

BOARD OF HEALTH

Minutes of Meeting January 9, 2018

Attendance: Chair Carol Bradford, Board members Susan Sama, Linda Huet-Clayton, Health Director William Murphy, Health Administrator Beth Porter, Elliott Brown Tobacco Compliance Officer, Ashraf Youssef Owner of Sudbury Sundries, Harold Jacobi Legal Counsel at 4:00pm and the meeting commenced at 4:00pm.

4:00 Public Comments None

- **4:05pm – Introduction of Mr. Brown**
- **Update on Permit Renewal** – All applications for 2018 recertification for Food, Stable, Tobacco, Trash Haulers, Septic Haulers and Septic Installers were sent out in November. Majority of permit applications (with payments) have been processed and submitted. Health Dept. has identified the establishments that have not responded and will send out correspondence at the end of the month denoting non-compliance.
- **Tobacco Hearing: Sudbury Sundries 100 Boston Post Rd (second violation in 2017) Required by Section 11.4 of Regulations** - Mr. Brown presented the details of the Tobacco violation(s) that took place at Sudbury Sundries Located at 100 Boston Post Rd. Sudbury. Two Teenagers were sent in (10 minutes apart) to purchase cigarettes and the clerk sold to both. The Board Members agreed to a \$200.00 fine and a Consecutive 3 day suspension of the sale of Tobacco products at Sudbury Sundries. The suspension will begin Monday January 22nd thru Wednesday January 24th. Mr. Murphy will go to the venue to ensure that the Tobacco has been removed from the premises, as the regulations require. Bradford made a motion for a \$200.00 Fine and a 3-day consecutive Tobacco suspension, Sama seconded. Motion passed 3-0-0.
- **Follow up to Tobacco Violation** - Mr. Youssef and Mr. Jacobi stated that they will train sales staff in Tobacco Compliance/Regulations and Mr. Jacobi will draft a document that will require all those trained to sign. In conclusion, the Board members informed Mr. Youssef that if another violation takes place at Sudbury Sundries that the penalty is a consecutive 30 day suspension and a \$300.00 fine.
- **Follow up on Lung Biotechnology Lab** – Bill Murphy stated that there is an engineer that has reviewed/monitored the Lab's output. We will contact him to get the results. Linda Huet-Clayton asked if the BOH could tour the Lab. Bill Murphy will work on setting up a date and time for the tour.
- **Nurse's Report**- The Board review the report which included the following:

Screenings

- COA had 47 Blood Pressure, Heart Rate and Pulse Oximeter participants
- COA had 21 Blood Glucose Screenings
- Town Wide Employee BP Clinic had 16
- Housing authority BP Clinic had 3

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Communicable Disease

- 5 Case Investigations included: 2 Lyme disease, 2 Pertussis, 2 Flu. Two cases of Pertussis at the high school with 16 close contact investigations

FLU

- Received at total of 640 flu vaccine (100 HD, 450 QIV, 90 state)
- Held 11 flu clinics at multiple sites around community
- Home Visits and BOH walk in for Flu shots
- Planned flu clinic dates, sent announcements, published in paper and newsletter
- Flu Vaccines total 614 for this season

Emergency Planning

- MRC AB advisory Meeting
- MEMA Training for Emergency Preparedness/Shelter
- Participated in quarterly drill for 4A PHEP and MRC
- Became the MA Reponse Regional Coordinator

Other

- Nominated by Natick public Health Nurse the Local Public Health Institute Fellow

Health Director's Report- Mr. Murphy presented his report that included the following:

Food Inspections- Majority of Food establishments have applied for Permits renewals and 2018 permits have been issued

Septic Inspections- There were 2 soil evaluations and 15 installation/repair inspections.

Housing- A housing inspection was conducted at a house on Peakham Rd. Due to chronic dampness in the basement the owner cannot rent the in-law apartment until problem has been remedied.

Other- An indoor air quality issue caused teachers to become ill at the Sunny hill Pre-School at the Methodist Church on old Sudbury Rd. The MDPH indoor air quality personnel responded and evaluated conditions. A report was generated with recommendations for the school.

Other- In using outside assistance for the 2018 calendar year we have currently scheduled to use 6 tax Workoff Seniors, 2 Social Worker Interns and 2 Nurse Interns.

Budget- Meet with Town Manager to discuss the FY19 Budget. Budget was presented at the last meeting. No changes to date.

Tobacco Compliance Check –The MetroWest Tobacco Coalition's Director Elliott Brown conducted a tobacco compliance check on 12/2/2017 and two permit holders sold to minors. Enforcement action is being taken in accordance with the regulations.

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Correspondence was reviewed and included the following:

- (a) November Meeting Minutes, December Meeting Minutes
- (b) MA DPH- Weekly Influenza Update- 1/5/2018
- (c) DelValle Institute for Emergency Preparedness- Intro to MA Mutual Aid Plan

- (d) Air Quality Assessment for Sunny Hill Preschool.
- (e) Mass DEP Drinking Water Program.
- (f) Letter dated 12/27/2017 from BOH to Ms. Muri for house inspection at 623 Peakham Road.
- (g) Letter dated Jan, 08/2018 from East Middlesex Mosquito Control outlining 2018 plan, education, focus areas and types of Mosquitos.
- (h) Local Public Health Update Publication Nov/Dec MDPH
- (i) Town of Sudbury Correspondence and Form of Release of Claims, Indemnity and Hold Harmless Agreement Acceptance of Uber Gift Cards.

Meeting Adjourned 5:30 pm