



## **BOH MEETING MINUTES – 01/10/17**

### Attending

Robin Williams, Chairwoman  
James Griffin, Vice Chair  
Joseph Tennyson, MD, Member

Also in attendance: Cathleen Liberty, Director of Public Health, and Tina Nolin, Senior Clerk

**Meeting called to order 6:30 pm**

### **REVIEW OF MEETING MINUTES**

#### **Meeting minutes of December 13, 2016**

Motion to accept December 13, 2016 minutes – member Tennyson

Second – Vice Chair Griffin

3-0 Vote to accept and place on file the minutes of December 13, 2016 Yes, Chairwoman Williams; Yes, Vice Chair Griffin, Yes, Member Tennyson.

### **Introduction of Public Health Nurse to the Board**

Director Liberty introduced Patty Moran, PHN to the Board

### **BOARD BUSINESS**

- **Tobacco violation fine/Marlboro Market**

Owner of market was requested before the Board, but was not in attendance.

This is the second violation -selling to minors and selling flavored cigarettes. After some discussion Board voted to suspend their license for 7 consecutive days -the fine had been paid as of the meeting date. A letter would be issued and an Assistant Sanitarian would be dispatched to be sure product had been removed from the premise.

Motion to send letter and inspector to enforce the 7-day permit suspension - Vice Chair Griffin, Seconded by Member Tennyson; 3-0 Vote to accept said motion, Yes, Chairwoman Williams; Yes, Vice Chair Griffin, Yes, Member Tennyson

- **Food Establishment violations / Joy Asia** – (Tabled until after the Board Business: Memberships and Tobacco Regulations)

After much discussion Joy Asia was told that they had to put in a 3-Bay sink. Chairperson Williams requested that they focus on one thing at a time to improve on and said she would send Director Liberty some forms that would simplify and breakdown the processes so it could easily be taught to the staff and recorded. After these were implemented they would go from there on next steps.

- **Membership Tobacco Regulations**

**Also in attendance were DJ Wilson, Tobacco Control Director/Public Health Liaison Massachusetts Municipal Association and Cheryl Sbarra, Senior Staff Attorney, Massachusetts Association of Health Boards**

After much discussion concerning private clubs with regards to rights and what other towns were doing it was decided by the Board that the regulations passed in April of 2015 and instituted September 1, 2016 prohibiting smoking in public spaces, including clubs would stand and no variances would be forthcoming, nor would the Board be seeking to amend the regulation.

The motion to not amend the smoking regulation prohibiting smoking in private clubs was made by Vice Chair Griffin and seconded by Member Tennyson. 3-0 Vote to not amend the smoking regulation prohibiting smoking in private clubs; Yes, Chairwoman Williams; Yes, Vice Chair Griffin, Yes, Member Tennyson

- **Food establishment renewal applications completed-not submitted**

Director Liberty presented establishments who had not yet applied for their 2017 Permit Renewal. Chairperson Williams charged her with sending the Sanitarians out with a cease and desist letter the following day.

### **MONTHLY REPORTS**

- **Nurse's Report**

Director Liberty presented the Public Health Nurse's report. The public health nurse vaccinated 25 students in December. Director Liberty reminded the Board that starting in January the clinic will be moving to Tuesdays so that students may be screened for TB, PPD's to be planted and read. The full nurses report was submitted to and accepted to be placed on file.

- **Sanitarians' Reports**

Presented by Director Liberty - reports were submitted and accepted to be placed on file.

### **ADJOURN**

Motion – to adjourn meeting at 7:41 pm – Vice Chair Griffin

Second – Member Tennyson

3-0 vote to adjourn Board of Health Meeting at 7:41 pm, Yes, Chairwoman Williams; Yes, Vice Chair Griffin. Yes, Member Tennyson

**Next Board of Health meeting will be on January 31, 2017**

Respectfully submitted,



Chairwoman Williams

3/7/2017

Dated

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