

**MetroWest Moves Meeting**  
**Framingham High School**  
115 A Street| Framingham, MA 01701  
**August 17, 2012**

Meeting Convened: August 17<sup>th</sup> 2012 at 10:30am

Members Present: Amanda Loomis, Sam Wong

Others in Attendance: Dana Baarsvik, Tammy Calise, Janie Hynson, Amanda Ryder, Jay Grande

**I. Action Plan**

**a. Healthy Restaurant Initiative**

- ❖ **Restaurant List:** Holli with the Downtown Renaissance is supposed to confirm the list of downtown Framingham restaurants. The restaurant list will be forwarded to Amanda Loomis for her review as well.
- ❖ **Restaurant letter:** A few changes have been made to the letter that will be sent to restaurants.
  - *Signatures:*
    - Framingham—Charlie Siskey from the Board of Selectmen will be asked to sign the letter.
    - Hudson: Chairmen of Board of Selectmen will be asked to sign the letter. Sam will reach out to Hudson's town administrator and approach the Board of Selectmen.
    - Need to talk to Bob in Marlborough regarding a signature.
  - *Translation:* MA Association of Portuguese Speakers will translate the letter and brochure. Framingham also has high Russian and Spanish-speaking populations. Letters will be sent in English and will be followed by a translated letter to Portuguese restaurants.
- ❖ **Timeline:** Letters will be disseminated by the end of August.
- ❖ **Window clings:** Window clings must follow DPH guidelines. The group will order 200 window clings and three quotes will be sent to Sam.
- ❖ **Table tents:** Instead of menu stickers, table tents will be printed and distributed to restaurants to highlight healthier menu items. JSI will get quotes for table tents.

- b. **Survey to Kick Off Attendees and Community Partners:** Amanda discussed two e-mails that would be sent to: 1) Kick Off Attendees and 2) potential community partners (schools, universities, YMCA, community groups). Hopefully next week, five questions would be sent out through Survey Monkey to gather feedback. The workgroup should send comments/changes to JSI by next week.
    - o E-mail list: the list of potential community stakeholders has been largely compiled, but there are a few addresses which need to be clarified. Sam has contacts for school committee members and Board of Selectmen members and will forward this information to Dana.
  - c. **Website:** Mock-up will be reviewed today. Content will be available for review next week. Work group members will receive a link to the test site.
  - d. **Vending Policies:** The state took over licensing and permitting from the local level. Tammy was in touch with DPH who said that municipalities are still contracting with the vendor so they can establish their own standards for food in vending machines. The work group provided contact information for persons who may be able to provide further information about vending machine contracts in the town buildings.
    - Key ideas: Product placement, inclusion of healthier items, creating posters to raise awareness about the changes, taste tests.
    - Approach: work with vendors to assess their willingness to incorporate healthier items
  - e. **Community Design Standards**
    - Bruce Leish is looking at subdivision and zoning regulations for all three towns to make recommendations. He should provide his notes by the end of next week and a full report after Labor Day.
- II. Budget Updates:** For this current quarter, we have \$14,500 that needs to be spent for program support. The workgroup will buy the window clings and print table tents. The \$14,500 includes DPH and MetroWest as well as carry-over. Carry-over is nearly \$7,900. We are currently in FY2013 Quarter 1.
- a. **Potential Initiatives to Support:**
    - **WalkBoston** could develop walking maps to distribute to community members. WalkBoston also does presentations at school PTAs and door hangers for snow removal so that kids can continue to walk or bike to school in the winter. Safe routes to schools could fit under Community Design Standards and MetroWest Moves could support/develop sustainable safe route to school programming.

- **Community Garden Fencing:** Hudson already received their community garden fence through another grant. MetroWest Moves may be able to support Marlborough's community garden (\$3,000-\$4,000)
  - **Adopt a Rail Trail Sponsorship:** MetroWest Moves could support a section of the Rail Trail in Hudson (\$2,000/year) and the minimum commitment is three years. JSI will talk with Lola about this sponsorship.
  - **Healthy Restaurant Plaques:** Plaques to give to restaurants at a town meeting. They would say "MetroWest Moves Healthy Restaurant". Plaques and window clings would be taken away in future years if a restaurant does not continue to comply. Wooden color plaques are around \$8-9/piece and the workgroup would initially order about 60 plaques.
  - **Nutrition analysis software or dietician:** MetroWest Moves could purchase nutrition analysis software or hire a dietician.
- b. **Spending restrictions:** Cannot purchase food with the money.
- c. **Pending Payments:** Mark Fenton has submitted an invoice but no W-9 so he has not yet been paid. Tammy will follow-up with him.
- d. **Funding Opportunities:**
- R01/R21: NIH Call for Project Proposal Grants to study obesity programing and policy evaluations. Next due date would be October and the following would be February. The work group is interested in revamping school cafeterias and having an architect or interior designer look at both aesthetics and efficiency. This may incorporate product placement, taste tests, murals, plants, more restaurant-like furniture. Potentially, grants could focus on high schools although even some of Hudson's high school cafeterias are multi-use.
  - Grants often target research aspects rather than implementation. R21 may be more likely to allow this than the R01. These grants are available October, February, and June of each year.

### III. Town Updates

#### ❖ Framingham:

- October 13<sup>th</sup> Farm Pond Community Day in Framingham. MetroWest Moves could have a table at the event.
- Amanda and Jay (Framingham) are busy rolling out the updated Framingham Master Plan which incorporates biking, complete streets and healthy communities. MetroWest Moves may be able to promote the completion of this plan.

- ❖ Hudson's Adopt-a-Rail Trail has already lined up some sponsors.

#### **IV. DPH/MAPC site visit:**

- ❖ DPH/MAPC want to do a site visit. The workgroup will propose that this site visit take place on Thursday, September 13th, from 10-12am in Marlborough.

Next Meeting: **Thursday, August 30<sup>th</sup> at 10am at the Hudson Town Hall**

Meeting Adjourned: The meeting adjourned on August 17<sup>th</sup>, 2012 at 11:37am.