

# **BOARD OF HEALTH**

## **Minutes of Meeting June 5th, 2018**

Attendance: Chair Carol Bradford, Board members Susan Sama, Linda Huet-Clayton, Health Director William Murphy, PH Nurse Phyllis Schilp, Social Worker Bethany Hadvab, Intern Van Tsui. Hearing Attendee: Elliot Brown, Tobacco Control, Ashraf Youssef, owner of Sudbury Sundries, and Rosea Ghobrial, mother of George Ghobrial, Sundries clerk. The meeting commenced at 4:00pm.

**4:00 Nurse's Report** Phyllis Schilp presented her report. Highlights of the report include:

### **Community Outreach**

- Published in the town managers newsletter on Tick Borne Outreach and MRC recruitment
- Tick Borne Illness educational Brochures and literature to 10 conservation trails, Senior Center, Library, Flynn and all Sudbury Schools.
- Planning Fall Prevention at the Senior Center for September

### **Camp**

- Held second Annual Camp meeting with Regulation updates
- Meeting with Park and Rec
- Camp outreach/documents to 16 camp and 2 new camps
- 75 Correspondence with camps
- 32 Camp manuals reviews and update review
- New Fire Code this year. All camps submitting new Disaster Plans as approved by the Assistant Fire Chief.
- Many review and policy development hours with new camp regulations
- 2 Individual Camp meeting for manual review

### **Future Plans**

- BLS Instructor Course June 6th
- Camp Vender Meeting in May
- Autism Awareness training
- CPR training for Senior Center Staff
- Until Help Arrives Training town employees

**Social Worker Report** – Presented by Van Tsui, SW Intern. Highlights included:

Referrals-Decrease in referrals this month. Several residents presented with the need for support to better understand and access known resources which required case management contacts and support completing applications. Continued to update the social work website with information and resources, and to email community distribution list regarding new available resources and events. Also continued to build relationships with new organizations and referral sources.

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HOPE Applications-MSW Intern, Evangeliah Tsui and this writer processed HOPE applications this month. Consulted with HOPE Sudbury on a few challenging cases. BOH Administrative Assistant, Beth Porter, developed a version of the application that can be completed online. The hope is that this will expedite the process for low-income residents, as many do not have access to printers. SW considering additions/changes to the HOPE application based on knowledge obtained through Certified Financial Social Worker trainings. This has been expressed to the HOPE Fund team and they will arrange a meeting to discuss in the fall.

Presentations/Community Meetings/Outreach- Provided a health fair at the senior center including blood pressure screenings by BOH nurse, review of resources and services for overall wellbeing, and depression and memory screenings. Also met with CRANE, President of the MA Municipal Association, Director of Framingham Job Center, and Case Manager from Career Connections to discuss resident needs and collaborate to best meet those needs. Also met with Town manager, Chief of Police and Board of Selectman to discuss Sudbury as a “Welcoming Community.” Social work intern, Evangeliah Tsui continues to co-facilitate an 8-week senior wellbeing group called Well and Wise at the COA.

Individuals Served- Decrease this month. Continue to have complex cases that require ongoing support and follow up, particularly around domestic violence, financial need, housing and substance abuse and mental health needs.

Other- Working with Sudbury Clergy Association to streamline community response to needs requests. Working with CRANE to address funding and increased public awareness, and to assist with development of biweekly newsletters. Continued working with UMass Boston and town departments to publicize needs assessment survey and organize needs assessment focus groups. Boston College MSW intern, Laura Michelson, completed her internship with the BOH at the beginning of the month. Fall interns start in early July and early September. Working with Budget Buddies and a local church to bring another round of financial literacy programming to Sudbury in the fall.

Ms. Tsui presented a typical case management project from intake, consultation, management, referrals, support, and follow up.

#### **Enforcement Hearing- Sudbury Sundries, 100 Boston Post Road**

#### **Violation of the Regulations of the Town of Sudbury Board of Health Restricting the Sale of Tobacco Products**

Chairman Bradford read into record the following:

*In accordance with Section 11.1.B Enforcement and Penalties, of the Regulations of the Town of Sudbury Board of Health Restricting the Sale of Tobacco Products, a hearing is being held for Sudbury Sundries and owner Ashraf Youssef for violations of said regulations. On May 12<sup>th</sup> of 2018, a tobacco compliance operation was conducted and the clerk at Sudbury Sundries sold a*

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*tobacco product to a minor. This violation constituted the third offense within a 24 month period. The penalties, in accordance with the regulations, are a \$300 fine and the suspension of the tobacco sales permit for a 30 day period. This hearing is being held to provide, Mr. Youssef the opportunity to be heard on this matter.*

Hearing opened at 4:20 pm on a motion by Bradford, seconded by Susan Sama. Motioned passed 3-0-0.

Bradford instructed Elliot Brown, Tobacco Control Agent for the MetroWest Tobacco Coalition, to summarize the events from May 12<sup>th</sup>. Brown reported a 17-year old minor entered the store and asked for Juul e-cigarette pod cartridges and was not asked for identification by the clerk. The minor purchased the tobacco product.

The owner, Ashraf Youssef, admitted his clerk named George, age 23, was also was involved in the sale of the second offense that occurred on December 2<sup>nd</sup>, 2017. The clerk's mother, Rosea Ghobrial, testified that her son struggles with disabilities and ask for leniency for Mr. Youssef. Sama stated that it was the responsibility of the permit holder, not the clerk, to ensure compliance with the regulations.

Member Linda Huet-Clayton expressed disappointment of recurring violations and suggested that more effective training of clerks take place. Mr. Brown indicated that the Coalition would be providing clerk training in the near future and all members agreed that attending training be mandatory.

Mr. Youssef said he is trying to adhere to the regulations but struggles with compliance. He stated that he may have to close his business if a 30 day suspension is required. Tobacco sales are a considerable part of his business.

The Board deliberated and achieved consensus that strict enforcement of the regulations is needed to limit youth access to dangerous tobacco products. Sama emphasized the importance of retailers in efforts to prevent addiction. Huet and Bradford were not in favor of leniency given the third offense.

Bradford made a motion to uphold the \$300 fine and the 30-day suspension to begin on June 18<sup>th</sup>, 2018 and ordered mandatory retailer training. Sama seconded. Motion passed 3-0-0.

Hearing was closed on a motion by Huet. Seconded by Sama. Motion passed 3-0-0.

**Discussion of Contractual Services**

Mr. Murphy is preparing an Invitation to Bid for Food Inspectional Services and Environmental Inspectional Services. The Town Manager forwarded a typical bid package that Mr. Murphy is modifying. Murphy is prioritizing getting the bids out by June 12<sup>th</sup>. The Board may have to meet by the end of the month to discuss finalists.

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#### **Discussion of Bag and Bottle Ban**

Mr. Murphy notified the Board that a grant from the Sudbury Foundation was awarded to the Board of Health in the amount of \$3770. The grant will be used to purchase reusable check out bags and refillable water bottles to be given out prior to the bans going into effect on June 30<sup>th</sup>, 2018. Priority would be given to seniors and low income families.

The Board reviewed art work/logos for the bag design. Mr. Murphy summarized the efforts leading up to the implementation date.

#### **Health Director Report** Mr. Murphy presented his report. Highlights include:

Pools- A pool permit was issued to Avalon.

Food- Pre-opening inspections have begun at Oak Barrel Tavern and Bridges Assisted Living Facility at Meadow Walk.

Postiano's Restaurant will be replacing 29 Sudbury. Mark Herweck, Building Commissioner, and I met with the new owners. The new owners have worked in the food service industry for many years. No building changes are proposed but there will be significant menu and operational changes.

Housing- Avalon apartment buildings continue to open.

There were two housing inspections, one at Longfellow and one at an unapproved accessory dwelling. Both cases are still active.

Other- An active community member is advocating for installation of fillable water bottle stations throughout the town. The Town Manager, DPW Director, Water Superintendent, and Health Director are assisting efforts.

A resident, Bonnie Powell, MPH, offered to volunteer time to assist the department with any project. She is currently reviewing other Town's body art regulations and researching health effects of vaping and cryotherapy.

Minutes of meeting for May 8th, 2018 were reviewed and approved.

#### **Appointment of Marie Royea as Agent for the Board of Health-**

Mr. Murphy requested that Marie Royea be appointed as an agent of the Board of Health to assist PH Nurse Phyllis Schilp with camp licensing. Ms. Royea is the Community Emergency Response Team coordinator, a MRC member, and a Senior Tax Work Off worker assigned to the Health Department. Mr. Murphy requested that she be appointed as an agent due to the extent she is assisting with record checks of staff and campers.

Motion made by Bradford, seconded by Sama. Motion passed 3-0-0.

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**Correspondence**

Correspondence was reviewed and included the following:

1. Grant support letter to Katie Theoharides, Ass. Sec. of Climate Change EOEAA
2. Email from Vaccine reimbursement to Phyllis Schilp regarding \$2363 deposit
3. Letter from Thomas Friedlander, Chair of Sudbury ConCom to Eversource regarding Sudbury sensitive areas.
4. Memo dated 5/16/18 from Bill Murphy to the Planning Board re: 415 Boston Post Road
5. Memo dated 5/16/18 from Bill Murphy to the Planning Board re: Powers Road Subdivision
6. Housing letter from Bill Murphy to Christy Foley re: Apt. 1111, 655 BPR
7. Order to Correct Housing Violations dated 5/17/18 from William Murphy to Neilie Sequeira, Longfellow Apt.
8. Final Report, The Sudbury Foundation Household Hazardous Waste Grant 2107
9. Sudbury Foundation Grant Application– Plastics Use Reduction to Support Plastics Ban

Meeting Adjourned 5:50 pm