



Public Health
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Town of Westwood

Commonwealth of Massachusetts
BOARD OF HEALTH

Linda R. Shea, R.E.H.S., R.S., Director
Tiffany McCarthy, R.N., B.S.N., Public Health Nurse
Cheryl Kelly, C.F.S.P., Food Inspector
Lorraine Donovan, Administrative Assistant

James M. O'Sullivan, J.D., Chairperson
Carol Ahearn, R.N., B.S.N
Roger L. Christian, M.D.

Minutes of the Westwood Board of Health meeting held on June 19, 2018

The meeting began at 5:00PM and was held at the Carby Street Municipal Office Building, 50 Carby Street, Westwood.

Members Present: Jim O'Sullivan, JD, Chairperson
Carol Ahearn, RN, BSN
Roger L. Christian, M.D.

Staff Present: Linda R. Shea, REHS/RS, Health Director
Lorraine Donovan, Administrative Assistant

Others Present: Nora Loughnane, Director of Community & Economic Development

Public Hearing- Comella's, 745 High Street, Westwood-Consider Suspension and/or Revocation of a Food Permit-Comella's has Failed to Renew Permit to Operate a Food Establishment and Operating a Food Establishment without a Permit.

There is no representative from Comella's present at the hearing tonight.

Ms. Shea informs the Board that Mr. JP Comella, one of the owners, came to the office earlier today to inquire about the hearing and informed her he could not attend. He said he just found out about this hearing and that Mr. Proctor has had a medical issue and has been out of work this week; he will have him do the Allergen Awareness training right away. Ms. Shea explained that the hearing would be held even without someone present and she strongly encouraged Mr. Comella to attend. Ms. Shea discusses the timeline of events that is included in the meeting packet and the various emails sent to and received from Mr. Proctor. There is an email from Mr. Proctor that indicates he knew he needed to supply his Allergen Awareness certificate prior to May 31, 2018.

At 4:30PM today, Mr. Comella provided a current Allergen Awareness certificate (via email) for manager, James Proctor. In the email, Mr. Comella also asked for a reduction of the violation fees which total \$2400.00 for the nine tickets issued since June 7th.

Mr. O'Sullivan does not consider the email from Mr. Comella to be a formal request to reduce the number of tickets or the fines. Ms. Loughnane comments that this is not the first time Comella's been non-compliant with various permit deadlines. They have repeatedly missed the due date for their entertainment and business license renewals in the fall and this year the

Town will not be calling to remind them.

After discussion, the Board agrees to issue the FY19 food permit with the stipulation that failure to pay the fines totaling \$2400.00 by close of business July 9, 2018 will result in the suspension of the Comella's permit to operate a food establishment.

Mr. O'Sullivan would like clarification between the business permit and food permit.

Ms. Loughnane explains that the business permit allows Comella's to serve alcohol and they would not be able to do so without their food permit.

Mr. O'Sullivan makes a motion to issue the FY19 food permit and to suspend the food permit at Comella's Restaurant on July 10, 2018, if all tickets are not paid, Ms. Ahearn seconded, approved 3-0-0.

Reorganization of the Board of Health for FY19:

The Board agrees that Mr. James O'Sullivan will continue as chairperson for the next one year period, effective July 1, 2018. Dr. Christian makes a motion to keep the Board as is, Ms. Ahearn seconded, approved 3-0-0.

Meeting Adjourned 5:40PM