



TOWN OF WESTBOROUGH MASSACHUSETTS

BOARD OF HEALTH

TOWN HALL
34 WEST MAIN STREET,
WESTBOROUGH, MA 01581-1998

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

BOARD OF HEALTH MONTHLY MEETING

Tuesday
December 13, 2016
Westborough Town Hall, 34 West Main Street,
Lower Level Conference Room
5:30 p.m.

AGENDA

1. Minutes of Meeting (November 1, 2016)
 2. Director's Report (November)
 3. Sanitarian's Report (November)
 4. Health Inspectors' Reports (November)
 5. New Business
 - A. Kristina Stefani - Stop & Shop Supermarket #497 - Variance Request - 6:00 p.m.
 - B. Linda Townsend - Release Well-Being Center - Variance Request - 6:10 p.m.
 - C. Vijay Kattineni - Paradise Biryani Pointe - Discussion - 6:20 p.m.
 6. Director's Issues
- Adjournment



BOARD OF HEALTH

TOWN OF WESTBOROUGH MASSACHUSETTS

TOWN HALL
34 WEST MAIN STREET, ROOM 210
WESTBOROUGH, MA 01581

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

Minutes of Board of Health Meeting December 13, 2016

The regular Board of Health meeting was held on Tuesday, December 13, 2016, in the lower level conference room in the Town Hall, 34 West Main Street. The meeting was called to order at 5:32 p.m. by Chairman Walsh. Present: Members Ehrlich, Hashmi, Director Baccari, Sanitarian Gauthier, and Inspector Gilchrist.

The minutes of the meeting held on November 13, 2016, were approved.

Director's report (November) was discussed and approved. During a recent inspection at Mayurama, the Health Inspector caught the owner bringing in food from an outside source. The food was ordered thrown out. Inspection also revealed no hot water; there had been no hot water in the facility for three weeks. The facility was closed. The facility was allowed to open the next day after repairs were made and hot water restored. The Board expressed concern about the inspection report and discussed placing the facility on probation. Director Baccari will have the owner in for an administrative meeting to discuss the inspection report and the probation policy.

Director Baccari met with School Department representatives two weeks ago for a follow up to the water testing. He was told that classroom bubblers have been capped; hallway bubblers are being flushed. Chemistry lab sinks were tested because dishware was found in the sinks. The sinks have been labeled "hand washing only". Director Baccari said the corrective action needs to be documented. He will follow up with the School Department after the first of the year.

Representatives of the management company for Park Village, Stonegate Group, were brought in for a meeting regarding their poor pest control management at the complex. The office has received an increase of complaint calls about pest problems from residents. The management company has hired a pest company, but there have been tenants who are unwilling to prepare their units for treatments. Stonegate has not been holding the tenants accountable. Director Baccari told Stonegate that the BOH can order the tenants to comply.

Sanitarian's report (November) was discussed and approved.

Health Inspectors' reports including part-time Health Inspector (November) was discussed and approved.

New Business

Kristina Stefanski - Stop & Shop Supermarket #497 - Variance Request

Ms. Stefanski, Director of Quality Assurance for Stop and Shop, New England Division and Aaron Smith, also from Stop and Shop, came before the Board to request a variance to perform a special process, vacuum packaging of produce and meat/seafood, in their Westborough store located at 32 Lyman Street. Documents outlining the process and equipment spec sheets were distributed. Food grade approved vacuum sealing equipment will be used in the process. This is a pilot program right now to see how the success would be. In response to a question from Member Ehrlich, Ms. Stefanski explained the process would help reduce life span expiration and reduce waste. They do recycle but like it to go to human consumption. Inspector Gilchrist said this all part of a HACCP plan. There are strict requirements; logs are kept. Any problems can be tracked. Mr. Smith said submersion tests are conducted so loss

of a seal would be easy to see. There is a HACCP team in place in the store that has received the appropriate level of training. Member Ehrlich said he would like a follow-up in six months.

Member Ehrlich made a motion to grant the variance to Stop & Shop Supermarket, 32 Lyman Street, for the vacuum packaging of produce and meat/seafood. The motion was seconded by Chairman Walsh; the vote was unanimous.

Linda Townsend - Release Well-Being Center - Variance Request

Ms. Townsend, owner of Release Well-Being Center, and Kevin Farrell, came before the Board to request a variance from the lifeguard requirement for her outdoor spa tub. Director Baccari explained that even a spa tub classifies as a pool. Sanitarian Gauthier explained there is a fence around the rectangular pool; everything there meets up to code. Ms. Townsend said the spa is 3 ½ feet deep in the middle. A staff member will be monitoring the spa and there will be regular walk-throughs when the spa is in use. Ms. Townsend said there is a closed-circuit camera with the monitor at the concierge area.

Member Ehrlich made a motion to grant the lifeguard variance to Ms. Townsend of Release Well-Being Center. A closed-circuit camera must be in place to view the spa area at all times. The camera must be viewable by a monitor at the concierge desk. An employee must regularly monitor the area when the spa is in use. Chairman Walsh seconded the motion; the vote was unanimous.

Paradise Biryani Pointe - Discussion

Business partners, Venu Pittala, Prajad Lakkala, and Vijay Kattineni, came before the Board to explain the lack of progress in making repairs to their facility that they were ordered to do in September. Director Baccari explained they have been in lease negotiations with the landlord since that time; there is still no lease. The repairs have still not been done. The facility is on probation. He still doesn't know where they are in their lease negotiations.

Mr. Kattineni said they started the lease negotiations in August; they are in a sub-lease. They want to have a standard lease. They have been in contact with the landlord. The landlord said she would send a signed lease next week.

Director Baccari said he recently talked to the landlord to find out what the story was. She confirmed that she is working with them; they are just trying to work out a few things. But he still doesn't know what the timeline is.

Mr. Kattineni said they have lined up a licensed plumber to get the work done. They are just waiting to finalize the lease.

Inspector Gilchrist said a licensed plumber has to be involved because of the work that needs to be done around the sink and the sink needs to be removed.

Member Ehrlich said if the work is not done by the Board's January meeting, he wants to know why. He wants them to send weekly emails to Director Baccari to keep him updated..

Director's Issues

Complaints about wood smoke/odors coming from a wood stove at 254 West Main Street have been received at the office. This has been an on-going issue with the homeowner since last winter. Director Baccari is taking the homeowner to housing court next month.

The algae bloom at Lake Chauncy is gone and the signs have been removed.

A flu vaccination clinic is scheduled for Westborough children ages 9 through 18 on Tuesday, December 20th from 5:30 pm to 7:00 pm at the Fire Station.

There was discussion regarding a date to hold a public hearing for the proposed food manager certification requirement. Meeting room availability will be researched for the month of February. At the request of Member Hashmi, Director Baccari contacted several municipalities to see if they post the results of inspections on the outside of the restaurants and found out that none participate in that practice. Chairman Walsh said he wanted the information to be transparent but not at the expense of business. The Board should be cautious about it.

A resident of Treetop Park wants to distribute recycling stickers to the residents that live at the complex to encourage recycling. This would require a change of policy. There is no charge for the stickers, however, proof of residency is required. Board members were not in favor of the idea or changing the policy. Residents can obtain a recycling sticker during normal office hours after providing proof of residency.

The advocate for the Tobacco21 movement, Dr. Lester Hartman, came to the office yesterday to deliver a letter asking to personally meet with the Board members to push for the Board's support for his cause. Director Baccari reiterated again that if the Board opted to raise the minimum age to 21, compliance checks would have to be financed by the BOH; funds have not been appropriated nor available. After brief discussion, the Board opted again not to take any action.

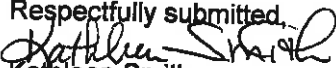
The Board gave approval for Director Baccari and Sanitarian Gauthier to attend the Preparedness Summit in Atlanta in April 2017. Funding is being provided by the CDC.

Member Hashmi said the EMS study will soon be on the Town's website.

There being no further business, the meeting adjourned 7:08 pm.

The next meeting is scheduled for January 17, 2017.

Respectfully submitted,


Kathleen Smith



To: Mr. Steven Baccari
Town of Westboro, Board of Health
Director of Public Health
34 West Main Street
Westboro, MA 01581

From: Kristina M. Stefanski, MPH
Director of Quality Assurance
Stop & Shop New England Division
1385 Hancock Street
Quincy, MA 02169

Date: November 22, 2016

Re: Stop & Shop Request for Variance – Special Process – Vacuum Packaging

Dear Mr. Baccari:

I am writing you today, in addition to our current HACCP plan submittal, to formally request a variance in order to perform a special process, vacuum packaging of produce and meat/seafood, in our Westboro Store #497 located at 32 Lyman Street.

Food grade approved vacuum sealing equipment will be used in this process, and I have attached the process documents outlining the process for each commodity we wish to vacuum pack for our customers in addition to the equipment spec sheet.

Should you require any additional information, please do not hesitate to contact me at any time.

Sincerely,

Kristina Stefanski

Kristina Stefanski, MPH
Director of Quality Assurance
Stop & Shop New England Division
Phone: (781) 385-0561

Title:	Vacuum Packaging Frozen Fruit	
Department:	Produce	Page: 1 of 2
Applies To:	Produce Manager, Produce Assistant Manager, Produce Clerk	Original Date: 8/9/16
Purpose & Overview: To define the steps for vacuum packing frozen fruit. Vac-Pac product is pulled from the sales floor during the cull. Production time must not exceed 20 minutes in order to maintain the cold chain. All Vac-Pac items have specific PLUs. Items without a specific Vac-Pac designation are not to be vacuum packed. Vac-Pac frozen fruit shelf life is 30 days. Note: Product must be pre-chilled to 41 degrees prior to processing. Note: Associates are required to wash hands and wear gloves when handling all fruit for vacuum packaging. Follow screen prompts for instruction on equipment sanitation. Equipment Needed: Gloves; Vac-Pac bags; Vac-Pac unit; Scale with labels; COOL labels; dolly and trays; VAC-PAC binder		Revision Date: 10/25/2016

1

Prepare Fruit:

1. Check the temperature of the product.
2. Wash and prepare product for Vac-Pac.
 - Pineapple and kiwi: Wash with Eden Wash. Remove outer layer and slice, following the same procedures as cut fruit.
 - Grapes: Remove grapes from stem and rinse in prep sink, using cool water.
 - Strawberries: Tear off greens. Place in colander and rinse in prep sink, using cool water.
 - Blueberries: Place in colander and rinse in prep sink, using cool water.

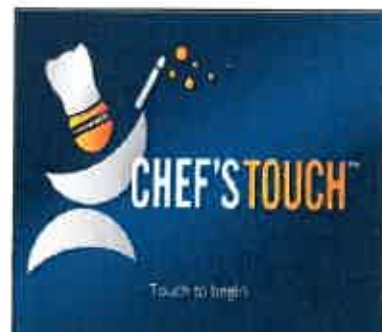


2

Prepare Vac-Pac Unit:

**Follow manufacturer's guidelines for operating the Vac-Pac unit.*

1. Sanitize Vac-Pac unit.
2. Sign onto Vac-Pac unit with user name and password.
3. Select department and product type.
4. Answer all prompts on the Vac-Pac display screen.



3

Vac-Pac Fruit:

1. Place fruit in Vac-Pac bags. Fill bag 1/2 full.
2. Insert up to four bags of fruit at one time in the Vac-Pac unit.
3. Align the bags with the cutting bars, ensuring that the top of the bag hangs over the bar by at least one inch.
4. Ensure fruit is laying flat in the bag.
5. Close Vac-Pac unit lid.
6. When the Vac-Pac process is complete, the unit lid will open.
7. Remove packages from Vac-Pac unit.
8. Tear off excess plastic along perforated line of package.



Title:	Vacuum Packaging Frozen Fruit	
Department:	Produce	Page: 2 of 2
Applies To:	Produce Manager, Produce Assistant Manager, Produce Clerk	Original Date: 8/9/16
Purpose & Overview: To define the steps for vacuum packing frozen fruit. Vac-Pac product is pulled from the sales floor during the cull. Production time must not exceed 20 minutes in order to maintain the cold chain. All Vac-Pac items have specific PLUs. Items without a specific Vac-Pac designation are not to be vacuum packed. Vac-Pac frozen fruit shelf life is 30 days. Note: Product must be pre-chilled to 41 degrees prior to processing. Note: Associates are required to wash hands and wear gloves when handling all fruit for vacuum packaging. Follow screen prompts for instruction on equipment sanitation. Equipment Needed: Gloves; Vac-Pac bags; Vac-Pac unit; Scale with labels; COOL labels; dolly and trays; VAC-PAC binder		Revision Date: 10/25/2016

4

Weigh and Label Product:

1. Enter Vac-Pac specific code into scale and place package on scale.
2. Place scale label on front right side of the package, ensuring that the product is still visible.
3. Verify proper labeling on scale label.
4. Place a COOL label on the back of the package behind the scale label; check off the Country of Origin.
5. Place package in a single layer on clean dolly trays.



5

Freeze Fruit:

1. Place tray on rolling dolly.
2. Transport dolly immediately to designated freezer location.
3. Freeze product for a minimum of 4 hours or until product is frozen solid.



6

Merchandise Frozen Fruit:

1. Transport frozen fruit packages to sales floor and place in Vac-Pac specific freezer(s) on the sales floor.

NOTE:

- Ensure product in spot case remains frozen solid.
- Ensure the spot case stays clean. De-ice as necessary.



7

Close Batches and Print Log:

**The following steps should be completed daily after production.*

1. Follow the guidelines in the "Vac-Pac Unit System Training Guide" to close out the batches.
2. Print the VAC-PAC log.
3. Place the printed log in the VAC-PAC log binder.

**Vac Pac
Logs
Fruit**



Title:	Vacuum Packaging Seafood	
Department:	Seafood	Page: 1 of 2
Applies To:	Seafood Lead; Seafood Clerk	Original Date: 8/09/2016
<p>Purpose & Overview: To define the steps involved in vacuum packing frozen seafood. All Vac-Pac items are specific PLUs. Items without a specific Vac-Pac designation are not to be vacuum packed. Product is moved to Vac-Pac directly from cooler when excess inventory is determined. Fresh Seafood items are not to be moved from Service Case to Frozen Vac-Pac Program. Vac-Pac Seafood product is displayed frozen only and must remain solidly frozen during entire process. Vac-Pac frozen shelf life is 30 days. NOTE: Associates are required to wash hands and wear gloves when handling product for vacuum packaging. Follow screen prompts for instruction on equipment sanitation.</p> <p>Equipment Needed: Gloves; Vac-Pac bags; Vac-Pac unit; COOL labels; dolly and trays; VAC-PAC binder</p>		Revision Date: 10/25/16

1

Prepare Seafood for Vac-Pac:

1. Obtain product from walk-in cooler.
2. Cut fresh seafood filets to appropriate size, if applicable.
3. Place product on clean sanitized tray.
4. Place tray on rolling dolly and transport immediately to designated freezer location.
5. Freeze product for a minimum of 4 hours or until product is frozen solid.



2

Prepare Vac-Pac Unit:

**Follow manufacturer's guidelines for operating the Vac-Pac unit.*

1. Sanitize Vac-Pac unit.
2. Sign onto Vac-Pac unit with user name and password.
3. Select department and product type.
4. Answer all prompts on the Vac-Pac display screen.



3

Vac-Pac Frozen Seafood:

1. Place product in Vac-Pac bag.
1. Insert up to four bags of product in the Vac-Pac unit.
2. Align the bags with the cutting bars, ensuring that the top of the bag hangs over the bar by a minimum of one inch.
3. Close Vac-Pac unit lid.
4. When the Vac-Pac process is complete, the unit lid will open.
5. Remove packages from Vac-Pac unit.
6. Tear off excess plastic along perforated line of each package



4

Weigh and Label Product:

1. Enter Vac-Pac specific code and place package on scale.
2. Place scale label on front right side of the package.
3. Place a COOL label on the back of the package behind the scale label; check off the Country of Origin.
4. Verify proper labeling on scale label



Title:	Vacuum Packaging Seafood	
Department:	Seafood	Page: 2 of 2
Applies To:	Seafood Lead; Seafood Clerk	Original Date: 8/09/2016
<p>Purpose & Overview: To define the steps involved in vacuum packing frozen seafood. All Vac-Pac items are specific PLUs. Items without a specific Vac-Pac designation are not to be vacuum packed. Product is moved to Vac-Pac directly from cooler when excess inventory is determined. Fresh Seafood items are not to be moved from Service Case to Frozen Vac-Pac Program. Vac-Pac Seafood product is displayed frozen only and must remain solidly frozen during entire process. Vac-Pac frozen shelf life is 30 days. NOTE: Associates are required to wash hands and wear gloves when handling product for vacuum packaging. Follow screen prompts for instruction on equipment sanitation.</p> <p>Equipment Needed: Gloves; Vac-Pac bags; Vac-Pac unit; COOL labels; dolly and trays; VAC-PAC binder</p>		Revision Date: 10/25/16

5

Merchandise Vac-Pac Seafood:

1. Display product in designated frozen Seafood Vac-Pac area.

NOTE:

- Ensure product in spot case remains frozen solid.
- Ensure the spot case stays clean. De-ice as necessary.



6

Close Batches and Print Log:

**The following steps should be completed daily after production.*

1. Follow the guidelines in the "Vac-Pac Unit System Training Guide" to close out the batches.
2. Print the VAC-PAC log.
3. Place the printed log in the VAC-PAC log binder.

**Vac Pac
Logs
Seafood**



Title:	Vacuum Packaging Meat	
Department:	Meat	Page: 1 of 2
Applies To:	Meat Manager, Meat Assistant Manager, Meat Clerk	Original Date: 8/09/2016
Purpose & Overview: To define the steps involved in vacuum packing approved meat items. Vac-Pac product will be on display for 2 days in Service Case before being converted to the Vac-Pac Program. Product is moved to Vac-Pac self-service on day 3. Vac-Pac product is displayed refrigerated with a 4 day shelf life. All Vac-Pac items are specific PLUs. Items without a specific Vac-Pac designation are not to be vacuum packed. NOTE: Associates are required to wash hands and wear gloves when handling product for vacuum packaging. Follow screen prompts for instruction on equipment sanitation. Equipment Needed: Gloves; Vac-Pac bags; Vac-Pac unit; marinade stickers / labels ; dolly and trays; VAC-PAC binder		Revision Date: 10/25/16

1

Prepare Meat for Vac-Pac:

1. Fold the top of the Vac-Pac bag down to prevent marinade from getting on the top portion of the bag.
2. Place item to be vacuum packed in the bag, ensuring a tight fit. (Bags will hold 1 – 2 pieces on average.)
3. Unfold bag.
4. Place bagged product on tray.



2

Prepare Vac-Pac Unit:

**Follow manufacturer's guidelines for operating the Vac-Pac unit.*

1. Sanitize Vac-Pac unit.
2. Sign onto Vac-Pac unit with user name and password.
3. Select department and product type.
4. Answer all prompts on the Vac-Pac display screen.



3

Vac-Pac Meat:

**Follow manufacturer's guidelines for operating the Vac-Pac unit.*

1. Place up to four bags of meat at one time in the Vac-Pac unit.
2. Align the bags with the cutting bars, ensuring that the top of the bag hangs over the bar by a minimum of one inch.
3. Close Vac-Pac unit.
4. When the Vac-Pac process is complete, the unit lid will open.
5. Remove packages from Vac-Pac unit.
6. Tear off excess plastic along the perforated line of packages.



4

Weigh and Label Product:

1. Enter Vac-Pac specific code and place package on scale.
2. Place scale label on front right side of the package.
3. Place marinade label on the left side of the package, ensuring that the product is still visible.
4. Verify proper labeling on scale label
5. Place ingredient label on back of package



Title:	Vacuum Packaging Meat	
Department:	Meat	Page: 2 of 2
Applies To:	Meat Manager, Meat Assistant Manager, Meat Clerk	Original Date: 8/09/2016
Purpose & Overview: To define the steps involved in vacuum packing approved meat items. Vac-Pac product will be on display for 2 days in Service Case before being converted to the Vac-Pac Program. Product is moved to Vac-Pac self-service on day 3. Vac-Pac product is displayed refrigerated with a 4 day shelf life. All Vac-Pac items are specific PLUs. Items without a specific Vac-Pac designation are not to be vacuum packed. NOTE: Associates are required to wash hands and wear gloves when handling product for vacuum packaging. Follow screen prompts for instruction on equipment sanitation. Equipment Needed: Gloves; Vac-Pac bags; Vac-Pac unit; marinade stickers / labels ; dolly and trays; VAC-PAC binder		Revision Date: 10/25/16

5

Merchandise Vac-Pac Meat:

1. Display product in designated Vac-Pac area below the service case or other designated area.



6

Close Batches and Print Log:

**The following steps should be completed daily after production.*

1. Follow the guidelines in the "Vac-Pac Unit System Training Guide" to close out the batches.
2. Print the VAC-PAC log.
3. Place the printed log in the VAC-PAC log binder.

Vac Pac
Logs
Meat





November 21, 2016

Dear members of the Westborough Board of Health,

I am requesting a variance of **105 CMR 435.23**, requiring the presence of lifeguards at semi-public pools on behalf of my business, Release Well-Being Center, Inc. Our in ground mineral spa tub is 3 ½ feet at its deepest point. It is not recreational in nature but will be used for medicinal, healing, and relaxation purposes. Our staff will monitor the spa when it is in use and no guest will be left alone in the spa. Due to the nature of the spa and its use, I feel it does not pose a safety hazard. Also, it would be a financial burden to employ a lifeguard. I would like to request at hearing to vote on this matter at your next meeting. Please contact me with any questions or concerns.

Thanks very much!

A handwritten signature in black ink, appearing to read "Linda F. Townsend".

Linda F. Townsend
Owner, Release Well-Being Center, Inc.

RECEIVED

NOV 21 2016

TOWN OF WESTBOROUGH
BOARD OF HEALTH