

**TOWN OF WENHAM
BOARD OF HEALTH**

Meeting of Wednesday, August 14, 2019
Wenham Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, § 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Wenham Board of Health (BOH) was held on **August 14, 2019 at 8:00 AM** in the Wenham Town Hall, 138 Main Street.

With a quorum present, Dr. Ting called the meeting to order at 8:11 am

Wenham Board Members Present: Dr. Andrew Ting; Gerald Donnellan; Regina Baker

Also Present: Greg Bernard, Health Agent; and Jackie Bresnahan, Wenham Permitting Coordinator and Special Projects Manager/ Recording Secretary

1. Review and approval of outstanding minutes.
 - a. There was a motion by Dr. Ting to approve the minutes of March 13 and June 5, 2019, seconded by Jerry Donnellan, that passed unanimously.
2. Tobacco regulations
 - a. Flavored pods – continued discussion if needed
 - i. The Board discussed an article in the MMA monthly newsletter regarding “Retailers sue over local tobacco, e-cigarette rules” and determined to wait to discuss flavored pods further after more information about the litigation occurred.
 - ii. Adam Ponte, Attorney at Fletcher Chilton attended the meeting on behalf of the Coalition for Responsible Retailing. He noted he was there on behalf of 97 Market who has a 100% compliance rate. He noted he would advocate for a ban on only the dessert flavors if a ban were to occur.
3. Board of Health Fee Schedule – continue review of draft and potential approval
 - a. The Board reviewed the new fee schedule as presented by the Permitting Coordinator. The Coordinator reviewed the proposed changes to the food service and camp fees, the workload for those inspections, and the fees of other municipalities for similar services. The Board made a few changes to the proposal and the new schedule was approved unanimously by the Board effective September 1, 2019 (motion by Dr. Ting, 2nd by Gerald Donnellan). New schedule will be added to the website as soon as possible.
4. Updates from Staff, if any
 - a. Health Agent
 - i. The Health Agent, Greg Bernard, provided updates on the ongoing new construction at Spring Hill Farms subdivisions and noted he is doing site visits 2-3 times a week.
 - b. Assistant Health Agent
 - i. Camp season update: camp season went well and the pools were good. Also recently dealt with a complaint regarding the Northern Lights establishment.
 - ii. Camp Enforcement: Review and respond to parent complaint
 1. The Asst. Health Agent provided information to the Board about a parent complaint she received regarding a program attended by a minor at Gordon. The program worked hard to not have to be labeled as a camp or fall under the BOH jurisdiction as a camp. However, it was determined by MA DEP that the activities conducted by the program were a camp under MGL and that if the program returns it must be permitted a camp. The Assistant Health Agent reviewed what she was going to include in a letter to the program in response to the parent complaint. The Board determined that the Chair should review and also sign the

letter with the Asst. Health Agent to show support of the letter from the Asst. Health Agent by the Board to the organization.

- iii. Hawkers and Peddlers Policy – this was held until the next meeting.
- c. Public Health Nurse
 - i. Measles information/outreach: no updates
 - ii. Fall Flu Clinic Dates: October 16 4-7 pm
 - iii. Budget for flu clinics: the Board discussed vaccines to be purchased and other supplies
 - iv. Volunteer recruitment and marketing: Maribeth is recruiting nurses and Jackie is recruiting admin staff. Both are working with Hamilton on marketing- website, newspaper, flyers, etc.
 - v. Age and Dementia Friendly Initiative Update
 - 1. Public Health Nurse met with new Wenham Connects group and is working on ideas for ways to outreach to community, potentially with a blood pressure clinic.
- d. Permitting Coordinator
 - i. Budget update, if needed – no budget update was needed.
- 5. Schedule next meeting, if necessary
 - a. The Board determined they would meet again in late September or early October. The Permitting Coordinator and Health Agent will contact the Board if a meeting is needed sooner.

The Board adjourned unanimously.

Respectfully submitted,
Jackie Bresnahan