

KINGSTON BOARD OF HEALTH
MEETING MINUTES
May 15, 2023

Present: Chairman Joe Casna, Vice Chairman Bill Kavol. Members Dennis Randall, Janet Wade and Heidi Whipple, Interim Health Agent Arthur Boyle, Assistant Town Administrator Gloria Mitchell, and incoming Health Agent Joyce Krystofolski.

6:06 p.m. Kingston Board of Health Meeting was called to order by Joe Casna.

BILLS:

- Bill from May 9, 2023, reviewed.

ACCEPTANCE OF MINUTES:

6:10 pm Motion made by Heidi Whipple to accept the meeting minutes of May 1, 2023.

Second: Bill Kavol

5-0-0

ADMINISTRATIVE ASSISTANT REPORT:

Approved Septic Plans:

- | | |
|----------------------------------|-------------------------|
| • 6 Autumn Lane | Permit expires 8/31/25 |
| • 41 Brookdale | Permit expires 12/20/24 |
| • 7 Charles Drive | Permit expires 3/16/26 |
| • 15 Charles Drive | Permit expires 3/16/26 |
| • 23 Charles Drive | Permit expires 3/16/26 |
| • 2 Cooper's Run | Permit expires 5/19/25 |
| • 55 Longwood Circle | Permit expires 12/19/25 |
| • 3 Nava Landing | Permit expires 2/17/25 |
| • 6 Nava Landing | Permit expires 5/3/25 |
| • 112 Parting Ways | Permit expires 3/23/26 |
| • 9 School Street | Permit expires 2/21/26 |
| • 20 Sequoia Drive | Permit expires 2/28/26 |
| • 8 Smelt Pond Road | Permit expires 3/6/26 |
| • 123 Wapping Road w/ conditions | |

Pending Construction Permits

- 6 Charles Drive
- 22 Charles Drive
- 26 Charles Drive
- 31 Charles Drive
- 34 Charles Drive
- 35 Charles Drive
- 38 Charles Drive
- 39 Charles Drive
- 42 Charles Drive
- 43 Charles Drive
- 46 Charles Drive
- 47 Charles Drive
- 51 Charles Drive
- 54 Charles Drive
- 55 Charles Drive
- 60 Country Club Way
- 21 Kennedy Road
- 6 Sequoia Drive
- 49 Winthrop

Retail Permits

- 1 Motel permit outstanding.

Retail Inspections

- 7 Retail inspections

Complaints

- 1 complaint received concerning possible abandoned house.

Department

- Plastic Bag Ban final letter ready to be mailed on May 18th.
- Health Agent Orientation binder put together. To be reviewed by Janet.
- Invitation sent to Department Heads for new Health Agent meet and greet. Email sent May 11th.
- Having the Sr. Volunteers scan the septic permits from the 2006/2007 sewer tie ins.
- 1 Eviction letter hand delivered by Arthur on May 11th. Water was shut off for excessive use and non-payment.

Arthur added that the DPW shut off water the day before. Without water they must vacate the premises. Payment was made by the homeowner the same day. Also, the new Dunkin Donuts will open tomorrow morning. They moved across the street from the old location.

DISCUSSION:

- Janet brought a letter for the Board to sign requesting the vaccine reimbursement funds received by UMass-Amherst to be given to the Health Department. The funds were deposited into the Town's General Fund. The letter is addressed to the Town Administrator. She feels the Health Department is entitled to the money. The amount is \$ 2,246.45. The Board reviewed and signed the letter. Gloria tried to explain why the funds were deposited into the General Fund. The Town helped support the clinics.

HEALTHY KINGSTON UPDATE:

- **Healthy Kingston Kids:** This was introduced 2 years ago. There was a project with the kids, and we picked Savannah Waters' logo. The previous librarian, who has since passed away, had gotten a grant for the kids. There were bags put together for nutrition, physical health, and exercise. The project fell flat due to lack of interest. Janet would like to resurrect this. There is a new children's librarian that just started and with the Board's permission she would like to revisit this. Needs better promotion. The recreation department could help with this. Heidi will help Janet.

DISCUSSION CONTINUED:

CURRENT ASSIGNMENT OF BOARD MEMBERS:

- Joe asked Dennis to take our new Health Agent, Joyce, to the senior center to meet the people and ask what the Health Department can do for services. Dennis mentioned a good introduction would be gathering information on the homebound. Joe asked Bill to bring the Board up to speed with what is going on at the Water Department. Joe would like a pamphlet for the counter regarding water quality.
- Dennis asked if a report could be put together about how Kingston fared during the pandemic. Janet said it is doubtful as there are no records.

ORIENTATION OF NEW HEALTH AGENT:

- Janet would like to talk to the Board more about it. Janet, Lori, and Arthur met to go over a few things. Janet handed out a draft of some of the items she is thinking of having in the orientation binder/manual. On Joyce's first day will be a tour of the offices. The second day will have a Meet and Greet with the department heads. Janet suggests that Janet sit down with Arthur as he has a lot of information that will be useful. Dennis mentioned updating the Town website to inform the public about the new Health Agent. Gloria said we can a News Flash. Dennis also mentioned scheduling time with WATD to discuss Healthy Kingston. Janet would like Lori and Joyce to appear on a future episode. Janet would like to cross-advertise with the Recreation Department, Library, Health Department, and Council on Aging. Joe will have Joyce accompany him to the next Shared Excellence Grant meeting after she starts.
- Janet mentioned that there were no files left by the prior Public Health Nurse. Janet is putting together a similar orientation binder for a new PHN. Joe mentioned that the PHEC Grant Nurse has been putting things together and for Janet to talk to her. Gloria said that Joyce may want to look at the job description for the PHN and to make any additions to it.
- Dennis brought up sunscreen dispensers at Grey's Beach. Maybe mosquito repellent. He would like to revisit this idea that had been brought up in the past. Gloria stated that there had been some vandalism at Grey's Beach recently and this could be an issue for more vandalism or the potential liability if someone has an allergic reaction or gets it in their eyes, etc.

- Joe mentioned that Jean Landis-Naumann created a handout for the Plastic Bag Ban and if she wishes she can hand them out at the Memorial Day Parade at the Lion's Club table.

NEXT MEETING:

- **June 5, 2023 - regular meeting and reconvening of the Public Hearing on the Keeping of Non-Commercial Farm Animals.**

ADJOURN

7:13 p.m. Motion to Adjourn made by Dennis Randall

Second: Heidi Whipple

5-0-0

Lori Jones, Administrative Assistant
Kingston Board of Health

Approved: