

March 24, 2020

Meeting opened: 8:00pm, via Zoom conference call (technical difficulties were experienced hence the delay in the meeting start time).

Members Present: William Morris, Chairman; Carol Johnson, Clerk; Mona Bissany; Richard Bringhurst; Rachel Jackson

Approval of Minutes from the February 18, 2020 Board of Health meetings:

MOTION: Made by Mona Bissany that the Board approves the minutes as written. Seconded by Richard Bringhurst. **VOTE:** 4-0-0

COVID19 Town update from Assistant Town Administrator, Patrick Shield and Health Director, Melissa Ranieri. Given the quickly evolving coronavirus situation the Town of Walpole has been proactively working to flatten the potential curve of exposure. Key town stakeholders continue to hold weekly and if necessary daily remote meetings to review communication and preparedness protocols. The Town of Walpole has set up a webpage (<https://walpole-ma.gov/covid19>) which will provide the latest Coronavirus information available to residents. The Town is working diligently to ensure that memos, advisories, guidance and school related information will be posted on the site to ensure that everyone has the most up-to-date information. The Town continues to evaluate areas where contamination and close contact have the potential to occur and are working diligently to postpone and or cancel non-essential town events and or meetings moving forward.

The Council on Aging as well as the School Nutrition Department are working closely with the Food Pantry to assure that there is continuity within the food services to our seniors, students and other residents in need. This is being done with the help of our Council on Aging staff, School Nutrition Staff and the staff of the Food Pantry to assure that all food from the Greater Boston Food Pantry is brought to the COA as well as the Walpole High School to be packed up. From there food is delivered to residents.

Richard Beauregard joined the call at 8:03pm

This is a rapidly evolving situation and we want to be sure that we are taking the proper precautionary measures before an uncontrollable situation occurs. Our first priority is the health and safety of our residents.

Stephan Schaub joined the call at 8:07pm

Health Director, Melissa Ranieri introduced to the Board, the Health Departments new Staff Assistant, Jennifer Nordbeck. The Board of Health is looking forward to having Jennifer join the Health Department and are grateful for her jumping into the position during this extremely necessary time.

Karen Teeley joined the call at 8:13pm

Septic Variance-16 Charlesgate Road

Documents/Exhibits- Deputy Health Agent's summary.

The Board of Health reviewed for comment a variance request submitted by Engineer, John Glossa to allow the soil absorption system to be designed and constructed without a percolation test as allowed by DEP policy.

MOTION: Made by William Morris regarding the septic variance request that the Board approves the local

upgrade as presented. Seconded by Mona Bissany. VOTE: 5-0-0 UNANIMOUS

Risk Based Food Inspection Reporting

Documents/Exhibits- Deputy Health Agent's summary.

The Board of Health reviewed for comment a Risk Assessment Categories and Inspection Frequency. The policy explains the process to initially designate a food establishment to one of four categories based on a priority assessment tool. At the time of permit issuance, the frequency of inspection and type of service performed shall be determined by the Walpole Health Department. Category level may be increased or decreased depending on the establishment's ability to achieve and continued demonstration of active managerial control of foodborne illness risk factors.

MOTION: Made by Mona Bissany regarding the Risk Based Food Inspection Reporting request that the Board approves the Risk Based Food Inspection Reporting as presented. Seconded by Carol Johnson. VOTE: 5-0-0 UNANIMOUS

New Permit Types and Fee Schedule

Documents/Exhibits- Deputy Health Agent's summary.

The Board of Health reviewed for comment the implementation of both a Farmers Market food permit fee and a Residential Kitchen permit fee along with a change in the fee schedule for the Seasonal food permit as well as the Temporary food permit.

MOTION: Made by Carol Johnson regarding the implementation of both a Farmers Market food permit fee of \$50 and a Residential Kitchen permit fee of \$75 along with the change in fee schedule for the Seasonal food permit to be \$125 and the Temporary Food Permit to be \$75 for 1 event, \$150 for 2-3 events and \$250 4-6 events. The Board approves the changes as presented. Such changes will become effective as of Thursday April 2, 2020. Seconded by Mona Bissany. VOTE: 5-0-0 UNANIMOUS

Nomination of Animal Inspector-John Spillane

MOTION: Made by Richard Bringham to nominate Animal Inspector, John Spillane to continue as the Town of Walpole's Animal Inspector for a new 1 year term. The Board is grateful for Mr. Spillane's continued service to the Town over the years and is looking forward to him continuing his role as Animal Inspector. Seconded by Mona Bissany. VOTE: 5-0-0

Health Director, Melissa Ranieri let the Board know that Associate Board Member Karen Teeley will not be renewing her membership due to a conflict in her schedule moving forward. The Board expressed their gratitude in having Karen on the Board over the last year and wish her the best on her future endeavors.

Due to the rapidly evolving COVID19 crisis, moving forward the Board of Health will meet every Tuesday at 7:30pm via Zoom conference call.

MOTION TO ADJOURN: Made by William Morris. Seconded by Mona Bissany. VOTE: 5-0-0 UNANIMOUS.

Meeting closed at 8:33pm