

KINGSTON BOARD OF HEALTH  
MEETING MINUTES  
April 11, 2023

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Present: Chairman Joe Casna, Vice Chair Bill Kavol. Members Dennis Randall and Heidi Whipple.  
Absent: Janet Wade

**6:00 p.m. Kingston Board of Health Meeting was called to order by Joe Casna.**

**DISCUSSION:**

- Joe stated the purpose of this meeting is to go over the current applications that we received for the Health Agent position for the Town of Kingston. We refer to each one by its number and decide whether we would like to interview that candidate.

**Candidate #1:**

- Heidi does not feel this candidate has the qualifications listed in our job description. Not a current Health Agent and no medical related background. Joe noted they do not have a septic background. Not to be interviewed.

**Candidate #2:**

- No qualifications. Not to be interviewed.

**Candidate #3:**

- Lacking qualifications. Not to be interviewed.

**Candidate #4:**

- Heidi would like to interview this candidate. Has experience. Joe agrees and this person has a good educational background. This candidate is to be interviewed.

**Candidate #5:**

- Heidi asked for demographic information on this candidate. Lori Jones stated there is none. Joe stated they appear to live far away. They have some experience, just out of school. This candidate is to be interviewed.

**Candidate #6:**

- Bill states this is another that may have a long commute. Heidi states this candidate doesn't have the criteria they are looking for. Maybe at some point but not now. Needs more experience.

Dennis Randall arrived at 6:10 pm. Joe explained the process of how the candidates are numbered and being reviewed.

- Dennis defers to the Board's decision on candidates 1-5. Board decided this candidate will not be interviewed.

**Candidate #7:**

- Joe states #7 is right now employed in a neighboring community doing the actual job. Heidi thinks this candidate is worth interviewing. Joe notes not a lot of background in septic but has some. No conflict of interest seen. Dennis says probably has very decent people skills which is important. Put in a lot of time in education and a hard worker. This candidate is to be interviewed.

Candidates #4, #5, and #7 to be interviewed.

No deadline to apply. Position open until filled.

**DISCUSSION:**

- Heidi asked Lori to contact Plymouth County Mosquito Control to get them to spray Kingston fields as she noticed mosquitos already out. Bill asked for Town & Country Estates to be done as well.
- Dennis mentioned the COA is questioning the Board about shut-ins in need of a Public Health Nurse. Joe said the Grant Public Health Nurse may be able to give the COA hours. Heidi mentioned MAVIN being updated. Joe replied that it is being taken care of by Karen Keane, the Director of Public Health in Plymouth. Joe will ask that MAVIN is up to date.

**NEXT MEETING:**

- **April 19, 2023**

**ADJOURN**

**6:30 p.m. Motion to Adjourn made by Heidi Whipple**

**Second: Bill Kavol**

**4-0-0**

Lori Jones, Administrative Assistant  
Kingston Board of Health

**Approved: April 19, 2023**