



## **BOH MEETING MINUTES – 02/02/16**

### Attending

James Griffin, Chairman  
John Curran, Vice Chairman  
Robin Williams, Member

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

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

### **REVIEW OF MEETING MINUTES**

#### **Meeting minutes of January 5, 2016**

Motion to accept and place on file the minutes of January 5, 2016 – Member R Williams  
Second – Vice Chairman J Curran, MD  
3-0 Vote to accept and place on file the minutes of January 5, 2016

### **PUBLIC HEALTH ISSUES**

#### **Sheltering Regulations**

Introduced by Director Liberty who explained that the Mayor expressed interest in adoption of such regulations and that these actually were adapted from another city/town. Tonight Director Liberty simply introduced the idea and the document, asking the Board to look it over for next month's meeting at which they could ask questions, discuss issues and decide if and when they would hold a public meeting. All Board members agreed.

Chairman JG requested for the next meeting to have a list of places in the city that the regulations would pertain to. Director Liberty agreed to put together a list for the Board.

#### **Coat Drive with Holy Trinity Anglican Church**

The Health Department in partnership with Holy Trinity Anglican church on Lincoln St conducted a coat drive in December to gather winter coats for needy parishioners. Champion Cleaners also partnered to wash all of the coats that came in free of charge. For our first event of this kind it was a successful venture that we hope to participate in next year.

## **Red Spring Road**

Director Liberty updated the Board on the process of having Red Spring Road get up to date with the pumping of their septic systems due to the proximity to the lake. There are 10 remaining dwellings needing to forward a current pumping record. All have been sent certified letters to this effect we have had five of the letters signed.

Chairman JG asked what the next step would be for non-responders. Director Liberty suggested a letter with a summons before the board if not done by a specific day.

## **Tobacco Compliance Checks**

Director Liberty updated the Board on the compliance and fines outstanding. One store has requested a hearing which will be next week and Cathleen will be attending.

Member JC, MD asked if we had alerted the Tobacco Permit holders of the new regulations, signage etc.

Director Liberty responded that they had all received letters, copies of the regulations and opportunities to contact the Department with any questions. Reported that the Assistant Sanitarians handed out the tickets.

## **MONTHLY REPORTS**

### **Nurses Report**

Presented by Director Liberty – report was accepted and approved to be place placed on file.

Reported to Board that the Department had received a potential Food Born Illness complaint from the state, but it had not been confirmed at this time. However, an inspector was sent out to the establishment today and there were no serious violations reported. The restaurant did report that an employee was sent home sick after vomiting, but they also said she may be pregnant – as of now the employees condition is not confirmed. They are keeping this in process and will notify the Board of any outcomes.

### **Sanitarians' report**

Presented by Director Liberty who reported inspectors were on target with all restaurant inspections. Reports were accepted and approved to be place placed on file.

## **UNKNOWN BUSINESS AT TIME OF MEETING**

Director Liberty reported on 2 vape establishments that had made serious requests and applications to the department for Tobacco permits. Director Liberty expressed her concern with the influx of such establishments and requested that the Board revisit their no cap policy on retail tobacco stores – which do not fall under the flavor regulations of other tobacco permitted sellers.

Vice Chairman Dr. Curran expressed concerns on a variety of incidences regarding the Part-time Public Health Nurse and Nursing Duties and the Department Director. After some discussion Vice Chairman Curran requested a special meeting to vote on an executive session to discuss such concerns in depth. Meeting is to be Tuesday, February 16<sup>th</sup> at 6:30. Meeting will be posted with an agenda and all parties notified.

**ADJOURN**

Motion – to adjourn meeting at 7:40 pm-Chairman Griffin  
Second – Member Williams  
3-0 vote to adjourn Board of Health Meeting at 7:40 pm

**Next Board of Health meeting is set for February 16th, 2016 at 6:30 pm in the Council Committee Room**

Respectfully submitted,



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Chairman

Dated: 3/8/16

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