



CITY OF SOMERVILLE, MASSACHUSETTS  
*HEALTH & HUMAN SERVICES DEPARTMENT*

KATJANA BALLANTYNE  
MAYOR

*KARIN CARROLL*  
*DIRECTOR OF HEALTH & HUMAN SERVICES*

**MINUTES**  
**BOARD OF HEALTH**  
**September 18, 2025**

Open Conference / Virtual (Zoom) Meeting

Members Present:

Brian Green, MD (Chair)  
Alyssa DuBois, Board Member  
Margaret H Coit, Board Member  
Connor McCombs, Health Communications Officer  
Karin Carroll, Director of Health & Human Services

- 1. Meeting Call to Order:** Brian Green made a motion to open the meeting at 6:03 pm. Margaret Coit seconded. All in favor.
- 2. Minutes Approval:** Brian Green made a motion to approve the minutes from June 12, 2025. Margaret Coit seconded. All in favor.
- 3. Ginger Exchange & Bok Bok Variance for Acidified Rice- Kenneth Chan**  
Ray Young spoke to the variance request and understood what is expected in the HACCP Plan and that the variance and the food establishment permits are considered separate if there are violations. Brian Green approved the variance request. Margaret H Coit seconded. All in favor.

Colin Zeigler from ISD pointed out to the Board that there have since been violations at this food establishment that require re-inspection before they can re-open. The variance will be allowed once the other violations are cleared.

**4. Appeal for Full Tattoo Permit Denial -Amanda Coelho**

The Board heard the appeal of the Tattoo Permit Denial of Amanda Coelho. Director Carroll explained that the artist has met the requirement of 2400 full-time hours but not the full 2 years. The Board determined this experience to be equivalent to the 2-year requirement in the Somerville regulations. Margaret H Coit made a motion to approve the Body Art Permit for Amanda Coelho. Brian Green seconded. All in favor.

**5. Proposed Update to Body Art Regulations.**

Karin Carroll proposed an amendment to the Board of Health's existing Body Art Registration to avoid confusion in the future and streamline the permit process. The change is as follows:

**Current regulation language:** (Section 1300.10 (D)) An apprenticeship shall conclude, and the apprentice shall be eligible for a body art practitioner's license, when the apprentice has satisfactorily completed two thousand four hundred (2400) hours or two (2) years of the body art apprenticeship program, ***whichever is greater.***

**Proposed regulation language:** (Section 1300.10 (D)) An apprenticeship shall conclude, and the apprentice shall be eligible for a body art practitioner's license, when the apprentice has satisfactorily completed two thousand four hundred (2400) hours and/or two (2) years of the body art apprenticeship program,.

Brian Green motioned to draft an amended Body Art Regulation with the proposed change. Alyssa DuBois seconded. All in favor.

Karin Carroll to circulate the draft, amended Body Art Regulations and post in the local newspaper. A public hearing is not required per City of Somerville Law Department. The Board will vote on the draft Regulations at the October meeting.

**6. Inspectional Services-** Food Inspections, Community, Complaints/Concerns, Questions from Board of Health

Colin Zeigler, Environmental Health Specialist- ISD, shared a few updates with the Board including a decrease in calls regarding rat concerns in the city. This may be due to a more targeted effort from ISD regarding trash violations. Colin will continue to attend these meetings until a new ISD Director is hired. He will be bridging the gap between ISD and the Board and is open to input from the Board on specific topics or concerns they have.

**7. Health and Human Services -** Staffing, Department activity and events, budget and goals updates, questions from the Board of Health

Director Carroll welcomed the Board back after the summer break and discussed the Department's activity as included in the HHS 2024 Annual Report, Q2 report and the latest newsletter. The Department filled some key vacancies over the summer including the Prevention Director- Tina Los, Youth Services Director- Caitlin Kelley, and the Homelessness Project Coordinator- Danielle Buote. Director Carroll stated that per the Board's request, she is working with ISD to schedule ride-alongs for Board members with the Health Inspectors and has invited the Director of Water and Sewer to attend the October meeting.

**8. Next Meeting: 10/16/2025**

**Meeting Adjourn:** Brian Green moves to adjourn the meeting at 6:49 PM. seconded by Margaret H Coit. All in favor.

Respectfully Submitted,

Lucy Barrows  
Board of Health Recording Secretary