

**Meeting Minutes of the Dover Board Of Health - June 5, 2023**  
**Held remotely via Zoom - meeting recorded.**

Present: Kay Petersen, Chair: Stephen Kruskall, Member; John Quackenbush, Member; Jason Belmonte, Health Agent

Guests: Attorney Ryan Rucki; Attorney Joe Sherman

1. Meeting called to order at 6:35 p.m.
2. The next BOH meeting will be held July 10, 2023.
3. A motion was made by Kay, seconded by Steve to approve the May 8, 2023 meeting minutes. The motion was passed.
4. 1 Hunt Drive - Jason Belmonte verified with Attorney Rucki and Attorney Sherman that the 4 items on the original order had been rectified.
5. 6 Park Avenue - Discussion was held on the Septic Application and location of the well.
  - Applicant is proposing that the system is to be 50 ft. from the well.
  - This roadway has specific constraints and there is an existing covenant attached to the property.
  - A new covenant will be attached to the existing covenant, with a 2 bedroom deed restriction added.
  - Steve requested 5 years of well testing reports.

John made a motion to approve the variance contingent upon the property owner providing Jason with 5 years of water quality tests for final review to ensure that there are no quality issues that need to be addressed. Seconded by Kay, motion passed.

6. 17 Farm Street - 5 bedroom system was approved with no garbage grinder and standard gravity system.
7. 19 Haven Terrace- Septic Upgrade- 5 bedroom gravity system with garbage grinder approved.

8. 33 Pine Street - Jason informed the Board that a new well was drilled. The flow test failed. They are now going to do some fracking. A new application will be processed and Jason will be present at the fracking.
9. Red Robin - 61-63 County Street is on town water . A well is being drilled for irrigation.
10. Anonymous Complaint -

A discussion was held on keeping complaints anonymous. Consideration would be given as long as the complaint is resolved within the proper regulations. Jason will address the current complaint and send out an order letter giving 90 days to comply. The Board agreed on the plan.
11. Tobacco Licenses -
  - Discussion was held regarding the number of Tobacco Licenses to be issued in the town.
  - The BOH discussed the current regulation which has no restrictions.
  - Limiting the number of tobacco licenses would not allow for any increase beyond the current number (two).

A motion was made by John, seconded by Kay to limit the number of Tobacco licenses to two.

The vote was 2-1; Kay and John voted in favor and Steve voted against.
12. Trash Haulers and Dumpster Regulations:
  - The BOH has the authority to address dumpster complaints for food establishments under the food code, non-food establishments come under the nuisance code.
  - Most municipalities' BOH regulations are similar and modeled off of each other.
  - The prior regulations are approximately five years old.
  - Jason will reach out to at least two haulers who have the most activity. It was also suggested that feedback on the current regulations from the DPW would be welcome.
  - The recycling committee and Director of the DPW will review the regulations before being submitted to the Town Council.
  - Dumpster regulations would be deleted from the current set of regulations.
  - The Town Council will take a final look at the regulations.
  - The goal would be to get the trash hauler regulations in place for the next calendar year. Permits generally run from January 1st through December 31st.

### 13. Permitting of Temporary Food Events

- Jason informed the Board that the state requires a food permit if an organization is serving the public. The exceptions to the permits are pre-packaged food, food that does not need refrigeration, or food served in a private group setting.
- Jason will write up a list of FAQs to be reviewed by the Board and to be posted on the food permit section of the Town Website. He will also inform the various organizations of the food permit requirements.

### 14. Recreational Camps

- There are 8 camp applications to be reviewed.
- Town Camps: town camps can be exempt, it is up to the BOH.
- Our Dover Town Camp has never been licensed by the Board.
- Jason and the BOH members agreed going forward in 2024 the Town Camp should be licensed to appropriately protect the campers, and meet state requirements.
- Parks and Recreation is aware of this change. Jason will reach out to them to advise of the changes for 2024, and that they will need to be licensed.

### 15. Public Health Nurse

- A meeting was held three weeks ago with Dover/Sherborn BOH, and Diane Acosta from Shared Services.
- Questions were answered on funding including the adequate amount for the Sherborn portion of the position.
- A job description and inter-municipal agreement will be drafted. Steve suggested that the Board forward the current agreement regarding the Public Health Nurse Position to at least one Selectman and possibly Carol Lisbon for review.
- There was discussion on the responsibilities of the 25-hour position and how the tasks should be prioritized.
- Steve asked that the Board review whether privacy protection is addressed in the job description for the position.

### 16. Administrative Assistant Vacancy

- 10 job applications were received. There were no internal applications. The deadline is June 9, 2023.
- Jason will try to not schedule appointments on Wednesdays for office coverage as Linda is off.

17. COVID Tests

- A Dover resident who had tested positive came into the office, the doors and windows were opened to cut down on the exposure.
- COVID Tests are dwindling, there will be no more free tests from the state. Less than 10 a week are given.
- The Amelia Peabody Foundation and Dover Neighborhood Fund may be approached for funds for further COVID Testing.
- The BOH would give recommendations on where to obtain COVID Test Kits.

18. Kay will follow up on the recordings of BOH meetings and the public's access.

19. At 9:02 p.m. it was moved and seconded to adjourn the meeting. The motion was approved unanimously.