



# TOWN OF WESTBOROUGH MASSACHUSETTS

BOARD OF HEALTH

FORBES MUNICIPAL BUILDING  
45 WEST MAIN STREET, SUITE 25  
WESTBOROUGH, MA 01581-1916

TEL. (508) 366-3045  
FAX (508) 366-3047

## BOARD OF HEALTH MONTHLY MEETING

Tuesday  
May 27, 2014  
Central One Federal Credit Union, 2<sup>nd</sup> Floor  
40 South Street  
5:30 p.m.

## AGENDA

1. Minutes of Meetings (4/22/2014 & 4/29/2014)
2. Director's Report (April)
3. Health Inspector's Report (April)
4. New Business
  - A. Duc Truong and Lesa Tu, Acacia Functions LLC - Discussion
5. Director's Issues
6. Adjourn



BOARD OF HEALTH

# TOWN OF WESTBOROUGH MASSACHUSETTS

FORBES MUNICIPAL BUILDING  
45 WEST MAIN STREET, SUITE 25  
WESTBOROUGH, MA 01581-1916

TEL. (508) 366-3045  
FAX (508) 366-3047

## Minutes of Board of Health Meeting May 27, 2014

A regular meeting of the Board of Health was held on Tuesday, May 27, 2014, in the Community Room on the second floor of the Central One Federal Credit Union, 40 South Street. The meeting was called to order at 5:30 p.m., by Chairman Ehrlich. Present: Member Walsh, Director Baccari and Inspector Gilchrist. Absent: Federici. Bills and payroll were signed.

Minutes of meetings held on April 22 and April 29, 2014, were approved.

Director's report (April) was discussed and approved.

Health Inspector's report (April) was discussed and approved.

Director Baccari informed Board members of a recent informal meeting that he and Inspector Gilchrist had with two representatives of the new owners of Indian Meadows that also includes the Acacia Functions facility. The new owners plan to make improvements to both the inside and outside of the building.

### **New Business**

#### **Discussion - Duc Truong and Lesa Tu, Acacia Functions LLC**

Duc Truong and Lesa Tu, owners of Acacia Functions at Indian Meadows, came before the Board to discuss a plan of action to correct the numerous and repeat violations at the facility. The owners had been before the Board for the same issues two years ago. An audit report from a paid consultant, *Phelps Food Service Consultants*, was provided by the owners. The audit had been conducted at the facility a few days earlier. The audit verified that standards and procedures instituted from a previous audit conducted two years ago at Acacia were still mainly being utilized.

Inspector Gilchrist said she had to make three re-inspections after her last inspection in March before all the violations were corrected.

The Board expressed serious concern regarding the number of repeat violations and the length of time it took to correct those violations. The Board stressed that the violations need to be corrected faster and the number of violations needs to be reduced.

The Board instructed Mr. Truong and Ms. Tu to hire a consultant to come in once a month (preferably on Mondays) for six months. The Board wants a copy of the signed contract with the consultant. Reports from the consultant are to be submitted to the Board on a monthly basis. Acacia's progress will be reviewed in six months.

**DIRECTOR'S ISSUES**

The BOH has been informed by the Fire Department that they won't have any room in the new fire station for the sharps collection. A new location will have to be found before the FD moves into their new location.

The Shell gas station, 128 Turnpike Road, has served its tobacco sales suspension.

A resident of Robin Lane has complained to the BOH about manure in the street in front of her home. The matter was referred to the Animal Control Officer.

There being no further business, the meeting adjourned at 6:30 p.m.

The next meeting is scheduled for June 17, 2014.

Respectfully submitted,

  
Kathleen Smith

## Acacia at Indian Meadows

May 23, 2014



RECEIVED

MAY 27 2014

TOWN OF WESTBOROUGH  
BOARD OF HEALTH

A food safety and sanitation audit was conducted at this facility at the request of the owners Lisa and Mike. PFSC conducted a previous audit here approximately two years ago, at that time providing an SOP manual, cleaning and maintenance schedules, temperature logs as well as a program of staff training.

At this audit, we verified that those standards and procedures had continued to be employed by managerial staff. Issues noted from recent inspection reports from Westborough DPH noted concerns of rodent activity in the electrical service closet and the adjacent dry goods storage areas. No new activity was noted in these areas at this time after inspection with a black light. It was advised that the exterior exit door in this area was in need of a new door sweep to prevent vermin entry in this area. This facility is not a daily use facility such as a restaurant, but a function catering facility which leads at times to dormancy between functions. It is the opinion of this inspector that those periods of dormancy may lead to some of the concerns raised by the food establishment inspectors representing the Westborough Department of Public Health.

There was no food preparation being conducted at the time of this audit. The cleanliness of the entire food preparation, storage and cooking areas was very good and in compliance with food code regulations. Refrigerated storage was consistently below 41 degrees in all units.

There has been an issue concerning the cleanliness of the caged area housing the dumpster in the rear of the building. This unit is shared with the property co-tenants. The management of Acacia will continue to monitor this area on a daily basis to ensure that it is maintained in a sanitary and professional manner.

Both Lisa and Mike have made assurances that they will continue to enforce all aspects of the food code regulations and enhance their active managerial control.

Should any further assistance be desired from PFSC, we are available at any time.

Professionally,

Randall S. Phelps, CP-FS

Phelps Food Service Consultants

[www.phelpsfood.com](http://www.phelpsfood.com)

978 430 1845