

BOARD OF HEALTH MEETING

Monday, January 12th, 2026

6:00 PM

Notice: All meetings are subject to rebroadcast online or on cable.

Board Members Present: Stephanie Granger, Maeghan Hughes, Michele Pitoniak-Crawford, Dr. Stephan Goupil DO, PhD, and Joanne Belanger.

Staff Present: Rae Dick and Abby Graham.

Absent: None

Call to order at 6:01pm.

6:05 pm: Open Forum: No attendees presented comments for open forum.

6:10pm: Approval of Minutes – December 8th, 2025

- Motion to approve minutes with changes made by Hughes, seconded by Pitoniak-Crawford, approved by roll call of 5-0-0.

6:15pm: Draft “Motel and Hotel Regulations” per MGL. Chapter 111, Section 31.

- Dick received comments on the draft regulations from Land Use, Zoning, and Town Council, resulting in minor revisions. Dick proposed setting the annual license fee at \$200, effective July 1st, 2026. Belanger suggested considering a fee structure based on the number of rooms to better account for staff time. Dick proposed to rename the regulations *Lodging Regulations, with Motel, Hotel, and Rooming* listed in parentheses beneath the title for clarity. Belanger proposed edits to expand the definition of bath linens and to clarify laundry service and facility requirements based on the type of lodging.

6:30 pm: Update on the Multi-Family Dwelling Units at 219 Littleton Rd.

- A 300-unit housing development is proposed at the former Westford Regency site. Health Department staff conducted a walkthrough of the property with management to verify that hazardous materials and food have been removed. The existing wastewater treatment plant has been shut down, and the permittee is working with DEP to obtain a new wastewater discharge permit. The Health Department has issued comments on the project.

6:35pm: Variance Request for the Middlesex County 4-H Fairgrounds Food Permit Fee.

- Graham explained the request and provided a fee reduction analysis. Granger proposed reducing the permit fee to \$400, equivalent to the cost of two seasonal

permits, rather than the standard \$1,000, based on scheduling considerations and re-inspections. Belanger proposed a 50% reduction in fees. Dr. Goupil moved to approve a fee reduction to \$500 for the 2026 season, seconded by Belanger. The motion was approved by roll call vote, 5–0–0.

6:40pm: Kratom Regulations Discussion

Dick noted that many Massachusetts towns have recently passed Kratom bans and provided educational materials to the board's packet. Several callers from across the country shared personal experiences and perspectives, with some supporting whole leaf Kratom for chronic pain, others expressing concerns about safety of whole leaf and synthetics, and some proposing limited regulation rather than a full ban. Granger suggested discussing Kratom regulations at the next meeting. Pitoniak-Crawford recommended inviting an expert to present, and Dick noted the department can research regulations from other communities.

6:45pm: Westford Health Department Accreditation Update

The Readiness Assessment for PHAB Accreditation was submitted by the accreditation coordinator.

Old/New Business

- **FY27 Town Manager Recommendation Budget Meeting and Questions Update**

A budget meeting is scheduled for January 15, 2026, to review the Health Department's FY27 budget.

- **Vaccine Confidence Webpage Update**

The information was posted on the Health Department's website under "Vaccine Information." Belanger requested that a link to this page be added to the Health Department's main page. Dr. Goupil requested that the topic pages be alphabetized.

- **Ask the Nurse**

This month's topic for Public Health Nurse, Gail Johnson's *Ask the Nurse*, is Social Determinates of Health.

- **Heart Health Month- February**

February is Heart Health Month.

- **Buried in Treasures Program- Informational Session**

A 15-week course, run by the Health Department and the community wellness coordinator, is available for those struggling with clutter or hoarding. For more information, visit the Westford Health Department Facebook or Webpage.

- **Addictive Behaviors Meditation- First Parish Church**

A weekly meditation session for those dealing with addictions or addictive behaviors is held Thursdays from 4:30–5:30 p.m. at the First Parish Church.

- **Accessory Dwelling Unit (ADU) Presentation at the Cameron Senior Center on 1/16/26**

The Health Department, Land Use, Zoning, and Building Department will present information to the public regarding ADUs at the Cameron Senior Center.

- **Pathway to Local Public Health Program**

A new Community College intern will begin a nine-month internship with the Health Department this month. The Health Department will receive \$10,000 in funding for the internship.

- **Opioid Settlement Funding- Key Interviews with Recovery Coaches and Medication Assisted Programs**

Interviews and surveys have been conducted to collect a broad range of data related to opioid use and associated funding.

- **New Food Establishment- Pera Grill- 1 Lan Drive**

Pera Grill has opened, serving Mediterranean food.

- **Professional Hoarding Certification Training for Staff- Grant Funded**

Funding is available for Health Department staff to take a professional hoarding certification training course.

Adjourn

Motion to adjourn made by Granger at 7:39 pm. Seconded by Dr. Goupil and approved by roll call 5-0-0.