

KINGSTON BOARD OF HEALTH  
MEETING MINUTES  
December 27, 2023

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Present: Chairman Joe Casna, Vice Chairman Bill Kavol. Members Heidi Whipple, Dennis Randall, and Health Agent Joyce Krystofolski.

Absent: Member Janet Wade

**5:00 p.m. Kingston Board of Health Meeting was called to order by Joe Casna.**

**BILLS:**

- Bills from November 8<sup>th</sup> and December 6, 2023, reviewed.

**ACCEPTANCE OF MINUTES:**

**5:03 pm Motion made by Heidi Whipple to accept the meeting minutes as presented for November 6, 2023.**

**Second: Bill Kavol**

**4-0-0**

**HEALTH AGENT REPORT:**

**Completed Perc Tests**

- 8 Sheridan Drive
- 35 Indian Pond Road
- 5 Starling Ave

**Awaiting Plans:**

- 6 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
- 289 Pembroke Street
- 8 Smelt Pond Road (since 2/23)
- 195 Summer Street (needs review)

**Approved Septic Plans/ In Process:**

- 6 Autumn Lane
- 85 Brookdale Street
- 55 Charles Drive
- 25 Indian Pond Road
- 35 Indian Pond Road
- 55 Longwood Circle
- 271 Main Street
- 8 Maple Avenue
- 6 Nava Landing
- 9 School Street
- 8 Sheridan Drive
- 116 Three Rivers Drive

- 4 Timber Ridge Lane
- 9 White Pine Lane

#### **Pending:**

- 113 Wapping Road & 117 Wapping Road – In review by Planning & Building
- 60 Country Club Way – **In review by Planning Dept.**

#### **Wells** - NONE

#### **Complaints**

- Dunkin Donuts - 120 Main Street
- Carmela's Restaurant

#### **Inspections**

- 36 food establishments have been inspected by grant food inspector and/or health agent.

Heidi asked about the new Grant Food Inspector. Joyce states that she is doing a great job and is there to help educate establishments to help them get to where they need to be.

#### **Retail Permits**

- Suji's Kitchen
- Luigi's
- Peri Lima Café

#### **Department**

- Emailed/ Called all Permit holders due to renew for January 1<sup>st</sup>, 2024.

#### **Training/ Meetings**

- Grant organized presentation for elder care.
- Telephone conference with APHC – concerning Intern help with educational flyers.
- Department staff meeting
- Multi- department meeting – 40b project Sacred Heart Property
- Multi- department meeting – 117/119 Wapping Rd
- Multi- department meeting – earth removal permit
- MIIA – raining through HR.
- Region 5 HEMC meeting
- Grant meeting

#### **PUBLIC HEALTH NURSE REPORT:**

Joyce stated that the Public Health Nurse, Michael DiVirgilio, has given his resignation.

Report read by Joyce Krystofolski:

- MAVEN surveillance, follow up, and monthly Zoom meeting with MA Public Health.
- Since 11/26/23 there have been 28 documented cases of COVID.
- Influenza: 5 documented cases.
- Lyme: 3 cases

- BP clinic and education at COA
- Monthly health note in Anchor for COA.
- Finding a solution to homebound residents looking for vaccines

### **HEALTHY KINGSTON:**

Read by Joe Casna:

Fiftieth program is currently airing on PAC-TV: segments taken from several past programs, including: Raising Healthy Students; Marijuana Abuse; Vaping; Mental Health Issues; Mother's Demand Action Against Gun Violence; and Becoming an Organ Donor.

Next program: Thursday, January 4 at 1PM, PAC-TV

Guests: Health Agent Update (8 minutes)

Veterans Services has been postponed to the Spring due to the busy office currently.

Topic to be determined.

### **Orientation Manual for New BOH Members**

Please review it at the meeting. I receive poor responses from emails. Mark them up if you want to make changes and Lori and I will incorporate them into the manual and be done for the spring election.

### **New Independent on-line newspaper to connect with: [plymouthindependent.org](http://plymouthindependent.org)**

Opportunity to update the Kingston community on health issues:

- Health agent update
- Local health resources
- PHN health column

### **DISCUSSION:**

- Betterment Loan Fee: Joyce stated that the Health Department is getting an invoice for \$550 processing fee every time a loan is issued to a homeowner for septic. This has been coming out of the Health Department budget for the last several years. It should not come out of the budget; Joe stated it should be rolled into the homeowner's loan total. There is nothing on file as to how the Betterment Loan process is supposed to work. Joyce will go back to the Old Colony Planning Council to tell them to bill the fee into the loan total.
- Catering: Should out of town caterers file for a One Day Event permit for \$75. Generally, the rule is they notify the Health Department that they are doing a one-day event. Needs clarification.
- Meeting Schedule for 2024. Joe would like to have monthly BOH meetings. Joyce will let the Board know if something comes up beforehand if a meeting needs to be sooner.
- ServeSafe Manager issues: Joyce is getting the books and at next Town Meeting is looking to have a revolving fund. \$80 to take Joyce's class – it covers the cost of the books. A way to get more people certified correctly at a low cost. First class to be held end of January/beginning of February.
- Fee Schedule/Reduce non-profit permitting fees: Churches, Jones River Village Historical Society, for example, \$50 flat fee for **both** Food Service **and** Milk and Cream permits. If they serve ice

cream, then they would pay \$50 for Frozen Desserts/Ice Cream. Bill stated he would like it to be at no cost. Discussion had to explain in more detail why \$50 fee is a good idea.

**6:51 pm Motion made by Heidi Whipple to reduce the Non-Profit's permitting fees to \$50 for Food Service and the Milk and Cream license.**

**Second: Dennis Randall**

**4-0-0**

- Not issuing Private Hauler's permits for non-compliance: The Health Department is spending too much time trying to get quarterly reports from Private Haulers. Joe suggests a warning letter to all Private Haulers stating if we do not get the quarterly report, their permit will be pulled. Dennis suggested also notifying the KPD and DEP.
- Orientation Manual already discussed in Healthy Kingston report.
- Envirotech outstanding invoice: Envirotech sent invoices for FY23 well past June 30<sup>th</sup>. An invoice arrived in December for a May beach water testing. Lori notified them that they cannot be paid until the next Town Meeting in the Spring. Joyce stated that the DPH can do beach testing for free. She will look more into it to see if she can cut down on costs.

**NEXT MEETING:**

- January 22, 2024

**ADJOURN**

**6:02 p.m. Motion to Adjourn made by Dennis Randall.**

**Second: Heidi Whipple**

**4-0-0**

Lori Jones, Administrative Assistant  
Kingston Board of Health

**Approved: January 22, 2024**