

Town of Concord  
Board of Health

Minutes from the Meeting  
Monday, January 24, 2011

PRESENT: Dr. Alan Woodward, Chairman  
Kerry Diskin  
Jack Bergman  
Ellen J. Hutt  
JoAnn DiNardo

Stanley J. Sosnicki, Acting Public Health Director  
Gabrielle P. White, Public Health Inspector

OTHERS: John Gates, Nashoba Brook Bakery owner  
Kim Genovese, Manager Nashoba Brook Bakery  
Kim Kramer, Cafe Manager, Nashoba Brook Bakery

1. **Board of Health Discussion**

Dr. Woodward, Board Chair opened the meeting and asked inspector White to give an overview of the compliance issues observed at Nashoba Brooks Bakery.

Gabrielle White, Public Health Inspector gave a brief overview of the history of violations found at Nashoba Brooks Bakery. She explained the reason Nashoba Brooks was before the Board was that at their most recent inspection conducted in December 2010 - 37 violations (15 critical) were noted. Similar violations were observed in March of the same year.

She added that Nashoba staff had made significant facility upgrades over the last month but had difficulty gaining compliance through staff behavior. While the facility is currently "in compliance", her concern was the pattern of institutional behavior by staff had demonstrated a lack of understanding or adherence to basic food safety principals. John Gates, Bakery Co-owner, Kim Genovese, Manager and Kim Kramer, Cafe Manager were in attendance. Ms Genovese presented packets outlining corrections made in response to the order letter issued on December 16, 2010.

Mr. Gates opened by stating the issues brought before the Board were indeed accurate and that he had made assumptions about the staff's ability to comply with food regulations. He said this process had been an "awakening" and made clear to him that he and Kim Genovese needed to play a more active role in compliance checks with in the facility.

Board members concurred that behavior was a very difficult thing to change/control and Joanne DiNardo gave several examples from her vast experience managing people in a hospital setting explaining that they needed constant long term monitoring, checklists and surprise audits.

John Gates noted that he had a great working relationship with Ms. White and she had been a great resource for them through this process. He welcomed her in the facility at any time and wanted to maintain an open working relationship. He assured the Board that Nashoba Brook bakery has a strong commitment to Concord and he will commit whatever resources are necessary to ensure food safety within the establishment.

Dr. Woodward commented that he valued the bakeries commitment to the town (other member concurred) but wanted to be certain the public's health was of paramount concern and did not want the stain of a potential food borne illness to mar the reputation of the bakery or the Town of Concord.

Nashoba Brooks Bakery has signed a contract with Berger Food Safety Consulting. The contract provides for (2) two food safety courses, monthly inspections for (6) six months and remedial training based on deficiencies noted during inspections. In addition they will be increasing their available food storage by removing a stairwell and converting it to a dry good storage room.

Joanne DiNardo made a motion to modify conditions of Nashoba's Permit to Operate:

- Nashoba Brooks Bakery shall maintain a contract with Berger Food Safety Consultants (BFSC) for a minimum of 6 months
- BFSC will conduct unannounced inspections on a monthly basis and all reports will be forwarded to the Board of Health for review.

Jack Bergman seconded the motion, all VOTED in favor.

## 2. **Staff Reports**

Acting Public Health Director

1. Community Health Articles – The editor of the Concord Journal has been contacted and is open to monthly article submission on health topics. Dr. Woodward suggested the first submission to be about head trauma in youth sports.
1. The Acton BoH has approached the Town to develop a Regional Public Health Nursing Services program under a grant opportunity by DPH. The grant incorporates the 10 essential public health services as identified by the Centers for Disease Control. The planning portion of the grant will allow Concord to assess health risks within the community and determine appropriate services based on those needs. The implementation portion of the grant would allow for 5 years of funding to establish sustainable regional nursing services.
2. The Public Health Directors position has been posted (1/7/11). The application deadline is February 11, 2011.
3. Sandy Collins, the Director of Nursing Services in Westford has asked Concord to join in a grant opportunity for tobacco control services. So far Concord, Lincoln, Acton, Boxboro and Westford have agreed to collaborate on this grant.

4. The Town is in the process of obtaining new permit tracking software that will link all departments together. This would replace the data base that is currently used to manage permits issued. New features would include online applications and payment.

3. **Chairman Report**

Dr. Woodward provided Board members with information packet entitled, "Regulations for Head Injuries in Extracurricular Activities" and "Proposed Amendments to 105 CMR 532.000 Inspection of Poultry and Poultry Products: Mobile Poultry Processing Units."

Dr. Woodward requested staff to compare current public health programs with statutes and regulations outlined in a DPH report entitled "Required Duties of Local Boards of Health in Massachusetts", a handout he had provided at the last meeting.

4. **Minutes and Calendar**

The Board reviewed the minutes from the December 21, 2010 meeting. Dr. Woodward Moved that the Board approve the minutes as submitted. Kerry Diskin seconded it. All VOTED in favor.

The next regularly scheduled meeting of the Board of Health will be February 15, 2010.

The meeting adjourned at approximately 8:15 p.m.

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Signature Page  
January 24, 2011

Respectfully submitted by,

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Gabrielle White, Public Health Inspector  
Concord Board of Health

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Stanley J. Sosnicki, Acting Public Health Director  
Concord Board of Health

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Dr. Alan Woodward, Chairman

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Jack Bergman

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Kerry Diskin

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Ellen Hutt, Esq.

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JoAnne DiNardo