

KINGSTON BOARD OF HEALTH
MEETING MINUTES
September 15, 2025

Present: Chairman Joe Casna, Vice-Chair Heidi Whipple, Members Dennis Randall (arrived at 5:19 pm approx.), Sheryl Antoine, Rosemary Donahoe, and Health Agent Joyce Krystofolski.

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

BILLS:

- Bills from August 26, 2025, and September 3, 2025, reviewed.

ACCEPTANCE OF MEETING MINUTES:

- Heidi made a correction to a redundancy on the September 8th meeting minutes.

5:04 pm Motion made by Rosemary Donahoe to accept the meeting minutes as amended for August 18 and September 8, 2025.

Second: Sheryl Antoine

4-0-0

HEARINGS: Hilltop Athletic Association Reinspection Fee – Ken Moali present.

- Ken stated he is the manager of the Hilltop Club which is a private facility/social club. He received cleaning violations earlier this year. The form states 90 days to correct. In less than 90 days they were reinspected again, they hadn't made the corrections, and they were fined \$75. He feels the club does not owe the \$75. The violations were corrected on another subsequent reinspection. Heidi can see how there can be a misunderstanding on the form. She feels the reinspection fee should not be charged to Hilltop. She and Joyce spoke about how to make the inspection form clearer. This discussion will be continued after the variance request is heard.

5:06 pm Motion made by Heidi Whipple to absolve Hilltop Athletic Association from their unpaid reinspection fee.

Second: Joe Casna

4-0-0

VARIANCE REQUEST: 227 Country Club Way – Bob Rego of River Hawk Environmental via Zoom.

- Bob stated the variance request is for an irrigation well. Due to the location of the septic system and the topography on the site, they request from 125 feet down to 110 feet. It is exclusively 100% for irrigation.

5:08 pm Motion made by Joe Casna to accept Variance Request #26-082VA for 227 Country Club Way to allow the well to be constructed within 110 feet of the septic system for irrigation purposes only.

Second: Heidi Whipple

4-0-0

- Heidi gave a reminder that irrigation wells should be labeled as such in accordance with the by law.

HEARINGS CONTINUED:

- Quick Mart – 78 Summer Street – Srinivas Vundi was unable to attend this meeting. Joyce is asking the Board how to proceed with their violations. His hearing will be rescheduled for after the public hearing.
- Suji's Kitchen – they paid their reinspection fees and did not need to attend.
- 360 Country Club Way – Fred Tonsberg, Jr. did not show for the meeting regarding the correction order. He had requested a hearing. Joyce asked the Board how to proceed.

5:18 pm Motion made by Joe Casna, the Board of Health at this meeting this evening, has ordered that he has 10 days to comply with the order to remove the trash at his property at 360 Country Club Way. If Mr. Tonsberg fails to do so at the end of that time period, we will levy a fine of \$150.00 which will accrue weekly until such time as he produces proof that it is gone.

Second: Sheryl Antoine

4-0-0

(Dennis Randall entered the meeting room at approx. 5:19 pm)

- Republic Services – 4th violation non-compliance – Representatives Patricia Barreira and Jessica Velilla were to attend via Zoom but did not appear for their hearing. They are continually late with their quarterly reports. They have 30 days after the quarter end to submit their reports. Lori Jones stated that after she sends the non-compliance letter with fines, that is when they turn in the reports, and they pay the fine. Joyce explained that the Health Department must send the reports to the Highway Department as they must submit them to the DEP for grants.

5:20 pm Motion made by Joe to authorize Health Agent to send a letter to Republic that no further lacking of filing reports in a timely manner will be tolerated. If they cannot comply with that the health agent will be authorized to take any extra action necessary.

- Dennis suggests amending the motion to terminate their license and suspend that termination as long as they remain in compliance. Joyce suggested a time limit.

5:22 pm Amended motion made by Dennis Randall the amendment to terminate Republic's permit and to suspend that termination so long as they remain in timely compliance. No further violations for 1 year otherwise it will result in an automatic loss of right to operate in the town. The health agent has authority to implement any action.

Second: Heidi Whipple

5-0-0

HEALTH AGENT REPORT:

- Flu clinic tomorrow.
- Septic is steady.
- Some pick up in building.
- The housing issue on Main Street is rectified to a position that the Health Department does not need to be involved in the housing. The gentleman involved is a veteran and Joyce has been following up with him to make sure he has what he needs along with the Veteran's Agent, Sara.

DISCUSSIONS:

- Tobacco - retain permit limits – Joyce asked if the Board of Health wants to keep the limit at 18, or if, for example, a business closes and that tobacco license becomes available, are we keeping that or are we diminishing the number of licenses as stores become defunct and if no buyer. Dennis and Joe feel it should remain at 18.
- Amend/correct Tobacco Regulation – Section S: Violations (1)(c) and (d) verbiage needs to be clearer. The verbiage on (1)(c) will be fixed and keep (d) intact.

5:44 pm Motion made by Heidi Whipple to have verbiage of section S: Violations (1)(c) remove "or more violations."

Second: Rosemary Donahoe

5-0-0

- Kratom regulations draft – Town Council made a change. Heidi read the corrections and the reason for it. “Violations of these regulations are punishable by a fine of One Thousand Dollars (\$1,000.00) for each violation. Violations of these regulations may also result in the revocation of any other permits, licenses, or permissions issued by the Board.”
- Heidi would like to leave the penalties as is. Joyce explained those are under Tobacco Control where Kratom isn’t. Joyce will ask Town Council to clarify as long as the maximum fine is kept under \$1000. they can still include revocation of other permits. She will email the Board the response.
- Hilltop Athletic Association continued – the way the inspection reports read is not clear. (Zoom glitch occurred and corrected) Joyce will now give violations a priority foundation rather than have it be a core violation on FoodCodePro. However, a priority violation will lower scores as it is score related. The 3 tiers are Priority, Priority Foundation, and Core. Those are the requirements on how quickly a violation can be corrected. Now, the maximum will show that the violation needs to be fixed immediately (10 days). The 90-day part of the form cannot be removed as it is part of the State’s FoodCodePro program. Joe asked if there are other measures Joyce can put in place. Joyce said in addition, she can make a note at the end of the report that “all violations need to be corrected...” The inspector goes over the report, and the person-in-charge (PIC) signs the report.

NEXT REGULAR MEETING:

- October 6, 2025, at 5 pm followed by Public Hearing at 5:30 pm in Room 200.

ADJOURN

6:07 pm Motion to Adjourn made by Dennis Randall.

Second: Joe Casna

5-0-0

Lori Jones, Administrative Assistant
Kingston Board of Health

Approved: October 6, 2025