

Time being 7:11 p.m. **July 22, 2019** Paul Steeves opened the meeting of the Foxborough Board of Health, under the Open Meeting Laws of the State of Massachusetts. Paul Steeves, Chairman presiding, Eric Arvedon, Clerk, John Robertson, Jr., Health Inspector, and Diane Passafaro, Public Health Coordinator were present. Meeting took place in the Andrew A. Gala, Jr. Meeting Room inside Foxborough Town Hall at 40 South Street. Minutes were taken by Diane Passafaro.

Members Absent: Todd Whitehouse, Vice Chairman

Chairman Paul Steeves arrived at 7:10 p.m. causing a delay in the meeting start time originally posted in the meeting notice received by the Clerk on June 18, 2019.

7:11 p.m. Town of Foxborough Fire Chief Micheal Kelleher - Introduction of Thomas C. Kenvin – Newly hired Deputy Chief/Executive EMS Officer

Fire Chief Michael Kelleher introduced to the Board Thomas C. Kenvin, newly hired Deputy Chief/Executive EMS Officer and the individual taking the lead role on the Mobile Integrated Health Care (MIH) Program.

The Board was briefed on the work T. Kenvin has been involved with since starting his position on July 1, including the purchase of a vaccine refrigeration unit that has been certified by the State. M. Kelleher also spoke about the blood pressure clinics that are scheduled to begin in August at the Council on Aging location, and added that the Fire Department is looking into purchasing new equipment to expand the testing that could be available to residents.

T. Kenvin spoke next and thanked the Board for giving him the opportunity to meet with them. He explained briefly the goal of the MIH program and how it assists in filling the gaps in current health care services in order to provide a higher level of care to the residents. T. Kenvin's discussion with the Board continued emphasizing public health and its role in disease awareness, prevention and surveillance. He explained, as the EMS Officer he has access to disease surveillance through the State and believes that being aware of this information, pairs well with the EMS services that are provided on a daily basis. In addition, to coincide with disease awareness and prevention, T. Kenvin informed the Board that the State now allows paramedics to administer vaccinations and is considering starting a vaccination program.

M. Kelleher asked what the Board expects from Foxborough Fire/EMS and T. Kenvin as the MIH Program continues forward, and stated once a month updates with the Board would work favorably with them. The Board acknowledged their request to provide monthly updates and welcomed an open line of communication between both Foxborough Departments. No subsequent meeting was scheduled.

P. Steeves thanked M. Kelleher and T. Kenvin for taking the time to meet with the Board and concluded the discussion at 7:25 p.m.

**7:25 p.m. Jessica Desmond, Property Manager – Hanover Foxboro, 10 Fisher Street
Non-compliance to State Sanitary Housing Code – 105 CMR 410.062(A)**

On June 20, 2019, a complaint was received by the Foxborough Health Department Office, regarding excessive rubbish and refuse in the dumpster area of the Hanover Foxboro Apartments, 10 Fisher Street. An inspection of the area was conducted that day and photos were taken documenting non-compliance with the State Sanitary Housing Code 105 CMR 410.062(A).

Representing Hanover Foxboro was Property Manager Jessica Desmond.

E. Arvedon began the discussion by expressing his disgust, after viewing the photos of the garbage area taken on June 20 and the need for Management to be proactive in this area.

J. Desmond stated the Property is seeing the highest velocity of people since the location first opened, which may have been the reason for the condition of the trash area seen during the inspection. She informed the Board that since being made aware of the issue, the Property has made several positive steps to ensure problems do not arise in the future. These steps have included an increase in pick-ups to a frequency of once per week and the installation and use of a surveillance camera since July 1. She explained the surveillance camera has seen positive results giving Management the ability to issue fines for residents caught on camera disposing of unacceptable trash. She added that the area is also monitored by Maintenance staff three times a day and can confirm the area is no longer in the condition that it was during the June 20 inspection.

E. Arvedon asked whether the residents are aware of the rules regarding what is and is not acceptable for disposal.

J. Desmond confirmed that trash rules are stated in each of the resident's lease contract which they are required to acknowledge agreement and sign electronically. She admits there may be a lack of education by Management regarding physically showing residents how the compactor works, but has recently made efforts to be out on-site and educating residents about the proper trash procedures. Literature is also provided to residents upon termination of their lease informing them that large items are not allowed to be disposed of and provides a list of alternative ways on how larger items can be removed off site.

J. Robertson informed the Board that an inspection was conducted at the Hanover Foxboro on-site pool at which time the trash area was also looked at. J. Robertson confirmed the current condition of the area was not representative to

the conditions noted during the June 20 inspection. In response to P. Steeves inquiry on the results of the pool inspection, J. Robertson stated there were issues that will need to be corrected. E. Arvedon reminded J. Desmond to follow up with her pool contractor to ensure these issues are taken care of.

Hearing no further discussion, P. Steeves called the matter of Hanover Foxboro closed at 7:36 p.m.

**7:36 p.m. **Bapu G's Kebabs & Sandwiches - New establishment (29 Washington Street)
Harnek Singh, Owner****

Representing Bapu G's Kebabs and Sandwiches was Owner, Harnek Singh. Also present was H. Singh's Father, Harpreet Singh and family friend Rajit Shrestha, both of whom have been assisting him through the process of opening up his new establishment to be located at 29 Washington Street. H. Singh informed the Board that he had been in the food business for many years and recently ran a family owned restaurant in Wellesley. During that time he stated he worked closely with the Wellesley Board of Health and developed policies and procedures that assisted him in running a safer operation, adding, food safety is his number one priority.

The new establishment in Foxborough, according to H. Singh, will remain unchanged with respect to the overall facility layout, and no new structures or equipment is expected, except possibly replacement of the existing ice machine. He inquired about next steps and spoke about an expected opening date to be toward the end of August. J. Robertson summarized the inspection process.

E. Arvedon informed H. Singh that his establishment would be placed on a Risk Level 3 and be inspected three times a year, but could move to a risk level 2 or 4 depending on compliance during inspections.

P. Steeves asked H. Singh if he would continue to work there following the opening. H. Singh responded he expects his role upon opening to be Chef/Owner and will also be hiring a Manager. Following the opening, he will then determine the staff that is needed.

Hearing no further discussion related to Bapu G's Kebabs and Sandwiches, P. Steeves declared the matter closed at 7:53 p.m.

Following the discussion, H. Singh provided the Board with an updated menu. This menu is included as supplemental meeting documents.

7:53 p.m. E. Arvedon made a motion to approve the minutes of June 17, 2019 as written. P. Steeves seconded the motion. Hearing no discussion, P. Steeves called for a vote. All in favor, motion passed, 2 – 0.

7:54 p.m. E. Arvedon made a motion to approve the following bills:

The Arc South Norfolk (July services)	\$812.83
P.Z. (July Communications)	\$50.00
D.P. (July Communications)	\$50.00
J.R. (July Communications)	\$50.00
W.B. Mason (Office Supplies)	\$385.21
Nat. Env. Health Assoc. (Annual membership – DP)	\$100.00*

P. Steeves seconded the motion. Hearing no discussion, P. Steeves called for a vote. All in favor, motion passed, 2 – 0.

**The Nat. Env. Health Asscoc. bill approved during the June 17, 2019 meeting was denied by Accounting on June 25, 2019. A new voucher was submitted on July 16, 2019 and subsequently approved and processed.*

7:55 p.m. **Health Directors Updates**

Health Director, Pauline Zajdel was absent.

John Robertson, Jr., Health Inspector, was present and informed the Board that he and Pauline Zajdel would be attending the Yankee Conference offered through the Massachusetts Environmental Health Association. J. Robertson added he plans on following the food track, but will also attend a training related to septic design plan reviews.

No other updates were provided.

8:05 p.m. E. Arvedon made a motion to adjourn. P. Steeves seconded the motion. All in favor, motion passed, 2 – 0.

The next meeting is scheduled for August 5, 2019.

Eric Arvedon, Clerk/dp