

# City of Chelsea

## Board of Health Meeting Minutes

January 10, 2017  
5:00 PM – Public Library

### **Attendance:**

BOH: Christopher Miller (Chair), Catherine Maas, Emmanuel Tellez, Dean Xerras, and Madeleine Scammell.

Luis Prado (Agent/HHS), Paula McHatton (public health nurse/HHS), Maggie Schmidt (Planning and Development), Bonny Carroll (Tobacco control agent.)

Guest: City Manager Tom Ambrosino,

**Minutes** of December 2016 meeting approved.

**Public Health Nurse Report** reviewed. Presentation of flu activity/influenza like illness tracked by Mass DPH. We are heading into flu season...

### **Tobacco Control.**

In Sept. Bonny sent a letter to retailers about the new regulations reminding them that she is starting with inspections again in December. Since, two stores have been found to be in non-compliance. One retailer, Family Dollar, had a third offense and was fully stocked with flavored products that were mis-priced. They also did not have their permit visible. According to our law, there should have been a hearing after the second offense and a 7-day suspension of the tobacco license. There should be a 30 day suspension after the third offense. **Bonny will consult with the City Solicitor regarding the appropriate timing of notification of suspension, and requirement for a hearing with the BOH.**

According to Luis, the library has requested special regulations about smoking near the library. The Board is uncertain what the request is, exactly (e.g., Change the city law? Ask police to enforce state law re. smoking in public places? Make a new law? Identify a procedure for filing complaints?) **Luis will confer with the City Solicitor for clarification regarding the concern of the library and the role of the Board, if any in finding a solution.**

### **Update on Housing Certificate of Habitability Policy.**

Maggie Schmidt gave an update on the presentation David Guzman gave to the board six months earlier. Permit Link is slowly progressing. Data is being input, but it is not possible for users to extract the data from it. City Manager affirmed that this has had an adverse impact of morale of employees working with a program that was publicized to do something it is not able to actually do. The BOH has made repeated requests for regular reports which are not possible given the limitations of Permit Link. (Permit Link is used by inspectors for all housing, not just the new COH inspection program.) City Manager has been meeting with the ISD and planning staff often. The most common violation is illegal apartments in buildings. One response to this finding is to strengthen the ordinance so that when they find an illegal apartment, they can come back within a year to be certain that an illegal apt. hasn't been reinstalled. A graduate student worked this summer to develop the brochures on illegal apartments and to better inform owners

about the COH program. They monitor quarterly. The goal of COH was to inspect every unit within the city in five years. May have been a little ambitious but CDBG census areas will certainly be accomplished.

The database developed by Harvard's Kennedy School, City Nexus, is managing to extract information from Permit Link but it is not happening as smoothly as it should and Permit Link hasn't been cooperative. Their contract is coming up for renewal soon and the city will pursue competitive bids.

There were a fairly large numbers of "open cases" when owners would not allow entry, or they were unresponsive to letters or citations. Enforcement has been a challenge, but no one has appealed a decision. David Guzman left in August and the city is seeking a replacement.

#### **Region 4 A-B merger.**

Luis asked for the board's help creating task force to do something around establishing a dispensary team. Luis will send an email describing exactly what he needs so we can plan, convene such a group emergency dispensing site, and can organize and help others organize to dispense. We already have four dispensing sites in the city. Luis said we already have a plan, it needs updating. **Luis will send us the existing plan and a description of what he needs.**

#### **Chelsea Food Establishments Report due by end of FY17.**

The BOH is required by state law to report to Mass DPH re. total number of food establishment permits issued and the number and results of routine inspections conducted for food establishment by ISD. We would also like to know about enforcement of the artificial trans-fats law. **Chris will invite the director of ISD and the City Manager to the February or March BOH meeting.**

**Next mtgs:** February 14 and March 14, 2017 5:00 PM.

Respectfully submitted,

Madeleine Scammell