

**CITY OF SALEM
BOARD OF HEALTH
MEETING MINUTES**

October 18, 2016

DRAFT

MEMBERS PRESENT: Chairman Paul Kirby, Mary Lauby & Janet Greene

OTHERS PRESENT: Larry Ramdin, Health Agent, Suzanne Doty, Public Health Nurse, Janet Orta, Sanitarian & Heather Lyons-Paul, Clerk of the Board

EXCUSED: Nancy Crowder & Jeremy Schiller

TOPIC

DISCUSSION/ACTION

1. Call to Order

7:00pm

2. Minutes of Last Meeting
(September 11, 2016)

J. Greene motioned to approve minutes. P. Kirby 2nd All in favor. Motion passed.

3. Chairperson Announcements

*Welcome Mary Lauby. Background; has lived in Salem for 10 years, has been working on sexual and domestic violence issues and public policy. Working at UNH researching sexual and relationship violence and stocking.

*Postponing next month's meeting to November 15th

*Larry Ramdin introduced Janice Orta, Sanitarian and new hire. Graduated from Fitchburg State with a BS in Earth Science and worked in the environmental research field.

4. Monthly Reports-Updates

**A. Public Health
Nurse's Report**

J. Greene impressed with Peabody's Board of Health thank you letter for S. Doty in response to the vaccination clinic she helped with. Copy available at the BOH office

**B. Health Agent's
Report**

Certificate of Fitness ordinance change coming up at City Council soon. Some additions will include, short term rental inspections and requiring inspection after 3 years. Larry will provide the Board with a draft.

Copy available at the BOH office

**C. Administrative
Report**

Copy available at the BOH office

J. Greene motioned to accept the reports. M. Lauby 2nd All in favor. Motion passed.

J. Greene motioned to take the agenda out of order and call on Bambolina after the reports. 2nd All in favor. Motion passed

D. City Council

Not present

Liaison Updates

5. Tobacco regulation update – Discussion and vote

P. Kirby suggested postponing the vote until we have more members present at our meeting.

M. Lauby motioned to table the tobacco regulation vote. J. Greene 2nd All in favor. Motion passed.

P. Kirby quickly went over draft with Mary Lauby.

No flavored tobacco products with exception to adult only shops. This will not affect E-Cigarette sales. Suspension language discussion.

M. Lauby motion to continue discussion at the next Board meeting. 2nd J. Greene All in favor. Motion passed

6. Food Code 2013 discussion

J. Greene Motion to table food code discussion until the next Board meeting. 2nd M. Lauby All in favor. Motion passed

7. Bambolina/Rover Bagels– menu expansion discussion with Larry Leibowitz and Tim Haigh

*P. Kirby began the discussion by commenting that The Board of Health does support local businesses. The Board encourages a constant and open flow of information between the department staff and business owners so that the staff can provide guidance and assistances with any changes that a Salem business owners might have to their food establishment.

* Rover Bagels, that was operating out of Bambolina, was shut down because the department was not informed of what was believed to be a significant change to how the business was being operated. Rover Bagels was allowed to continue operating for the weekend once a temporary food permit application was filled out and submitted.

* P. Kirby asked Larry Ramdin to provide a more specified definition of what is considered a, significant change, in hopes that it will clarify to Salem establishment owners what permits might need to be pulled and what discussions need to be had with the department.

*Both Larry Ramdin and Larry Leibowitz had a discussion in Mr. Ramdin's office before the Board meeting. With the information Mr. Leibowitz provided, Rover Bagel was allowed to continue its operation under Bambolina's permit.

*Mr. Leibowitz assured the Board and Mr. Ramdin that he will continue to keep an open dialog about any changes to their businesses. He also informed the Board that both Tim Haigh and himself have started construction on a new restaurant close to Bambolina and will be in communication with Mr. Ramdin about the progress they are making there.

8. New Business / Scheduling of future agenda items

Continuation of discussion and vote on tobacco regulation update
Food Code 2013 discussion

9. MEETING ADJOURNED:

**M. Lauby motioned to adjourn the meeting. 2nd J Greene All in favor. Motion passed
9:20pm**

Respectfully submitted,

Heather Lyons-Paul
Clerk of the Board

*Next regularly scheduled meeting is November 15, 2016 at 7:30pm
At Council on Aging 5 Broad Street, 1st floor.*

DRAFT