



Framingham ★ Hudson ★ Marlborough

MetroWest Moves



MEETING MINUTES

Under the provisions of G.L. c. 30A, MetroWest Moves conducted a Meeting on
Friday, April 5, 2013

1:00 p.m. – 3:00 p.m.

MetroWest Health Foundation
161 Worcester Road, Suite 202
Framingham, MA 01701

I. Call to Order

- a. **Meeting convened:** April 5, 2013 at 1:17pm.
- b. **Members present:** Michelle Ciccolo (by phone), Amanda Loomis, Ethan Mascoop, Priscilla Ryder, Sam Wong
- c. **Others in attendance:** Janie Hynson, Lola Omolodun, Amanda Ryder, Kerin Shea

II. **Action Institute Recap:** The MetroWest Moves Steering Committee attended the Mass in Motion Action Institute in Marlborough on April 3, 2013 and Amanda Ryder presented about MetroWest Moves' partnership and leadership development. Edward M. Kennedy Health Center and the MetroWest YMCA also attended and expressed interest in further collaboration with MetroWest Moves.

III. Action Plan

a. Healthy Restaurant Initiative

- Big Apple from Marlborough has applied to the program.
- Tammy spoke with Rubyane and her contract has been set up. She worked with Janie to set up a contract with the Portuguese radio station for air time in June. Amanda will check back in with Rubyane next Friday for further updates on her work with the restaurants.
- MetroWest Moves reserved another round of print and online ads for May. The Steering Committee discussed ideas for content for the ads. The coordination team will check with GateHouse Media and request that the ads be placed in the mid to upper section of the pages.
- The Steering Committee discussed issues with enforcement and ensuring that restaurants are adequately advertising their participation in the Healthy Dining Initiative. The coordination team will look into menu stickers as another option for restaurants.
- On Tuesday, April 16th, Amanda Ryder will be going with Susan Svencer and Lani Taormina (DPH) to Stevie's and Eggcetera, Etc. who will be nominated as Healthy Dining Champions. Old School House is closed on Tuesdays, so they will be visited later. Stevie's is going to be placing an ad and requested bullet points to include about MetroWest Moves. Amanda Ryder provided this information to Stevie's.



- Copacabana was closed down by the Framingham Board of Health and so will be removed from the website as a Healthy Dining participant.
- b. **Healthy Vending:**
- Doug Steinberg from “Naturals2Go” contacted MetroWest Moves about becoming a partner with MetroWest Moves. He learned about MetroWest Moves through the MetroWest YMCA. The coordination team will request a product list from Naturals2Go.
 - Framingham Town Hall’s vending machines are being replaced with new vending machines. Their new vendor is “A Vending Machine Company”. Further information was requested from Amanda Loomis.
- c. **Worksite Wellness:**
- The coordination team distributed several worksite wellness documents including a CDC best practices checklist for workplace health program development.
 - The coordination team will contact Trish from Bose to see whether Bose is interested in working with MetroWest Moves to convene a meeting of large businesses.
 - Sam Wong discussed a proposed regulation (part of the Affordable Care Act) on non-discriminatory wellness programs in health insurance plans where employers can give incentives if employees meet certain health and wellness criteria. The goal is to help employers to develop wellness programs. For example, the program does not penalize those who smoke, but instead provides incentives for those who do not smoke. Perhaps, a keynote speaker could be asked to speak about this at a meeting of large MetroWest employers. We could also ask a representative from a health plan insurer to attend the meeting and be available to answer questions.
- d. **Tobacco Control:**
- The coordination team made a flyer about Smoke Free Housing. Chris Banthin, a TA provider through the state, provided content for the flyer. He is going to distribute these flyers on behalf of MetroWest Moves at an upcoming MA Housing meeting with landlords. The line about “being able to smoke outside” should be changed (or possibly removed) in the flyer. Sam Wong said that the Hudson housing authority said it costs them \$3,000-5,000 to rehab a heavy smoker’s apartment, so the amount cited in the flyer will be changed.
 - The Steering Committee discussed the idea of hosting a meeting with housing/property owners about Smoke-Free Housing. A new



development by Avalon is under approval in Framingham. Contact Roy MacDowell rmacdowell@baystonedevelopment.com and see www.danforthgreen.com for more information. The development, which will be in Framingham near Wayland, will include 180 rentals, mixed condos, townhouses, cottages, and flats. There is also potential for trails and open space.

- Framingham State University (FSU) reached out to the Framingham Board of Health to discuss the possibility of enacting a tobacco-free campus regulation in fall 2013. The Framingham BOH spoke with FSU about MetroWest Moves/the CTG and how we may be able to partner with them in this process. This could be a great opportunity for MetroWest Moves to share information about other universities/organizations that have gone smoke free. The housing code does not pertain to dorms as they are exempt by state statute. FSU is also a large employer and this could be a good opportunity to engage them in the workplace wellness meeting with larger businesses. The coordination team will reach out to Chris Banthin for input on this process/collaboration. FSU, Chris Banthin and Kathleen McCabe could be invited to a meeting with MetroWest Moves for further discussion.
- e. **Community Design Standards:**
 - Michelle Ciccolo met with Barry Keppard yesterday. Barry has been going through Hudson's subdivision and site plan regulations and will be providing specific recommendations related to Complete Streets. They hope to undergo this process for Marlborough and Framingham as well.
 - The Complete Streets workshop flyer will be resent out along with a more detailed agenda. The 30-minute presentation about Framingham, Marlborough, and Hudson will take place at the beginning of the meeting before the workshop. MAPC will be asked to discuss the regional survey that they did about complete streets awareness. The coordination team will tailor the brochure and redistribute to the Steering Committee members.

IV. Administrative

- a. **Approval of meeting minutes:** The Steering Committee approved the meeting minutes from 3/15/13.
- b. **Community awareness-updates:**



- May 1st is Walk and Bike to School Day. Priscilla Ryder will check with Martin Levins to see about Marlborough's plans for the day. The coordination team will also contact Jenny Gormley in Hudson and the schools in Framingham.
 - A graduate student contacted MetroWest Moves about volunteer opportunities. The coordination team will continue to speak with her and bring back further information to the Steering Committee regarding whether there are specific tasks/roles in which she may be able to assist.
- c. **Budget update:** Sam and Amanda will work to finalize a budget narrative for FY3 by Monday.
- d. **Progress report update:** Lola and Amanda worked to finalize and submit the October-March progress report.
- e. **Completion of Steering Committee timesheet:** Steering Committee members completed the timesheet for 3/18/13 – 4/5/13.
- f. **Review of Tasks**
- The coordination team will reach out to Bose and look for a keynote speaker and representative from a health plan insurer for the worksite wellness meeting.
 - The coordination team will request a product list from vending company, Naturals2Go.
 - The coordination team will check with GateHouse Media and request that the print ads be placed in the mid to upper section of the newspaper pages.
 - The coordination team will look into menu stickers as another option for restaurants.
 - Steering Committee members are requested to encourage participation for the Complete Streets workshop (May 3rd from 9am-12:30pm in Marlborough). The Complete Streets workshop flyer will be resent out along with a more detailed agenda. The coordination team will also extend the invitation to the larger MetroWest Moves e-mail group/list of stakeholders.

V. **Next Meeting Date/Time:** Friday, April 26th, 1pm-3pm at the Hudson Town Hall.

VI. Adjourn

The meeting adjourned on April 5th, 2013 at 3:07pm.