

Wellesley Board of Health
Meeting Minutes
January 11, 2018

Present:

Board:

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

Staff:

Deadra Doku Gardner, Administrator
Leonard Izzo, Director
Cheryl Lefman, Community Health Coordinator

In attendance:

Alison Cross, resident
Mary Gard, Advisory Committee

The meeting was called to order at 9:35am.

The Board of Health approved the minutes of the December 14, 2017 meeting.

1. Administration

a) Chairman's Report

Mr. Cohen reported on a Town Meeting warrant which will allow a special permit to town buildings to serve alcohol at functions.

Mr. Cohen provided a copy of the Wellesley Townsman Article dated 3/3/2017 referencing the Health Department's FY18 budget request.

b) Director's Report

Leonard Izzo provided an overview of the Department's recent activities, as follows:

Mr. Izzo reported on the recent file storage room renovation and updates.

Mr. Izzo reported on the Environmental Health Specialist job description. Human Resources expects to post the position by the end of this week.

Mr. Izzo reported on the most recent MHOA conference noting that the Health Department Tobacco regulations will need a revision to include vaping. In addition the non-criminal dispositions by-law must now spell out

the exact fine amounts. Mr. Izzo reported that he will be revising the regulations and adjusting the fines.

Mr. Izzo reported that there is an updated warrant for Town Meeting which will include a zoning article to restrict marijuana dispensaries.

Mr. Izzo provided an update on the on-going 40B projects. The original units anticipated on Route 9 have been denied by the state however there is a possibility of another 40B project on Route 9 close to 128. The 140 Weston Road project is anticipated to be a five story building. The 135 Great Plain Avenue project has the possibility of becoming a swing space for the schools. The project on Delanson Circle will strictly become a rental unit property.

Mr. Izzo provided an updated a recent housing emergency on Oakencroft Road. A local plumber reported concern to the Police and Fire Department regarding a family with no heat or water. Mr. Izzo and Ann Marie McCauley as well as other staff were notified. Springwell has been notified and is working with the family.

c) Livestock- 645 Worcester St

At the September 19, 2017 meeting the Board of Health voted not to approve the current livestock application and the resident was ordered to remove the chickens by October 3, 2017. No permit application had been filed and there was no abutter notification.

Leonard Izzo reported that the resident of 645 Worcester Street has been able to secure homes for all of the birds. Additional information will be provided at the next meeting.

d) Flu and Flu Vaccine

The nursing staff continues to vaccinate on an on call basis and at the keep well clinics.

e) FY19 Budget Guidelines Manual (DATED July 1, 2017)

In September 2017, Marcia Testa Simonson provided an extensive ten page memo reviewing the Fiscal Year 2019 Budget Preparation Manual – draft, dated July 1, 2017, prepared by the Finance Department. The memo was provided to the Board of Selectman, Blythe Robinson and all other Boards. As noted at the last several meetings there has been no formal response to the memo by the Board of Selectman. Marcia Testa Simonson reported that to date the Guideline Manual is still in draft form and has not been formally presented to departments. Beth Sullivan Woods reported at the last meeting that she would follow up.

f) FY19 Budget

At the November 14, 2017 meeting the Board of Health approved and voted the FY19 Budget. The Board of Health reviewed the budget memo (dated 12/4/17) submitted to Advisory and prepared by Marcia Testa Simonson.

Mary Gard provided a review of the recent meeting of the Advisory Committee. Ms. Gard reported that the Board of Health budget has come in too far above guideline. The board has agreed to reduce the number of hours for per diem pools for the Environmental Health agent and the social worker.

Marcia Testa Simonson will update the budget presentation and budget template. The Board of Health is scheduled to present the budget to the Advisory Committee on January 17, 2018.

g) Article 47 Livestock

Leonard Izzo reported that the Animal Control By-Law is being updated. Additional information will be provided at a future meeting.

2. Community Health

a) Programming

Cheryl Lefman reported on the following upcoming program that is being held with the Wellesley Library – The Transformative Power of Ten Minutes. The program is being well received and scheduled to take place on 1/17/18.

b) Ambulance Data

Cassidy Tatum provided a summation of the Ambulance Data for 2017. Additional information will be provided at the next meeting.

3. Environmental Health

a) Tolles Parsons Kitchen

As noted in the Director's report of the last several meetings, the Tolles Parsons Kitchen has not been issued a Food Establishment permit.

Mr. Izzo reported that no final inspection has been conducted and no cooking should be done on the premise. Mr. Izzo has sent a letter listing the problems that need to be addressed. The letter was sent to the Council on Aging, the architect and the Facilities Maintenance Department (see letter dated 9/6/17) and there has been no response from any of the recipients.

Beth Sullivan Woods will follow-up on the status of the kitchen.

b) Food Sustainability and Food Recovery/Waste Plan

Alison Cross provided a Food Rescue update report.

Ms. Cross reported that the Fiske school has a very large food insecure population. At the last meeting Ms. Cross reported that the Wellesley Public Schools were in the process of seeking funding for the freezers to be located at the elementary schools. Jarvis Appliance has donated three freezer chests with a value of about \$800.

Ms. Cross will provide additional information at the next meeting.

4. Emergency Preparedness

a) Emergency Preparedness Programming

Cheryl Lefman reported on the following Emergency Preparedness programs:

- CPR/AED- February 8 and February 15
- Expanded First Aid Training- April 5

The next meeting of the Board of Health will be announced.

This meeting adjourned at 11:55 AM.

Respectfully submitted,

Deadra Doku Gardner
Administrator

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

- Action Item List (01/11/18)
- Wellesley Townsman Article dated 3/3/2017 referencing the Health Department's FYT18 budget request.
- Ambulance Data totals of 2017
- Advisory Memo re Fiscal Year 2019 Budget Submission dated 12/4/17
- FY2019 Budget Request BOH approved 11/14/17 _rv2