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CITY OF MARLBOROUGH BOARD OF HEALTH AGENDA

Meeting Name: Marlborough Board of Health

Date: Tuesday, April 14, 2015

Time: 6:30 PM

Location: 140 Main Street, City Hall, Council Committee Room, First Floor
Marlborough, MA 01752

1. **Call to Order**
2. **Review Minutes**
 - March 3, 2015
3. **Board Business**
 - Update on Sully's
 - Variance requests for HACCP plan
 - Jung Sushi and AFC
 - Review/Adopt new Fee Schedule
 - Annual permits requested
 - Dollar Tree Store
 - Review/Adopt new Tobacco Regulations
4. **Public Health Nurse Report**
 - Maven Report
 - DOT report
5. **Announcements/Correspondence**
 - Job Posting for Assistant Sanitarian
 - Job Posting for Community Health Worker for PWTF
6. **Monthly Report**
 - Assistant Sanitarians report

7. Other Business unknown at time of posting

8. Adjourn

-Next Meeting



CITY OF MARLBOROUGH

BOARD OF HEALTH

140 Main Street, Lower Level
Marlborough, Massachusetts 01752
Facsimile (508) 460-3625 TDD (508) 460-3610

James Griffin, Chairman
John Curran, MD, Vice Chairman
Robin Williams, Member
Tel (508) 460-3751

BOH MEETING MINUTES – 03/03/15

Attending
James Griffin
Robin Williams

Absent: John Curran, MD, Vice Chairman

Also In attendance: Cathleen Liberty, Tina Nolin and Steve Ward (transitioning)

Meeting called to order 6:34 pm

REVIEW OF MEETING MINUTES

Meeting minutes of February 3, 2015

Motion to accept minutes of February 3, 2015– Vice Chairman Griffin

Second –Chairman Griffin

Vote – Chairman Griffin – yes, Ms. Williams – yes.

2-0 Vote to accept minutes of February 3, 2015

BOARD BUISNESS

Vote on Fee Schedule

Motion to table vote on Fee Schedule until April meeting – Ms. Williams

Second – Mr. Griffin

2-0 vote to table vote on Fee Schedule until April meeting, Chairman Griffin – yes, Ms. Williams – yes

Vote on Tobacco Regulations

Motion to have City Solicitor review the proposed Tobacco Regulations prior to the Board of Health voting on them – Ms. Williams

Second – Mr. Griffin

2-0 Vote to have the City Solicitor review the proposed Tobacco Regulations prior to the Board of Health voting on them, Chairman Griffin – yes, Ms. Williams – yes

Prevention Wellness Trust Fund / Inter-Municipal Agreement

Tabled until April meeting due to City Council having to review and approve first, which they will do at their next meeting

PUBLIC HEALTH NURSE

Nurse update

MISCELLANEOUS ITEMS

Monthly Report- Mr. Landry submitted to the Board a monthly report on all updates and inspections.

OTHER BUSINESS UNKNOWN AT TIME OF POSTING

Steve Ward, by way of transitioning, reminded Board that the Fee Schedule being voted on in April was the first step in a longer term changing of pricing to bring the fee schedule up-to-date and in line with similar cities and towns; and that the proposed fees in this round are based on averages from a survey of similar and surrounding towns and cities conducted by the Mayor's office.

Recommended considering retention of Peter Wilner (DAR), Dan Ottenheimer (Title V) and Maureen Lee (Food Inspections). Also, Steve and the above are writing an Environmental Scan Report and recommending policy changes etc. which he said could be adopted in whole, or in part or discarded.

ADJOURN

Motion – to adjourn meeting at 6:50 pm Ms. Williams
Second – Chairman Griffin
Vote – Chairman Griffin – yes, Ms. Williams – yes.
2-0 unanimous votes to adjourn Board of Health Meeting at 6:50pm

Next Board of Health Meeting Tuesday, April 14, 2015 at 6:30 pm

Respectfully submitted,

*James Griffin
Chairman, Board of Health
City of Marlborough*

Minutes Approved: _____

Date: _____

Cc: Board of Health Members
City of Marlborough Website
City Clerk