

Wellesley Board of Health  
90 Washington St  
Wellesley, MA  
Meeting Minutes  
October 4, 2018

Present:

Board:

Shepard Cohen, Chairman  
Marcia Testa Simonson, PhD, Vice Chairman  
Lloyd Tarlin, MD, Secretary  
Carol Hannenberg, Associate

Staff:

Deadra Doku Gardner, Administrator  
Cheryl Lefman, Community Health Coordinator  
Ann Marie McCauley, Nursing Supervisor

In attendance:

Mary Gard, Advisory Committee, liaison  
Jonathan Koppelman, resident and town meeting member  
Ivette Mesmar, Brookline Bank, President Wellesley Lions Club

The meeting was called to order at 9:35 a.m.

The Board of Health approved the meeting minutes from September 20, 2018.

**1. Administration**

a) Chairman's Report

Shep Cohen reported on the following:

- Town-wide public awareness campaign – Shep Cohen reported that the Wellesley Health Department document continues to be distributed to all Wellesley residents via the WMLP invoice.

b) Director's Report

Leonard Izzo provided an overview of the Department's activities

- Mr. Izzo reported that the new food code is drastically different than the previous one.
- Mr. Izzo reported that Human Resources has been conducting a 40 town benchmark. Thirty of the forty communities queried have

responded. The final report is expected to be complete in two to three weeks.

- Rubbish hauler regulations – Mr. Izzo reported that there are anticipated changes being made to the sanitary code that are going to require haulers to recycle. Regulations are being revised and a draft will be reviewed at the next meeting.

c) Lions Club

Ivette Mesmar, manager of the Brookline Bank branch in Wellesley reported that she is also the President of the Lions Club. Ms. Mesmar provided an overview of the Lions Club and the services available.

d) FY20 Budget

At the last meeting Beth Sullivan Woods reported that the Board of Selectman will be voting on the budget guidelines at their next meeting. Guidelines are anticipated to be 3% for the schools and 2.5% for all other departments.

Leonard Izzo reported that the current FY20 budget template provided by Financial Services has incorrect information and that formulas need to be adjusted before any further work can be done on the FY20 budget. Just prior to this meeting Mr. Izzo noted that incorrect figures.

Additional information will be available at the next meeting.

e) Human Relations Contract (HRS)

The Board of Health reviewed the finalized changes made by Town Counsel to the HRS contract for FY19. At the last meeting the Board of Health voted to authorize the contract however it was not signed pending a finalized copy and further clarification of the insurance section provided by Town Counsel. The Board of Health had agreed to sign the contract at the next meeting and agreed that HRS be paid for their first quarter services.

The Board of Health signed two original copies of the contract.

f) Tobacco Control Update

Leonard Izzo reported that DJ Wilson from the Massachusetts Municipal Association will be invited to the next meeting to review our current Tobacco regulations and provide suggestions as to the updates needed referencing vaping.

g) Salary Reviews

At the last several meetings Shep Cohen reported that the Board of Health has requested a salary review of all department staff with the Human Resource Board. Mr. Cohen will contact the Human Resource Board before the next meeting. Mr. Cohen reported that he anticipates the salary reviews to be completed before the start of the FY20 budget season.

## 2. Community Health

a) Nursing Report

Ann Marie McCauley reported that flu vaccine has been delivered and that she has already completed multiple employee flu clinics.

Cheryl Lefman has been promoting the public flu clinics schedule for October 18 at the Warren Building and October 26 at the Council on Aging.

At the last meeting Ms. McCauley reported that the Town Clerks office notified her that early voting will take place in the Warren Building. Ms. McCauley reported that we will be conducting vote and vaccinate clinics Monday thru Fridays from 8 to 10a and from 3 to 5p as well as on one Saturday from 10a to 2p.

b) Mental Health/Autism

Jonathan Koppelman reported on the service needs for individuals with autism and support for family/friends of individuals with autism. Mr. Koppelman reported that it is very difficult to locate support information for those diagnosed with autism. Mr. Koppelman would like to see a central repository for information so that individuals affected by autism would have access. Mr. Koppelman would like to see the Health Department sponsor a website with this information. Mr. Koppelman will discuss this project with Cheryl Lefman.

Additional information will be provided at the next meeting.

c) Natural Resources Commission and Gas Leaks

At the May 24, 2018 meeting Dr Regina LaRocque, the Vice Chair of the Wellesley NRC, spoke to the Board of Health in regard to gas leaks. Dr. LaRocque has requested that the Board of Health prepare and send a letter to Governor Baker requesting that gas leaks in close proximity to school grounds be repaired. The School Committee has signed the letter.

At the June 7, 2018 meeting it was confirmed that Marcia Testa Simonson will create a Board of Health letter for the Board to review.

d) Mental Health Awareness

At the last meeting Shep Cohen and Cheryl Lefman reported on the mental health meeting which took place on September 12, 2018. Board members, department heads and staff were present from Wellesley Health Department, Police, Fire, Council on Aging, Wellesley Public Schools, Selectman's office and Human Relations Services.

Blythe Robinson Executive Director of Government Services is preparing a report on Wellesley's mental health needs. Once completed another meeting will be held to review the results.

e) Coleman Institute

Carol Hannenberg and Leonard Izzo reported on the increasing town wide concern on the arrival of the Copeland Institute in November at 30 Washington St. Mr. Izzo reported that the Coleman institute will be a detox facility for those with opioid addiction.

On Monday, October 22 the Board of Selectman will hold a public meeting to discuss and answer questions in regards to the business.

f) Narcan

Cheryl Lefman reported that Newton Wellesley Hospital will be replacing the Narcan and supplies for the Town of Wellesley.

### **3. Environmental Health**

a) 900 Worcester St Project

Mr. Izzo reported that the location was supposed to be open in October however there have been delays in the construction inspections.

Additional information will be provided at a future meeting.

b) Wellesley Housing Authority(WHA) update

At the last meeting the WHA Board Separation Statement was distributed. Mr. Izzo reported that an interim housing director is in place for Wellesley and Needham. Currently no vacant units are being filled and no applications are being taken.

Additional information will be provided at the next meeting.

### **4. Emergency Preparedness**

a) Emergency Preparedness Programming

To be reviewed at the next meeting.

The next meeting of the Board of Health will be on Thursday, October 25, 2018.  
The Board of Health meeting adjourned at 11:50 a.m.

Respectfully submitted,

Deadra Doku Gardner  
Administrator

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Documents reviewed during this meeting and on file in the Health Department:

- Salary drafts by Leonard Izzo
- Fiscal Year 2020 Budget Preparation Manual