



## WAKEFIELD BOARD OF HEALTH MEETING

**William J. Lee Memorial Town Hall**  
**One Lafayette Street, Wakefield, MA 01880**  
**Wednesday, January 18, 2017 7:00 PM**

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### PRESENT:

Laurel Gourville, Chair  
Elaine Silva, Vice Chair  
Alison Mehlman, Secretary  
Ruth L. Clay, Health Director

### NOT PRESENT:

### ----- TOPICS OF DISCUSSION -----

The Wakefield Board of Health held a meeting on Wednesday, January 18, 2017 at 7:00 PM in the Second Floor Conference Room, William J. Lee Memorial Town Hall, One Lafayette Street, Wakefield, MA 01880.

#### **Call to Order**

Chairperson Gourville called the meeting to order at 7:00 pm.

#### **Approval of Minutes**

Gourville moved to approve the minutes as presented. Mehlman seconded. Motion passed 3-0-0.

#### **Variance Request- Circle K**

Circle K 448 Salem St Wakefield, store manager Jennifer Carroca was present. The variance was not necessary but a new food permit is as they are now preparing food (pizza).

#### **FY18 Budget**

The Health Departments budget was reviewed. The budget will be reviewed by the Board of Selectmen February 13 and the Wakefield Finance committee meeting is February 16<sup>th</sup>.

#### **Health and Disability Technical Assistance Grant**

Clay noted that the FDA Grant is absorbing her time and will not be able to take on another grant. Wakefield has an emergency management team that meets every other month consisting of Police, Fire, IT, WCAT the Health Department.

#### **Wake Up Update**

Maureen Buzby the Tobacco Coordinator gave a update to the coalition at today's meeting: Overview of Tobacco Use/Vaping Trends for youth in our region.

Clay will attend CADCA conference the first week in February paid by the regional SAPC grant. YAT will not be going this year but will go to Youth to Youth conference this summer. Catherine Dhingra Wakefield SAPC will attend CADCA this July.

**Health  
Director's  
Report**

The Health Director's written report was reviewed.

Clay reviewed the Risk Factor Survey results with the Board.

**Business  
which has  
arisen since  
the posting of  
the meeting**

Clay will attend the CADCA Conference the first week in February paid by SAPC regional grant.

Next meeting will be Monday February 13<sup>th</sup> 6:30 PM before the BOS meeting @ WCAT Studios 24 Hemlock Rd Wakefield, Ma 01880

Meeting adjourned at 8:15 pm

**Meeting  
Handouts**

1. Agenda
2. November, 2016 Minutes
3. January Health Directors Report
4. Public Health Nurses Report of October & December 2016
5. Wakefield Risk Factor Survey Results

Respectfully submitted,

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Cindy Luongo, Clerk