

**Town of Andover  
Board of Health**

**REGULATIONS CONCERNING THE SALE AND USE OF TOBACCO PRODUCTS**

**1.0 AUTHORITY**

These Regulations are adopted under the authority of M.G.L.c. 111, §§ 31, 122, and 143.

**2.0 PURPOSE AND SCOPE**

Acting in accordance with the above cited authorities, the Andover Board of Health hereby adopts these regulations as reasonable requirements for the protection and promotion of the health and safety of all persons residing in and visiting Andover. The purpose of these regulations is to establish minimum standards where tobacco sale and use are concerned, as tobacco has been found to be a danger to the public health.

**3.0 APPLICABILITY**

These Regulations apply to all facilities and entities as indicated below. Upon adoption and publication of a legal notice, these regulations shall rescind and supersede the Regulations Concerning the Sale and Use of Tobacco Products which were adopted on March 13, 2017.

**4.0 DEFINITIONS**

For the purpose of this regulation, the following words shall have the following meanings:

**BLUNT WRAP:** Any tobacco product manufactured or packaged as a wrap or as a hollow tube made wholly or in part from tobacco that is designed or intended to be filled by the consumer with loose tobacco or other fillers.

**BOARD:** The Board of Health of the Town of Andover.

**BUSINESS AGENT:** An individual who has been designated by the owner or operator of any establishment to be the manager or otherwise in charge of said establishment.

**CHARACTERIZING FLAVOR:** A distinguishable taste or aroma, other than the taste or aroma of tobacco, imparted or detectable before or during consumption of a tobacco product, including, but not limited to, tastes or aromas relating to any fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, menthol, mint, wintergreen, herb or spice; provided, however, that no tobacco product shall be determined to have a characterizing flavor solely because of the provision of ingredient information or the use of additives or flavorings that do not contribute to the distinguishable taste or aroma of the product.

**CIGAR:** Any roll of tobacco that is wrapped in leaf tobacco or in any substance containing tobacco with or without a tip or mouthpiece not otherwise defined as a cigarette under Massachusetts General Law, Chapter 64C, Section 1, and Paragraph 1.

**COMPONENT PART:** Any element of a tobacco product, including, but not limited to, the tobacco, filter and paper, but not including any constituent.

**CONSTITUENT:** Any ingredient, substance, chemical or compound, other than tobacco, water or reconstituted tobacco sheet, that is added by the manufacturer to a tobacco product during the processing, manufacturing or packaging of the tobacco product. Such term shall include a smoke constituent.

**DISTINGUISHABLE:** Perceivable by either the sense of smell or taste.

**DISTRIBUTE:** To sell or give away to individual consumers.

**EDUCATIONAL INSTITUTION:** Any public or private college, school, professional school, scientific or technical institution, university or other institution furnishing a program of higher education.

**ELECTRONIC NICOTINE DELIVERY SYSTEM:** An electronic device, whether for one-time use or reusable, that can be used to deliver nicotine or another substance to a person inhaling from the device including, but not limited to, electronic cigarettes, electronic cigars, electronic cigarillos, electronic pipes, vaping pens, hookah pens and other similar devices that rely on vaporization or aerosolization; provided, however, that "electronic nicotine delivery system" shall also include any noncombustible liquid or gel that is manufactured into a finished product for use in such electronic device; provided further, that "electronic nicotine delivery system" shall also include any component, part, or accessory of a device used during the operation of the device even if the part or accessory was sold separately; provided further, that "electronic nicotine delivery system" shall not include a product that has been approved by the United States Food and Drug Administration for the sale of or use as a tobacco cessation product or for other medical purposes and is marketed and sold or prescribed exclusively for that approved purpose.

**EMPLOYEE:** Any individual who performs services for an employer.

**EMPLOYER:** Any individual, partnership, association, corporation, trust or other organized group of individuals, including the Town of Andover or any agency thereof, which uses the services of one (1) or more employees.

**ENCLOSED:** Any space bounded by walls, with or without windows or fenestrations, continuous from floor to ceiling and enclosed by one (1) or more doors, including but not limited to an office, function room or hallway.

**FLAVORED TOBACCO PRODUCT:** Any tobacco product or component part thereof that contains a constituent that has or produces a characterizing flavor. A public statement, claim or indicia made or disseminated by the manufacturer of a tobacco product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such tobacco product, that such tobacco product has or produces a characterizing flavor shall constitute presumptive evidence that the tobacco product is a Flavored Tobacco Product as defined herein.

**HEALTH CARE INSTITUTION:** An individual, partnership, association, corporation or trust or any person or group of persons that provides health care services and employs health care providers licensed, or subject to licensing, by the Massachusetts Department of Public Health under M.G.L. c. 112 or a retail establishment that provides pharmaceutical goods and services and subject to the provisions of 247 CMR 6.00. Health care institution includes, but is not limited to, hospitals, clinics, health centers, pharmacies, drug stores, doctor offices and dentist offices.

**MUNICIPAL BUILDING:** Any building or facility owned, operated, or leased by the Town including school buildings and school grounds.

**NON-RESIDENTIAL ROLL-YOUR-OWN (RYO) MACHINE:** A mechanical device made available for use (including to an individual who produces cigars, cigarettes, smokeless tobacco, pipe tobacco, or roll-your-own tobacco solely for the individual's own personal consumption or use) that is capable of making cigarettes, cigars, or other tobacco products. RYO machines located in private homes used for solely personal consumption are not Non-Residential RYO machines.

**OUTDOOR SPACE:** An outdoor area, open to the air at all times and cannot be enclosed by a wall or side covering.

**PERMIT HOLDER:** Any person engaged in the sale or distribution of tobacco products directly to consumers who applies for and receives a tobacco product sales permit or any person who is required to apply for a tobacco product sales permit pursuant to these regulations, or his or her business agent.

**PERSON:** An individual, firm, fiduciary, partnership, corporation, trust, or association, however formed, or a club, trustee, agency or receiver, employer, employee, retail store manager or owner, or the owner or operator of any establishment engaged in the sale or distribution of tobacco products directly to consumers.

**RETAIL ESTABLISHMENT:** A physical place of business or a section of a physical place of business in which a tobacco product is offered for sale to consumers.

**RETAILER:** A person that operates a retail establishment.

**RETAIL TOBACCO STORE:** An establishment which is not required to possess a retail food permit whose primary purpose is to sell or offer for sale to consumers, but not for resale, tobacco products and paraphernalia, in which the sale of other products is merely incidental, and in which the entry of persons under the age of 21 is prohibited at all times, and maintains a valid permit for the retail sale of tobacco products as required to be issued by the Andover Board of Health.

**SELF SERVICE DISPLAY:** Any display in which tobacco products are within the reach of consumers.

**SMOKE CONSTITUENT:** Any chemical or chemical compound in mainstream or side stream tobacco smoke that either transfers from any component of the tobacco product to the smoke or that is formed by the combustion or heating of tobacco, additives or other component of the tobacco product.

**SMOKING (or smoke):** The inhaling, exhaling, burning, or carrying of a lighted or heated cigar, cigarette, pipe or other tobacco product intended for inhalation in any manner or form, including the use of electronic nicotine delivery systems, electronic cigarettes, electronic cigars, electronic pipes or other similar products that rely on vaporization or aerosolization.

**SMOKING BAR :** An establishment that: (i) exclusively occupies an enclosed indoor space and is primarily engaged in the retail sale of tobacco products for consumption by customers on the premises; (ii) derives revenue from the sale of food, alcohol or other beverages that is incidental to the sale of a tobacco product and prohibits entry to a person under 21 years of age; (iii) prohibits a food or beverage not sold directly by the establishment from being consumed on the premises; (iv) maintains a valid permit for the retail sale of a tobacco product as required to be issued by the Town of Andover; and (v) maintains a valid license issued by the department of revenue to operate as a smoking bar. “Smoking bar” shall include, but not be limited to, those establishments that are commonly known as “cigar bars”, “hookah bars” and “vape bars.”

**TOBACCO AND/OR TOBACCO PRODUCT:** Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to: cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, electronic cigarettes, electronic cigars, electronic pipes, electronic hookah, electronic nicotine delivery systems or other similar products, regardless of nicotine content, that rely on vaporization or aerosolization regardless of nicotine content in the product. “Tobacco product” includes any component, part or accessory of a tobacco product. “Tobacco product” does not include any product that has been approved by the United States Food and Drug Administration either as a tobacco use cessation product or for other medical purposes and which is being marketed and sold or prescribed solely for the approved purpose.

**TOWN:** The Town of Andover.

**VENDING MACHINE:** Any automated or mechanical self service device, which upon insertion of money, tokens or any other form of payment, dispenses or makes cigarettes, or any other tobacco product.

## **5.0 TOBACCO PRODUCT SALES TO PERSONS UNDER THE AGE OF 21 PROHIBITED**

**5.1** No person shall sell or provide tobacco products or permit tobacco products to be sold to a person under the age of 21, or give tobacco products to a person under the age of 21.

**5.2 SIGNAGE:** All signage required by G.L. c. 270 sec. 6, 6A and 7, and 105 CMR 665.000 shall be required by these regulations.

**5.3 IDENTIFICATION:** Each person selling or distributing tobacco products shall verify the age of the purchaser by means of government-issued photographic identification containing the bearer's date of birth that the purchaser is 21 years old or older. Verification is required for any person, regardless of age.

**5.4** All retail sales of tobacco products must be face-to-face between the seller and the buyer, and all retail sales of tobacco products must occur at the permitted location.

## **6.0 TOBACCO PRODUCT SALES PERMIT**

**6.1** No person shall sell or otherwise distribute tobacco products at retail within Andover without first obtaining a Tobacco Product Sales Permit issued annually by the Andover Board of Health. Only owners of establishments with a permanent, indoor, non-mobile location in Andover are eligible to apply for a permit and sell tobacco products at the specified location in Andover.

**6.2** As part of the Tobacco Product Sales Permit application process, the applicant will be provided with the Andover Board of Health regulation. Each applicant is required to sign a statement declaring that the applicant has read said regulation and that the applicant is responsible for instructing any and all employees who will be responsible for tobacco product sales regarding federal, state and local laws regarding the sale of tobacco and this regulation.

**6.3** Each applicant who sells tobacco is required to provide proof of a current tobacco sales license issued by the Massachusetts Department of Revenue before a Tobacco Product Sales Permit can be issued.

**6.4** The fee for a Tobacco Product Sales Permit shall be in accordance with the most current Board of Health fee schedule. All such permits shall expire on December 31<sup>st</sup> of the year that they are issued, and must be renewed prior to their expiration for another twelve month period.

**6.5** A separate permit is required for each location where a retail establishment is selling tobacco products.

**6.6** Each Tobacco Product Sales Permit shall be displayed at the retail establishment in a conspicuous place. All required Massachusetts Department of Revenue licenses related to the sale of tobacco products, as defined herein, must also be displayed conspicuously at the retail establishment.

**6.7** No Tobacco Sales Permit holder shall allow any employee to sell tobacco products until such employee reads this regulation and federal and state laws and regulations regarding the sale of tobacco and signs a statement, a copy of which will be placed on file in the office of the employer, that he/she has read the regulation and applicable state and federal laws.

**6.8** A Tobacco Product Sales Permit is non-transferable. A new owner of an establishment that sells tobacco products must apply for a new permit. No new permit will be issued unless and until all outstanding penalties incurred by the previous permit holder are satisfied in full.

**6.9** Issuance of a Tobacco Product Sales Permit shall be conditioned on an applicant's consent to unannounced, periodic inspections of his/her retail establishment to ensure compliance with this regulation.

**6.10** Issuance and holding of a Tobacco Product Sales Permit shall be conditioned on an applicant's on-going compliance with current Massachusetts Department of Revenue requirements and policies including, but not limited to, minimum retail prices of tobacco products.

**6.11** A Tobacco Product Sales Permit will not be renewed if the permit holder has failed to pay all fines issued and the time period to appeal the fines has expired and/or has not satisfied any outstanding permit suspensions.

**6.12** Maximum Number of Tobacco Product Sales Permits.

- (a) At any given time, there shall be no more than twelve (12) Tobacco Product Sales Permits issued in Andover. No permit renewal will be denied based on the requirements of this subsection except any permit holder who has failed to renew his or her permit within thirty (30) days of expiration will be treated as a first-time permit applicant. Applicants who purchase a business that holds a current Tobacco Product Sales Permit at the time of the sale of said business may apply, within sixty (60) days of such sale, for the permit held by the Seller if the Buyer intends to sell tobacco products, as defined herein. All fines and suspensions of the Seller must be satisfied prior to the sale. A permit is not owned by the entity exercising it, and may not be sold, pledged, or otherwise traded.
- (b) A Tobacco Product Sales Permit shall not be issued to any new applicant for a retail location within 500 feet of a public or private elementary or secondary school as measured by a straight line from the nearest point of the property line of the school to the nearest point of the property line of the site of the applicant's business premises. Applicants who purchase an existing business located within the 500 foot prohibition zone described in this section that holds a current Tobacco Product Sales Permit at the time of the sale of said business may apply, within sixty (60) days of such sale, for the permit held by the Seller if the Buyer intends to sell tobacco products, as defined herein.”
- (c) A Tobacco Product Sales Permit being exercised outside of the 500 foot prohibition zone described in Regulation 6.12(b) may not be relocated for use within 500 feet of a of a public or private elementary or secondary school by its current or successive owner.
- (d) As of June 1, 2017, any permit not renewed either because a retailer no longer sells tobacco products, as defined herein, or because a retailer closes the retail business, shall be returned to the Andover Board of Health and shall be permanently retired by the Board of Health and the total allowable number of Tobacco Product Sales Permits under Section 6.12(a) shall be reduced by the number of the retired permits.

## **7.0 MISCELLANEOUS REGULATIONS:**

**7.1** No person or entity shall sell or distribute blunt wraps within Andover, except that retail tobacco stores are permitted to sell or distribute blunt wraps.

**7.2** No person shall distribute, or cause to be distributed, any free samples of tobacco products. No means, instruments or devices that allow for the redemption of tobacco products for free or at a reduced price below the minimum retail price determined by the Massachusetts Department of Revenue shall be accepted by any permit holder.

**7.3** No person may sell or cause to be sold or distribute or cause to be distributed, any cigarette package that contains fewer than twenty (20) cigarettes, including single cigarettes.

**7.4** All self service displays of tobacco products are prohibited. All humidors located in areas where the general public has free and easy access including, but not limited to, walk-in humidors must be locked.

**7.5** All tobacco product vending machines are prohibited.

**7.6** All Non-Residential Roll-Your-Own (RYO) Machines are prohibited.

**7.7** No educational institution located in Andover shall sell or cause to be sold tobacco products. This includes all educational institutions as well as any retail establishments that operate on the property of an educational institution.

**7.8** No health care institution located in Andover shall sell or cause to be sold tobacco products, as defined herein. No retail establishment that operates or has a health care institution within it, such as a pharmacy, optician/optometrist or drug store, shall sell or cause to be sold tobacco products, as defined herein.

**7.9** No person shall sell or distribute or cause to be sold or distributed a single cigar having a retail price under two dollars and fifty cents (\$2.50).

**7.10** No person shall sell or distribute or cause to be sold or distributed any original package of two or more cigars, unless such package is priced for retail sale at \$5.00 or more.

**7.11** Sections 7.9 and 7.10 shall not apply to:

**17.11.a.** A person or entity engaged in the business of selling or distributing cigars for commercial purposes to another person or entity engaged in the business of selling or distributing cigars for commercial purposes with the intent to sell or distribute outside the boundaries of Andover.

**7.12** No person shall sell or distribute or cause to be sold or distributed any flavored tobacco product. 7.1 The Board of Health hereby adopts and incorporates herein 105 CMR 665.000 as a local regulation.

## **8.0 ENTRANCES TO MUNICIPAL BUILDINGS**

**8.1** Smoking shall be prohibited in all municipal buildings as well as in the area within 25 feet of any municipal building entrance or exit, except that this shall not apply to a smoker transiting through such 25 foot area, nor a smoker approaching an entrance or exit with the intention of extinguishing a tobacco product. This setback distance shall be reduced to 10 feet for both the front and side (Main Street and Barnard Street) entrances to the building known as the Town House located at 20 Main Street, Andover.

## **9.0 to 15.0 RESERVED**

## **16.0 VIOLATIONS/ENFORCEMENT/PENALTIES**

**16.1** It shall be the responsibility of the permit holder and/or his or her business agent to ensure compliance with all sections of this regulation pertaining to his or her distribution of tobacco products. The violator shall receive:

- a) In the case of a first violation, a fine of one hundred fifty (150) dollars and a requirement that the permit holder appear at a Board of Health meeting to explain the plan he or she has developed to avoid additional violations.
- b) In the case of a second violation within thirty-six (36) months of the date of the current violation, a fine of two hundred fifty (250) dollars and the Tobacco Product Sales Permit may be suspended for seven (7) consecutive business days.
- c) In the case of three violations within a thirty-six (36) month period, a fine of three hundred (300) dollars and the Tobacco Product Sales Permit may be suspended for thirty (30) consecutive business days.
- d) In the case of more than three violations within a thirty-six (36) month period, a fine of three hundred (300) dollars and the Tobacco Product Sales Permit may be revoked.
- e) Where state law requires a higher fine than outlined here, said fine shall be assessed at the higher rate.

**16.2** Refusal to cooperate with inspections pursuant to this regulation shall result in the suspension of the Tobacco Product Sales Permit for thirty (30) consecutive business days.

**16.3** In addition to the monetary fines set above, any permit holder who engages in the sale or distribution of tobacco products directly to a consumer while his or her permit is suspended shall be subject to the revocation of all tobacco related permits.

**16.4** The Andover Board of Health shall provide notice of the intent to suspend or revoke a Tobacco Product Sales Permit, which notice shall contain the reasons therefore and establish a time and date for a hearing which date shall be no earlier than seven (7) days after the date of said notice. The permit holder or its business agent shall have an opportunity to be heard at such hearing and shall be notified of the Board of Health's decision, and the reasons therefore in writing. After a hearing, the Andover Board of Health shall suspend or revoke the Tobacco Product Sales Permit if the Board finds that a violation of this regulation occurred. For purposes

of such suspensions or revocations, the Board shall make the determination notwithstanding any separate criminal or non-criminal proceedings brought in court hereunder or under the Massachusetts General Laws for the same offense. All tobacco products shall be removed from the retail establishment upon suspension or revocation of the Tobacco Product Sales Permit. Failure to remove all tobacco products shall constitute a separate violation of this regulation.

**16.5 Non-Criminal Disposition:** Whoever violates any provision of this regulation may be penalized by the non-criminal method of disposition as provided in Massachusetts General Laws, Chapter 40, Section 21D or by filing a criminal complaint at the appropriate venue. Each day any violation exists shall be deemed to be a separate offense.

**16.6 Administrative Penalties:** The Board of Health may administratively assess and collect fines and other penalties instead of filing action with the courts, or using a Non-Criminal Disposition option pursuant to G.L. c. 40 sec. 21D. Any violation addressed through the use of Administrative Penalties shall accrue as outlined in Regulation 16.1 above.

**16.7** The Board of Health or its agent may apply for injunctive relief to enforce the provisions of these regulations in any court of competent jurisdiction.

## **17.0 OTHER APPLICABLE LAWS**

**17.1** This regulation shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable health, safety and fire codes, regulations or statutes.

**17.2** Where these regulations conflict with any other local, state, or federal rules, regulations, and laws, the strictest provision shall prevail.

## **18.0 PROHIBITING SMOKING IN WORKPLACES AND PUBLIC PLACES**

**18.1** The Board of Health adopts the Massachusetts Smoke-Free Workplace Law (Massachusetts General Law Chapter 270, Section 22) by reference and any future revisions as a local regulation.

**18.2** Pursuant to Massachusetts General Laws Chapter 270, Section 22 (j) smoking is also hereby prohibited in the following locations:

- a) retail tobacco stores
- b) outdoor spaces of restaurants, bars, taverns and any other outdoor space where food and/or alcoholic beverages, and/or non-alcoholic beverages are sold to the public and served to the public, or otherwise consumed or carried by the public, regardless of whether the seating area is on private or public property. The person having control over the outdoor seating area shall clearly post the area as a non-smoking area using signage as described herein, and shall be prohibited from placing ashtrays in the area or otherwise encouraging the use of tobacco products. On privately owned property, it shall be the permit holder for the establishment with the seating, or its manager. Where an individual or business has received a license from the Town of Andover to maintain seating on municipal property, said individual or manager of the establishment shall be responsible. The required signage shall include the universal symbol for no smoking, and shall be prominently displayed.

- c) within 25 feet of any playground equipment or sporting facility inside a public park or recreation area owned or controlled by the Town of Andover.

18.3. Smoking Bars are prohibited in the Town of Andover.

**19.0 VARIANCE**

19.1 The Andover Board of Health may vary the application of any provision of these regulations with respect to any particular case when, in its opinion, the enforcement thereof would do manifest injustice, provided that the decision of the Board of Health is not in conflict with the spirit of these standards. Any variance granted by the Board of Health must be in writing with a copy available to the public at all reasonable hours in the Office of the Andover Board of Health.

**20.0 SEVERABILITY**


20.1 If any provision of these regulations is declared invalid or unenforceable, the other provisions shall not be affected thereby but shall continue in full force and effect.

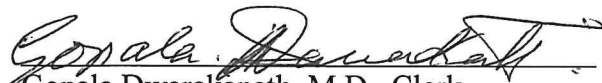
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Public Hearing on 2014 Amendments: October 20, 2014  
2014 Amendments Adopted: December 8, 2014  
2014 Amendments Effective: February 1, 2015  
Public Hearing on 2016 Amendments: December 5, 2016  
2016 Amendments Adopted: March 13, 2017, Effective June 1, 2017  
2024 Amendment Adopted: April 22, 2024, Effective upon publication

Approved by:

  
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Pamela Linzer, Ph.D., Chairman

  
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Deborah Engess, M.D., Vice Chairman

  
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Gopala Dwarakanath, M.D., Clerk