



Framingham ★ Hudson ★ Marlborough

# MetroWest Moves



## MEETING MINUTES

Under the provisions of G.L. c. 30A, MetroWest Moves will conduct an Open Meeting on  
Tuesday, January 28, 2014

1:00 p.m. – 3:00 p.m.

Hudson Town Hall

3<sup>rd</sup> Floor Conference Room B

78 Main Street

Hudson, MA 01749

### I. Call to Order

- a. **Meeting convened:** January 28, 2014 at 1:05 p.m.
- b. **Members present:** Kathy Ekdahl, Bob Landry, Steve Ward, Sam Wong
- c. **Others in attendance:** Tammy Calise, Michelle Ciccolo, John Curran, Terry Curran, Janie Hynson, Marianne Iarossi, Amanda Ryder, Kerin Shea, Jamie Terry

### II. Prevention and Wellness Trust Fund

- a. Sam Wong announced that he was notified yesterday that MetroWest was one of nine awardees for the Prevention and Wellness Trust Fund. DPH is currently only committed to the capacity building phase which begins on March 1<sup>st</sup> and is for \$250,000 during which we will work with DPH to finalize our work plan for the implementation phase. The capacity building phase is critical to determine if we will get the funding for the additional two years. It is particularly critical to establish the clinical-community linkages during the capacity building phase. MetroWest Health Foundation committed to matching 10% of the funds for both the capacity-building and implementation phases.

### III. Tobacco Control/Smoke Free Housing

- a. **Tobacco Regionalization Grant:** The MetroWest Health Foundation funded nine communities in MetroWest (with Natick as the prime) for a tobacco regionalization grant. The RFP for the coordination position has not yet been released. Writing this proposal was part of the MetroWest Moves work plan from last year.
- b. **Engaging landlords:** MetroWest Moves will set up a meeting with landlords in all of the communities with a speaker (e.g., possibly a landlord that has already had success implementing smoke free housing). Landlords can be identified through the assessor's office and through the site plan review process for new development projects. There is also an annual Massachusetts Landlords Association meeting. A letter and one page flyer (with information about the benefits of going smoke-free including cost savings) will be distributed to landlords and this information will also be posted on BOH websites/in meeting minutes. We will send invitations to all



landlords with hopes of reaching many of the larger landlords. The letter will be sent to everyone and then calls will be made to follow-up with the larger landlords. Another way to market the meeting is to explain that landlords will learn how to save money and receive free legal advice. The fire department(s) and/or insurance companies should also be invited. Tenants should also be included. MetroWest Moves will also offer to landlords that we could survey tenants regarding their opinion of smoke free housing.

- c. **Different types of housing/landlords:** We will consider outlining the benefits of smoke free housing for each type of housing (e.g., alternative voucher programs, Section 8 housing, senior housing authority, larger complexes, etc.) and explain why it is important to go smoke free, exemptions, grandfathering.
- d. **Meeting date/location:** The meeting will be held in late March or April. The meeting will be video recorded and made available on our website/public access channels. The group will look for free/low cost meeting space in Marlborough. The Coordination Team will check with Chris Banthin regarding meeting time and whether he and Kathleen McCabe can help facilitate the meeting
- e. **Tobacco control policies/regulations:** All four BOHs are currently looking at tobacco regulations or have recently revised them. Marlborough is just beginning this process but it is on the agenda for this coming month. Hudson is about to pass a revised tobacco control policy and the public hearing is set for Feb. 11<sup>th</sup>. They will be raising their minimum purchase age to 21 and banning smoking in many of the municipally owned playgrounds, parks, beaches, buildings, etc. Anywhere there is a smoking ban, e-cigarettes will also be banned. They are also capping the number of tobacco retail licenses. Hudson will share their regulations with Marlborough and Framingham. Northborough passed their tobacco control policy in the past year. Framingham recently passed a marijuana regulation.

#### IV. Action Plan

- a. **Community Design Standards/Complete Streets**
  - Framingham is incorporating Complete Streets in their site plan review process.
- b. **Healthy Dining Initiative**
  - **Restaurant recruitment:** The Coordination Team is continuing to work with several restaurants that have expressed interest in the healthy dining initiative.



## c. Worksite Wellness

- **Clinical-community linkages:** John Curran spoke about Marlborough Hospital's healthy initiatives. The dietitian has been working on federal benchmarks/incentives to start making changes including adding more healthy eating options in the hospital cafeteria. The hospital is in the middle of discussions about their food service contract and there is also a new CEO. The dietitian is on board with incorporating healthier food items but her position does not include food buying (Morrison is the food service contractor). MetroWest Moves will write a joint letter to the Board of Marlborough Hospital (and possibly other hospitals and copying the UMASS Memorial system) outlining reasons for incorporating healthy options in their cafeteria when renewing their vendor contract. Each of the towns agreed to sign the letter. After their recent CHNA, Marlborough Hospital developed a report saying that they would promote healthy eating. MetroWest Moves would like to help them accomplish this goal. MetroWest Moves can also help to conduct a survey of Marlborough Hospital employees about healthy food options. John Curran will find out who the contact person is who needs to approve the distribution of a Survey Monkey to hospital staff. It would also be valuable for MetroWest Moves to meet with the dietitian or Morrison.

## d. Awareness/media

- **Success stories:** The Coordination Team is working on several success stories for each community and will reach out to group members to gather information for the success stories. Success stories for Hudson could include: revising tobacco control regulations and the Healthy Cooking Contest in Hudson Public Schools. Hudson and Marlborough can have a story written about the Bike/Ped Plan MAPC did and the recent addition of two bike lanes in Hudson as a result of the process. Success stories for Framingham include: worksite wellness efforts related to formalizing/connecting trails and bike paths near the Pleasant Street connector and Genzyme.

## V. Administrative

- a. **Approval of meeting minutes:** The voting members were unable to approve meeting minutes at this time.
- b. **Community awareness updates:** No update during this meeting.
- c. **Budget update:** No update during this meeting.
- d. **Completion of work group timesheet:** The group completed the timesheet for 12/21/2013 to 1/28/2014.
- e. **Upcoming meetings:** Not discussed during this meeting.



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f. **Review of tasks:**

- BOHs should submit list of landlords to the Coordination Team by Friday, January 31<sup>st</sup>. The Coordination Team will draft the smoke free housing letter and one-page flyer with both the MetroWest Moves and Building a Healthy Northborough logos. All communities will be asked to sign the letter. Steering committee members should notify the Coordination Team about free/low cost meeting space in Marlborough and the Coordination Team will begin preparing for the meeting/securing a speaker, etc. The Coordination Team will ask Chris Banthin about what time of day landlords are most likely to be available to attend the meeting.
- Hudson will share their tobacco control regulations with Marlborough and Framingham.
- The Steering Committee will sign and send a joint letter to Marlborough Hospital regarding incorporating healthy food options in the hospital cafeteria.
- John Curran will find out who the contact person is who needs to approve the distribution of a Survey Monkey to Marlborough Hospital staff.
- The Coordination Team is working on several success stories for each community to send to DPH and will reach out to group members to gather information for the success stories.

g. **Next meeting date/time:** To be scheduled by e-mail.

VI. **Adjourn:** The meeting adjourned at 3:05pm.