

Town of Holbrook
Board of Health
50 North Franklin Street
Holbrook, Massachusetts 02343

Tel: 781-767-3030
Fax: 781-767-9562

Holbrook, Ma Board of Health

Date: Tuesday, January 14th, 2025

Location: Town Hall King Room and via Zoom

In attendance: Allyson Pinkhover (Chair), Cristina Lucci-McShain (Vice Chair), Chris Nickerson (Member), Mary Donovan(member), Britney Jayne (Health Director).

Meeting Minutes

1. Meeting called to order by the Chair at 7pm.
2. **Health Director updates**
 - a. She reported that she and Allyson had recently applied for the 2025 Cancer and Environment Mini Grant titled "Building Community Capacity to Address Unusual Patterns of Cancer and Environmental Concerns." The application focused on PFAS issues and the ^{Saird}Baron and McGuire Superfund site. Grant decisions were expected by early or mid-February, potentially before the next Board meeting.
 - b. Still awaiting a response on the RIZE grant application submitted using opioid funds.
 - c. Health Director is also working to complete the 2024 annual report for the Health Department, she is expecting to finish by the end of the week.
 - d. Britney reported that the Health Coordinator job posting had been reopened on Indeed after the initial round of 15 applications did not yield a suitable candidate. The new posting had received six resumes so far, but no qualified candidates had emerged.



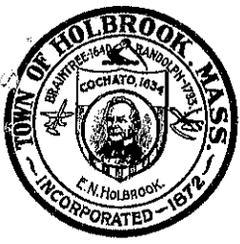
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3. Discussion and Vote: MassDPH Shared Services Grant program/ inter-municipal

agreement

- a. Shared Services Coordinator from the town of Randolph, Amanda Richardson provided information on the Norfolk County 5 East (NC5E) shared services program. The State Action for Public Health Excellence (SAFE) initiative began in 2015 to evaluate public health functions. A commission published recommendations in 2019. the initiative addresses challenges in Massachusetts' decentralized public health structure with 351 separate municipal health departments, including lack of funding, staffing, nursing access, inconsistent enforcement, data collection, and unaddressed health inequities. The solutions include adopting universal minimum public health standards, expanding cross-jurisdictional sharing, ensuring qualified workforce, and establishing sustainable funding. The NC5E collaboration includes Braintree, Holbrook, Quincy, Randolph, and Weymouth. The shared services staff includes specialists in food protection, housing inspection, and nursing services.
- b. Board members asked about the structure for accessing shared services staff, nursing resources available to Holbrook, and how the Board could be good partners in the collaboration. Amanda emphasized that Holbrook has access to all shared resources and praised Brittany's active participation in the collaborative. The Board discussed the Inter-Municipal Agreement (IMA) renewal, which now extends for three years. She noted there were no dramatic changes to the agreement except for minor wording adjustments in the scope of service.



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- i. *Donovan made a motion to enter into the Norfolk County 5 East public health inter-municipal agreement, seconded by Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

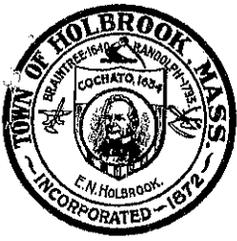
4. Discussion and Vote: 2025 Food Service Establishment permit renewal

Lucci-McShain read aloud the list of 31 food service establishments requesting permit renewals for 2025.

- a. *Lucci-McShain submitted a motion to approve the 2025 food service establishment permit renewals for 31 locations: Brookville House of Pizza, Burger King, Cafe Asia, Coffee Donuts, Cold Stone Creamery/Planet Smoothie, Connection Cafe, Corner Grill, Domino's, Donahue's Pub, Holbrook Donuts, South Franklin Donuts, Golden Pacific, Holbrook House of Pizza, Honeydew Donuts, Mary Lou's, Lucky's, Piedmont, Summit's Place, R and S Jamaican Restaurant, Sarah's Pizza, Sal's Pizza, Stanneys', The Brook Kitchen and Tap, T's Cafe, Holbrook/Avon Food Pantry, South Shore Viking Club, Holbrook Sportsman Club, JFK Elementary School, Holbrook Middle High School, Boston Higashi, and Emerging Academy, seconded by Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

5. Discussion and Vote: 2025 Food Retail Establishment Permit Renewals

Lucci-McShain presented a list of 20 food retail establishments requesting permit renewals for 2025.



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- a. *Lucci-McShain made a motion to approve the 2025 food retail establishment permit renewals for 20 establishments: Asian Food Mart, Community Package Store, Convenience Mart, CVS #1251, CVS #252, Dollar Tree #08317, Family Dollar #27261, Family Dollar #32572, Fast Lane Convenience, Hennessy News, Highland Liquors, Holbrook Food Mart, Holbrook Liquors, Holbrook Market, On the Way General Store, Super Petroleum, Tractor Supply, T Square, Walgreens, and Nilo's Market, seconded by Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

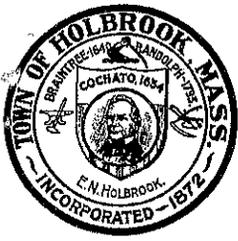
6. Discussion and Vote: 2025 Places of Worship food permit renewal

Lucci-McShain presented a list of seven places of worship requesting food permit renewals.

- a. *Lucci-McShain made a motion to approve the 2025 places of worship food permit renewals for 7 locations: Chabad Center at 711 South Franklin Street, Holbrook Methodist Church, New Birth Evangelical Baptist Church, Saint John's Episcopal Church, Temple Beth Shalom, Winthrop Congregational Church, and Haitian Christian Social Union, seconded by, Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

7. Discussion and Vote: 2025 Tobacco Permit Renewals

Lucci-McShain presented a list of seventeen establishments requesting tobacco permit renewals for 2025.



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- a. *Lucci-McShain made a motion to approve the 2025 tobacco permit renewals for 17 locations: Community Package Store, Convenience Mart, EJ's Gas, Family Dollar #27261, Family Dollar #32572, Fast Lane Convenience, Hennessy News, Highland Liquors, Holbrook Food Mart, Holbrook Gas, Holbrook Liquors, Holbrook Market, On the Way General Store, Sal's Gas, Super Petroleum, T Square, and Union Service Center, seconded by Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

8. Discussion and Vote: 2025 Frozen Dessert Permit Renewals

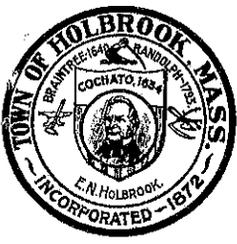
Lucci-McShain presented a list of 12 establishments requesting frozen dessert permit renewals for 2025

- a. *Lucci-McShain submitted a motion to approve the frozen dessert permit renewals for Burger King, Cold Stone Creamery/Planet Smoothie, Convenience Mart, Fast Lane Convenience, Hennessy News, Holbrook Food Mart, Holbrook Market, Stanneys', Super Petroleum, T Square, Walgreens, and Asian Food Mart, seconded by Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

9. Discussion and Vote: 2025 Septic Haulers and Installers Permit Renewals

Lucci-McShain presented the list of seven haulers and one installer requesting permit renewals for 2025.

- a. *Lucci-McShain submitted a motion to approve the 2025 septic haulers and installers permit renewals for Bay State Sewage Disposal Inc., All Seasons Septic*



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Service, Claude Boardman and Sons Incorporated, United Site Services Northeast

Incorporated, Avon Septic and Pumping, Wind River Environmental, Troop Waste Services; and 1 installer: Avon Septic and Pumping, seconded by Nickerson.

Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.

10. Old Business: Concerns regarding TLA

- a. Chair Pinkhover provided an update on the Board's request for an advisory opinion on the environmental notification form (ENF) for the TLA Holbrook project. She explained that the request had been submitted in October, and they had heard from MEPA within the 20-day window requesting additional documentation from both the Board and the applicant. Allison had reached out that afternoon to formally request the advisory opinion and provided an update from the Conservation Commission's vote the previous night. She hoped they would receive the advisory opinion by the next meeting.
- b. When asked about implications of the Conservation Commission's vote, Pinkhover explained that no follow-up was required from the Board of Health at this time. She noted that TLA still had a permit application pending with the Planning Board, and the Board of Health was waiting for MEPA's advisory opinion.

11. Citizen's Concerns



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- a. Jesse Gordon, Randolph Town Councilor, addressed the Board regarding a PFAS petition he had submitted for the April town meeting warrant. The petition proposes that each relevant town board, including the Board of Health, be independently empowered to promulgate PFAS rules. He explained this would prevent situations where boards defer to each other indefinitely. The petition also includes a provision about PFAS soil testing at the Baird McGuire Superfund site, though he noted that representatives from the site had persuaded him that such testing may not be useful due to the deep remediation already conducted. Pinkhover requested a copy of the petition so the Board could review it before town meeting. Gordon agreed to send it and provided a brief summary of the petition's contents.

12. The Health Director will submit the annual health department report to the Town Administrator this week. The next Board of Health meeting was scheduled for Tuesday, February 11, 2025.

- a. *Lucci-McShain submitted a motion to adjourn the meeting, seconded by Nickerson. Donovan – yes, Lucci-McShain – yes, Nickerson – yes, Pinkhover – yes. Motion carried.*

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