

**PRESENT:**

Joan M. Jacobs, Chairman  
Kathleen F. Bishop, Member  
Carolyn Riccardi, Member  
Sigalle Reiss, Director  
Stacey Lane, Asst. Director  
Angelo DeLuca, Sanitarian  
Jennifer Bartucca, Administrative Assistant

**1. APPROVAL OF MINUTES OF September 24, 2018**

Motion made and seconded to approve the minutes of September 24, 2018

Vote: Unanimous

**2. NEW BUSINESS**

**2a) Definitive Subdivision: Power Lane**

Power Lane subdivision is located off of Dean Street near Edgehill and Whitewood Circle. This subdivision will create 3 lots for 3 duplex homes. The Board requests that a 6 inch drain line be brought to the foundation and shall enter the foundation two feet above the foundation floor and capped. This pipe shall be used, if necessary, for discharge from a sump pump.

Motion made and seconded to approve the subdivision with listed conditions.

Vote: Unanimous

**2b) Budget FY2020 proposed budget**

Board members reviewed the proposed FY2020 Board of Health Budget. The Budget will need to be approved by Town Meeting in May.

Motion made and seconded to approve the proposed budget.

Vote: Unanimous

**2c) Moderna Institutional Biosafety Committee (IBC) November 5 at 9AM  
Tour for all Board members at 10AM**

An IBC meeting will take place on November 5<sup>th</sup> at 9AM. A tour of the facility for the Board members will take place at 10AM.

**3. OLD BUSINESS**

**3a) Nurse's Report: September 17, 2018-October 12, 2018**

The Board reviewed the Nurse's Report regarding immunizations, health screenings, blood pressure clinics, communicable diseases, and health education.

Flu Clinic was held on Saturday October 13<sup>th</sup> at the Norwood Senior Center and 203 doses were administered.

**3b) Drug-free Communities Grant Program & Impact Norwood**

SRO Paul Murphy and the Program Director attended the third and last week of CADCA training in Baltimore. Upon successful review and completion of their products the coalition will graduate from the program in February.

The Metrowest Youth Health Survey will be administered at Coakley Middle School and Norwood High School on October 23<sup>rd</sup> and 24<sup>th</sup>.

**3c) New Food Establishment Lis**

Mercer, Little Sprouts and Ernie’s Cafe have opened since the last Board Meeting. Same Old Place and Oasis Caribbean Cuisine have submitted paperwork to the Health Department but have not opened yet.

**3d) Food Establishment Update List**

**Victoria Haven:** Sanitizer test kits were in observed in the main kitchen. Dish machine fully functioning. Remove from list.

**Emmett’s:** Hand sinks were fully stocked and chef’s food manager and allergy certificates were posted. Remove from list.

**Town Square Diner:** New mop sink installed in the ware washing area. Remove from list.

**3e) Food Establishment Inspection Report: September 17, 2018- October 12, 2018**

Paradise: Customer complaint about mouse activity. Pest control coming twice a week and activity has decreased.

Lewis’: New dumpster lids were installed.

Mercer: Associates observed with long beards not wearing beard restraints.

Peet’s Coffee: Coffee warehouse has opened.

Thai Thani: Dish machine did not reach proper temperature. Using 3 bay sink currently and are looking to purchase new dishwasher. Add to update list.

After Review of the restaurant inspection report the following establishments are to be placed on the update list: **Thai Thani**

**4. DIRECTOR’S REPORT**

**4a) Minds Matter: INTERFACE/ Mental Health Referral Grant**

Community Stakeholders met with INTERFACE on October 12<sup>th</sup>. The contracts have been signed with INTERFACE and the service will start November 1, 2018. Grant funds will support the cost for the service from November 1, 2018 through October 31, 2020. Fund raising will need to be considered for budgeting in FY2021.

**4b) Robert Wood Johnson Foundation, Culture of Health Award Application**

The Robert Wood Johnson Foundation (RWJF) Culture of Health Prize recognizes communities that have come together around a commitment to health, opportunity, and equity through collaboration and inclusion. The Director has submitted the first phase of the application and will let the Board know when she hears about the status.

**4c) Young Southeast Asian Leaders Initiative (YSEALI)**

The Town will be hosting two individuals from Southeast Asia as part of the US State Department YSEALI program. The International Fellows will be in Norwood from October 13 to November 10. The Health Department will be hosting the fellows on October 30<sup>th</sup> all day and in the morning on November 6<sup>th</sup>.

**5. BOARD’S AGENDA**

**6. NEXT MEETINGS**

November 27, 2018 @ 10AM

December 18, 2018 @10AM

January 15, 2019 @ 10AM

**7. ADJOURNMENT**

Motion made and seconded to adjourn the meeting at 10:58 AM

