



**Office of the Board of Health**  
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Janet Stoica, Chair  
Mathew Wyke, Member  
Anne Violette, Member  
Tracy Daggett, Member

**BOARD OF HEALTH**  
**REGULAR SESSION MEETING MINUTES**  
**MAY 22, 2023**  
**5:00PM**

The following individuals were in attendance by remote access: Chairman Janet Stoica, Member Matthew Wyke, Member Anne Violette, Member Tracy Daggett, Health Director Camille Griffin and Administrative Assistant Danyel Guiou.  
Also in attendance: Rike Sterrett, Health Director of Oxford and Jodi, Tobacco Control Alliance

Absent: Member Anne Violette

**Call to Order**

The meeting was called to order at 5:02PM.

**Discussion Items/Introductions**

- BOH Member, Tracy Daggett
  - Tracy Daggett was introduced as the newest member of the Board of Health.
  - Interim Health Director, Rike Sterrett, Oxford Health Department
  - Rike Sterrett, Health Director of Oxford, was introduced as the interim Health Director for the Town of Webster.
- 124R High Street – Update
  - At the Special Town Meeting, funding had been allocated and approved for demolition of a dilapidated structure. Currently waiting contract bids for the demolition.

### Action Items

- Tobacco Hearing – AG United Corp dba 7 Eleven
  - 7 Eleven was issued a fine for a violation of obtaining flavored tobacco within the establishment. The establishment requested a hearing before the Board regarding the fine. The owner explained he thought he was in compliance and could have the product in his store. After discussion from the Board a motion was made.  
Motion for a continuation of fine, without a finding for 36 months – Mr. Wyke  
Second – Tracy Daggett  
Unanimous vote for a continuation of fine, without a finding for 36 months
- Tobacco Hearing – M+D., LLC dba Sunnyside Farms
  - A second fine for a violation of obtaining flavored tobacco within the establishment was issued. The establishment provided distributor letters advising the owners that this product could be sold in the store. The owners were informed by Jodi, from the Tobacco Control Alliance, they should be adhering to manufacturers information, and also contacting the Tobacco Control Alliance to confirm. After discussion from the Board, a motion was made.  
Motion to find the establishment responsible for the fine, continue 7-day tobacco permit suspension with a continuation for 36 months without finding – Mr. Wyke  
Second – Ms. Daggett  
Unanimous vote to find the establishment responsible for the fine, continue 7-day tobacco permit suspension with a continuation for 36 months without finding.
- Tobacco Hearing – G&R Corp. dba Jimmy's Convenience
  - A second fine for a violation of obtaining flavored tobacco within the establishment was issued. The owners did not feel as though they were in violation because this specific product was in the store, when they were previously inspected and this was not marked as a violation. After discussion from the Board, a motion was made.  
Motion to find responsible for the fine, continue 7-day tobacco permit suspension without finding for 36 months – Mr. Wyke  
Second – Ms. Daggett  
Unanimous vote to find responsible for the fine, continue 7-day tobacco permit suspension without finding for 36 months.  
Motion for an extension of 45 days for payment of fine – Ms. Daggett  
Second – Mr. Wyke  
Unanimous vote for 45-day extension for payment of fine.
- Tobacco Hearing – Balaaj, Inc dba Gilbert's Market
  - A second fine for a violation of obtaining flavored tobacco within the establishment was issued. The owners provided distributor letters, which Jodi, from the Tobacco Control Alliance, stated manufacturers letters should be adhered to, as well as contacting the Tobacco Control Alliance

to ensure the product can be sold in the store. After discussion from the Board, a motion was made.

Motion to find responsible of the fine, continuation of 7-day tobacco permit suspension without finding for 36 months – Mr. Wyke

Second – Ms. Daggett

Unanimous vote to find responsible of the fine, continuation of 7-day tobacco permit suspension without finding for 36 months.

Motion to extend payment for 21 days – Mr. Wyke

Second – Ms. Daggett

Unanimous vote to extend payment for 21 days.

G&R Corp. dba Jimmy's Convenience wants to appeal the hearing. The owner was advised in order to do that an attorney would need to be hired.

- The minutes from April 10, 2023 have been tabled to the next meeting, due to not enough members from the prior meeting are present to vote.

### **Health Director's Report**

- SCMPH Grant Update
  - The regional grant for the Health Inspector, and contact tracing grant funding source, has been extended until the year 2027. It has also been increased by \$200,000, which is a total is \$500,000 a year. This will be split between the region, that Webster is the community host of.
- Online Permitting
  - The Health Department is officially live with roughly 7-8 permit applications. This process will allow other departments to be involved in the permitting process, so as to ensure everyone is involved.

### **Re-organization of the Board**

Board member, Mr. Carboneau, has resigned from his position as of today. The Town Administrators Office and Town Clerks office have been informed of his decision. Applications will be accepted for an appointed position for the Board of Health. Once an appointment is made, this individual will hold the position until the next election. With this information, the Board has decided to table a re-organization of the Board.

### **Determination of Next Meeting**

The next Board of Health meeting will be scheduled for September 11, 2023, unless an emergency meeting is necessary.

### **Adjourn**

Motion to adjourn the meeting at 7:38PM – Member Mr. Wyke

Second – Member Ms. Daggett

Unanimous vote in favor to adjourn the meeting at 7:38PM

*Respectfully submitted,*

A handwritten signature in black ink that reads "Danyel Guiou". The signature is written in a cursive style with a large initial 'D' and a distinct 'G'.

*Danyel Guiou  
Administrative Assistant  
Town of Webster*

Approved Date: 09/11/2023

Cc: Board of Health Members  
Town of Webster Website  
Town Clerk