael's owes a \$50.00 late fee and a \$100.00 ticket for not being in compliance by May 31, 2018, which is when the permit expired. The person handling the licensing and the store manager have assured Ms. Shea they will be sending the payments within the next day or two.

Ms. Shea explains the only other food establishment that has not completed their paperwork is Comella's. Renewals were mailed to all establishments on April 5, 2018 and Second Notices were mailed to establishments that had not sent in an application on May 9, 2018. Email notification was also sent on May 24, 2018 to establishments that did not meet the May 18, 2018 deadline. Jim Proctor, Manager of Comella's, submitted an incomplete application on May 31, 2018 with the fee and \$50.00 late fee; Ms. Shea was on vacation. He spoke to Ms. Donovan and he stated that he knew he had to take the Allergen Awareness course because his certificate expired on April 2, 2018 and he couldn't find his choke saver card.

On June 4, 2018, Ms. Shea called and told him that we had a copy of his choke-saver on file from last year but we need an Allergen Awareness certificate and he stated he would take the on-line course asap. Ms. Shea also informed him that she would be issuing a \$100 violation ticket and she followed up with an email dated June 4, 2018 giving him until Friday June 8th at noon to comply or tickets would be issued and a public hearing before the BOH would be scheduled. The Board agrees to have Comella's attend a public hearing, which they schedule for June 19, 2018 at 5:00PM. They agree to have the hearing even if the paperwork and fees are submitted prior to June 19th.

Review of Correspondence:

Ms. Shea went over some of the letters she has sent and received in May.

On-line Permitting- Viewpoint Cloud:

The Health Dept. went live on June 1st the permitting software for the following permit applications: Temporary Food, Mobile Food Truck, Recreational Camp for Children, Camp Food, Catered Event and Farmer's Market. There have been no on-line applications to date, however, some are expected soon. The Westwood Day food application will be live on July 1, 2018.

Meeting Adjourned 5:50PM