

Wellesley Board of Health  
Meeting Minutes  
February 1, 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  
Erika Johnson, resident and former Board member  
Beth Sullivan Woods, Board of Selectman

The meeting was called to order at 9:30am.

The Board of Health approved the minutes of the January 11, 2018 meeting.

**1. Administration**

a) Director's Report

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

Mr. Izzo reported on the upcoming meeting with the Housing Authority Director. The meeting will include representatives from Police, Fire and Council on Aging.

Mr. Izzo reported on the Environmental Health Specialist job description. Human Resources has posted the position and there are several candidates. The job will be posted until February 11, 2018.

b) Animal Control and Dog Bylaws/Town Meeting warrant

Beth Sullivan Woods reviewed the anticipated changes to the Animal Control and dog bylaws.

The Board of Health agreed to support the changes.

c) Alcohol Bylaw/Town Meeting warrant

Beth Sullivan Woods reviewed a warrant allowing a special one day permit to town buildings (with the exception of school buildings) to serve alcohol at functions.

The Board of Health agreed to support one day alcohol permits in Town of Wellesley public buildings with the exception of school buildings.

d) Recreational Marijuana

Beth Sullivan Woods reviewed the warrant banning all recreational marijuana from the Town of Wellesley. Ms. Sullivan Woods reported that the Town cannot ban marijuana transportation. This requires a 2/3 vote at Town meeting.

The Board of Health agreed to support the ban of all recreational marijuana in the Town of Wellesley.

e) 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 not removed the birds from the home. Mr. Izzo confirmed that the chickens cannot be removed by the Animal Control officer and that the Health Department must bring legal action.

Additional information will be provided at the next meeting.

f) Flu and Flu Vaccine

Ann Marie McCauley reported that there are 38 confirmed cases of influenza in Wellesley. 90% of these cases have been reported as Type A.

Ms. McCauley reported that the Wellesley Public Schools are not seeing any spikes in illness. Wellesley College has had only one positive case for influenza. Babson has yet to report any cases.

Dr. Lloyd Tarlin reported that there have been 37 pediatric deaths in the United States.

Ms. McCauley reported that CVS and Walgreens have run out of vaccine. The nursing staff continues to vaccinate on an on call basis and at the keep well clinics.

Cheryl Lefman will be preparing and disseminating information around town about prevention. Ms. McCauley will order and distribute disinfectant wipes to all town departments in the immediate future.

If needed, the Board approved the use of Health Wellesley Funds to purchase additional flu vaccine. Leonard Izzo and Ann Marie McCauley will continue to monitor the influenza activity.

g) 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.

h) 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.

At the last meeting 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. At that time the board begrudgingly agreed to further cuts if absolutely necessary.

Marcia Testa Simonson updated the budget presentation and budget template. The Board of Health presented the revised budget to the Advisory Committee on January 17, 2018. The Board of Health reported that the Advisory Committee again requested a further reduction indicating that the guideline was 2%.

At today's meeting, the Board of Health reviewed Blyth Robinson's email memo to Ellen Gibbs and Mike Hluchyj dated 1/31/18 highlighting a meeting that took place on the same date with Blythe Robinson, Marcia Testa Simonson, Leonard Izzo and Mary Gard. During this meeting various cuts were proposed bringing the budget to a 4.94% increase. The board reviewed these proposed changes and agreed to reject some of the changes.

The Board of Health voted to approve a budget with a 6.96% increase. Should this increase not be acceptable to the Advisory Committee and the Board of Selectman, the Board of Health agreed that they will make a motion on the floor at Town Meeting.

i) Community Social worker – title change

The Board of Health agreed to change the title of the Community Social Worker to Social Services Coordinator.

j) 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) Fund for Wellesley

The Health Department will be submitting two grant applications to the Fund for Wellesley, one for summer camp transportation (transportation vouchers) and the second for general promotion and outreach work. Cheryl Lefman will be attending the information session and will work with Laura Veligor to complete the applications by the due date.

## 3. Environmental Health

a) Food Establishments

Leonard Izzo provided a series of food service construction updates. The following locations were highlighted.

- Quebrada construction continues. The location has experienced several delays due to the fact that the plans were not approved prior to the start of construction
- The Cottage and Dominos were reopened in mid-January after construction
- Whole Foods is in phase three of their construction project.
- The Gateway – it was discovered that the location constructed a coffee bar without a construction permit
- Roche Brothers will be seeking a special operation permit for a noodle bar.
- Smith and Wollensky is anticipated to open prior to Marathon Monday.

In addition to the above, Mr. Izzo reported that two new food services are expected on Linden Street. Mr. Izzo reported that a bakery intends

on opening and a 156 seat restaurant is expected to open in the space next to CPK.

b) 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.

At this meeting, Mr. Izzo reported that the kitchen still does not have sanitizer set up at the three bay sink.

Mr. Izzo reported that the Permanent Building Committee has the custody of the building and the Board of Selectman own the building.

c) Track and Field House

Leonard Izzo reported on the construction of the new field house. The town is petitioning the plumbing board to reduce the number of toilets.

Mr. Izzo reported that the team room has been privately donated and will include three lavatories. The Board of Health cannot approve this plan until they have seen the final plans.

d) Food Sustainability and Food Recovery/Waste Plan

Leonard Izzo reported that the Food for Free Donation program at Mass Bay Community College was approved on January 31, 2018. The organization will begin delivering 100 meals a week beginning in March 2018.

In addition, Alison Cross reported that Home Depot donated two freezers to Mass Bay. She reiterated that 60% of the Mass Bay student population is food insecure.

Ms. Cross reported that the principal of Fiske School wants the students at that school to also have a share table. Additional information will be provided at a future meeting.

Cheryl Lefman reported that CHNA 18 will be offering a program on food insecurity this Spring.

#### **4. Emergency Preparedness**

##### a) Emergency Preparedness Programming

Cheryl Lefman reported on the upcoming 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 12:30 PM.

Respectfully submitted,

Deadra Doku Gardner  
Administrator

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

- Action Item List (02/01/18)
- FS Construction Update dated 2/18
- Blythe Robinson email dated 1/31/18
- Nursing Report November and December 2017
- Town Of Wellesley – Wellesley College Food Rescue Program SOP, dated November 1, 2017
- Town Of Wellesley – Babson College Food Rescue Program SOP, dated November 1, 2017
- Revised Advisory Memo re Fiscal Year 2019 Budget Submission dated 1/30/2018