



**Town of Westwood**  
Commonwealth of Massachusetts  
**BOARD OF HEALTH**

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

*Jared Orsini, REHS/RS, Health Director*  
*Lorraine Donovan, Administrative Assistant*  
*Margaret M. Sullivan, R.N., M.S.N., Public Health Nurse*

*Roger L. Christian, M.D., Chairperson*  
*Carol Ahearn, R.N., B.S.N*  
*Maureen White, R.N.*

Minutes of the Westwood Board of Health meeting held on May 22, 2024

The meeting began at 4:00PM and was held at the Carby Street Municipal Office Building, 50 Carby Street, Westwood.

Members Present: Roger L. Christian, M.D., Chairperson  
Carol Ahearn, R.N., B.S.N  
Maureen White, R.N.

Staff Present: Jared Orsini, REHS/RS, Health Director  
Margaret M. Sullivan, R.N., M.S.N., Public Health Nurse

**Approval of Minutes: April 3, 2024**

Dr. Christian moved to approve the minutes, Ms. Ahearn seconded, approved 3-0-0.

**Appointment of Animal Inspectors:**

Dr. Christian makes a motion to appoint Dr. Carolyn Thorne, Laura Fiske, Jared Orsini & Deni Goldman as animal inspectors for FY25, Ms. Ahearn seconded, approved 3-0-0.

**Appointment of Burial Agents:**

Dorothy Powers, Town Clerk & Brooke A. Congdon, Assistant Town Clerk, have accepted another one year term as Burial Agent.

Dr. Christian makes a motion to reappoint Ms. Powers & Ms. Congdon as Burial Agents, Ms. Ahearn seconded, Approved 3-0-0.

**Public Health Nurse Report:**

Ms. Sullivan reports that there have been fewer cases overall in MAVEN this month. This is the end of flu season and there have been a few cases as well as a low number of COVID reported.

There were a couple of cases of Lyme and 1 case of Hep B & 1 case of Hep C but no food borne illnesses.

The COA has hired a new nurse and Ms. Sullivan will be meeting with this person in the coming weeks to go over some information. She also met with the staff at Fox Hill Village for a meet and greet and they have invited Ms. Sullivan back to do a presentation for the residents.

Camp application review is underway and Ms. Sullivan will be checking medical records/vaccination status as camp applications come in. Each year the paperwork has been better, however, it is time consuming to go over all the necessary documents.

Information is going out in the various newsletters regarding tick borne illnesses such as Lyme and Powassan.

**Health Director Report:**

Food permit renewals are almost complete, the Gatehouse kitchen facility has added at least 15 additional permits. The sharps kiosk is here and will be installed at the front entrance in the coming weeks.

Ms. Kent has moved on to her new position in Sherborn and Mr. Orsini is doing the food inspections until a new person is hired. There was a food borne illness complaint for Blue Orchid and Mr. Orsini went out and found the dishwasher was not working properly and foods were also not being kept at the proper temperatures; corrective action was taken and they are now in compliance.

Norfolk Mosquito Control will be providing mosquito control spraying upon request for residents, we will advertise this information in the Westwood WIRE as well as the website.

Beaches and pools have been inspected with the help of a regional inspector and camp inspections will begin in the coming weeks as well.

Mr. Orsini will be attending the Selectboard Meeting next week, there is an amendment to the Norfolk County-8 Local Public Health Coalition Inter-Municipal Agreement. The nursing and inspector positions are funded by grants and those positions are designed to assist staff in the multiple communities when they need help or coverage. The nurses will have coverage when they are on vacation for various surveillance cases including TB. Once approved at the meeting Dr. Christian and Chris Coleman will sign the agreement.

The food inspector position will be posted in late summer and hopefully a candidate will be found in time for Westwood Day food inspections.

Meeting adjourned 4:45PM