

## East Longmeadow Board of Health Agenda

Thursday, January 11, 2018; 6:00 at East Longmeadow Public Library, 60 Center Square, East Longmeadow

Board of Health Members Present: Dr. Sarah Perez McAdoo, Karen Robitaille, R.N., Dr. Kevin Hinchey

Health Staff Present: Aimee Petrosky, Donna Bowman, and Deneen DelMastro

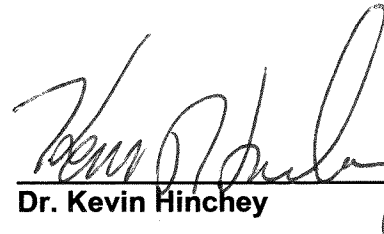
Visitor: Lena Marceno; Mike Zolkiewicz, Clean Fitness

Topic	Discussion/Action Taken/Decision Made
Call to order and Chair Announcements	Meeting called to order by Chair, Dr. Sarah Perez McAdoo, at 6:02 p.m.
Approve minutes of previous meetings: September 20, 2017; October 19, 2017; November 8, 2017;and,November 14, 2017	<b>Vote</b> Motion to approve minutes from the September 20, October 19, November 8, and November 14, 2017 meetings was made by Dr. Kevin Hinchey and seconded by Karen Robitaille. <b>Motion was approved 3-0</b>
Public Comment	Ken Forbstein, Needham MA 02494 – Tobacco 21
<b>New Business</b>	
Grease Trap Variation Request – Power Clean Fitness	<b>Vote</b> Aimee presented recommendation to approve variance. However, recommendation is made with two caveats: 1) grease trap professionally cleaned 2 times per year with results provided to the Health Department; and, 2) notify Health Department in writing with any changes in food production and/or ownership. Motion was made by Karen Robitaille and seconded by Dr. Kevin Hinchey to approve Power Clean Fitness's request for Grease Trap Variance. <b>Motion was unanimously approved.</b>
Lena Marceno - Substance Abuse Grant / YRBS	Lena Marceno, coordinator of the Substance Abuse Prevention Collaborative has access to a grant program that supports data collection and could support a needs assessment survey. Currently East Longmeadow does custom surveys but they do not compare data to regional, state, and national forums. YRBS and PNAS include normative data as part of the data set allowing comparison community to community, to the state, and to the nation. Lena's program would have about \$5,000 available to purchase survey and run. Next steps – how to move forward in a way that makes senses for the community, include in Action Plan; BOH to meet with Lena, Gordon & Pam and Police; include town council to gain their support.
Quarterly Reporting Plan	Quarterly update to help keep Town Council informed – quick bullet point update to the council, consistent with Action Plan. Aimee will update action items on a quarterly basis. Report should highlight successes of the board and department.
Action Item Update	Action Items should be used as a living document to measure progress; additional items can be added; each December items should be reviewed and updated annually. Aimee will make updates for review at next Board meeting.
Grant Update	Tobacco enforcement - Aimee reviewed the proposal

	<b>Vote</b> Motion to suspend board meeting and reopen public comment made by Karen Robitaille and seconded by Dr. Kevin Hinchey. <b>Motion was unanimously approved.</b>
Public Comment	Dennis Lane – Coalition for Responsible Retailing (regarding Tobacco Regulations); if retailers are responsible restrictions become unnecessary
Tom O'Connor Resignation	Letter of appreciation signed by Board and Health Department
2018 Permit Fee Increase	<b>Vote</b> Motion to add intermediate food service permit increase prior to full increase made by Dr. Kevin Hinchey and seconded by Karen Robitaille. <b>Motion was unanimously approved.</b>
Tobacco Violation Letters	Federal Compliance Check Violations (C-Mart, Sunny's Mart, and Walgreen's); Deneen will correct typo and Sarah will sign when complete; letters should be sent via Registered mail.
<b>Old Business</b>	
Next Steps Regulations <ul style="list-style-type: none"> <li>• Hauler/Mandatory Recycling</li> <li>• Tobacco 21</li> </ul>	Public Hearing for Tobacco Regulation scheduled for next Board meeting on February 8, 2018; hearing will begin at 6 p.m.; comments will be limited to 3 minutes.

Motion to adjourn made by Dr. Kevin Hinchey and seconded by Karen Robitaille.

**Upcoming Meetings / Events:**



Dr. Kevin Hinchey

2/8/2018

*This listing is reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*