



MEETING MINUTES

City of Melrose
City Hall
562 Main Street
Melrose, MA 02176

Committee/Board: Board of Health

Meeting Day/Date/Time: Tuesday, March 21, 2023

Location: City Hall, Cassidy Room

Call to Order: Carol Ann Licitra
Second by: Lillian Kelly

Time Called: 5:34 PM

Motion made by Lillian Kelly to appoint Carol Ann Licitra as the temporary chair in Frank Brincherio's absence.

In Attendance/Roll Call:

Board Members: Carol Ann Licitra, Lillian Kelly

Absent: Frank Brincherio

Health Department: Director, Anthony Chui; Administrative Assistant, Denise Slane

Approval of Minutes for February 21, 2023, Meeting:

Carol Ann Licitra made a motion to accept the minutes from the February 21, 2023, meeting.

Lillian Kelly second the motion

Further Discussion: None

Vote to accept the meeting minutes from February 21, 2023:

Frank Brincheiro – Absent

Carol Ann Licitra – Yes

Lillian Kelly – Yes

PASSED 2-0-1

Frank Brincherio arrived 5:36 PM, Carol will remain the temporary appointed Chair for the meeting.

Review and Vote of New Proposed Fees Schedule

Anthony Chui reviewed the updates requested by the Board.

Motion made by Lillian Kelly to accept the fee change requests as drafted by the Health and Human Services Department.

Second by: Frank Brincherio

Further Discussion: None
Frank Brincheiro – Yes
Carol Ann Licitra – Abstained
Lillian Kelly – Yes
PASSED 2-0-1

Tobacco Discussion for Permitting:

Anthony Chui gave a brief overview of a plan that the department will be proposing soon about tobacco permits in the city. The city is looking to implement a policy to terminate the 30-day grace period on tobacco permits. This is part of a policy that the City is looking into to help decrease youth access to tobacco and vape products. A public hearing will be held in the future about this.

Health Director's Report

-Anthony Chui announced that they have begun the interview process for the new Health Inspector position. He stated that hearing/vision screening will begin in the schools next week. He also updated the board on the following grants: MHOA-CHII grant – the intern has started the assessments in the communities and the results will be reported to the Board in July. The STOP School Violence grant has hired adjustment counselors in all the communities involved in the grant.

Public Comment:

Lillian Kelly made a motion to open Public Comment at 5:59 pm.
Frank Brincherio second the motion.

No public comment was made.

Lillian Kelly made a motion to close Public Comment at 6:00pm.
Frank Brincherio second the motion.

Vote to close Public Comment:

Frank Brincheiro– Yes
Carol Ann Licitra – Yes
Lillian Kelly – Yes
PASSED 3-0-0

Lillian Kelly made a motion to adjourn the meeting at 6:00 PM.
Frank Brincherio second the motion to adjourn the meeting.
Further Discussion:

Vote to adjourn the meeting:

Frank Brincheiro– Yes
Carol Ann Licitra – Yes
Lillian Kelly – Yes
PASSED 3-0-0

Meeting Adjourned at 6:00 PM