BOH MEETING MINUTES – 09/01/15

<u>Attending</u>
James Griffin, Chairman
Robin Williams, Member

Also in attendance: Cathleen Liberty, Director of Public Health; Tina Nolin – Clerk

Meeting called to order 6:30 pm

REVIEW OF MEETING MINUTES

Meeting minutes of August 4, 2015
Motion to accept and place on file the minutes of September 1, 2015– R Williams
Second – Chairman Griffin
Vote – Chairman Griffin – yes, Member Williams – yes.
2-0 Vote to accept and place on file the minutes of September 1, 2015

NEW BOARD BUSINESS

54 Goodale Street
Director Liberty presented the request of owners of 54 Goodale St. for the board to agree to an enforceable agreement to upgrade the system or to connect the facility to a sanitary sewer or a shared system within two years following the transfer of title, provided that such agreement has been disclosed and is binding on subsequent owners; Request was if the Board agreed to a two year time frame.

The present Board members agreed to the request and Director Liberty would draft and send the necessary letter.

Retail Food Establishments
Discussion centered on low-risk food establishments – convenience stores, who served coffee only or, coffee, hot dogs etc. who do not have grease traps, 3-bay sinks etc. Should the establishments have the 3-bays if they serve coffee only or ice cream?

Decision was that <u>coffee only</u> would require 2 bay-sinks with sanitizer in one, while Smoothie's and other fresh fruit would require a 3-bay sink.

PUBLIC HEALTH ISSUES

HACCP Plan – Japan 1
Presented by Director Liberty who reported the HACCP plan review met the Food Code requirements and the employees had received HACCP training.

Motion to grant variance made by Chairman Griffin, 2nd by Member Williams, Vote to accept Japan 1 HACCP Plan, Chairman Griffin - Yes, Member Williams – Yes, 2 – 0 Accepted.

HACCP Plan – Olive Garden
Director Liberty presented the HACCP plan for Olive Garden's ROP operation that is in compliance with the 2009 Food Code. After much discussion the Board agreed that it would be consistent across the board in keeping with the 1999 Food Code for all operations. Therefore, the Board will not be granting the Olive Garden's requested variance at this time. Revision is needed.

Motion made by Chairman Griffin that the HACCP plan variance request for Olive Garden will not be granted until in compliance with the 1999 Food Code. Seconded by Member Williams. Vote to decline the Olive Garden HACCP Plan until in compliance with the 1999 Food Code, Chairman Griffin - Yes, Member Williams – Yes, 2 – 0 declined.

MONTHLY REPORTS

Nurses Report
Submitted by Director Liberty – report was accepted and to be placed on file.

Sanitarians' report
Submitted by Director Liberty who reported inspectors were on round two of inspections, averaging about 30 inspections a month + re-inspections. The department is working with establishments to get them into compliance. Maureen Lee continues to inspect, but also works on capital improvements, food safety and grease traps. The department is working on all aspects of the establishments and working to get everyone up to code.

Tobacco Update
There have been several inquiries related to the new regulations.

Mobile Food Truck Festival
The event was a success. Assistant Sanitarian Rike Sterrett and Director Liberty both conducted inspections.

Farmers Market Update
The Farmers Market will be starting this Sunday from 10:00 am to 2:00 pm.

ADJOURN

Motion – to adjourn meeting at 7:15 pm Member Williams
Second – Chairman Griffin
Vote Chairman Griffin – yes, Member Williams – yes
2-0 vote to adjourn Board of Health Meeting at 7:15 pm

Next Board of Health meeting is set for October 6, 2015 at 6:30 pm in the Council Committee Room

Respectfully submitted,

James Griffin, Chairman

 Dated: October 6, 2015

Cc: Board of Health Members
         City Council
         City Clerk
         City of Marlborough Website

DOCUMENTS PERTAINING TO THIS MEETING MAY BE OBTAINED AT THE BOARD OF HEALTH OFFICE CITY HALL, LOWER LEVEL, 140 MAIN STREET. HOURS ARE 9:00 AM to 5:00 PM MONDAY THRU FRIDAY