

KINGSTON BOARD OF HEALTH
MEETING MINUTES
April 8, 2024

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

Liza Marshall, Kingston Farmer's Market
Pine duBois, Jones River Watershed Association

5:02 p.m. Kingston Board of Health Meeting was called to order by Joe Casna.

Dennis Randall arrives at 5:03 pm.

Liza Marshall arrives at 5:03 pm.

BILLS:

- Bills from March 2024, reviewed.

ACCEPTANCE OF MINUTES:

5:04 pm Motion made by Heidi Whipple to accept the meeting minutes of March 4, 2024, as presented.

Second: Dennis Randall

5-0-0

HEALTH AGENT REPORT:

Completed Perc Tests

142 Elm Street

16 School Street

Awaiting Plans/ Variances

6 Charles Drive

46 Charles Drive

34 Charles Drive

47 Charles Drive – perc

35 Charles Drive – perc

51 Charles Drive

38 Charles Drive

54 Charles Drive – perc

39 Charles Drive – perc

116 Grove Street

42 Charles Drive

265 Pembroke Street

43 Charles Drive – perc

8 Smelt Pond Road (since 2/23)

11 Wapping Rd

Approved Septic Plans / In Process

6 Autumn Lane

85 Brookdale Street

31 Charles Drive

55 Longwood Circle

271 Main Street

8 Maple Ave

4 Nava Landing
289 Pembroke Street
8 Sheridan Drive
116 Three Rivers Drive
9 White Pine Lane

265 Pembroke Street
9 School Street
195 Summer Street
4 Timber Ridge Lane

Pending

113 Wapping Road & 117 Wapping Road - in review by Planning & Building
60 Country Club Way – in review by Planning,

Wells

6 Nava Landing
6 Autumn Lane – Pending driller info

19 Kingston Street

Complaints

98 Main Street – call came in but occupant declined inspection.
Meeting with grant nurse, COA and Occupant of hording case. Services put in place
Bed bug complaint reported – occupant declined inspection at this time. Apartment was treated by owner of the building. Occupant will contact if inspection needed

Inspections

19 – food vendor inspections at Sip & Stroll Event 3-16-24
Peggy's Kitchen inspection with owner – George Cronin
Retail food establishment inspections continue thru grant inspector
Pottle Street fields concession stand inspection
Meeting with owners of Sawtelle's – selling property (what needs to be updated – grease trap)
20 – Mobile food truck inspections 3/26/24
Sunshine sundaes inspection 3/28/2024

Trainings/ Meetings

Department heads meeting – budget fin con discussion
Interdepartmental meeting for 48 Marion Drive project 3/4/24
Management training thru MHOA (free / zoom)
HMCC meeting – zoom
Mandatory Cyber security training
Meeting with Fin con rep to review budget
Digitizing training for municipalities training
Grant meeting – interviews for epidemiologist position
Fin Con meeting 3/20/24 6 pm
Tick & Mosquito presentation - state epi thru MHOA
Grant meeting

DISCUSSION:

- Farmer's Market - Liza Marshall would like clarification on the Hawker/Peddler license. Some vendors find this a financial hardship. Joyce read emails from the chief counsel at the Division of Standards concerning Hawker/Peddler. Joyce brought up an option of a

Promoter's License. Joyce suggested lowering the cost of the permit for vendors at the market based on how many times the event occurs. 0-14 times would be \$30 and 15+ would be \$60. Liza will consult with the Farmer's Market Board regarding the Promoter's license.

5:31 pm Motion made by Dennis Randall to move on the Health Agent's recommendations as the Board's policy that 1. A Promotor's license will be required for all multi-vendor events in the Town of Kingston starting November 1, 2024. 2. Move to amend the fees for Farmer's Market permits to a with a graduated fee schedule of 0-10 visits \$30; 11+ visits will be \$60. beginning November 1, 2024.

Second: Heidi Whipple

5-0-0

5:34 pm Motion made by Dennis Randall to forego the Hawker/Peddler license requirement for Farmer's Market for the 2024 season.

Second: Heidi Whipple

5-0-0

HEALTHY KINGSTON:

- Janet will promote the Public Health Nurse's Advocacy Program on the next episode. Joyce will schedule the next ServSafe class and so Janet can promote.

5:40 pm Dennis stepped out of the meeting. Returned at 5:41 pm.

- Janet would like to hold a contest among the school children to write an essay on a health topic. The winner would appear on Healthy Kingston. Topics were discussed.
- Going forward Janet will not be at the meeting, but if there are any topics the Board would like her to do, to let her know.

DISCUSSION CONTINUED:

- Food trucks – Joyce would like to change the Mobil Food permit timeframe for 2025 to April 1st to March 31st to cut down on the number of permits that need to be renewed by the December 31st deadline. Currently every permit is January 1 to December 31st.
- Deadlines – Joyce feels having application deadlines along with not accepting or processing incomplete permit applications will cut down on the amount of time it takes to process applications. Check lists are now given.
- Chicken Nuisance deadline – the chickens and ducks from the property need a 30-day extension to rehome them.

6:08 pm Motion made by Dennis Randall to allow a 30-day extension to remove the ducks.

Second: Janet Wade

5-0-0

- Tax ID/EIN – The Department of Revenue is requesting this information for Kingston businesses. Lori put together a spreadsheet for the DOR. Going forward It has now been added to the applications.
- Review of Public Hearing Notice – what should the wording be for the tobacco regulation to be amended. Joe suggested sending it to the Town Council for their input.
- Re-inspection Fee letter – a draft letter to business owners was given to the Board to review. It states that effective May 1st, if a violation is given, a timeframe to correct it is given. If reinspection is done and the correction is not made and a third reinspection is needed, the business owner will incur a \$75. for each subsequent visit until the correction is made.
- Revolving Fund Approval – it is on the warrant for the next Town meeting.
- Tobacco Violation unpaid fines – Cumberland Farms is the only establishment that has paid their fines. A list has been generated for the Court. It is ready to be sent if the Board approves. Joyces stated that other towns are notifying the ABCC that they are not in compliance with tobacco checks and have not paid their fines. This may be a motivator to get fines paid. If they are not checking ID for tobacco, chances are they are not for alcohol. Janet would like to publish the names of the businesses that fail tobacco compliance checks. No motion is needed to publish to the website.

6:25 pm – Pine duBois stepped into the meeting. Joe asked her what would like to say that is brief. She said that if the Board has any questions regarding the email she sent, she is available. Joe stated it will be put on the agenda for the next meeting to take a vote to support. Pine then left the meeting.

- Janet asked the status of hiring a public health nurse. No more applications have been received.
- Joyce will be setting up vaccines for the September and October. Janet suggested using the sign at the library to help promote.

NEXT MEETING:

- TBD

ADJOURN

6:32 p.m. Motion to Adjourn made by Heidi Whipple.

Second: Joe Casna

5-0-0

Lori Jones, Administrative Assistant
Kingston Board of Health

Approved: April 29, 2024