

**BOARD OF HEALTH  
MEETING MINUTES**

**Tuesday, January 6, 2015**

**ATTENDEES: Robert O'Hanley, Chairman  
Richard Lombard, Member  
Charlotte Parker, Member  
Deborah Ketchen, Health Agent  
Lori Bentsen, Administrative Asst.**

Meeting Open: 6:30 PM

**AGENDA:**

The first item on the agenda is to review food establishment inspections with MVPC inspector, Rosemary Decie. Rosemary told the Board that it took her ten and a half (10 ½) hours to complete the inspections and she submitted an invoice for \$525.00. Rosemary said she saw several major problems at the Tea Garden Restaurant. Rosemary said there was a lot of food left out uncovered, food not being stored correctly, for example raw beef over strawberries, there was food on the floor in the walk-in, using one ladle to scoop out shrimp and then use the same ladle in the chicken container and then the beef container. Rosemary said when she inspected the prep area downstairs there was a prep cook mixing chicken in a large bowl with rubber gloves on and then went to the next large bowl which contained pork and mixed the pork with the same gloves on. Rosemary told the Board the other major problem that she encountered was at Jerry's Variety with the yogurt machines. Rosemary told the Board that yogurt samples should be sent to a laboratory monthly to be tested for coliform bacteria which is not being done. Charlotte Parker asked Rosemary how should the Board follow-up on the yogurt machines. Rosemary said that she does food establishment inspections in Lawrence. When there is a communication problem, an interpreter is bought in for clarification. Then if the yogurt still is not being sent for testing, the Board has the authority to have the yogurt machines removed. Richard Lombard agreed and said the Board's responsibility is to make sure the yogurt machine has the required testing and is safe for the public. Robert O'Hanley said for the next inspection, we should probably have the health agent notify the owner to have an interpreter present for clarification on the testing of the yogurt machines. Robert O'Hanley asked Rosemary how much time should the Tea Garden be given to make these corrections and Rosemary said she would give them two (2) weeks and then do a reinspection.

Charlotte Parker asked the health agent if she saw any of these issues the last time she inspected the Tea Garden. Deborah said she did not. Rosemary said that she inspected the Tea Garden late in the afternoon around 4:00 when they are prepping for dinner. Charlotte Parker said she thought it would behoove us for the health agent to do inspections at the food establishment's busy times. Rosemary told the Board that if Deborah does the reinspection of the Tea Garden, Jin or his brother need to have anti-choke, CPR and first aid certification. Rosemary told the Board it is mandatory for restaurants with a minimum 25 person seating capacity. Rosemary told the Board that there also needs to be follow-up on allergy awareness certification and signage on the walls and in the menus. Rosemary said most of the food establishments did not have it and that has been state code for at least three (3) years now. Robert O'Hanley told Deborah to make sure Jerry's Variety and the Tea Garden have an interpreter present when she reinspects in two (2) weeks so that they understand what corrections have to be made. Charlotte and Richard agreed.

The next item on the agenda is the 2016 budget. Robert O'Hanley said the Board received a letter from the finance director stating that if we are going to request any increases we need to send the finance director a letter justifying any increases. Robert O'Hanley said he would like to get four (4) more hours for the health agent and those hours would be used to do code enforcement inspections. Robert O'Hanley said the town has needed a code enforcement officer for years. Richard Lombard said that hazardous waste and chemicals, combustible or flammable materials would be handled by the fire department, DEP and building inspector. Richard Lombard said we are now in a position that we are not getting our basic board of health job responsibilities done which has required us to use contracted services for restaurant inspections. Richard Lombard said this health agent does not have the qualifications required to do code enforcement inspections. Richard Lombard and Charlotte Parker said that they preferred to continue to use contracted services for food establishment inspections and not request any additional monies for 2016. Robert O'Hanley disagreed and said he wanted more hours for the health agent to do code enforcement.

The last item on the agenda is review and approval of December 2, 2014 meeting minutes. The Board approved meeting minutes of December 2, 2014 by unanimous vote.

Meeting adjourned 7:20 PM

Next Board of Health meeting is scheduled for February 17, 2015 at 6:30 PM