

**MEETING MINUTES**

February 15th, 2023 | 6:00 p.m.

**Call to Order:** Candace Linehan called the meeting to order at 6:15 p.m.

**Attendance:** Candace Linehan Chair; Laurel Skinder Gourville, Vice-Chair, Elaine Silva secretary

**Administration Present:** Cindy Luongo, Board of Health Clerk, Anthony Chui, Health Director Melrose, Stoneham and Wakefield

**Public Engagement:** none

**Approval of minutes of January 18 2023:** Silva motions to accept minutes, seconded by Gourville motion passed by roll call vote 3 o o.

**Discussion on changes to Wakefield Body Art Regulations:** Health Director Chui gave an overview of our current body art regulations and specifically micro-blading. The current regulations will need some updates which should include adding requirements for practitioner apprenticeships programs that an establishment may want to implement. The updates would be adding the education requirements and requirements for an apprenticeship portion of the regulations. Gourville suggests we visit or even invite one of our establishments to one of our meetings.

**Health Directors Report:**

**Catherine Dhingra Human Services assistant director was present:** Dhingra gave the BOH updates on the all happenings with Amy Chiaravalloti the Wellness and Prevention coordinator and Jason Stone Social Services coordinator.

Dhingra also gave a PowerPoint presentation for the Wakefield Health and Human Service department 2022 overview of services. This will be presented to Town Council and Finance committee for upcoming meetings. Chairperson Linehan suggested we highlight more of the other services the Health Department provides, like all of the work and time that goes into preparing for all of our clinics, the permitting which brings the town revenue and the number of inspections performed through the year. BOH member Silva said all these things like inspections and permitting take up a lots of health department staffs time, the hours that are put into inspections and permits should be reflected.

**Fee schedule proposed changes:** Director Chui shared his screen, the spreadsheet showing the current fee schedule and the proposed changes along with the fee comparisons with Melrose and Stoneham. Our current fees have not been updated in over ten years. We are also adding in some new applications to our permitting. One change would be changing the temporary dumpster fee from \$40 for 90 days to \$40 for

45 days with a 2 max renewal at \$15 per renewal another change is Increasing each food permit by \$50 example would be a food permit holder that was 0-50 seats that paid \$100 annually will now be \$150. A final fee schedule will be created and voted on at our March 15<sup>th</sup> BOH meeting.

**Health Directors Report:** Liz Parsons with the National Alcohol policy institute. The December 2022 Alcohol report on how Massachusetts is doing as a whole.

Budget FY2024: Director Anthony Chui reports no major changes to our budget this year an Increase to a couple line items but a slight decrease in professional services due to our agreement with Stoneham with the Director, PHN and Inspector positions.

The PHE grant is in the last year. The grant has covered a lot of our training in the last two years and we have not used that in our travel inside the commonwealth line item in the budget.

Chairperson Candance Linehan discusses the Northeast Vocational School project. Linehan asked if anyone has information regarding if the project is ADA accessible? The Save the forest build the VOKE group brings up the concern of ADA. Linehan said paying attention to this and can keeping our eyes and ears open as the project plans come over from zoning.

Gourville mentions a recent call to the town hall that PHN Melissa Lowry received regarding the adoral shortage. Gourville suggests to PHN to keep an ear open regarding any behavioral issues in schools regarding lack of access to medication.

Gourville will attend the NE regional American camp association meeting.

**Adjournment:** Silva motioned to adjourn, seconded by Gourville 08:16 p.m. Motion passed 3-0-0 by a roll call vote.

Next meeting is March 15<sup>th</sup> 6 PM  
Respectfully submitted



Cindy Luongo