

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, April 5, 2022

**Location:** Town Hall (450 Washington Street) Room #304

**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

**The following members of the public were present:**

Michael Fitzgerald, MIT Endicott House

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

**Discussion & Vote: 9/9/2021 and 3/15/2022 Meeting Minutes**

Vice Chair Mary Ellard requested clarification on the per diem inspector budget listed in the 3/15/2022 meeting minutes. Health Director Sullivan clarified that funds were allocated specifically to accommodate the expenses needed for the per diem inspector, as a result of unused funds from the Administrative Assistant position vacancy in the Department. Member Noreen Guilfoyle made a motion to accept the meeting minutes of 9/9/2021 and 3/15/2022 as written. The motion was seconded by Vice Chair Mary Ellard. The Board voted unanimously to accept meeting minutes as written for 9/9/2021 and 3/15/2022.

**Discussion (& Possible Vote): MIT Endicott House Grease Trap Variance**

Director Sullivan explained that MIT Endicott House submitted a variance request for the Rules and Regulations for the Maintenance of Grease Traps monthly internal grease trap cleaning requirement. Currently, the establishment has been cleaning their grease traps on a quarterly basis. There are no reported grease-related issues according to Department records. Michael Fitzgerald, General Manager of the MIT Endicott House was present at the meeting. Mr. Fitzgerald clarified that the establishment is on its own septic system, and there have not been any issues with their grease trap. Vice Chair Mary Ellard made a motion to approve a grease trap variance for quarterly internal grease trap cleaning at the MIT Endicott House. Madam Chair Leanne Jasset seconded the motion. Member Noreen Guilfoyle recused herself from

voting on this matter. The Board voted 2-0 to approve MIT Endicott House's grease trap variance request.

#### **Discussion: Domestic Animals Regulations**

The Board discussed revisions to the Town of Dedham's Domestic Animals Regulations. The Board is awaiting Town Counsel's input on proposed amendments based on MAHB Executive Director Cheryl Sbarra's comments at the 3/15/2022 meeting. Once the Board receives Town Counsel's feedback, there will be a public hearing on amended regulations and a vote from the Board. Vice Chair Mary Ellard provided recommendations for the Regulations. The Board agreed that there should be more discussion and clarifications made on several sections of the Regulations. The Board discussed that the Regulations should be clearly written to avoid any potential confusion and amendments should address the community's concerns proactively and effectively. Madam Chair suggested asking the community for feedback as well. Once Town Counsel has reviewed the proposed amendments to the Regulations, a public meeting will be held. Director Sullivan will keep the Board updated.

#### **Discussion & (Possible Vote): Any COVID-19 Matters Requiring Action**

Director Sullivan reported that there have been 5,007 confirmed cases of COVID-19 in Dedham since the start of the pandemic. She reported that this number does not include at-home tests. There have been 93 COVID-19 related deaths in Dedham. This is a reduction of 16 from 3/10/2022 due to reclassification of COVID-19 deaths by the Massachusetts Department of Public Health. On 3/31/2022, the State announced that all residents aged 50 years and older, or younger individuals with certain medical conditions, may receive a second COVID-19 booster. Vaccine appointments can be scheduled online at <https://vaxfinder.mass.gov/>.

#### **\*Old/New Business**

**14 Arbor Lane:** The Health Department issued an emergency condemnation at 14 Arbor Lane in response to a police report that was received in March. The dwelling was condemned and an order to vacate was issued due to the presence of trash and filth, a lack of passageways throughout the dwelling, and a lack of water and gas utilities in the dwelling. The property owner has contacted a full-service specialty company to assist with bringing the property into compliance with the State Sanitary Code. The Department has contacted the Council on Aging and HESSCO Elder Services to determine if any additional assistance that can be provided.

**Oscar's Plan Review:** Oscar's submitted a modified plan review application for an addition to their establishment. The addition includes more seats as well as a service bar and retail wine store area. The plans are currently being reviewed and a conditional approval letter will be issued once the review is complete.

**Household Hazardous Waste Day:** The Department will host a Household Hazardous Waste Day on Saturday, April 30 at 9:00 AM- 12:00 PM at DPW (55 River St). The Town's PIO, Amanda Smith, is assisting with creating materials for notifying the public.

**National Public Health Week:** National Public Health Week is April 4-10, 2022. This year's highlighted public health themes include mental wellness, climate change, world health day, the

public health workforce, and more. The Department is working with Town's PIO, Amanda Smith, to create educational materials to display on Town information channels including the Town's website and social media accounts.

**66 Norwell Road:** The property owner's nephew has been away on business recently and the next inspection is scheduled for the upcoming week. Assistant Health Director Leontia Flanagan reported to Director Sullivan that as of her last inspection, the main levels of the dwelling have been cleaned and items have been removed. Additional work must be done in the basement before the condemnation can be lifted.

**Board of Health iPads:** The Department received iPads to be used by Board of Health Members. The IT Department is currently working on installing FoodCode-Pro software on the iPads so the Board can review food inspection reports. Once installation is complete, the iPads will be distributed, and training will be provided to the Board members. Training can be provided individually, or group training can be conducted at an upcoming Board of Health meeting.

**Thank you to Mary Ellard:** After almost three decades of outstanding service and commitment to the Dedham community, this meeting was Vice Chair Mary Ellard's last Board of Health meeting. The Board and Department staff wished Mary the best in all future endeavors. A plaque was presented to Mary Ellard in gratitude to her service and dedication. She will be missed!

A motion to adjourn the meeting is made by Vice Chair Mary Ellard at 6:02 PM. Member Noreen Guilfoyle seconded the motion. The Board voted unanimously to adjourn the meeting at 6:02 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 April 5, 2022, which minutes were approved on May 10, 2022.

Leanne Jasset – Chairman