

Leanne Jasset, Chair
Mary Ellard, Vice Chair
Noreen Guilfoyle, Member

Kylee Sullivan, Director
M. Stephany Lopez Silva,
Administrative Assistant



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TOWN OF DEDHAM BOARD OF HEALTH

Meeting Minutes of Tuesday, March 15, 2022

Location: Town Hall (450 Washington Street) Select Board Chambers/ O'Brien Meeting Room

The following Board of Health Members were present:

Leanne Jasset, Chair
Mary Ellard, Vice Chair
Noreen Guilfoyle, Member

The following staff were present:

Kylee Sullivan, Health Director
Mavis Stephany Lopez Silva, Administrative Assistant

The following members of the public were present:

Cheryl Sbarra, Executive Director of the Massachusetts Association of Health Boards

Chairwoman Jasset called the meeting to order at 5:30PM on Tuesday, March 15, 2022.

Discussion & Vote: 10/19/2021 and 02/22/2022 Meeting Minutes

Vice Chair Mary Ellard made a motion to accept the meeting minutes of 10/19/2021 and 02/22/2022. The Board voted unanimously to approve the meeting minutes of 10/19/2021 and 02/22/2022 as written.

Discussion about Domestic Animal Regulations

Cheryl Sbarra, Executive Director of the Massachusetts Association of Health Boards (MAHB) was present to provide guidance on possible amendments to the Board of Health's Domestic Animals Regulations. Director Sullivan discussed current Domestic Animals Regulations, specifically, the definition of animal unit, setback requirements for animal facilities, and variance requests. Attorney Sbarra discussed MAHB's model regulations and how they were created with both public health and animal health considerations. Attorney Sbarra discussed how Animal Regulations can encourage responsible domestic animal ownership and part of the application process should include the applicant demonstrating to the Board that they are capable domestic animal owners. Vice Chair Ellard asked Attorney Sbarra for her opinion on granting variances for Domestic Animal Permits. Attorney Sbarra responded that, while she believes variances can be valuable with certain public health regulations, she does not feel they are appropriate for Domestic Animal Regulations. The Board continued to discuss amended regulations section and the current permitting timeline. The Board reported they would like

Town Counsel to review draft amended regulations and will schedule a hearing once the regulations have been reviewed and comments have been provided by Town Counsel.

General Updates

Food plan reviews: There are open plan reviews for the following food establishments:

- The Friendly Toast
- Menya Jiro
- Norfolk and Dedham Group- (Ames St.)
- Dedham Square Coffee- (High St)
- Whole Foods- incomplete (Legacy Place)
- Boston General Store- incomplete (High St.)

The Department has issued conditional approval letters to the establishment and the establishments must contact the Health Department for a pre-operational inspection once all items on the conditional approval letters have been addressed.

Camp Director Meeting: On March 8th, the Department hosted a camp director meeting at the Dedham Community House to prepare camp directors for the upcoming camp season. The Department reviewed application requirements and discussed health care policy requirements. The Department hopes that the meeting will help the application review process go more smoothly and set expectations for camp directors. The State reported that there will be no COVID-19 requirements at camp this season.

Household Hazardous Waste Day: The Department will host a Household Hazardous Waste Day on Saturday, April 30th from 9:00 AM-12:00 PM at DPW. The Town's Public Information Officer, Amanda Smith, is assisting with creating materials for notifying the public.

FY2023 Budget: The Finance and Warrant Committee is hosting department budget hearings on Saturday, March 19th for the FY2023 budget. The Health Department is requesting an overall level service budget. The Department will be receiving \$10,000.00 of ARPA funding for the per diem health inspector position. A per diem health inspector was hired in January and began conducting inspections in February as a result of a line-item transfer of funding for FY2022 only. The line-item transfer was requested because the administrative assistant position was vacant for a few months, creating unused funds in the Department's budget. This transfer was a one-time only resource for FY2022, and funds must be spent by the end of June 2022. The Department would benefit greatly from having a per diem health inspector continue to assist with routine food inspections.

Inspections: iPads for Board of Health Members are still on backorder, however, the Health Director has already spoken with software developer for FoodCode-Pro, and everything should be on track for their arrival.

66 Norwell Road: Conditions at this property continue to improve and Assistant Health Director Flanagan continues to conduct inspections and is in communication with the property owner's

nephew. There is still additional work to be completed in the basement before the condemnation can be lifted.

COVID-19 Antigen Testing Kits: The Health Department still has a small supply of test kits available to residents in need.

Chairwoman Jasset reported that the next Board of Health meeting tentatively scheduled for Tuesday, April 04, 2022.

Member Noreen Guilfoyle made a motion to adjourn the meeting at 6:17 PM. Vice Chair Mary Ellard seconded the motion. The Board voted unanimously to adjourn the meeting on Tuesday, March 15, 2022 at 6:17 PM.

This is to certify that the above is a true and accurate record of the minutes of the Board of Health's Meeting held on March 15, 2022, which minutes were approved on April 5, 2022.

Leanne Jasset – Chairman