

KINGSTON BOARD OF HEALTH
MEETING MINUTES
January 6, 2025

Present: Chairman Joe Casna (via Zoom), Vice Chair Heidi Whipple. Members Bill Kavol and Sheryl Antoine, and Health Agent Joyce Krystofolski. Resident Jean Landis-Naumann (via Zoom).
Absent: Dennis Randall

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

BILLS: Bills from December reviewed.

ACCEPTANCE OF MINUTES:

5:03 pm Motion made by Heidi Whipple to accept the meeting minutes for December 2, 2024, as presented.

Second: Bill Kavol

4-0-0

HEALTH AGENT REPORT:

- Permitting almost complete. Next year the deadline will be December 15th to get all paperwork in as new permits should be in hand by the first of the year and the process is very time consuming.
- Streamlining the applications.
- Add to tobacco application that permits are subject to inspection.
- Pending septic folders have been reviewed. Some have been on hold for a while. Currently, there is a 3-year timeframe on construction.
- ServSafe class is scheduled for January 27th.

DISCUSSION:

- BOH regulations – will delay until next meeting when there is a full quorum.
- One Day Event permit fees – multiple date events such as the Sip n Stroll, perhaps charge \$75 for a one day only and \$125 for 2 or more events and increment from there. Make it a more business friendly and a more streamlined process. Joe asked Joyce to put something together to present at the next meeting. This would not include Farmer's Market as that is separate. Provisions were created for the Farmer's Market. The One Day events and the Agricultural Fair are separate from the Farmer's Market.
- Permitting for 2026 – coming up with more deadlines and streamlining the process.
- Title 5 licensing – consider licensing Title 5 inspectors. Currently, anyone can file a Title 5 report. No credentials are requested to show they are licensed with NEIWPC. Joyce will look at what other towns are requiring and put something together for the Board. Joe stated

that this will require a Public Hearing if decided to go forward and should consider the fee be differentiated between installer/inspector and just an inspector.

- Application and permit review – make applications and permits consistent across the board.
- Joyce and Janet Wade met with Justine Napier who is the head of Allied Health Studies at Silver Lake High School. Hoping to incorporate hands-on learning with projects at the COA and the shelters. Doing some program development on informational topics and educational pieces.

NEXT MEETING:

- February 3, 2025

ADJOURN

5:34 p.m. Motion to Adjourn made by Sheryl Antoine.

Second: Heidi Whipple

4-0-0

Lori Jones, Administrative Assistant
Kingston Board of Health

Approved: February 3, 2025