

**PRESENT:**

Kathleen F. Bishop, Chairman  
Joan M Jacobs, Member  
Carolyn Riccardi, Member  
Stacey Lane, Director  
Abigail Atkins, Assistant Director  
Angelo De Luca, Environmental Health Agent  
Jennifer Bartucca, Administrative Assistant  
Francesca Golightly, Program Director  
Rotem Aloni, Program Director

**1. APPROVAL OF MINUTES OF June 21, 2022**

Motion made and seconded to approve the minutes of June 21, 2022.

Vote: Unanimous

**2. NEW BUSINESS**

**2a) Abigail Atkins, Assistant Health Director: Appoint as Agent of the BOH**

The Board was introduced to Abigail Atkins, who is the new Assistant Health Director. The Board needs to vote to appoint Abigail Atkins as an agent of the Board of Health in order to conduct inspections.

Motion made and seconded to appoint Abigail Atkins as an agent of the Board of Health.

Vote: Unanimous

**2b) Drug Free Communities (DFC): Grant Award**

The Department was awarded the DFC grant for years 6-10. The vacant position has been posted and the Director hopes to have it filed soon.

**2c) BOS Updated Rules and Regulations: Mobile Food Vendor and Ice Cream Truck Policies**

The Board was presented with updated mobile food and ice cream truck regulations that the Board of Selectmen are reviewing for their next meeting.

**2d) Household Hazardous Waste and Recycling Day: Saturday September 24, 2022, 8:00am-11am**

Household Hazardous Waste/Recycling Day will be held on Saturday September 24th. It will run from 8:00 AM until 11:00 AM at the recycling facility located at 370 Winter Street. No leaf or brush disposal will be collected

**2e) Inter-Municipal Agreement (IMA) for shared services**

The Director discussed the agreement for our shared services grant with the Board. This covers our regional staff and will go before the Selectmen for signature at their meeting tomorrow night.

**3. OLD BUSINESS**

**3a) Tobacco Director Report**

The Program Director presented findings to the Board from her inspections, pricing surveys and compliance checks conducted in Norwood. Common findings included missing signs, selling of blunt wraps, selling of cigars under the minimum price, unlocked cigar humidors and unposted licenses.

**3b) Mental Health Awareness Program Director Report**

The Program Director updated the Board on the progress of the MHAT grant. 62 Town employees have been trained in Mental Health First Aid as of September 15<sup>th</sup>. An additional six trainings are scheduled for year 2 of the grant. The social marketing campaign “Mental Health Matters” launched in early June.

### **3c) Environmental Health Inspector Report:**

#### **1) Update List:**

Residence Inn: No critical violations at re-inspection. Can be removed from list.

Children Of America: No critical violations at re-inspection. Can be removed from list.

Subway (Lenox St): No critical violations at re-inspection. Can be removed from list.

#### **2) New Food Establishment Report**

Bowls on Broadway, Thankque Catering, Hometown Poke, Big Y, AFC Sushi, Son’s of Sam Pizza and Crazy Taco Bar have opened since the last Board meeting. Prieto Empanadas, Smokhehouse BBQ, Cedar Market, Taco Bell, Norwood Pizza and Grill, and To Beirut have submitted paperwork to the Health Department but have not opened yet.

#### **3) Inspection Report**

Gyro and Kebab House: No vomit clean up kit and no sanitizer kits. Add to update list.

Launch Trampoline Park: All items were corrected at re-inspection.

Ajay’s Market: No ingredients listed on frozen Irish bread. Add to update list.

Daddy’s Dairy: Received complaint about a dog in the store; only service animals are allowed inside.

Feisty Greek: All items were corrected at re-inspection.

Jake N Joes: Dumpsters were closed and in compliance during complaint investigation.

McDonald’s (1600 Providence): Two critical violations; add to update list.

Shaw’s: Complaint about expired eggs. Inspector did speak to the Manager about the issue.

Lewis’: Kits for dishwasher were ordered.

After Review of the restaurant inspection report the following establishments are to be placed on the update list: **Gyro and Kebab House, Ajay’s Market, and McDonald’s (1600 Providence Highway)**

## **4. DIRECTOR’S REPORT**

### **4a) Public Health Nurse Search**

Interviews are being held on Friday for the Public Health Nurse position.

### **4b) Drug Free Communities (DFC) Program Director Search**

The job posting for the DFC Program Director recently closed and interviews will be scheduled shortly.

### **4c) COVID-19 Update**

The Covid 19 Dashboard is updated weekly on the town website. New booster shot is available and the Health Department will be giving it out once a Public Health Nurse is hired.

### **4d) Home Test Kits**

Home test kits are available at the Health Department for residents to pick up for free.

### **4e) Flu update**

Flu clinics will be held on Fridays as vaccine is shipped. Katie Pelland will be working per diem to administer flu shots until a new Public Health Nurse is hired.

## **5. BOARD’S AGENDA**

## **6. NEXT MEETINGS**

October 24<sup>th</sup>@10:30AM  
November 22<sup>nd</sup>@10:30AM  
December 20<sup>th</sup>@10:30AM

7. **ADJOURNMENT**

Motion made and seconded to adjourn the meeting at 11:24 AM

Vote: Unanimous