

Leanne Jasset, Chair  
Noreen Guilfoyle, Vice Chair  
Bernadette Chirokas, Member

Kylee Sullivan, Director  
Mavis Stephany Lopez Silva,  
Office Manager



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## TOWN OF DEDHAM BOARD OF HEALTH

### Meeting Minutes of Tuesday, August 9, 2022

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

**The following Board of Health Members were present:**

Leanne Jasset, Chair  
Noreen Guilfoyle, Member  
Bernadette Chirokas, Member

**The following staff were present:**

Kylee Sullivan, Health Director  
Mavis Stephany Lopez Silva, Office Manager

**Meeting is called to order at 5:30PM on Tuesday, August 9, 2022**

**Discussion & Vote: 6/07/2022 Meeting Minutes**

Member Bernadette Chirokas made a motion to accept the minutes as written, Vice Chair Noreen Guilfoyle seconded the motion. The Board voted unanimously to accept the meeting minutes as presented.

**Public Hearing: Domestic Animals Regulations and Domestic Animals Regulations Fee Changes**

Bernadette Chirokas made a motion to open the Public Hearing, seconded by Vice Chair Noreen Guilfoyle. The Board voted unanimously to open the public hearing portion of the discussion. Currently, the domestic animals fee schedule is \$50 for 4-8 chickens, and \$100 for over 8 chickens annually. There has been a proposed change to update the fee schedule to an annual flat fee of \$35, regardless of the number of animals kept on a property. Madam Chair noted a typographical error on page 9 of the regulations as presented on contested variances and applications. The Board clarifies that only variances and contested applications would require a meeting with the Board of Health. John Koger of 91 Common St was present at the meeting and stated that in addition to lowering the fee, he would like the ability to pay permitting fees online. The Board agreed that this is a change they hope to see in the future. Vice Chair Noreen Guilfoyle made a motion to close the public hearing portion of the meeting, seconded by Member Bernadette Chirokas. The Board voted unanimously to close the public hearing portion of the meeting. Vice Chair Noreen Guilfoyle made a motion to accept the regulations with the change noted on page 9, seconded by Member Bernadette Chirokas. The Board voted unanimously to approve the animal regulations with the change noted on page 9.

### **Discussion (& Possible Vote): Café Fresh Bagel Garbage Disposal Variance Request**

Café Fresh Bagel submitted a variance request from the Board of Health's Food Service Establishment Regulations requirement of a garbage disposal. As the restaurant serves primarily breakfast, ingredients are used for multiple dishes minimizing food waste. Much of the business is take-out, so food waste is not generated by unfinished meals. George Katsiaunis, owner of Café Fresh Bagel was present at the meeting and stated that he currently has trash pickup three times a week to ensure food waste does not attract pests. Vice Chair Noreen Guilfoyle made a motion to approve the variance contingent upon no issues arising from the lack of a garbage disposal, Member Bernadette Chirokas seconded the motion. The Board voted unanimously to grant the variance contingent upon no issues arising from the lack of garbage disposal.

### **Discussion (& Possible Vote): Dominos Grease Trap Cleaning Variance Request**

Dominos submitted a variance request for the requirement of monthly internal grease trap cleaning outlined in the Board's Rules and Regulations for the Maintenance of Grease Traps. The establishment has been cleaning their grease traps on a quarterly schedule and there have been no issues related to grease at the establishment according to Health Department records. Dominos provided documentation from their grease hauler, Wind River Environmental, confirming recommendation of quarterly cleaning. Andrew Polvay, Owner of Domino's was present at the meeting and confirmed that the establishment has not had any issues, and that many of the pizza toppings used in the establishment are delivered pre-cooked, reducing grease production on site. Andrew Polvay provides clarification on their menu and their ingredients. Member Bernadette Chirokas made a motion to approve the variance contingent upon no grease issues arising from the establishment. Vice Chair Noreen Guilfoyle seconded the motion, The Board voted unanimously to approve the variance request contingent upon no grease issues arising from the establishment.

### **Update from Health Director**

#### **MDPH Summer Intern**

The Department's MDPH Local Public Health Intern, Maggie Hale, will be closing out her internship on Friday, August 12, 2022. While working with the Health Department, Maggie has reviewed the Board of Health's Rules and Regulations for the Maintenance of Grease Traps and Removal of Grease from Food Establishments and compared them to regulations in neighboring communities. She has also created an outline for a food safety program for food establishment operators and workers. Maggie's findings on the regulations and her food safety program outline were provided to the Board in their meeting packet.

#### **NC-8 Sun Safety Program**

Public Health Nurse, Jessica Tracy, has worked closely with NC-8 regional epidemiologists to create a sun safety educational program for Dedham residents. This program is aimed to encourage children to engage in smart sun safety practices, such as wearing sunscreen, staying hydrated, and cooling off in shade. The sun safety program had a table at the Bike Rodeo and attended the Parks and Rec summer program to connect with campers and staff. The program will also have a table at the upcoming Dedham Day. The program has been well received and is part of a larger effort to receive grant funding to add a shade structure to Condon Park.

### **Digital Tobacco Inspections**

Assistant Health Director, Leontia Flanagan, has been working with the Metverse Inspection software developer to create a digital tobacco inspection program using iPads. She did a test run of the inspection program on August 3, 2022 that went relatively well, however additional resources for tobacco for retailers will need to be added to the program before it can be officially used. Tobacco inspections will be conducted once the program is finalized. The Board discussed compliance of tobacco establishments, and recent changes in State Laws surrounding the sale of flavored tobacco.

### **40-80 High Street Condos**

The Department was made aware of rodent activity around the dumpster areas of the High Street Condos. The Department has been in frequent communication with Old Colony Properties, the property management company, and they have provided weekly pest control reports. Health Director Kylee Sullivan visited the property earlier today and met with a representative of the property management company. The Department will continue to work with the property management company until this matter is resolved.

### **COVID-19 Updates**

Since the start of the pandemic there have been 5,906 confirmed cases of COVID-19 in Town, not including at home rapid antigen tests. There have been 732 probable cases of COVID-19, and 98 COVID-19 related deaths in Dedham.

### **Monkeypox Update**

The Dedham Health Department is monitoring the status of Monkeypox across the Commonwealth and Norfolk County. A Monkeypox FAQ sheet was posted on the Town's website, across its social media channels, as well as in the Dedham Times.

### **Old/New Business**

Member Bernadette Chirokas attended the DOSA Meeting in June. The Board discussed an increase in mental health concerns in the Town. DOSA has been working on expanding educational outreach around Town by providing more materials and posters in locations around Town.

### **Public Comment**

No public were present for comment.

A motion to adjourn the meeting at 6:11PM was made by Vice Chair Noreen Guilfoyle. The motion was seconded by Member Bernadette Chirokas. The Board voted unanimously to adjourn the meeting at 6:11PM.

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 August 9, 2022, which minutes were approved on September 13, 2022.

Leanne Jasset – Chairman