

ANDOVER BOARD OF HEALTH
MINUTES
MONDAY, AUGUST 17, 2015, 6:00 P.M.
FIRST FLOOR CONFERENCE ROOM
36 BARTLET STREET

The Board of Health Meeting was called to order at 6:03 p.m. Present were Chairman Gopala K. Dwarakanath, M.D., Ms. Pamela Linzer, Vice Chairman, Ms. Carolyn Dymond, Clerk, and Mr. Thomas G. Carbone, Director of Public Health.

I. Approval of Minutes

- **July 13, 2015**

Motion by Dr. Dwarakanath, seconded by Ms. Dymond, to approve the Minutes of July 13, 2015. Unanimous approval.

II. Appointments & Hearings

- **6:00 p.m. Jane Morrissey, Public Health Nurse – Explanation of Duties – 6 PM – Jane Morrissey** – Ms. Morrissey explained that the Monthly Nurses’ Report shows a general overview of what she does as Public Health Nurse. They have their Elderly Health Outreach Programs every week at the Senior Center, and twice a month at Senior Housing. They deal with the general wellness of the elderly community by checking blood pressures and answering general questions. The Doctors in the area refer their elderly patients to the Nurses, who can help them with questions they may have forgotten to ask the Doctor. The population has been changing over the years; some seniors still drive and own homes, while others have limited resources and do not drive. 85 is median age they see. At Frye Circle and the Commons the population is becoming more of an international community, which can be challenging due to language barriers.

Residents usually come for office visits mainly for immunizations. Shingles Zostavax immunizations are provided by a Grant that is used to buy the vaccine and is offered to residents 60 years of age and older. The fee is only \$10, and now the Insurance companies can be billed for reimbursement. Pneumonia, Hepatitis, Tetanus, and tDap vaccinations are available also. Ms. Morrissey also provides cholesterol testing, blood pressure testing, referrals, and first aid for the public and for the employees as well.

Ms. Morrissey also tracks and deals with communicable diseases, including TB, Salmonella, and Lyme Disease among others. When a case comes up, Ms. Morrissey has to investigate, find out where the person was exposed, who the person was in contact with, if that person traveled, and where that person ate. There is communication with the state; there is an online program where she files reports with them and they

provide information back to her. The Nurses begin their flu clinic planning in July and August for the High Dose Flu Clinics for residents 65 years of age and older. The Nurses provide Flu Vaccinations for the school children, and those clinics are done in October. Ms. Morrissey also does Camp inspections, which keeps her busy in April through August with review of medical records and first aid manuals. Ms. Morrissey attends trainings, conferences and meetings. She helps patients with their doctors, confers with the State epidemiologist and works with Interns as well.

Mr. Carbone wanted to make sure the Board understood how the Shingles Zostavax Program works. It is a result of a Grant that Ms. Morrissey and Ms. Martel worked hard to get. It is a unique program, and we may be the only community that does this. This is one of the programs that makes him very proud of the nurses.

- **6:10 p.m. – Iverson Guo for Karma Restaurant, 209 North Main Street – Show Cause Hearing to Restrict, Suspend, or Revoke a Food Service Permit** – Mr. Iverson Guo, Owner, and Mr. Jason Xu, Partner, were present. Dr. Dwarakanath stated that in 2013 the Board spoke with Mr. Guo about safety precautions to be taken for the acidification of sushi rice. Mr. Guo seemed confident that he would do a fantastic job. He asked Mr. Guo to explain what went wrong.

Mr. Guo stated that getting the restaurant started was a long process and they wanted to recover good financial support. He stated that he gave Mr. Xu too much to handle. He was handling the kitchen, and training staff. There is a lot of turnover which requires repeat training. Mr. Guo has done the Sushi rice for many years, but felt he was not very clear to his other staff on how to do the process. Dr. Dwarakanath stated that in the first year of the restaurant being open, there were complaints and multiple critical violations. He felt that Mr. Guo should have concentrated on that, not his expansion. Mr. Guo stated that he was committed to be more serious on providing better training for his staff. He stated that they did hire a professional Consultant last week

Mr. Carbone stated that he wanted to give some background on why Mr. Guo was summoned to the Board of Health. The sushi rice is one issue, and the other issue is regular maintenance in the kitchen. Because of poor inspections, he held an Administrative Hearing this Spring hoping to avoid the need of a Show Cause Hearing with the Board of Health. Mr. Carbone knows the Private Consultant that Mr. Guo contracted to be his food consultant, and stated that he picked a good person. Dr. Dwarakanath stated that hiring a Consultant was a good start, and that the important thing is that Mr. Guo continues to follow all the proper procedures after the Consultant is gone. Mr. Guo admitted that there is a language barrier and high turnover which require a lot of time with training. His staff has different habits, and Mr. Guo did not take the time to make sure everyone understood what needs to be done. Dr. Dwarakanath stated that Mr. Guo also needed to keep the sinks accessible, and pay attention to food

storage. He stated that Mr. Guo should be clear to his staff why these procedures should be followed.

Ms. Dymond asked what exact steps Mr. Guo is planning to take. Mr. Guo replied that he plans to continue using the Consultant to do more training, as well as repeat training if necessary, and make sure his Staff has the knowledge and awareness on how to properly take care of the food. Ms. Linzer stated that it was very important that he bring someone back in to help with the training. Mr. Guo replied that he intended to, and to keep up with it as new people are hired. Mr. Carbone explained that on each shift, there should be a Person in Charge (PIC) who has attended a ServeSafe course and can keep the staff trained. Not all employees have to be ServeSafe Certified; the Shift Manager should be the one holding that certification.

Mr. Carbone stated that in the past, the Board of Health has continued Show Cause Hearings for a few months with the requirement that a Private Consultant does inspections and trainings with staff over that time.

Motion by Dr. Dwarkanath, seconded by Ms. Dymond, to continue the Show Cause Hearing for six (6) months, allowing the manufacturing of the sushi rice with the requirements that a third-party Inspector be employed to conduct monthly inspections, an accurate log be kept, staff training be done as needed, with a review to be done by the Board of Health at the end of the six months. Unanimous approval.

- **6:30 p.m. – Jonathan Markey for 22 Greenwood Road (see Below (under D.W.R.P. Variances/Local Upgrade Approval) for Specific LUA Requests)**

III. Discussion

- **Training – Food Safety** – Mr. Carbone presented a PowerPoint presentation explaining general food safety.¹ In summary, he provided guidance on general food safety.

Some serious issues Mr. Carbone has found when doing inspections are old and dirty equipment, cracked surfaces in freezers, dirt accumulation on the floors, broken floor tiles, dirt buildup on hinges, and droplets of grease on the hood systems. Walk-ins should have food items up off the floor for air circulation. Grease interceptors must be cleaned out once a month, counters should be replaced periodically, ice maker machines should be cleaned, and cutting boards should be replaced periodically.

Ms. Dymond asked who bears the ultimate responsibility to make sure food is handled safely. Mr. Carbone explained that ultimately the Manager on duty is responsible to make sure that staff is doing their job properly. It is not easy being a store Manager,

¹ A printed copy of the PowerPoint presentation is added to the Agenda Packet after page 40.

especially a chain because they can be more concerned with the business aspect, rather than food safety. Large restaurants are better off because they usually have multiple Managers as well as Assistant Managers.

Out of approximately 170 establishments licensed annually, six to eight come in for Administrative Hearings and about two come before the Board. Most are very good people who work very hard, but sometimes just need a little help. The Health Staff tries to perform two inspections per establishment per year, but cannot always fulfill that requirement due to cuts in Staff. The Board of Selectmen have approved money to hire a Contractor who can do some of our food inspections for us and we hope to have someone hired by mid-September.

Old Business

- **Casco Crossing – Status Update** - Mr. Carbone informed the Board that he heard back from the Management Company and they hope to break ground in a couple of weeks to do the sidewalk re-grading and paving. They may have to pull some building permits if they do any structural work to the outside, and the Building Inspector is aware of the situation there. Mr. Carbone will get an update for the next Board of Health Meeting.

IV. Subdivision Definitive Plans

- N/A

V. Plan Review

- **DWRP – Variances/Local Upgrade Approval**
 - **22 Greenwood Road – LUA to allow SAS to be 139’ from a Tributary to a Water Supply, 200’ Required, and allow Tank to be 105’ from a Tributary to a Water Supply, 200’ Required** - Jonathan Markey, Engineer for the project at 22 Greenwood Road, was present. Mr. Markey explained that he was able to shift the system further north than the original plan that the Board reviewed last month. Mr. Markey had to do some additional research and prepare a plot plan to iron out the property line. He stated that some of the trees can come down easily to accommodate the movement of the septic system and the large oak could then be saved. He stated that this is the maximum amount of footage that the system can be moved.

Motion by Dr. Dwarakanath, seconded by Ms. Linzer, to approve the LUA to allow the SAS to be 139’ from a tributary to a water supply where 200’ is required, and to allow the septic tank to be 105’ from a tributary to a water supply, where 200’ is required, with the following conditions:

1. *The septic tank shall be pressure tested to ensure proper sealing of the seams.*
2. *There will be no increase in wastewater flows; the design is maximized at 330 gallons of wastewater per day.*

Unanimous approval.

VI. Staff Reports

A. Director's Reports:

- **Important Dates:**

- September 12, 2015 – Andover Day
- September 14 at 6 p.m. – Board of Health Meeting
- November 9, 2015 at 6 p.m. – Board of Health Meeting

B. Nurses' Report for July, 2015 – The Nurses' Report for July, 2015, was for informational purposes only.

C. Inspectors' Reports for July, 2015 – The Inspectors' Reports for July, 2015, were for informational purposes only.

VII. Board Members Reports:

- N/A

VIII. Adjournment :

Motion by Ms. Linzer, seconded by Ms. Dymond, to adjourn at 7:40 p.m. Unanimous approval.