

KINGSTON BOARD OF HEALTH
MEETING MINUTES
November 17, 2025

Present: Vice-Chair Heidi Whipple, Members Dennis Randall, Rosemary Donahoe, and Health Agent Joyce Krystofolski.

Absent: Chairman Joe Casna, Member Sheryl Antoine.

5:03 p.m. Kingston Board of Health Meeting was called to order by Heidi Whipple

VARIANCE REQUEST: 94 Elm Street – George Collins, Collins Engineering via Zoom.

- George displayed a plan/layout on Zoom. Variance requested – Sieve Analysis - soil samples were taken due to wet soil conditions instead of a percolation test. Water table separation reduction is requested. Plumbing comes out of the basement slab and that cannot be changed. It is not a Zone 2 water protection district. Local Upgrade Approval requested. Joyce was on-site and saw the conditions of the soil.

5:12pm Motion made by Dennis Randall to approve the variance with the letter as presented.

Second: Rosemary Donahoe

3-0-0

BILLS:

- Bills from October 28, 2025, reviewed.

ACCEPTANCE OF MEETING MINUTES:

5:15 pm Motion made by Dennis Randall to approve the meeting minutes of October 20, 2025, as presented.

Second: Rosemary Donahoe

3-0-0

HEARINGS: Suji's Kitchen – Sujatha Vundi – non-payment of reinspection fees.

- Ms. Vundi did not show for the hearing. Certified letter was sent and signed for.
- Ongoing issues of non-compliance with requirements for managers on duty and other issues that keep being addressed. If the fine is not paid, permits cannot be renewed until fine is paid. Dennis stated that they could consider posting notices of violations on entrance to establishment. Heidi suggests it be placed on the next agenda.

HEALTH AGENT REPORT:

- Joyce and Lori attended the MHOA conference last week. A lot of helpful classes.
- Joyce and Lori also attended a Fats, Grease and Oils class at MHOA and it is something they should be looked into. What is being release into septic/sewer – mostly from commercial properties. Joyce gave an explanation of what this is.

DISCUSSIONS:

- Non-profit event fees – SLRMS and SLRHS have events at the schools i.e. booster club, PTO, etc. Joyce came up with some guidance and solutions for these food events. They will get an annual permit that covers concessions for the year for school run events to sell pre-packaged or commercially produced foods. They cannot bring food from home or cook food on premises. She is looking for the Board's permission. There will not be a cost added, but they need to apply to give the Health Department notice of these events.

5:21pm Motion made by Dennis Randall to approve the non-fee permit for the school concession stands and food related sales at school event and the Board to adopt the health agent's recommendation for non-fee permit.

Second: Rosemary Donahoe

3-0-0

- It is cookie selling season for troops. The department permits sales of commercially produced foods such as Tastefully Simple. Joyce feels the permit shouldn't be the exact same but a yearly permit for troops to allow them to sell in the Town of Kingston for the duration of their cookie sales to make it simplified and cost effective for them. To get through the month of December, she requests the Board approve a \$10 permit fee for the month of December to cover the Girl Scout troops to sell cookies in Town. Heidi recommends three months. \$10 per troop.

5:30pm Motion made by Dennis Randall to grant a \$10 permit to cover a period of three months to all youth organizations selling commercially packaged and produced products.

Second: Rosemary Donahoe

3-0-0

- Heidi asked if there was an update on the tobacco violations. Joyce stated that since those businesses are now closed, town council said those fines cannot be collected.
- MDPH and CDC guidelines on vaccines – Dennis would like to adopt a policy to go by MDPH guidelines not federal/CDC to make it formal.

5:33pm Motion made by Dennis Randall for the Board to adopt a policy to follow the guidelines of the Massachusetts Department of Public Health.

Second: Heidi Whipple

3-0-0

NEXT REGULAR MEETING:

- December 1, 2025

ADJOURN:

5:41pm Motion to adjourn made by Dennis Randall.

Second: Rosemary Donahoe

3-0-0

Lori Jones, Administrative Assistant
Kingston Board of Health

Approved: December 15, 2025