

Dover Board of Health - COVID 19 - Meeting Minutes - April 21, 2022

Held remotely - Via Zoom - Meeting recorded

Members present: Professor Gerald Clarke, Chairman; Dr. Stephen Kruskall; Dr. Kay Petersen

Guests: Maureen Callahan, Staff Member Representative Denise Garlick's Office

1. Meeting was called to order 9:03 am
2. Meeting Schedule:
 - Annual Town Meeting - Monday May 2, 2022- 7:00 pm
 - Monthly Board of Health Meeting - Monday May 9, 2022 7:00 pm
 - Board of Health COVID 19 meeting - Thursday May 19, 2022 9:00 am
3. Warrant Articles:
 - Article 21 - Planning Board will most likely ask for it to be removed.
 - It was noted that if these articles are not removed the Board of Health would still have regulatory responsibilities.
4. COVID 19:
 - Nurse Brooks reported 11 cases in the past 7 days in Dover; it showed a slight increase in the numbers as well as in the state and viral wastewater.
 - Grossman Day Camp would like to have the BOH review its COVID protocol. It will continue the Test and Stay Program. Dr. Kruskall asked if the current EEC Program would be followed.
5. Town Meeting: Covid 19 Precautions
 - Residents will have access to masks and COVID test kits prior to and at the Town Meeting.
 - Unmasked residents will use a separate room and have officials with the same functions as those in the auditorium in attendance.
 - Dr. Petersen will ask the Board of Selectmen to wear masks, and will also advise the Town Clerk on how to obtain the masks for this event.
 - Dr. Kruskall raised the issue that the masks should not come from the Board of Health budget.
 - 250 COVID test kits were given out at the transfer station on Saturday.
6. VNA:
 - Dr. Petersen reported on the discussion she had with Public Health Nurse Quad Brooks and Diane Acosta, Town of Needham Shared Services Manager. Ms. Acosta informed Dr. Petersen that the contact tracing grant was to be used for pediatric and school age children. The program is being used two days a week.

- The Board discussed the invoices from the VNA and will continue to use VNA services for contact tracing, local data collection, and BP clinics.
 - The Board will continue to pay the VNA retainer, to cover these fees but will not pay any excess.
 - Dr. Petersen will speak with Elaine Stephens, Chief Executive Officer, Natick/Walpole VNA to stop any extra contact tracing that exceeds the retainer.
 - Dr. Petersen will discuss any additional funds that may be available with Chris Dwelley, Town Administrator
 - Messaging this week will remind citizens of self testing and current guidelines.
7. Professor Clarke reported that Chief Paul Luttazi, Dover Fire Department informed him of a kitchen fire at the Charles River School. The Board will follow up with any concerns regarding food storage and the continued use of the kitchen.
8. A discussion was held regarding setting up a Tickborne Meeting along with a Hunter's Meeting for public safety and use of the trails in public land.
9. Avian (Bird) Flu: edits were discussed and changes were made to signage, information will be posted on the Town website. Professor Clarke will contact Jennifer Shaw Cronin, Animal Inspector, to have her speak with residents who own fowl and may be affected by the Bird Flu.
10. BOH Restructuring Job Descriptions & Titles:
- Dr. Petersen reviewed the job descriptions for the Health Agent and Public Health Nurse. It was suggested that social media skills be added to the Health Agent position.
 - Dr. Petersen would like to forward the job descriptions to Kate O'Brien, Asst. Town Administrator for the Personnel Board review and classification should questions arise at the Town Meeting.
 - There was discussion on where to post the job descriptions, as well as the need to have adequate compensation to attract appropriate candidates.
 - Dr. Kruskall commended Dr. Petersen on her work with the job descriptions.
 - Maureen Callahan, Rep. Garlick's Office will obtain information on a grant for sharing a Public Health Nurse.
11. Dr. Kruskall reported that the mold remediation was complete at the Swap Shop. Bob Tosi, Interim DPW Superintendent, was informed it was ok to proceed with further requirements in order to open. Covid and masking will be discussed at a later time.
12. Municipal Online Permitting System:
- Professor Clarke reported that there is separate funding specific for the purpose of Online Permitting for the Board Of Health. He has been working on the particulars in order to bring to the Board of Selectmen. Professor Clarke will

attend a seminar, get pricing and circulate the information as well as show the towns who have this program.

- Mike Angeri, Septic System Agent, and Felix Zemel, Well Agent, will be consulted on permit needs.
- Dr. Petersen would like to learn more about the process of obtaining this system.
- Dr. Kruskall agreed that Professor Clarke should continue on the path to move forward with the Municipal Online Permitting System.

13. A motion was made by Dr. Petersen and seconded by Dr. Kruskall, to approve the meeting minutes from 1/21/2021, 1/25/2021, 1/28/2021 and 1/20/2022,1/27/2022 and 3/3/2022 as amended. The motion passed unanimously.

14. At 11:30 am, it was moved and seconded to adjourn the meeting. The motion was passed unanimously.