

DEDHAM BOARD OF HEALTH MINUTES  
January 10, 2019

IN ATTENDANCE:

Leanne Jasset, B.S.P., RPH Chairperson  
Kathy Reda, RN., BSN  
Patty Roberts, RN  
Catherine Cardinale, Health Director  
Fior Griffin, Administrative Assistant

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Meeting called to order at 5:38 PM

Board Meeting:

- 1) The minutes of the December 13, 2018 meeting were accepted, contingent that the following corrections are made
  - a. Page 1, HEP A Outbreak, part 3d. Change "substance misuse disorder" to "substance use disorder."
  - b. Page 2. Abandoned Property, part 4e. Correct the spelling of Berkeley Rd.

5:40 Open Discussion

1. Allison Stanton, Dedham resident, is in the audience but did not have anything that she wanted to discuss.

5:41 New Business

1. 100 Meadow Brook Rd. – Peter Zahka
  - a. Attorney. Peter Zahka is on the agenda to speak to the Board about the property at 100 Meadowbrook Rd.
  - b. The property is owned by Robert Keogh and Michael J. Bellante, Trustees of Alibi Realty Trust. There are two dwellings (houses) on the same property.
  - c. The assessor's office has the property listed as a 7 bedroom single family house and a 4 bedroom two-family house. They would like to divide the property so that each house is on its own lot.
  - d. Currently the two dwellings share a septic system. They have their own tank but share the leaching field.
  - e. Eventually the client will sell one of the parcels of land.
  - f. Mr. Zahka drafted a "Grant of Title 5 Covenant and Easement" to be reviewed and approved by the Board of Health.
  - g. Cathy Cardinale said that once the property is sold, if any component of the leaching field fails, the owners would have to go on their own property to have the Leaching field put in. It would no longer be shared.
  - h. Chairperson Jasset, asked if another leaching field is an option because of the rocky topography of the properties location.

- i. Ms. Cardinale replied that because of the difficult conditions, she believes they would be granted the option to continue to share the leaching field.
- j. Ms. Cardinale initially asked for a Title 5 inspection to be done on the property but then decided it was not necessary because when the property is sold, they will be required to have a Title 5 inspection done at that time.
- k. The septic systems are required to be inspected and pumped every 3 yrs.
- l. Ms. Cardinale also wants it noted for any future buyers that the Title 5 does not allow the resident to have a garbage disposal.
- m. Mr. Zahka pointed out that if the property is within 300 ft. of the town sewer, they would have to tie into the town sewer line. This will not apply to this property as it is not within 300ft.
- n. The Board will need to accept the Easement subject to changes.
- o. Kathy Reda makes a motion to approve the "Grant of Title 5 Covenant and Easement" for 100 Meadowbrook Rd with the following three amendments:
  - i. Adjustment to the number of bedrooms
  - ii. That no garbage disposals will be placed on the properties
  - iii. If the septic system fails and they are within 300 ft. of the town sewer, they are required to tie into the town sewer.
- p. Once The Board of Health signs the "Grant of Title 5 Covenant and Easement", Mr. Zahka has 30 days to notify the DPW.

## 2. 2019 Permits issued

- a. There were 158 establishments that needed to renew their food permit for 2019.
- b. As of 1/10/2019, the Health Department had issued 141 of these annual food permits. The remaining permits were almost complete and they are expected to be issued before the end of the month. The only outstanding permit renewals will be for the few establishments that are seasonal. In which case, they will renew their permit when they open in the spring.
- c. Chairperson Jasset, would like to know if and when we can have the permitting process 100% online.
- d. To have the permitting process 100% online, would require us to be able to accept payments online. Cathy Cardinale, Health Director, agrees that she would like to accept payment online but shares that we have not had success in the past getting an online payment system. One concern is the issue surrounding online payment fees that the establishments would incur.
- e. Ms. Cardinale said that she would like to have an online payment system in place when we issue the next round of permits in July.
- f. Chairperson Jasset, would like Ms. Cardinale to discuss the online payment issue with Andrea Terkelsen, the Finance Director, and if necessary, Nancy Baker, the Assistant Town Manager.
- g. Board member Patty Roberts, asked to clarify who needs a food permit. Director Cardinale explained that anyone selling food needs to have a food permit. However, because of the food code change, any establishment that sells only prepackaged food, i.e. the newspaper stand MiMi's, no longer requires a food permit.
- h. The amount of permits that were issued for 2019 decreased by about 27 stores, because of the change in the Food Code. Some examples of those stores are Justice and TJ Maxx.
- i. Any complaints the Health Department receives will be investigated, even if the store does not receive a food permit from us.

6:09 Old Business

1. HEP A Outbreak
  - a. Jessica Tracy, the Health Nurse, has received the vaccines and is working on educating the public about the illness.
  - b. Jessica will talk with the Police and Fire Chiefs to discuss vaccinating anyone who needs it.
  
2. DCF Interviews
  - a. The next round of interviews will be January 11, 2019. The final 2-3 candidates will be selected at that time.
  - b. The Final round of interviews will be January 16, 2019. They are hoping to have the final candidates selected after that meeting. They will then begin interviews for the part time position.
  
3. Budget
  - a. Not anticipating any major changes
  
4. Complaint Book
  - a. Inspector, Kris McMillon, has been working on updating the complaint book.
  - b. Chairperson Jasset, likes the changes that have been made to the complaint book.
  - c. She has suggested the following changes be made:
    - i. Include the name of the person that took the complaint
    - ii. A section to write who the complaint was referred/given to
    - iii. Delete "name of property owner"
    - iv. Have space to note "Action Taken"
  - d. Director Cardinale said it is a work in progress and hopes to have it completed for the next Board meeting in February

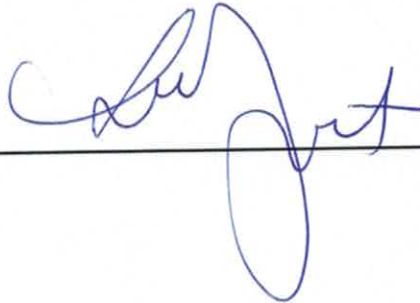
6:16 Director's Report

1. Quarantines
  - a. 16 quarantines, which is an increase from prior months
  - b. Jessica Tracy, Health Nurse, did 3 of the quarantines
  
2. Metverse Audit
  - a. Metverse is the software used for inspections and issuing permits.
  - b. The permitting system and inspection system in Metverse have been merged.
  - c. Assistant Director Flanagan, will do a physical audit of all the establishments and dumpsters in town.
  
3. Inspections and fines for re-inspections
  - a. Inspections going well.
  - b. Fines have been issued for establishments that do not make corrections from initial inspection.
  
4. Assistant Director Flanagan and Inspector McMillon, will be attending a training for the new food code on Jan 15, 2019.
  
5. Horse Thieves
  - a. Director Cardinale had one walk through and management is currently working on correcting any issues she found.

6. Massimo @ Legacy
  - a. Training in progress
  - b. Still working on their kitchen
  - c. Plan to open in a couple of weeks
  
7. Bunts & Teas
  - a. Director Cardinale and the Building department have inspected and signed off on the work that has been completed
  - b. Still preparing to open
  
8. Grateful Dedham Diner
  - a. Opening soon
  
9. Camp information goes out the end of March, beginning of April.
  
10. Board member Patty Roberts, asked if we have heard anything from the Red Sox baseball camp organization.
  - a. Director Cardinale informed us that we have not heard anything from the Red Sox organization but have been contacted by other towns with whom the Red Sox organization is trying to set up camps.
  - b. The other towns are interested in Dedham's decision to not allow the Red Sox organization to operate in Dedham.

Motion to adjourn @ 6:30pm

Signature \_\_\_\_\_



Date: \_\_\_\_\_

2/14/19