



Needham Board of Health



Revised AGENDA

Tuesday January 17, 2023

9:00 a.m. to 11:00 a.m.

Rosemary Recreation Complex – Multi-Purpose Room

178 Rosemary Street, Needham MA 02494

& via Zoom

To listen/view this meeting, download the “Zoom Cloud Meeting” app in any app store or at www.zoom.us. At the above date and time, click on “Join a Meeting” and enter the meeting ID **821 7429 4804** and passcode **925886** or click the link below to register:
<https://us02web.zoom.us/j/82174294804?pwd=c0RtOGZBZ3hvSnVUZStqWkQzYTNuZz09>

- **9:00 to 9:05 – Welcome & Public Comment Period**
- **9:05 to 9:10 – Review of Minutes (December 16th)**
- **9:10 to 9:50 – Staff Reports & COVID Update**
- **9:50 to 10:05 – Discuss Alcohol Compliance Challenges and Licensee Education**
- **10:05 to 10:15 – Discuss Shared Services Grant**
- **10:15 to 10:25 – Review Progress on 2021 and 2022 BOH Goals**
- **10:25 to 10:40 – Continued Brainstorming 2023 and 2024 BOH Goals**
- **10:40 to 10:50 – Biosafety Regulations—Brief Update & Discussion**
- **10:50 to 10:55 – Brief Updates**
 - Claxton Field
 - Regional Field Training Hub Grant
- **Other Items**
- **Next BOH meetings**
 - February 16th from 6:00 – 8:00 p.m. at Rosemary Recreation Complex
 - March TBD
 - April 14th from 9:00 – 11:00 a.m. at TBD
- **Adjournment**

(Please note that all times are approximate)



Needham Public Health Division



Board of Health Meeting Minutes DRAFT

Date: December 16, 2022

Location: Rosemary Recreation Complex – Multi-Purpose Room, 178 Rosemary St., Needham MA 02494 OR via Zoom

Members: Edward Cosgrove, PhD, Chair; Kathleen Ward Brown, ScD, Member; Tejal K. Gandhi, MD, MPH, Member; Robert A. Partridge, MD, MPH, Member; Stephen Epstein, MD, MPP, Member

Staff Present: Timothy Muir McDonald, Director of Health, and Human Services; Tara Gurge, Assistant Director of Public Health; Tiffany Zike, Assistant Director of Public Health; Hannah Burnett; Lynn Schoeff; Ally Littlefield; Diana Acosta; Carol Read; Julie McCarthy; Taleb Abdelrahim; Michael Lethin; Rebecca Hall; Cindi Melanson; and Karen Mullen.

Welcome and Public Comment Period

Dr. Cosgrove called the meeting to order at 9:00AM and initiated a roll call. Present were Dr. Brown – Y, Dr. Cosgrove - Y, Dr. Epstein – Y, Dr. Partridge – Y, and Dr. Gandhi-Y.

According to Chapter 107 of the Acts of 2022, as an act relative to extending certain states of emergency accommodations, as passed by the General Court, and signed into law, Acting Governor Karyn Polito, on July 16 2022, revised Section 20 of Chapter 20, the Acts of 2001. In so doing, provided modifications to the Massachusetts Open Meeting Law, which allow for flexibility to hold remote only, and hybrid meetings, while preserving public access and, where appropriate, public participation. Currently, that additional flexibility will expire on March 31, 2023, unless additional legislative action occurs. As part of today's hybrid meeting, all votes will occur via a roll call.

There was no public comment at this time.

Review of Minutes – November 22, 2022

Upon motion duly made by Dr. Brown and seconded by Dr. Partridge, it was voted to approve the minutes of November 22, 2022. Dr. Brown – Y, Dr. Cosgrove - Y, Dr. Epstein – Y, Dr. Partridge – Y, and Dr. Gandhi-Y. Motion passed 5-0-0.

Staff Reports and COVID update



Needham Public Health Division



Traveling Meals Program – Rebecca Hall

Rebecca Hall stated that 785 meals were delivered to 48 clients in November. One new client from Springwell signed up for the program, and three clients cancelled the program. Ten COVID-19 testing kits were delivered to five clients. There were no 911 calls to report.

Accreditation – Lynn Schoeff

Lynn Schoeff stated that the team continues to work hard on the associated projects.

Environmental Health – Tara Gurge

Tara Gurge explained that Sira Naturals sent a revised 'Wicked' product label, which has been reworked again to take out the paint splatter background. The third-party marijuana infused product (MIP) labels also have a more prominent FDA warning, with a sticker added to those products which states, 'This product has not been analyzed or approved by the FDA. Not safe for Kids.'

Ally Littlefield stated that a follow-up housing inspection for a property on Gage Street was carried out to verify that all housing order letter items have been addressed. Permit renewals are approximately 7% complete at this time. Ms. Littlefield continues work on this item. Staff continues to work with Needham Housing Authority to close out a number of property concerns in Town.

Mr. McDonald asked the Board about the priority violations packet. He asked if the Board would like to see the total packet with all associated photos, or a more condensed amount of information. It was agreed that some egregious cases should be specially highlighted. The summary provided is appropriate to submit to the Board.

In response to a question from Dr. Brown, Ms. Gurge noted that there were four trainings previously completed regarding temperature violations. There are also more trainings available on YouTube. Mr. McDonald stated that staff needs to consider how to best reemphasize these trainings and associated information for restaurant owners. Temperature issues could be due to financial burdens.

Shared Services Grants – Diana Acosta

Diana Acosta explained that the team has been helping with the 2023 permit renewals and many types of inspections. The Baseline Capacity Assessment continued. Phase 2, the workforce survey, officially closed. Phase 3, the document request, for Needham was completed on November 4th. This request required various inspection reports of food establishments, housing, tobacco, pools and more to be uploaded to a website. Dover and Medfield are still in process of submitting their documents. The document request was due on December 9, 2022.



Needham Public Health Division



There was discussion regarding joint work with Medford and Dover.

Epidemiology – Julie McCarthy

Julie McCarthy stated that an increase in cases and hospitalizations is being seen at this time. Vaccination rates also continue to increase. She explained that there is a new interactive wastewater data dashboard and a new interactive influenza-like illness activity dashboard.

Public Health Nursing – Hanna Burnett

Hanna Burnett stated that a Lunch & Learn: Diabetes 101 program was held at the Center at the Heights. This was a productive program. One case of Salmonellosis was reported in early November and was put onto October's numbers due to timing of symptom onset.

Emergency Preparedness – Tiffany Zike & Taleb Abdelrahim

Mr. Abdelrahim explained that staff completed MRC Unit Leader Training provided by NACCHO regarding developing unit training plans and volunteer management. Staff reviewed and edited the Town Comprehensive Emergency Management Plan revision. Staff also reviewed an MRC Deployment Policy. Staff coordinated and assisted the nurse unit with vaccination clinic tasks. Also, MEMA provided Basic Shelter Training to volunteers.

Emergency Management – Michael Lethin

Michael Lethin stated that the draft of the Needham Comprehensive Emergency Management Plan was completed in November and sent out to key stakeholders for review and input. This should be finalized within the next couple of weeks.

Substance Use Prevention – Karen Mullen

Karen Mullen, reporting for Karen Shannon, stated that the Prevention Team hosted the third in-person TIPS training for 2022 on November 7th. 18 staff from Needham and Dedham were in attendance. On November 15th SPAN hosted a presentation of the 2022 Needham Parent Survey data. This data includes attitudes, beliefs, and perceptions of parents of grade 6 through 12 children around substance and wellness items. The data is used to complement the MetroWest Adolescent Health Survey data. The first mobile drug takeback day was hosted on November 29th. Unfortunately, no residents turned in medications during those visits. The Salsa Youth Prevention Advocates team attended the Norfolk County DA Peer Leadership Conference at the end of November.

Substance Use Prevention MassCALL3 grant Dedham, Needham, Walpole, Westwood – Carol Read

Carol Read stated that Medford continues to hold vaccination clinics. There will be further discussion regarding alcohol information and prevention in the future.



Needham Public Health Division



Review Progress on 2021 and 2022 BOH Goals – *The Board tabled discussion on this item to later in the meeting.*

Brainstorming 2023 and 2024 BOH Goals - *The Board tabled discussion on this item to later in the meeting.*

Updated Food Code Policy

Ally Littlefield stated that the Environmental Health Team conducted four mandatory food safety trainings via Zoom using Berger Food Safety Consulting. Participants were provided with the draft of the Food Code Enforcement Policy and were educated about it during the training period. There were approximately 130 participants including restaurant owners, managers, chefs, and food employees. There were 16 respondents to a post-training survey. In addition, a Food Advisory Board meeting was held, and the Food Code Enforcement Policy was reviewed with nine community stakeholders. There were no negative comments received on the policy.

Dr. Brown stated that there have been many suggestions and concerns raised regarding the Town's inspection process and policy. Ms. Littlefield stated that education was a key piece of these concerns. This can always be improved upon, especially during inspections and with additional communications with restaurants.

Upon motion duly made by Dr. Partridge and seconded by Dr. Gandhi, it was voted to approve the updated Food Code Enforcement Policy, as written. Dr. Brown – Y, Dr. Cosgrove - Y, Dr. Epstein – Y, Dr. Partridge – Y, and Dr. Gandhi-Y. Motion passed 5-0-0.

Biosafety Regulations

Tiffany Zike presented a rough draft of the Biosafety Regulations. She asked if the Board would like three members of the community involved on the Biosafety Committee, in addition to the other proposed members. Dr. Cosgrove stated that he believes the biotech segment in Needham will likely continue to grow. He stated that he was in favor of three community representatives. The Board agreed that the Committee could include up-to three community representatives.

It was noted that these regulations will be reviewed by the Cambridge Biotechnology Officer, to seek additional comments or concerns. There will be a public hearing on the BSL-3 issue next month. The Board stated that it would be more comfortable moving forward with BSL-1 and BSL-2 at this time, and to continue to push the regulation forward. There may need to be a private Board discussion first as to whether BSL-3 will be allowed in Town at all. The Board agreed that it would like to seek feedback from the Economic Development Department. It agreed that it would like to allow for BSL-3 by variance. This could be pointed out during the public hearing in February.

FY 2022 Health and Human Services Department Annual Report



Needham Public Health Division



Mr. McDonald presented the annual report to the Board.

Standing Order for Emergency Contraception

Mr. McDonald explained that the Governor signed a law that expanded protection for reproductive and gender-affirming care. One element of that was a standing order from the Department of Public Health authorizing pharmacies to distribute contraception. A concern was received from a member of the public asking the Board to make pharmacists aware of this order.

Dr. Epstein stated that this is a perfectly good policy as is. He does not believe the Board needs to do more than the State Department of Public Health has already done. Residents may make the Board aware if they are having a problem obtaining emergency contraception. It is unclear at this time if there is an issue to address on this matter. He is concerned with setting precedence for future concerns. He stated that he is unsure if this is a message the Board wants to send.

Dr. Partridge stated that this constituent is only asking the Board to reaffirm this order to pharmacists. This is in the realm of public health education and not a precedent setting message. Dr. Cosgrove and Dr. Brown agreed.

The Board agreed to allow the Public Health Division to send a reminder of this standing order as a piece of educational information.

Brief Updates

- **Claxton Field**

Mr. McDonald stated that the developer has agreed to install a barrier and additional fill on top of it. The status of long-term plans is still unclear at this time.

- **Regional Training Hub Grant**

Mr. McDonald stated that the Needham Public Health Division received a large grant from the State, \$549,700 a year for the next few years, to host a regional training hub. Staff will be hired for this program. Needham will be responsible for 5-6 Public Health Excellence Regions, including itself.

Other Items

None at this time.

Next BOH Meeting

The next regular Board meetings will be held on January 17, 2023, at 9am; February 16, 2023, at 6pm; at a date to be determined in March; and on April 14, 2023, at a time to be determined.

Review Progress on 2021 and 2022 BOH Goals – The Board retook this item at this time

The Board reviewed its progress on the 2021 and 2022 goals.



Needham Public Health Division



Brainstorming 2023 and 2024 BOH Goals - *The Board retook this item at this time*

Lynn Schoeff stated that the Board's goals are broad and do not fit neatly into specific programs. Each goal begins with a goal statement, followed by responsible parties, and an attempt to develop measures. The Board identified community health as a goal. As community health is so much of what the Board does, it seemed to make more sense to incorporate it into each goal as a subset.

Dr. Epstein stated that he reviewed this against the Annual Report. He stated that the Board has a goal of health promotion and wellness. The structure of the Division may be disallowing some of these goals to be accomplished, as it is being cross-referenced across subsections. The internal structure of the Division could be altered in order to attempt to reach some of these longstanding goals.

Ms. Schoeff stated that there are many ways to define community health. The Division could review its structure and consider assigning some of the goal work to existing units.

Dr. Cosgrove asked how progress will be measured on these proposed goals. It was stated that this will need to be looked at quantitatively next, to determine how best to measure progress.

Dr. Brown stated that she believes a couple of goals may be missing. Ms. Zike stated that these items were mentioned by the Board at a previous meeting. Additional goals can be added.

The Board mentioned that it would also like to have goals for each of the programs, as in the past. This would include the Board's core responsibilities.

It was noted that Dr. Gandhi previously exited the meeting.

Adjournment

Upon motion duly made by Dr. Epstein and seconded by Dr. Partridge, it was voted to adjourn. Dr. Brown – Y, Dr. Cosgrove - Y, Dr. Epstein – Y, and Dr. Partridge – Y. Motion passed 4-0.

The meeting was adjourned at 11:06 a.m.

Attachment:

December 16, 2022 meeting packet



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Emergency Management

Date: December 2022

Staff member: Michael Lethin

Activities and Accomplishments

Activity	Notes
Planning	The Needham Comprehensive Emergency Management Plan was substantially revised. The updates were presented at the Local Emergency Planning Committee and the Plan was signed into effect.
FEMA Public Assistance	Needham was reimbursed \$277,260.12 in FEMA Public Assistance for costs incurred during the January 2022 blizzard.
Grants	MEMA has provided Needham the Notice to Proceed for the Emergency Management Performance Grant for use in developing an emergency sheltering plan.
Tier II Reporting Changes	Now that Massachusetts has become an OSHA delegated state, municipalities are now required to comply with the Emergency Planning and Community Right-to-Know Act (EPCRA) by reporting hazardous chemical inventory to the Local Emergency Planning Committee and Fire Department.



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Emergency Preparedness

Month: December 2022

Staff members: Tiffany Zike & Taleb Abdelrahim

Activities and Accomplishments:

Activity	Notes
Medical Reserve Corps (MRC)	Local: 1. Worked on drafting an evaluation survey to measure volunteer training interests and wants 2. Start working on search & reach out to set up a training about open and operate pets shelters during emergency situations Region: 1. Participated on the NC-8 December MRC Advisory group meeting
Emergency Preparedness/ Public Health Safety (EP/PHS)	1. Start working on the COVID After Action Reports 1 & 2 (Improvement Plan Portion) 2. Reviewing the Occupational Safety and Health Administration (OSHA) about what type of training that lab should have



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Substance Use Prevention MassCALL3 grant Dedham- Needham- Walpole- Westwood

Date: December 2022 (4 pages)

Staff member: Carol Read

Activities and Accomplishments- Meetings and trainings attended through virtual platforms TEAMS-Zoom- FaceTime unless otherwise noted.

Activity	Notes
MA Department of Public Health (MDPH) OLRH Interagency bi monthly webinar 12/13 Dr. Sam Wong, Rachel Cain, Erica Piedade, Amy Berube-Rivera Office of Local Regional Health Dr. Catherine Brown, Glynnis LaRosa, Laurie Courtney, Bureau of Infectious Disease & Laboratory Sciences Donna Quinn, Office of Preparedness Emergency Management Deirdre Calvert-Brittni Reilly Bureau of Substance Addiction Services Gillian Feiner, AG Office Anne Stronach, Anne Gilligan, Dept of Elementary Secondary Education Cheryl Sbarra, JD MAHB	Bi-monthly webinar. Interagency panel representing all state agency service providers. Programs, services, resources & data related local public health. Updates: COLOR portal, municipal use Flu/COVID 19 booster COVID/Flu case data vaccination data CDC booster guidelines 6 month-5 years Moderna/Pfizer COVID-19 Community Impact Survey (CCIS) data overview, actions for disproportionately impacted populations. Isabella Fuentes, Bureau of Community Health & Prevention Housing Code Guidance for Homeless Shelters (105 CMR 410) REV for April 2023
MDPH- Bureau of Substance Addiction Services (BSAS) 12/7 Prevention Coordinator meeting. Jose Morales, Director of Prevention, Fernando Perfas, Assistant Director of Prevention and Andy Robinson, Lead Program Manager. Scott Formica, PhD, State prevention evaluator.	Agenda: Welcome, prevention funding update FY23, FY24 projections, Jose Morales. Scott Formica, PhD., Social Science Research and Evaluation (SSRE) Presentation: <i>Evidence-Informed Approaches to Prevention</i> . Evidence-Based (research, validation, replication, peer reviewed) and Evidence-Informed (based on principals- informed adaptations or generalizations- emphasis on process)
Nicole Augustine, MPH RIZE, LLC 12/1 Diversity, Equity and Inclusion consultant, guidance and support to build foundational knowledge of equity principals.	Agenda: Content review and discussion for <i>Equity in Prevention</i> webinar series January 17 th 24 th 31 st 12:00pm-1:30pm. #1 Diversity, Equity and Inclusion: Foundational concepts - Why Equity Matters to Our Work #2 Equity in Data: How We Collect, Analyze and Share Data Affects Our Work on Many Levels #3 Equity in People: Focus Human Capacity Component of Prevention Practice.
Prevention Solutions @ EDC Jessica Goldberg, MPH- 12/5 12/9 Evaluation & Strategic Planning.	Inaugural meeting after leave of absence. Review and discussion of MassCALL3 program scope of work- data analysis (quantitative/qualitative) reporting and strategic planning (initial steps)
Needham Public Health – MassCALL3 grant second interviews- 12/7 Zoom Tim McDonald	Substance Use Prevention Coordinator, new full-time position.



NEEDHAM PUBLIC HEALTH DIVISION



Director Health & Human Services Tiffany Zike, MPH, Assistant Public Health Director. Activity	Final candidates, second interviews. 1 interview 12:00pm - 1 interview 12:30pm Notes
MassCALL3 grant, final candidate procedures- 12/08 Three (3) reference calls. Outreach to final candidate references, schedule call meeting.	Calls: Taylor Dunham-Bragg, Senior Manager of Program Implementation, Peer Health Exchange Dr. Ziming Xuan, Professor of Community Health Sciences, Boston University Jennifer Caprio, Assistant Team Leader, Eliot Community Human Services
MassCALL3 grant, financial compliance- 12/13 EIM Virtual Gateway Lisa McDonough, Town Accountant. MassCALL3 grant reimbursement.	November invoice submission, reimbursement Review YTD spending, new FY23 budget contract: \$250,000.
Ben Spooner, CPS- 12/2 12/19 MassCALL3 Technical Assistance, Center for Strategic Prevention Support (CSPS) Contracted consultants: Nicole Augustine, MPH, RIZE, LLC (DEI) and Jessica Goldberg, MPH, Prevention Solutions, Evaluation and Strategic Planning.	TA: Strategic planning, data collection processes (qualitative- quantitative) DEI consultant scope, DEI virtual program content, Equity in Prevention January 17 th 24 th - 30 th Zoom 12:00pm Prevention Solutions, Evaluation & Strategic Planning services scope, data analysis deliverables.
Needham Public Health Division (NPHD) Staff Meeting- 12/13 Timothy McDonald, Health & Human Services Director, Assistant Public Health Directors: Tiffany Zike, RN, MPH & Tara Gurge, MPH, RS. Diana Acosta, MPH, Manager Shared Services programs Dover and Medfield. Next meeting: January 10 th 11:00am RRC	Staff program sharing- project and program progress: Performance Management presentation Lynn Schoeff and Cindy Melanson. Traveling Meals, Emergency Preparedness, Environmental Health, Epidemiology, PH nursing and Substance Use Prevention. Review BOH goals FY23 goals. Flu, COVID-19 case data- vaccination data.
Needham Health & Human Services Department- Quarterly staff meeting 12/15 <i>In person</i> Tim McDonald, Director Health & Human Services. Three divisions, staff members.	Aging Services, Public Health Youth & Family Services. Latanya Stelle, MPA Director Aging Services Sarah Shine, LICSW, Director Youth & Family Services Tiffany Zike, MPH- Tara Gurge, MPH Assist. Public Health Directors.
Boston University School of Public Health- Student mentor program- 12/05 12/12 12/14 12/19 Marcella Lampoon, MPH Candidate. At the request of David Jernigan, PhD, Professor, Department of Health Law, Policy and Management, Assistant Dean for Practice, Boston University School of Public Health.	BUSPH Health, Policy and Law curriculum - Context on local, state and national policy advocacy on behalf of: Mass. Alcohol Policy Coalition (MAPC) Massachusetts Alcohol Status Report titled: <i>Alcohol, Health & Safety in Massachusetts</i> written by David Jernigan, PhD and Xixi Zhou, MPH candidate, BUSPH. Publish date 12/13 Community Forum planning 2023. April Needham Powers Hall.
Needham Board of Health -12/16 <i>In person</i> Tim McDonald, Director Health & Human Services, Tiffany Zike, RN, MPH Assistant Public Health Director and Tara Gurge, MPH, Assistant Public Health Director. Diana Acosta, MPH	Agenda: Staff Reports & COVID Update Review Progress 2021- 2022 BOH Goals Brainstorming 2023 -2024 BOH Goals Biosafety Regulations Updated Food Code Policy Health & Human Service Annual



NEEDHAM PUBLIC HEALTH DIVISION



Manager PHE Shared Services grants, Dover and Medfield. Next Meeting: January 17 th 9:00am Activity	Report Standing Order for Emergency Contraception Regional Training Hub Grant.
Norfolk County Sheriff -Youth Substance Use and Mental Health Task Force- 12/12 Sheriff Patrick McDermott, Kathryn Hubley, Program Manager. Agenda: Project HERE, Substance use prevention education (grades 6-8) Registered: 372 schools/207 districts Massachusetts Opioid Remediation Funds	Guest Speakers: Michelle Wiener, MPH, Project HERE and Catherine Madden, Project Manager Opiate Task Force, MA AG Healey. Statewide Opioid Settlement Johnson & Johnson and Distributors Settlement \$525 million over 17 years. State Subdivision Agreement (60% Massachusetts to date \$79 million – 40% Municipalities to date \$44 million) Next meeting: January 30 th 6:30pm.
U.S Alcohol Policy Alliance (USAPA) 3 Session National Dialogue 12/6 Session #2 <i>New High Risk Alcohol Products: What Are They, Where Are They and How Do We Find Them?</i> Michael Sparks and Alicia Sparks, MPH, Traci L. Toomey PhD, Epi & Community Health UMINN School of Public Health and Isabelle Wensley, Youth Advocate, Dover Youth 2 Youth (Youth empowerment program) New Hampshire. Project Coordinator, U.S Alcohol Policy Alliance. C. Read, facilitator breakout. November 1 st December 6 th January 2023	Series Objectives: (1) History of Underage Drinking and Prevention Efforts (2) Define and Identify Emerging High-Risk Alcoholic Beverages (3) Identify Youth Access and Availability to Emerging Alcohol Products by Conducting Environmental Scans (Retail) (4) Document high risk products in communities (5) Opportunities for policy change. Session #2 178 participants Presentations: Environmental Scans (Off Premise) Alicia Sparks Case Study Isabelle Wensley, High Risk Emerging Products 2020/22 PPT slides.
MassCALL3 Prevention Partners- Nicole Augustine, MPH RIZE, LLC Diversity, Equity and Inclusion (DEI) consultant. Building an equity foundation. FY23 contract signed.	Agendas (3 meetings) FY23 Scope of Work – Leadership Team guidance: Equity principal lens in data collection, data analysis and strategic planning functions. Regional DEI training sessions January 17 th 24 th 31 st
Supervision Needham Public Health Division- <i>In person</i> 12/1 TEAMS 12/9 12/14 12/22Tiffany Zike, MPH, RN Assistant Public Health Director. Scope of responsibilities includes: NPHD staff responsibilities and MassCALL3 grant program operations (financial and programmatic) December focus: Resume review and interview plan Full time Substance Use Prevention Program Coordinator position.	MassCALL3 scope: Review resumes, schedule first round interviews (7 candidates: 6 interviews – 5 in person) Second round interviews (2 candidates Zoom) with TMM. Call 3 references, Lydia Cunningham. FY23 MassCALL3 grant budget-spending by UFR codes YTD. NPHD staff member scope: roles (CCIT - Homelessness Task Force- resident support collaborations)
Dedham Public Health Department-DOSA 12/13 Drug Free Communities grant funded prevention coalition- Krissy King, MPH Program Director. Kylee Sullivan, Public Health Director, Jess Tracy, MSN, Public Health nurse.	Agenda: Strategic Planning Epiphany Community Services, Kelli Keck, MPA. Logic Model development. Dedham data review and analysis- qualitative (High School health class focus groups- 2 adult focus groups) and quantitative (2019 youth survey- 2020 parent survey) 5 Interviews



NEEDHAM PUBLIC HEALTH DIVISION



Ad CARE Educational Institute Behavioral Health Training- 12/01 <i>Addictions 101 for Recovery Coaches and Other Peer Workers (550)</i> (2 sessions) Session #2: 12/01 9:00am-3:00pm Agenda: Trauma Informed Care Harm Reduction Recovery Capital Pathways of Recovery What is a Recovery Coach. (Session #1 11/30 9:00am-3:00pm)	Facilitators: Ginger Ross, BA, CRSW, NCPRSS, founder NH Recovery Coach Academy (CRSW) CHOICES Addiction & Recovery Education. Ron Bodendorf, Peer Recovery Coach. Agenda: History of addiction Addiction as a chronic disease Behavior Change Return to Use Defining Recovery Breakout discussions. PPT available.
Six (6) Interviews first round 12/1, 3 interviews. MassCALL3 Prevention Partners, Full time Substance Use Prevention Coordinator position. Tiffany Zike RN, MPH, Assistant Public Health Director. (11/30, 3 interviews, 1 ZOOM – 2 In person) Rosemary Recreation Center	Three (3) interviews 1: In person 4:00pm 1: In person 4:45pm 1: In person 5:30pm Two candidates scheduled for second interviews- Zoom 12/7

Holiday: (2) December 23 (3.75hrs) December 26 Christmas Day

NOSL Employee 8.5 days (December 19-December 23 and December 27-December 30_

Report and Resources Summary overview December:

* All processes related to hiring a Full Time Substance Use Prevention Coordinator (resume review, candidate outreach, interview set-up, interviews in person (5) ZOOM (1) Email follow up- Second round interviews (2 candidates) ZOOM. Three (3) reference outreach, phone calls and candidate finalization. Candidate offer Tiffany Zike, RN, MPH Assist. Public Health Director.

* NPHD November Report- Monthly activities report.



NEEDHAM **PUBLIC HEALTH DIVISION**



Unit: Substance Use Prevention

Date: December 2022

Staff: Karen Shannon, Karen Mullen, Monica De Winter, Angi MacDonnell, and Jazmine Hurley

Activities and Accomplishments

Activity	Notes
SPAN Projects/Events	• SPAN Winter Quarterly Meeting, 12/15, in person. Speaker Corinne Brisbois of Prevention Solutions presented, "Prevention Coalitions: Making an Impact," 12 coalition members attended. • Presentation to the Needham Public Schools PTC Presidents, 12/9. Hosted by Supt. Gutekanst. Karen S. and Angi presented an overview of SPAN and the influence of parents as a protective factor on youth and healthy decision making. • Promotion of "Equity in Action" Lunch & Learn series for SPAN membership, scheduled for 3 dates in January and funded by the MASSCall3 grant. • SPAN committee meetings included Youth and Community Action Teams, and the Mental Health Task Force. • SPAN communications on social media included the T.A.L.K. campaign, holiday PSAs on impaired driving.
STOP Act grant	SAMHSA grant: STOPping Underage Access and Use of Alcohol: Codifying Youth, Parent and Retailer Education and Compliance in Needham, MA: Alcohol Compliance Check, December 7, conducted in partnership with the Needham Police Dept. 28 Needham alcohol licensees were checked and 10 businesses had a sales to minor violation. Of the 10 businesses with compliance failures: • 7 on-premise licensees, 3 off- premise licensees • This represented a second violation for 6 businesses within the Select Board's 5 yr. review period: ◦ 3 on- premise licensees, 3 off- premise licensees • 7 checked ID, 3 did not check ID • 4 resulted from a shift manager serving the minor • 2 had no manager present • 3 sent staff to TIPS in-person training in Needham in 2022 • Completed research on the alcohol regulations of 14 MA communities to identify the defined penalties for sales to minor violations by alcohol licensees. • TIPS certificates were mailed to the Needham participants of the November training.



NEEDHAM PUBLIC HEALTH DIVISION



SALSA	In December, 28 Youth Advocates contributed 52 hours of service in Needham. Of note: 24 members participated in the SALSA 12/16 general meeting and 3 action team meetings (Distracted/Impaired Driving, Vaping Awareness, and social media/Communications) 33 members signed up to participate in January Prevention Activities
Parent Al-anon group	Meetings held every Monday evening. Attendance remains steady averaging 6- 14 people each week. Hometown Weekly continues free publishing of meeting announcements in Needham edition.
NPHD Accreditation Team	Karen S. continued research on Domain 7 to identify gaps in required documentation that demonstrate equity in the community's access to health care.
Training Special achievement:	• "Targeting Sleep Behaviors to Prevent Youth Substance Use, Suicide & Violence" Prevention Plus, 12/1, Karen M. attended • "Untreated & Unheard: the Addiction Crisis in America," Partnership to End Addiction, 12/1, Karen M. attended • "Developing Effective Multigenerational Teams," MWHF, 12/6, Karen S. attended • "Interactive Dialogue on New High-Risk Alcohol Products: Where They Are and How Do We Find Them?" U.S. Alcohol Policy Alliance, 12/6, Angi attended • The Threat to Trans Rights & the Public's Health, BU SPH, 12/7, Karen S. attended • Narcan Training, Tiffany Zike instructor, 12/8, Prevention Team attended • "Lessons from the Field - The Facts About Student Vaping," National Center on Safe Supportive Learning, Helen Hernandez speaker, 12/14, Angi and Monica attended • Angi completed all requirements for the CADCA Academy, a year-long prevention training program for coalitions and prevention staff.
Meetings	• Natick 180 staff – Project ECHO case study planning, 12/8, 12/15, Karen S., Angi, Jazmine attended • Presentation to PTC Presidents, Supt. Gutekanst host, 12/9, Karen S., Angi attended • Project ECHO Cannabis Prevention Cohort meeting, 12/15, K. Shannon, Angi, Jazmine attended. • Norfolk County Sheriff's Youth Substance Use Task Force, 12/12, Karen S. attended. • Norfolk County District Attorney Coalition Leaders meeting, 12/19, Karen S. attended.

Summary for Month of December 2022: Focus this month included hosting the SPAN Winter Quarterly meeting, presenting to the Needham Public Schools PTC Presidents at their monthly meeting with Superintendent Dan Gutekanst and the alcohol compliance check conducted in partnership with the Needham Police Department.



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Public Health Nursing

Month: December 2022

Staff member: Hanna Burnett

Activities and Accomplishments

Activity	Notes
Communicable Disease investigation	Case notes in summary, below.
Community Outreach	BP Clinics at both NHA locations and in the office. Matter of Balance class begun. 3 CPR classes held. Covid testing started for residents upon appointment. Multiple covid test kits handed out.
Vaccinations / injections	Individual vaccinations in the office for flu, covid, B12. Home visits.
Education	Ukrainian Humanitarian Parolees: TB, Performance Management
Other	Grant reporting documentation (for DVAC's mini grant) sent off to BI Needham.

Summary overview for the month:

Assisted multiple residents with finding resources for insurance / heating / food. Flu & Covid vaccines continue to be administered in the office for individuals still needing them, three home visits done to accommodate homebound residents. We are waiting on Pfizer's 5& under vaccine to arrive, planning on pediatric clinics in January/ February. BP clinics at NHA continued with focus on encouraging residents to make small changes to their lifestyle to increase overall health. Finished interviewing for FT PHN position. Three CPR classes held: 2 for residents and 1 for library staff. Attended a virtual training on TB management within the Ukrainian Humanitarian Parolees program. Matter of Balance class begun with full class (12 participants).

Influenza case count is the sum of 110 confirmed cases and 23 suspected cases. There is no definition available for suspected influenza cases, and all suspected influenza cases have positive labs (of a type generally used to confirm cases). The Hepatitis C and TB case counts have been updated to reflect probable or suspect cases being confirmed or revoked.

Notable cases from December: Anaplasmosis in an elderly resident of a local LTC facility, was able to confirm they were neither a donor nor a recipient of blood or organ transplant. "Other" case was Psittacosis in a school-aged child with no history of contact with birds; the state has retained control of that case and is investigating.

[illegible]



NEEDHAM PUBLIC HEALTH DIVISION



Immunizations Injections	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2023	2022	2021
B12	1	1				1							3	14	13
Influenza			262	235	219	8							724	812	1225
TDap													0	3	0
Covid-19	5		167	82	181	4							439	3792	6963
VFC													0	4	0
Other													0	0	0
Total	6	1	429	317	400	13	0	0	0	0	0	0	1166	4625	8201

Animal-to-Human Bites	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2023	2022	2021
Dog													0	4	8
Cat													0	0	1
Bat													0	1	7
Skunk													0	0	0
Raccoon													0	0	1
Other													0	0	2
Total Bites	0	0	0	0	0	0	0	0	0	0	0	0	0	5	18

Assistance Programs	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2023	2022	2021
Food Pantry					2	1							3	0	0
Friends													0	0	0
Gift of Warmth	5	5	9	7	4	3							30	23	-
GoW Amount	2120	1900	3559	1156	1576	1255							11566	13141	16956
Parks & Rec													0	0	1
Self Help													0	1	2

Education	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2023	2022	2021
CPR Education			~75 @Harvest Fair		4	15								53	
Matter of Balance						12								10	
Narcan			2											2	

Donations:	0
Giftcards Distributed:	0



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Epidemiology

Date: December 2022

Staff member: Julie McCarthy

Activities and Accomplishments

Activity	Notes
COVID-19 Update	PowerPoint slides providing a brief update on COVID-19 in Needham and MA for December 2022. Includes update from Influenza Like Illness interactive dashboard.
Accreditation	Continued Community Health Assessment (CHA) data visualization and writing for accreditation. Putting interactive graphs and summaries of data into ArcGIS StoryMaps which could be made available to public when CHA is complete.
Biotechnology registration/regulation	12/8: Biosafety regulation meeting (with Tim, Tiffany, Tara, Ally) Creating FAQ with biosafety background and regulation changes to provide to public in preparation for public hearing. Continued to work on Biosafety Regulation.
Metro West Adolescent Health Survey (MWAHS)	Data compiled to address questions raised by Select Board from October meeting discussing MWAHS data. Additional mental health and substance use data broken down by LGBTQ population, students with physical disabilities, students with learning disabilities, and by race with information from EDC (company that creates survey and analyzes data).
Misc.	Completed BU Local Public Health Institute Foundations for Local Public Health Practice Certificate

Summary overview for the month:

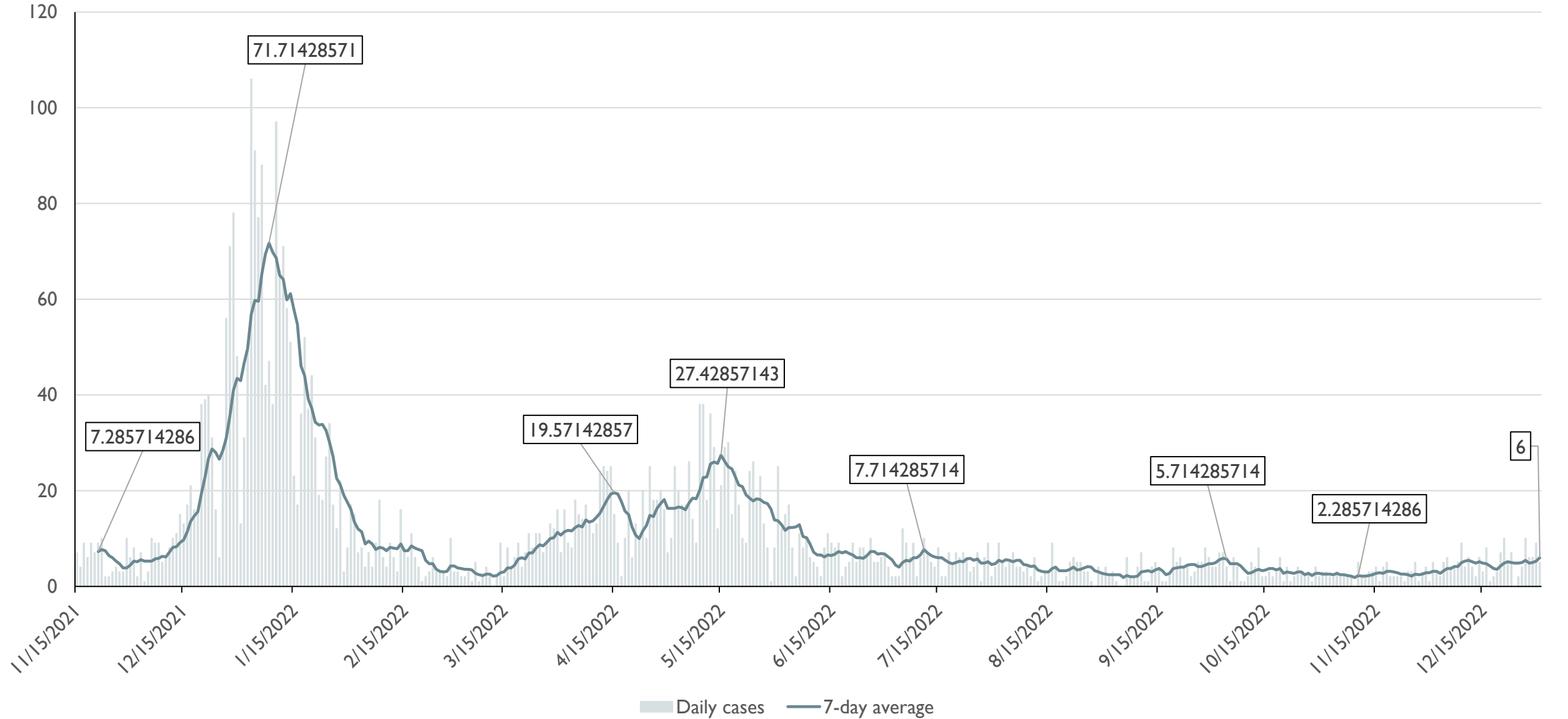


COVID-19 UPDATE

January 17th, 2022

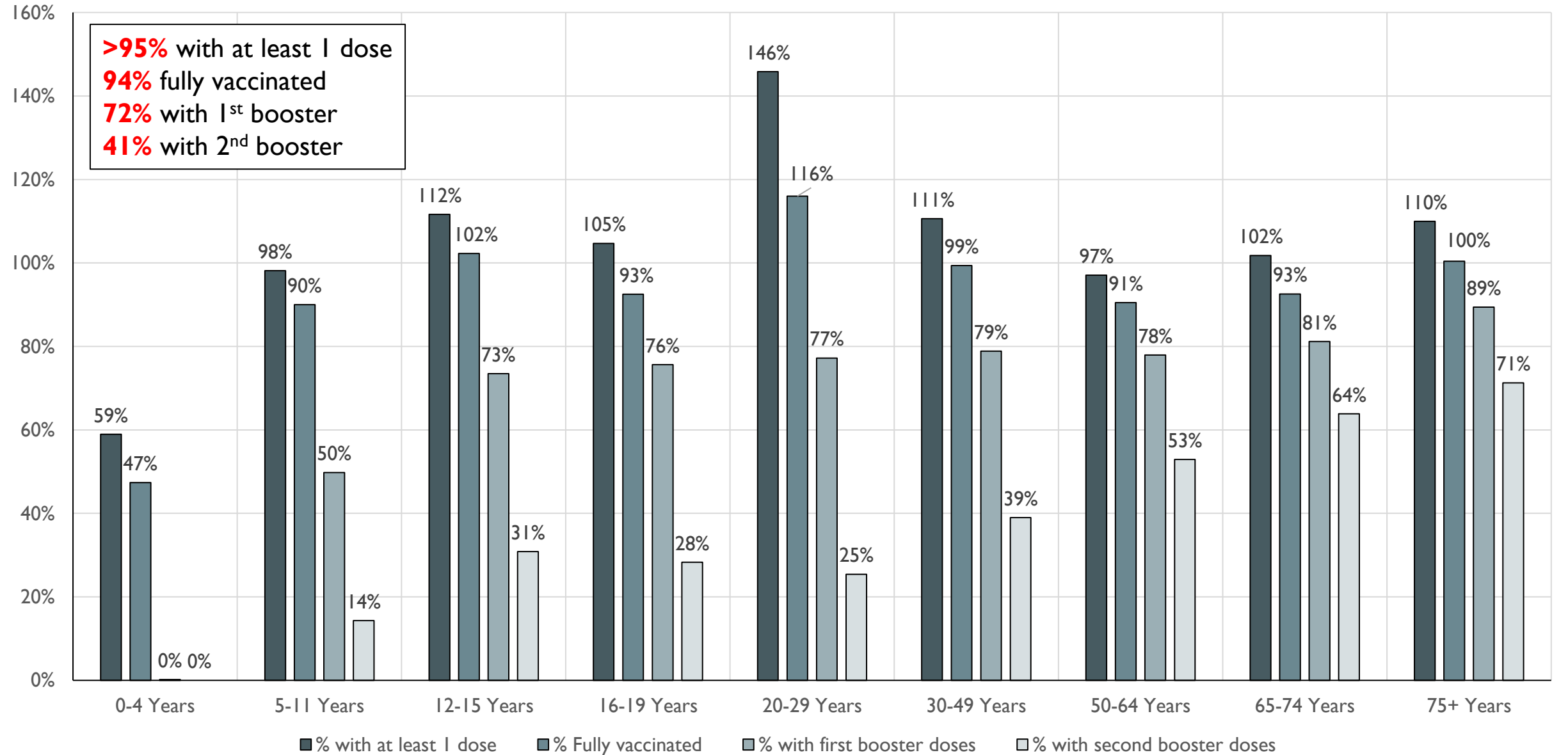
Julie McCarthy

Needham Daily Cases 11/15/21-12/31/22



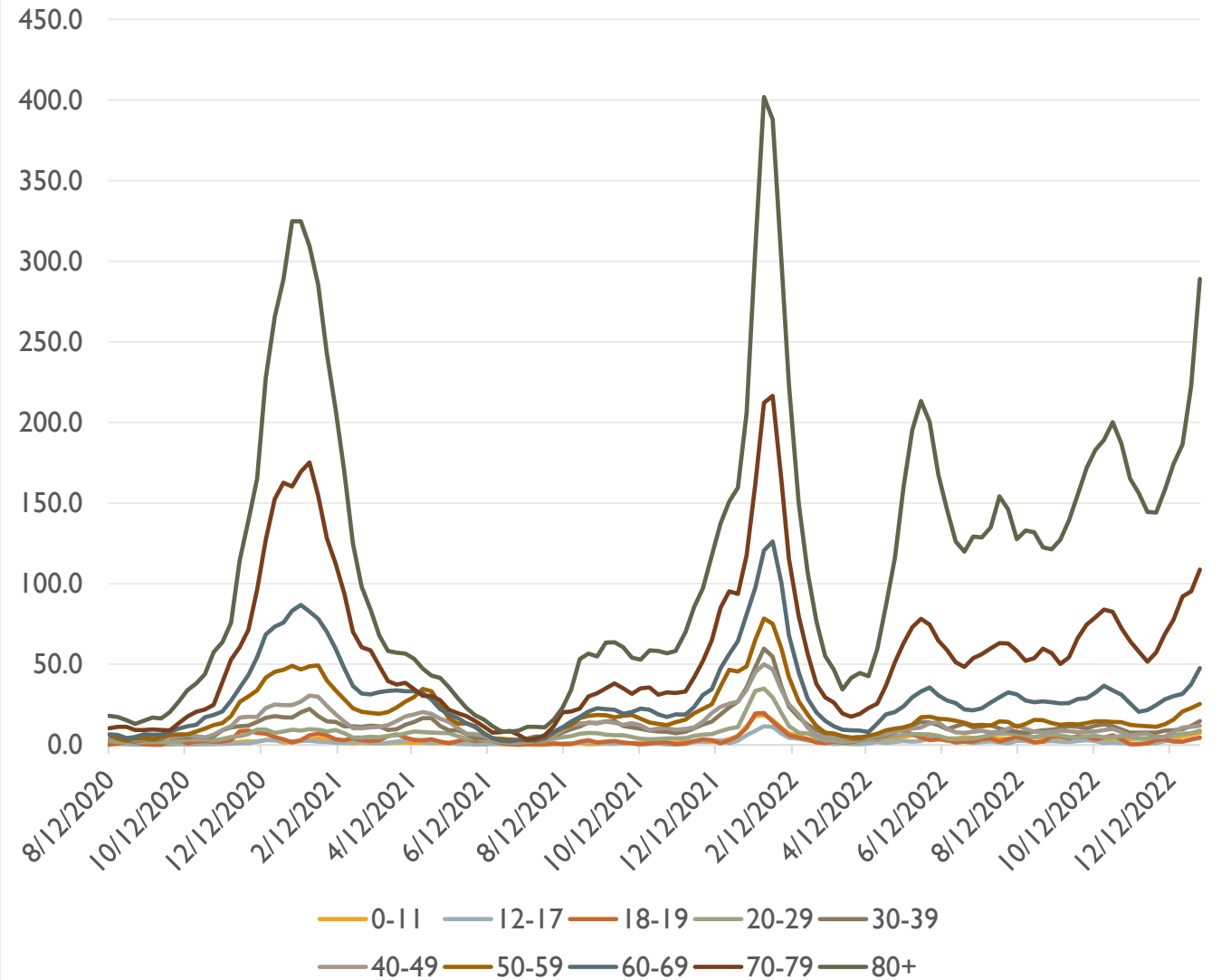
• NOTE: Does NOT include at-home tests

Needham Vaccination Rates

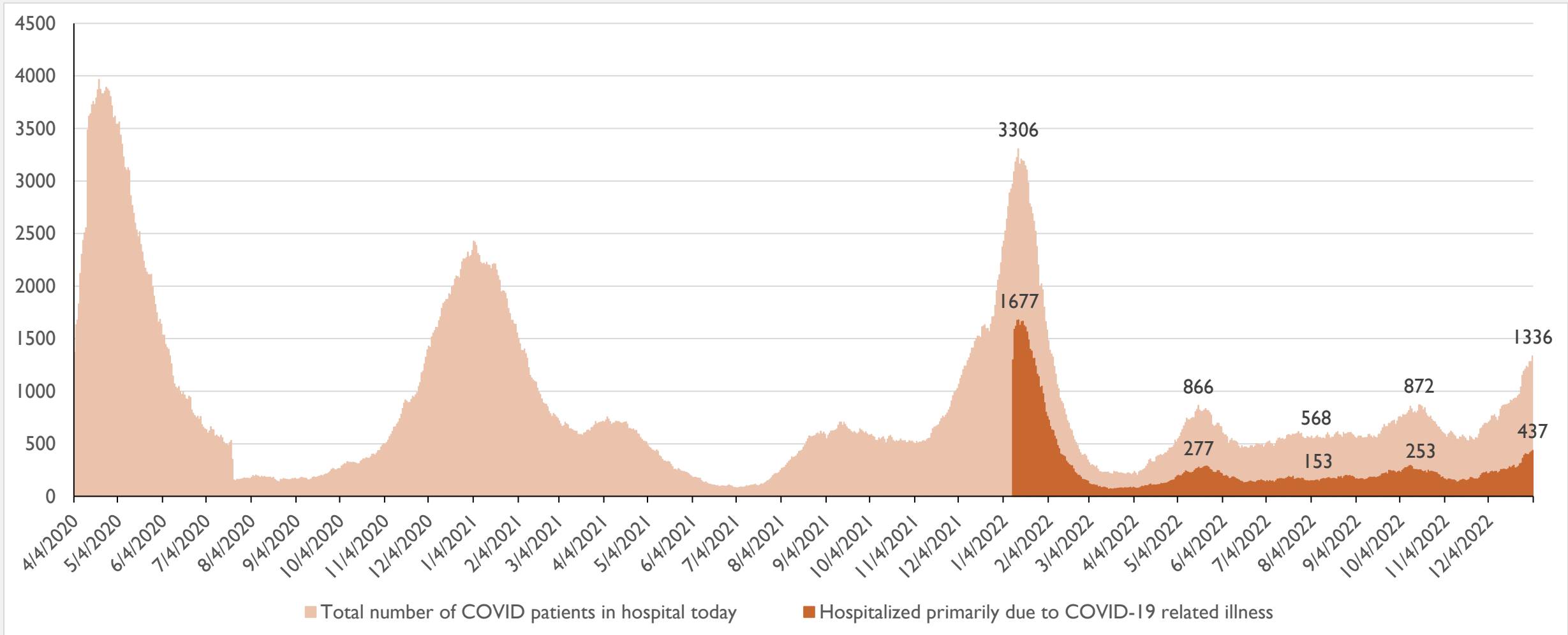


HOSPITALIZATION RATES (PER 100K) BY AGE

Age Group	Hosp. rate <u>current</u> reporting period (12/18-12/31/22)	Hosp. rate <u>previous</u> reporting period (12/11-12/24/22)	Hosp. rate <u>1 year ago</u> (12/19/21-1/1/22)
0-11	7.5	6.5	11.5
12-17	4.3	3.3	6.0
18-19	4.5	3.5	10.4
20-29	8.9	7.3	22.2
30-39	14.9	11.8	35.6
40-49	12.0	11.1	34.2
50-59	25.4	22.9	48.7
60-69	47.7	37.6	80.9
70-79	108.6	95.3	117.6
80+	289.0	222.7	205.8



TOTAL COVID PATIENTS IN HOSPITAL VS HOSPITALIZED PRIMARILY DUE TO COVID



MONITORING VARIANT PROPORTIONS

Use the controls to focus on a specific region and/or 1-week interval

HHS Region
Region 1 - Connecticut, Maine, ...

● Nowcast On
○ Nowcast Off

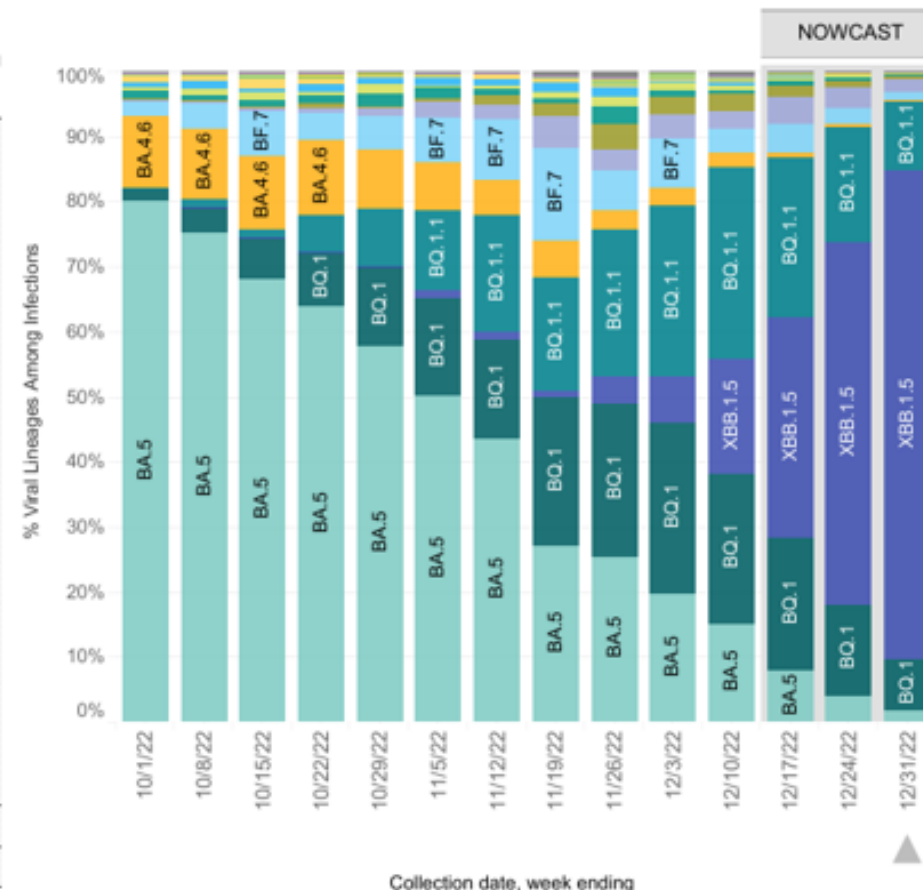
Week Ending
12/31/2022

HHS Region 1: 12/25/2022 – 12/31/2022 NOWCAST

HHS Region 1: 9/25/2022 – 12/31/2022

Region 1 - Connecticut, Maine, Massachusetts, New Hampshire,
Rhode Island, and Vermont

WHO label	Lineage #	US Class	%Total	95%PI	
Omicron	XBB.1.5	VOC	75.3%	60.4-86.2%	
	BQ.1.1	VOC	10.6%	6.0-17.6%	
	BQ.1	VOC	7.7%	4.4-12.9%	
	XBB	VOC	1.9%	1.0-3.5%	
	BA.5	VOC	1.8%	1.0-3.1%	
	BF.7	VOC	1.2%	0.6-2.3%	
	BN.1	VOC	0.6%	0.4-1.1%	
	BA.2.75	VOC	0.2%	0.1-0.5%	
	BA.5.2.6	VOC	0.2%	0.1-0.3%	
	BA.4.6	VOC	0.1%	0.1-0.3%	
	BF.11	VOC	0.1%	0.1-0.2%	
	BA.2	VOC	0.1%	0.0-0.1%	
	BA.2.75.2	VOC	0.0%	0.0-0.1%	
	BA.4	VOC	0.0%	0.0-0.0%	
	BA.1.1	VOC	0.0%	0.0-0.0%	
	B.1.1.529	VOC	0.0%	0.0-0.0%	
	BA.2.12.1	VOC	0.0%	0.0-0.0%	
Delta	B.1.617.2	VBM	0.0%	0.0-0.0%	
Other	Other*		0.0%	0.0-0.0%	

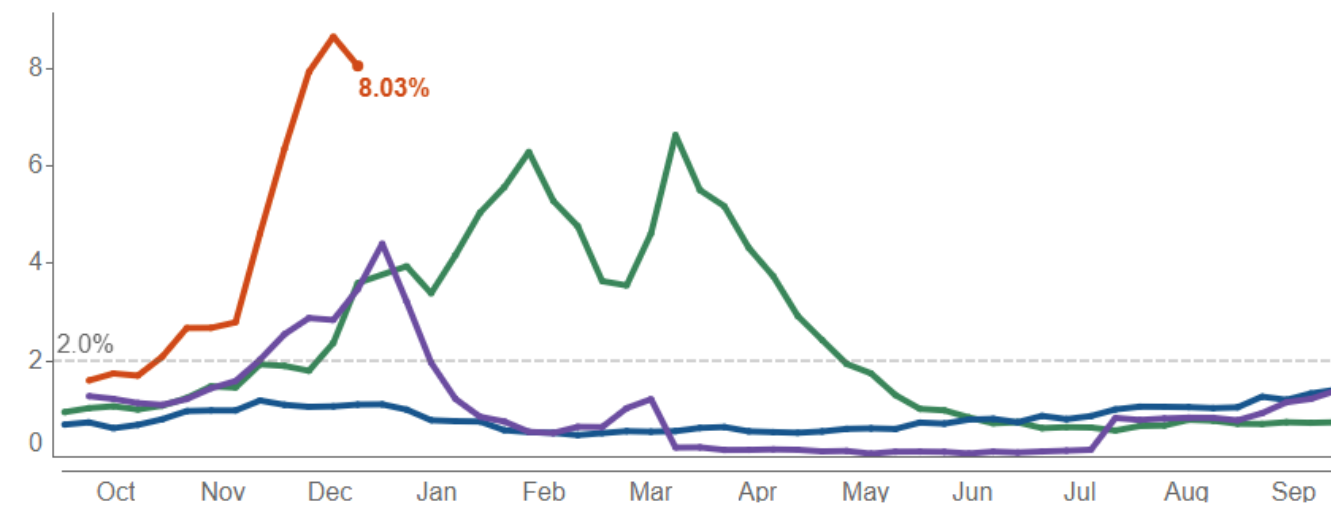


* Enumerated lineages are US VOC and lineages circulating above 1% nationally in at least one week period. "Other" represents the aggregation of lineages which are circulating <1% nationally during all weeks displayed.

** These data include Nowcast estimates, which are modeled projections that may differ from weighted estimates generated at later dates

BA.1, BA.3 and their sublineages (except BA.1.1 and its sublineages) are aggregated with B.1.1.529. Except BA.2.12.1, BA.2.75, BA.2.75.2, BN.1, XBB and their sublineages, BA.2 sublineages are aggregated with BA.2. Except BA.4.6, sublineages of BA.4 are aggregated to BA.4. Except BF.7, BF.11, BA.5.2.6, BQ.1 and BQ.1.1, sublineages of BA.5 are aggregated to BA.5. Except XBB.1.5, sublineages of XBB are aggregated to XBB. For all the lineages listed in the above table, their sublineages are aggregated to the listed parental lineages respectively. Previously, XBB.1.5 was aggregated to XBB. Lineages BA.2.75.2, XBB, XBB.1.5, BN.1, BA.4.6, BF.7, BF.11, BA.5.2.6 and BQ.1.1 contain the spike substitution R346T.

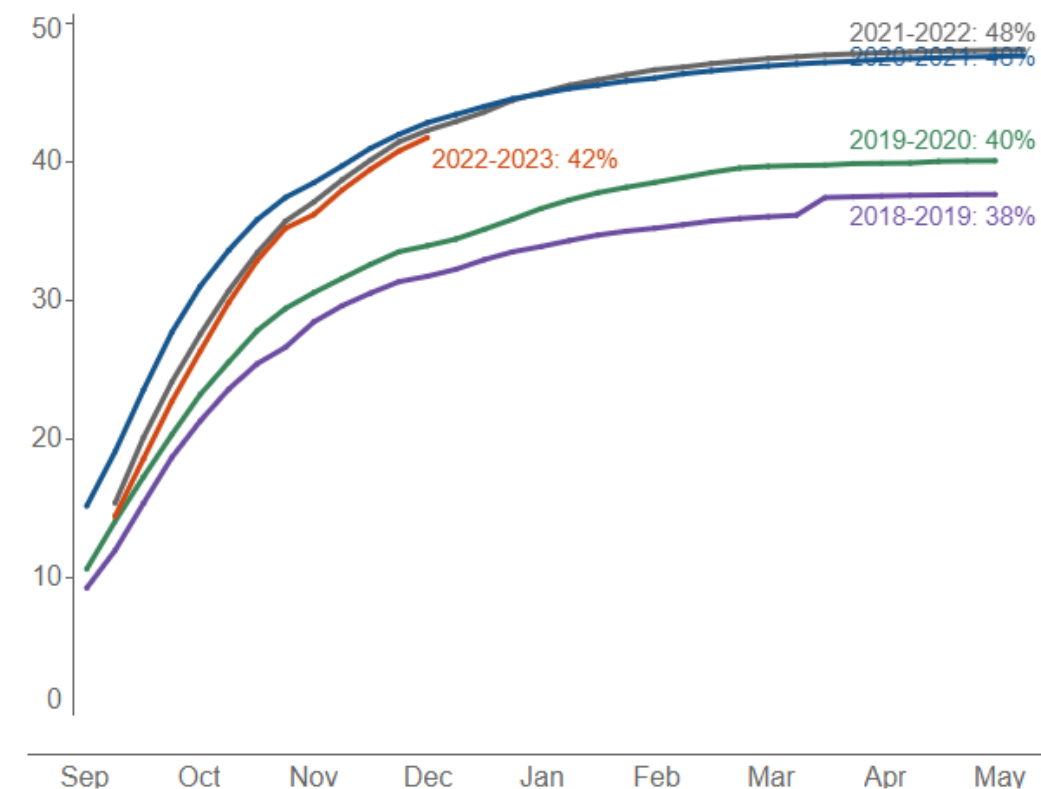
Percent of visits for influenza-like illness (ILI) reported by sentinel provider sites in Massachusetts



MDPH INFLUENZA-LIKE ILLNESS DATA DASHBOARD

Data from: <https://www.mass.gov/info-details/weekly-flu-report> as of 12/30/22

Estimated percent of MA residents who have received an influenza vaccine so far this season compared with previous seasons





Needham Public Health Division

December 2022



Unit: Shared Services Grants – Public Health Excellence and Contact Tracing

Date: 1/17/2023

Staff members: Diana Acosta, Roland Abuntori, Jessica Kent, Michaela Bucca

Activities and Accomplishments

Activity	Notes
Environmental Health Work and Training	Diana, Roland, and Jessica continued assisting Needham with the 2023 permit renewals on ViewPointCloud. Diana and Roland attended MHOA's Guide to Local Public Health Webinar online. Diana attended the Office of Local and Regional Health's Performance Standards meeting. Roland completed: • Sharps Inspection with Ally Littlefield • Domain 6 accreditation • Riverside Eliot house food inspection • In-person meeting with Zaccaria Trucking to assist with hauler permit • Temple Beth Shalom temporary food event inspection • Check in with Charles River landing complaint and status of new Dumpsters • Fuji Steak House complaint inspection with Diana • Continuation of FDA food protection Virtual Seminar training Jessica completed: • Follow up Food Establishment inspection at Sweet Tomatoes • 100% of Environmental Health Training Modules by Tulane University • Registered to take RS/REHS exam on February 9, 2023
Shared Services Work	The Baseline Capacity Assessment was completed. This request required various specific inspection reports of food establishments, housing, tobacco, pools and more to be uploaded to a website. Needham, Dover, and Medfield have submitted their required documents. Results are to be released sometime in March 2023. Diana met with Dover's Board of Health Chair and new Fulltime Health Agent and discussed Shared Services. Diana met with Michael Hugo of Massachusetts Association of Health Boards to discuss adding Sherborn to the Charles River Public Health District. Mr. Hugo conducted a presentation about the Public Health Excellence Program at Sherborn's Board of Health meeting. Regina Villa Associates will work on Stakeholder Engagement and Facilitation for the Charles River Public Health District. As part of these services, RVA will strategically lay out an engagement plan, develop materials, conduct stakeholder interviews, facilitate working group meetings, and produce a final report with recommendations based on the work of the previous six-plus months of effort. The first phase will be conducting stakeholder interviews which will include discussions on current

	strengths, gaps, and how shared services could improve the current capacity.
Contact Tracing	Michaela Bucca is continuing contact tracing in Medfield and Dover.



Needham Public Health Division



December 2022

Assist. Health Director - Tara Gurge

Health Agents – Ally Littlefield, Monica Pancare and Thaleia Stampoulidou-Rocha

Student Intern – Ecom Lu

Unit: Environmental Health

Date: January 17, 2023

Staff members: Tara Gurge, Ally Littlefield, Monica Pancare, Thaleia Stampoulidou-Rocha and Ecom Lu

Activities and Accomplishments

Activity	Notes
FDA Grants Approved	Two National Environmental Health Association (NEHA) and US Food & Drug Administration (FDA) grants have been accepted for the EH team. One grant includes Training optional add-on which allots for \$7,382.00 for conferences, trainings, and travel expenses. The other grant is a Track 2 Development Base, in the amount of \$4,929.00, which will allow for resources to complete and continue to maintain all 9 FDA Retail Program Standards.
#55 Linden St. (vacant property) Housing update	Some background on this case - Worked with the Needham Building Dept. on contacting the Atty. Generals office re: this abandoned dilapidated property. This case was brought before a judge and a receiver was appointed. A follow-up site inspection needed to be conducted at the request of the receiver. Tara and Erik Tardif, Assist. Needham Building Commissioner, met out at the site with the receiver. During that inspection, additional concerns were observed with the property. Since our initial visit and order letter was issued back in 2019, this home has become more structurally unsound and there are not only broken windows observed from the front porch area and missing windows observed from the side of the home showing an open attic area, but there is now a gaping hole in the roof, with a section of tarp covering it, which continues to allow the elements to saturate the interior of the home, along with giving access racoons and other pests. This home is currently in such disrepair, that at the conclusion of our site visit, the consensus was made that this home should be demolished, since it is beyond sufficient repair/remodel. David Roche, Needham Building Commissioner, posted the property and sent a letter of condemnation to the receivers Atty., stating that the property must be made safe and secure by installing a 6' high fence, while waiting for it to be properly demolished in the near future. This letter will be presented to the judge at the upcoming hearing. The Health Division will keep an eye out for the demolition paperwork to be submitted and we will expedite that review process.
Alternative Kitchen Policy drafted	Ecom, our student intern, is able to assist the EH Team with drafting some new policies, for Domain 6 for Accreditation. The newest draft policy he is currently assisting us with is an 'Alternative Kitchen Policy,' which incorporates these new types of food establishments, including Pop-ups, Unattended Food Establishments (a.k.a. micro markets) and Ghost kitchens.

Other Public Health Division activities this month: (See report below.)

Activities

Activity	Notes	
Demo Reviews/ Approvals	5 - Demolition signoffs: -#164 Broadmeadow Rd. -#503 High Rock St. -#15 Valley Rd. -#64 High Rock St. -#463 Charles River St.	
Disposal of Sharps Permits	7 – Disposal of Sharps Permits issued to: - Zdorovie - Candel Therapeutics - Chinese Acupuncture and Herbal Medical - Love Your Skin Med spa - Karla A. Barbieri, M. Ac. - Boston Acupuncture Center (Chinese) - Invicro	
Waste Hauler Permits	1 – Waste Hauler Permits Issued -BP Trucking Inc	
Hotel Permits	2 – Hotel Permits Issued - Residence Inn - Sheraton	
Biotech Registration	1 – Biotech Registration Issued for: - Candel Therapeutics	
Tobacco Permits	3 – Tobacco Renewal Permits Issued to: - Great Plain Ave Gas INC. - 7-Eleven - Needham Service Center Inc. - Speedway (PENDING; not allowed to sell until permit is complete)	
Septage/Grease Waste Hauler Permits Issued	19 – Septage/Grease Waste Hauler Permits Issued to: - A-Best Enterprises & Portable Toilets, Inc. - Mahoney Transportation Service, LLC - Podgurski Corporation - East Coast Fryer Services - Baker Commodities - All Drain Services - D.L. Atkinson - Fairbank Septic Pumping LLC - The Throne Depot - J Hockman Inc	- DJV Oil Recycling -Action King Enterprises -Wayne’s Drains Inc -Agricycle Energy LLC - Rodenhiser Excavating -Service Pumping and Drain CO -Clean Portable Restrooms -John’s Sewer and Pipes -Patriot Services Inc - Fairbank Septic Pumping LLC - The Throne Depot - J Hockman Inc
Medical Waste Hauler Permits Issued	4 – Medical Waste Hauler Permits Issued - AdvoWaste Medical Services, LLC - SteriCycle Inc - B & D Associates, Inc - Triumvirate Inc	
Bodywork Practitioner Permits Issued	5 – Bodywork Practitioner Permits Issued - Edward Miano - Naruemo Sheehan - Danielle Doyle - Diana Phillips	

	- Wei Li
Bodywork Establishment Permits Issued	5 - Bodywork Establishment Permits Issued - Healing Hands - Danielle Doyle Yoga + Massage - Baan Thai Spa - Boston Rolfer - Season Day Spa
Pool Permits Issued	6 - Pool Permits Issued - Homewood Suites by Hilton Needham-Boston - Goldfish Swim School Needham - The Residences at Wingate - Residence Inn Boston Needham - North Hill - YMCA of Greater Boston - Sheraton (Pending water testing results)
Food - Plan reviews/Pre-operation insp.	10 – Food Permit Plan Reviews/Pre-operation insp. conducted for: - <u>North Hill Bistro</u> – Change in kitchen layout from previous approved plans. A few items still need to be confirmed prior to re-approval. Pre-operation inspection needed when available. - <u>Zdorovie</u> – Will be changing locations (35 Highland Circle). Plan review has been approved by the BOH. Kitchen renovations have yet to start. A pre-operation inspection for hand sink/equipment placement will be the next step. - <u>Micro-market Cafe (@ #140 Kendrick St.)</u> – Plan review completed. A pre-operation inspection was conducted, and their food establishment permit was issued for operations to begin. - <u>#890 Winter St., Waltham (Micro-market main food prep location)</u> - A pre-operation inspection was completed. Food prep kitchen was inspected to verify compliance. - <u>Carter Memorial Methodist Church (Bread of Life Program)</u> – Operations have ceased since 2020, food permit plan review has been submitted. A grease trap needs to be installed, and limitation of what to be cooked due to inadequate hood. The church is discussing how they would like to proceed. - <u>Cook Restaurant</u> – New Owner. Plan review conducted, approved, and a pre-operation inspection will occur 1/5. - <u>Sweet Boba</u> – A new owner is taking over Servente bakery. No major changes will take place to the kitchen or menu. The permit plan review is on-going. - <u>Temple Aliyah</u> – Kitchen operations would like to begin again since 2020. Simple hot holding of pre-made foods, and cutting of fruit will be the extent of food prep. Waiting on the person In charge to receive their ServSafe training certificate. - <u>Dueshez Catering (Temple Aliyah location)</u> - Temple Aliyah has allowed a new caterer to share the kitchen. Some meals will be prepared for the Temple, while other meals will be for catered events and school lunches. A pre-operation inspection was conducted on 1/5. - <u>Roche Bros (377 Chestnut St.)</u> – A total kitchen and store renovation will occur at Roche Bros. The plan review is completed, and a timeline has been proposed for construction. Two-three pre-operation inspections will be required.
Online annual permit renewals complete	Online annual permit renewals complete. This includes renewals for the following permits: – Food (retail/food service) – Tobacco – Septic Installers (w/ exam renewal reminders) – Septic/Medical Waste/Grease Haulers – Hotels – Indoor Swimming Pools – Disposal of Sharps – Biotechnology – Bodywork (Establishment and Practitioner)

Food – Permits issued - Temp. Event Permits, etc.	66 - Food permits issued.
Food – Complaint/Follow-ups	1/1 – Food Establishment Complaint received for: - Fuji (1/1) - One person reported feeling symptoms of foodborne illness after eating at Fuji. An illness complaint form was completed, and a follow-up inspection was conducted by Diana And Roland. No major violations were found during inspection, and no stool sample was available to determine the cause of illness.
Housing Complaints/Follow-ups	4/9 - New Housing Complaints/Follow-ups conducted at: – Gage St. (0/1) – A follow-up letter was sent. Looking to receive additional final documents from resident’s lawyer for our files. (Pending.) – Yurick Rd (0/1) - We received concerns about the mold in this unit. Nayda showed the vacant unit and the floor was observed to be covered in mold-like substance as well as a strong mildew smell. Nayda stated that the floor will be replaced, however, due to the history of the unit, the Health Division must sign-off prior to re-occupancy. Repairs need to be made to this unit to ensure there is proper ventilation, or third party need to be hired to investigate where the excess moisture is coming from to ensure that the unit does not facilitate microbial growth. An appropriate moisture barrier needs to be installed for the floors as well. We are still waiting on updates from the Needham Housing Authority on their plan of action. UPDATE – Tim is in the process of contacting Steve Merritt, NHA Director, about this case and status of other ongoing NHA items. – Hamilton Highlands (0/1) - A resident complained about pest activity on the second and first floor apartments. Hamilton Highlands recently found excess mice droppings in the attic and believe this could be causing the pest issue. The situation will continue to be monitored by NW pest, Hamilton Highland maintenance, and NPH. UPDATE - Additional pest complaints received. Working with newly hired property manager on these reported issues. Still receiving weekly updates, and copies of pest control reports, along with copies of their daily trash chute logs. We have also recently coordinated an on-site visit with the new property manager and a rep. from N/W Pest Control to be conducted on January 12th. – Brewster Rd. (0/1) - A vacant home reportedly has excess furniture and clutter on the front lawn and sidewalk. The owner who is in Florida has been contacted via email, but they have yet to respond. An additional letter will be sent out in hopes of reaching the responsible individual. Ally drove by to see if the clutter is still there, to determine the next course of action. – Hancock Rd. (1/1) - The Fire Department provided us with reports of hoarding at Hancock Rd. The two individuals who live there have denied the Public Health Department access to do an inspection. Our team has been working with the individuals to remove excess clutter that block egress. The individuals are also working with Springwell. – Sheraton (1/1) - The Fire Department informed our team that they have hoarding and safety concerns for a long-term occupant who lives at the Sheraton. In addition, they also found evidence of coal that appeared to be used for cooking indoors. The Sheraton has taken the lead of removing the occupant, as there have been other issues as well. We are staying in the loop of the and can assist if needed. – High St. and Webster St. (1/1) - Two complainants had come forward about exterior rat issues, as well as lack of provided trash disposal service. Since there are more than four units, the Mass Housing Code requires trash bins and a waste hauler. On 1/3, the landlord provided us with pest control reports from Graves Pest, and a service agreement with Needham Trash and Recycling. Our team is requiring the landlord to have a monthly pest service instead of an “as needed” service due to ongoing pest activity. – Marsh Rd. (1/1) - Sanitation concerns were brought to our attention by an occupant of a rooming house on Marsh Rd. The owner of the lease has a 1-year-old dog that continues to go to the bathroom in the living room. The owner has not been cleaning up the urine

	and feces. The dog-owner has agreed to enforce stricter cleaning of the living room, take his dog out more often, and install a dog-door and fence. The situation will be continuously monitored. - #55 Linden St. (0/1) - Here is the latest update for this abandoned dilapidated property – The Housing Court has appointed a receiver. A site visit was conducted by Tara and Erik Tardif, the Assistant Building Commissioner, along with the recently appointed receiver to check on the current status of the property to determine what work would need to be conducted to bring the property into compliance. Due to the condition of the property, which was determined to be too unsafe and dilapidated to be renovated, needs to be demolished. David Roche, Needham Building Commissioner, posted the property and sent a letter of condemnation to the receivers Atty., stating that the property must be made safe and secure by installing a 6’ high fence, while waiting for it to be properly demolished soon. The Health Division will keep an eye out for the demolition paperwork to be submitted and we will expedite that review process.
Nuisance – Complaints/ Follow-ups	(2/5) – New Nuisance Complaints/Follow-ups - Chambers St. (NHA) (0/1) - Ongoing concern from resident who reports abutting occupants smoking on their outdoor porches and units, which is allowing nuisance smoke to migrate into her unit. Contacted Needham Housing Authority about ongoing concern. Public Health will come up with a plan to address this ongoing nuisance smoking concern, with Steve Merritt, the NHA Director. UPDATE - Tim still looking to connect with the NHA Director Steve Merritt to address these ongoing concerns. - Kearney Rd. (Suite #151) (1/3) - Mass DPH brought an acupuncturist to our attention that had a variety of complaints. They required us to follow-up with an inspection, of which we found multiple violations, one including evidence of open needle packs. Results were brought to the state’s attention. The acupuncturist was also not permitted through the town, and she was required to apply for a Sharps permit within 24 hours. A re-inspection was recently conducted, and no improvement was noted. The state was notified again, and we are waiting on what the appropriate course of action should be. UPDATE: The state has brought this to the Committee on Acupuncture/Board of Registration in Medicines’ attention where a hearing will be held on February 9th to discuss ongoing violations and disciplinary action. No sharps permit will be issued, until we hear back from the state following the hearing. A follow-up has been sent to the acupuncturist that a third un-announced inspection will occur. Failure to comply with previous violations will result in an administrative hearing. - Bertucci’s (1/1) - Report of exterior pests was received near back of lot by shared dumpster area along tracks. Thaleia conducted a follow-up inspection. The on-site Food Manger is working with his District Manager and his landlord to ensure that the shared dumpster areas are kept clean and sanitary, with covers closed, to prevent the risk of pests. Landlord was also able to improve on the landscaping in the area and remove the overgrowth along the fence by the tracks to help prevent the risk of harborage in this area. Copies of these exterior pest control reports were sent to the Health Division for our review. (Will continue to monitor.)
Planning Board Special Permit amendment reviews	0 – Planning Board reviews conducted/letters sent.
Septic Certificate of Compliance (COC)	0 – Septic Certificate of Compliance final sign-off approvals issued.
Septic – Construction permit issued	1 – Septic Construction Permit issued for: - #1230 South St.
Septic Installation inspections	6 – Septic installation inspections conducted at: - #1230 South St. (x5) - #18 Starr Ridge Rd.

Septic Installer Permits Issued	6 - Septic System Installer Permits Issued - Antonio Musto - Anthony D'Amato Jr - William Rodenhiser - Lee Collins - Doug Atkinson - Brian Pettis
Septic Addition/Reno. to a Home on a Septic reviews	0 – Addition/Reno. to a Home on a Septic reviews conducted.
Septic Plan Reviews	2 – Septic Plan reviews conducted for: - #18 Starr Ridge Rd. - Septic as-built plan submitted for review. Need to revise plan. Updated as-built plan still pending. - #299 Charles River St. - Additional comment letter sent. Still waiting to receive revised plans for review.
Septic – Soil/Perc Tests	0 – Septic Soil/Perc Tests conducted.
Septic Trench permit issued	1 – Septic Trench permit issued to: - Lee Collins – To complete septic system installation job at #1230 South St.
Septic – Abandonment Forms received	0 – Received septic abandonment/connection to sewer forms.
Well Permit Application online plan reviews/ Approval to Drill	0 – Well permit application plan reviews/approval to drill letters issued.
Zoning Board of Appeals plan review	1 – Zoning Board of Appeals plan review conducted for: - #145 Rosemary St.

FY 23 Priority FBI Risk Violations of Interest

Establishment	Date	Inspection Type	Violation(s)	Corrective Action/Follow-up
Bertucci's	12/17	General Follow-Up to Exterior Pest Concerns	<i>3-501.16 (A)(2) (B) Proper Cold Holding Temps.- TCS food shall be maintained at 41°F or less</i>	Cooked chicken and pulled pork observed at 53 degrees. Discussion and education with staff members about keeping roll-top units closed when not in use.
Fuji Steakhouse	12/28	Illness Investigation	<i>3-501.14 (A) Cooling Cooked Foods - Cooked TCS foods shall be cooled within 2 hours from 135°F to 70°F and within a total of 6 hours from 135°F to 41°F or less.</i>	Homemade butter in walk-in cooler was at 50 degrees. Avocado in line prep was 43 degrees. Discussion about proper cooling practices, including cooling of noodles.

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'23	FY'22	FY'21	FY '20	FY' 19	FY' 18
Biotech registrations/Plan rev./Insp.	1	0	0	0	1	1	0	0	0	0	0	0	3	3	0	1	1	1
Bodywork Estab. Insp.	0	0	0	0	0	5	0	0	0	0	0	0	5	5	6	7	14	11
Bodywork Estab. Permits	1	0	0	0	0	5	0	0	0	0	0	0	6	5	13	9	9	6
Bodywork Pract. Permits	0	0	0	0	0	5	0	0	0	0	0	0	5	8	12	23	21	22
COVID 19 Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	3	123	0	0	0
COVID 19 Follow Ups	0	0	0	0	0	0	0	0	0	0	0	0	0	3	122	0	0	0
Demo reviews	6	6	4	5	3	5	0	0	0	0	0	0	29	89	76	73	104	105
Domestic Animal permits	4	0	0	0	0	0	0	0	0	0	0	0	4	15	29	1	21	19
Domestic Animal Inspections	0	0	0	0	1	0	0	0	0	0	0	0	1	10	8	3	22	3
Food Service Routine insp.	12	11	10	15	26	27	0	0	0	0	0	0	101	194	134	149	200	225
Food Service Pre-oper. Insp.	0	1	1	3	1	2	0	0	0	0	0	0	8	22	16	48	12	32
Retail Food Routine insp. Or 6 month check in	0	1	2	2	0	0	0	0	0	0	0	0	5	11	12	33	46	60
Residential Kitchen Routine insp.	0	3	1	0	0	0	0	0	0	0	0	0	4	5	5	3	6	8
Mobile Routine insp.	0	0	0	0	2	1	0	0	0	0	0	0	3	10	10	4	17	13
Food Service Re-insp.	6	4	0	2	9	5	0	0	0	0	0	0	26	27	7	21	28	53
Food Establishment Annual/Seasonal Permits	0	0	1	32	23	66	0	0	0	0	0	0	122	138	134	155	140	171
Temp. food permits	4	4	4	2	0	1	0	0	0	0	0	0	15	37	9	67	134	163
Temp. food inspections	3	2	2	0	0	0	0	0	0	0	0	0	7	9	3	10	37	29
Farmers Market permits	1	0	2	0	0	0	0	0	0	0	0	0	3	16	15	14	14	14
Farmers Market insp.	11	11	18	15	0	0	0	0	0	0	0	0	55	149	124	158	229	127
Food Complaints	1	0	2	2	1	1	0	0	0	0	0	0	7	13	7	49	18	20
Follow-up food complaints	2	0	2	2	1	1	0	0	0	0	0	0	8	15	8	48	21	21
Food Service Plan Reviews	4	5	2	7	7	10	0	0	0	0	0	0	35	13	12	14	20	42
Food Service Admin. Hearings	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	3	0	0
Grease/ Septage Hauler Permits	1	0	0	0	7	19	0	0	0	0	0	0	27	22	13	20	21	24
Housing (Chap II Housing) Annual routine inspection	0	1	0	8	0	0	0	0	0	0	0	0	9	10	7	7	0	14
Housing Follow-up insp.	1	0	6	5	1	0	0	0	0	0	0	0	13	3	2	0	0	5
Housing New Complaint	2	2	2	0	3	4	0	0	0	0	0	0	13	41	40	41	22	22
Housing Follow-ups	6	7	11	7	5	9	0	0	0	0	0	0	45	65	63	56	28	24
Hotel Annual inspection	0	0	0	0	1	2	0	0	0	0	0	0	3	3	3	3	3	3
Hotel Follow-ups	0	1	0	0	0	1	0	0	0	0	0	0	2	0	1	15	0	0
Nuisance Complaints	2	1	1	1	1	2	0	0	0	0	0	0	8	35	45	34	55	42
Nuisance Follow-ups	5	4	4	4	2	5	0	0	0	0	0	0	24	41	60	55	69	42
Pool inspections	0	0	0	0	0	7	0	0	0	0	0	0	7	15	15	13	20	12
Pool Follow up inspections	0	0	0	0	0	2	0	0	0	0	0	0	2	4	5	3	12	7
Pool permits	0	0	0	0	0	6	0	0	0	0	0	0	6	15	17	11	19	12
Pool plan reviews	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	3	44
Pool variances	0	0	0	0	0	4	0	0	0	0	0	0	4	6	5	6	5	7
Septic Abandonment	1	1	0	0	0	0	0	0	0	0	0	0	2	9	17	21	9	5
Addition to a home on a septic plan rev/approval	0	0	0	0	0	0	0	0	0	0	0	0	0	15	5	5	2	2
Septic Install. Insp.	2	0	1	0	1	6	0	0	0	0	0	0	10	19	11	13	21	28
Septic COC for repairs	1	0	0	0	1	0	0	0	0	0	0	0	2	3	2	5	3	1
Septic COC for complete septic system	0	0	0	2	0	0	0	0	0	0	0	0	2	4	1	3	4	3
Septic Info. requests	6	5	6	7	6	4	0	0	0	0	0	0	34	64	86	61	62	51
Septic Soil/Perc Test.	0	1	0	0	0	0	0	0	0	0	0	0	1	5	8	1	1	2
Septic Const. permits	0	0	0	0	1	1	0	0	0	0	0	0	2	6	6	6	6	5
Septic Installer permits	0	0	0	0	2	6	0	0	0	0	0	0	8	11	8	6	8	9
Septic Installer Tests	0	0	0	0	0	0	0	0	0	0	0	0	0	4	3	2	5	3
Septic Deed Restrict.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1	1	3
Septic Plan reviews	2	3	3	5	2	2	0	0	0	0	0	0	17	21	14	8	9	23
Septic Trench permits	0	0	0	0	0	1	0	0	0	0	0	0	1	12				
Disposal of Sharps permits	0	1	0	0	1	7	0	0	0	0	0	0	9	7	8	7	7	9

Disposal of Sharps Inspections	0	1	0	0	1	9	0	0	0	0	0	0	0	11	8	8	7	7	7
Planning Board Subdivision Sp Permit Plan reviews/Insp. of lots	1	2	2	3	2	0	0	0	0	0	0	0	0	10	21	20	4	1	1
Subdivision Bond Releases	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	1	0	1	0
Special Permit/Zoning	2	0	2	3	2	1	0	0	0	0	0	0	0	10	21	18	17	34	15
Tobacco permits	0	0	0	0	2	3	0	0	0	0	0	0	0	5	6	7	10	10	11
Tobacco Routine insp	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	7	8	14	18
Tobacco Follow-up insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	8	3	3
Tobacco Compliance checks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6	30	30	41
Tobacco complaints	1	0	0	2	1	0	0	0	0	0	0	0	0	4	0	0	2	3	4
Tobacco Compl. follow-ups	1	0	0	2	1	0	0	0	0	0	0	0	0	4	0	0	1	3	4
Trash Hauler permits	0	0	0	0	1	1	0	0	0	0	0	0	0	2	23	16	15	17	14
Medical Waste Hauler permits	0	0	0	0	1	4	0	0	0	0	0	0	0	5	2	2	2	2	1
Well - Plan Reviews, Permission to drill letters, Insp.	2	4	1	0	0	0	0	0	0	0	0	0	0	7	10	11	2	6	2
Well Permits	1	0	0	0	0	0	0	0	0	0	0	0	0	1	4	1	1	1	0



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Traveling Meals Program

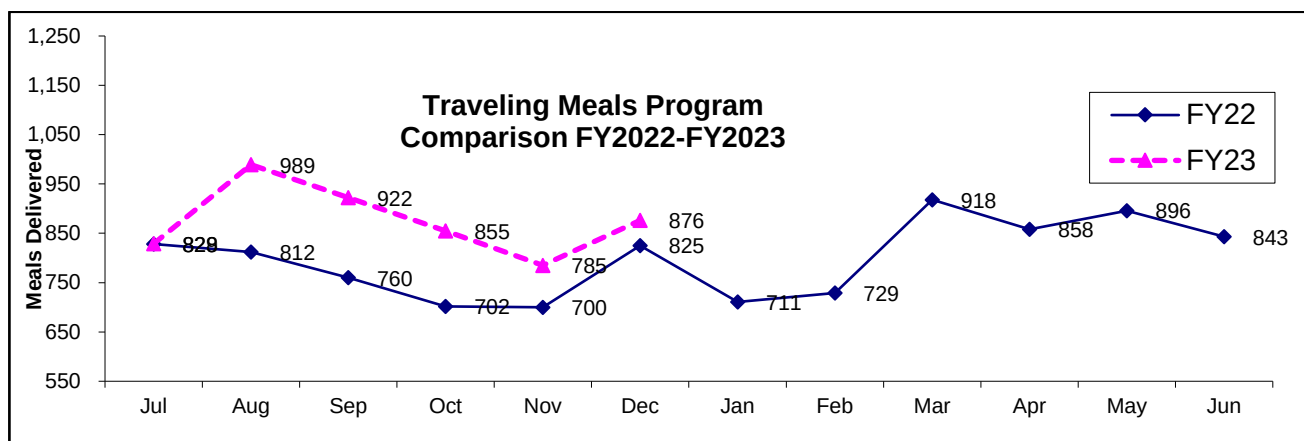
Monthly Report for December 2022

Staff member: **Rebecca Hall, Program Coordinator**

Activities

Activity	Notes
COVID 19 –precautions continue by volunteers as they deliver meals to homebound Needham residents in need of food.	Covid precaution in place Meal deliveries completed by 28 Volunteers
876 Meals delivered in December 2022 47 Clients at month end 41 Springwell Consumers -2 Clients remain on-hold due to extended hospitalizations 6 Private Pay Consumers 3 New clients (2 Springwell, 1 Private) 4 Canceled Program (Springwell)	No 911 calls initiated
Included flyers about Christmas Day Meal Sign-Up in meal bags	Christmas Day Meals organized by Needham Community Council and prepared/distributed by Temple Beth Shalom-Project Ezra on 12/25/22

Summary overview for the month: **Graph of Meal Deliveries for the month December 2022**





**Board of Health
TOWN OF NEEDHAM
AGENDA FACT SHEET**



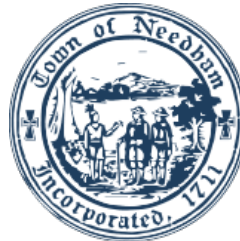
MEETING DATE: 01/17/2023

Agenda Item	Alcohol Compliance
Presenter(s)	Karen Shannon, Substance Use Prevention Coordinator

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Under the SAMHSA Stop Act Grant, the Substance Use Prevention Team has worked for the past year to implement evidence-based strategies for reducing access and availability of alcohol to youth. This work has included the implementation of alcohol compliance checks of the Needham alcohol licensees in partnership with the Needham Police Department and in-person responsible alcohol service and sales training for servers and management (TIPS). This presentation will include an update on the most recent alcohol compliance check and a review of the past year data for both compliance checks and TIPS training.
2.	VOTE REQUIRED BY BOARD OF HEALTH
	No vote is required at this time
3.	BACK UP INFORMATION:
	- Alcohol compliance presentation

Alcohol Compliance & TIPS Training

Substance Use Prevention Team



Needham Establishment	December 1 st , 2021 Compliance Checks	January 2022 TIPS Trainings	April 6th, 2022 Compliance Checks	June 13th, 2022 TIPS Training	November 7, 2022 TIPS Training	December 7, 2022 Compliance Checks
Bertucci's	Pass		Pass			Failure
Bin Ends	Failure	6 attended	Pass			Pass
Blue on Highland	Pass		Pass			Pass
Cappella	Failure	1 no show	Pass			Failure
Cook Needham	Failure	4 attended	Pass			Failure
French Press Bakery	Not open		Pass			Failure
Fuji Steak House	Failure	1 attended	Pass			Pass
Gari	Pass		Pass			Pass
Gordon's Fine Wines	Not yet open	Not yet open	Not yet open			Not yet open
Hearth Pizzeria	Failure	2 attended	Pass			Pass
Hungry Coyote	Failure	1 attended	n/a*		3 attended	n/a*
Latina Kitchen and Bar	Pass		Failure			Pass
Masala Art	Pass		Pass			Pass

Needham Establishment	December 1 st , 2021 Compliance Checks	January 2022 TIPS Trainings	April 6th, 2022 Compliance Checks	June 13th, 2022 TIPS Training	November 7, 2022 TIPS Training	December 7, 2022 Compliance Checks
Needham Center Fine Wines	Pass		Failure			Failure
Needham Golf Club	Not open		Pass			Not accessible
Needham Wine & Spirits	Pass		Pass		1 attended	Pass
Ray's New Garden	Failure	2 attended	Failure		1 attended	Pass
Pancho's Taqueria	Failure		Pass			Failure
Residence Inn	Failure		Not open			Pass
Reveler Beverage	Pass	2 attended	Failure	1 attended		Failure
Rice Barn	Failure	2 attended	Pass			Not open
Sheraton Needham	Not open		Not open			Failure
Spiga	Pass		Pass			Pass
The Farmhouse	Pass		Pass		5 attended	Pass
Homewood Suites	Not open		Not open			Not open

Needham Establishment	December 1 st , 2021 Compliance Checks	January 2022 TIPS Trainings	April 6th, 2022 Compliance Checks	June 13th, 2022 TIPS Training	November 7, 2022 TIPS Training	December 7, 2022 Compliance Checks
The James	Failure	2 attended	Pass			Pass
The Needham General Store	Pass		Failure	2 attended		Pass
V.F.W.	Not open	2 attended	Not open	2 attended	2 attended	Pass
Village Club	Not accessible	1 attended	Not accessible			Not accessible
Vinodivino	Pass		Pass			Failure
Volante Farms	Pass	1 attended	Pass	3 attended		Pass

*License suspended at time of compliance check

December 2022 compliance check stats

December 2022 compliance check – 10 failures

- 30% (3/10) of businesses who failed did not check ID at all
- 70% (7/10) businesses checked ID and still served
- 50% (5/10) of businesses that failed were served by a manager

Of the 10 failures in the December 2022 compliance check, only 2 of those businesses had staff at a 2022 TIPS training



Sale Violation Details- Recurrence & TIPS

Sales violation recurrence (inside 5- year review period):

- 3 on-premise businesses
- 3 off-premise businesses

Businesses with violations and staff at Needham in-person TIPS training in 2022:

- 2 on-premise
- 1 off-premise

Businesses with violations and no staff at Needham in-person TIPS training in 2022:

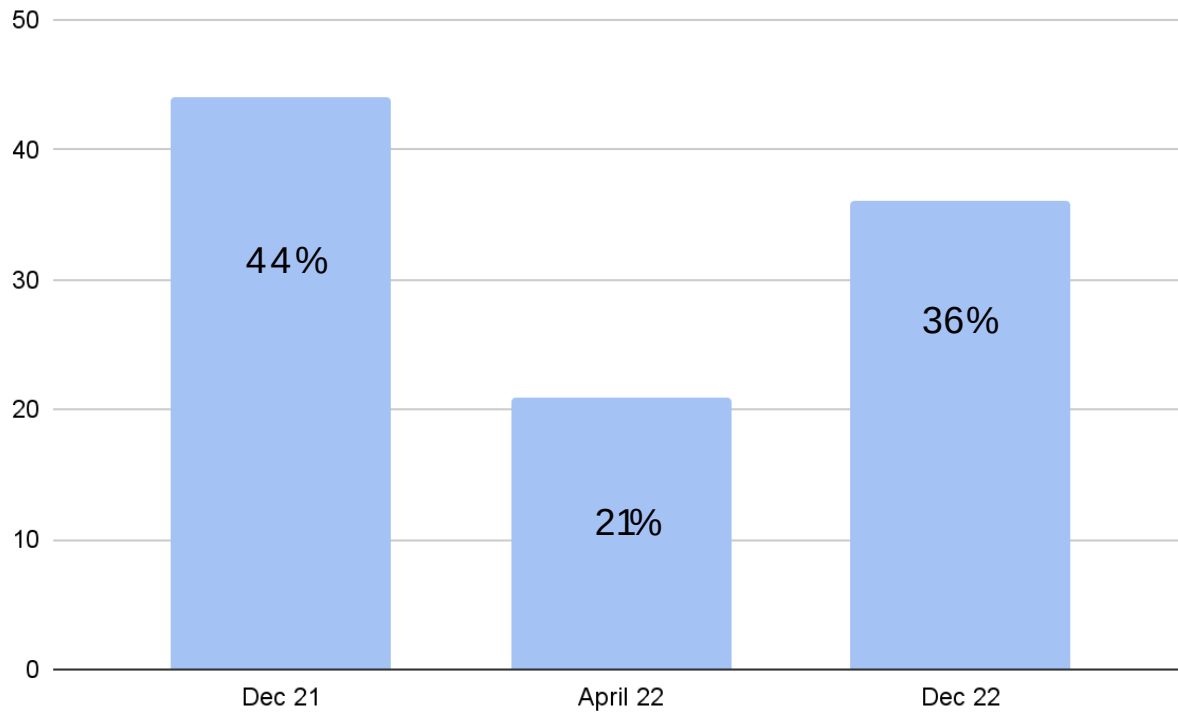
- 5 on-premise
- 1 off-premise

8 businesses passed all 3 compliance checks (Dec 2021, April 2022, Dec 2022)

- 4 of these businesses sent attendees to TIPS training in 2022

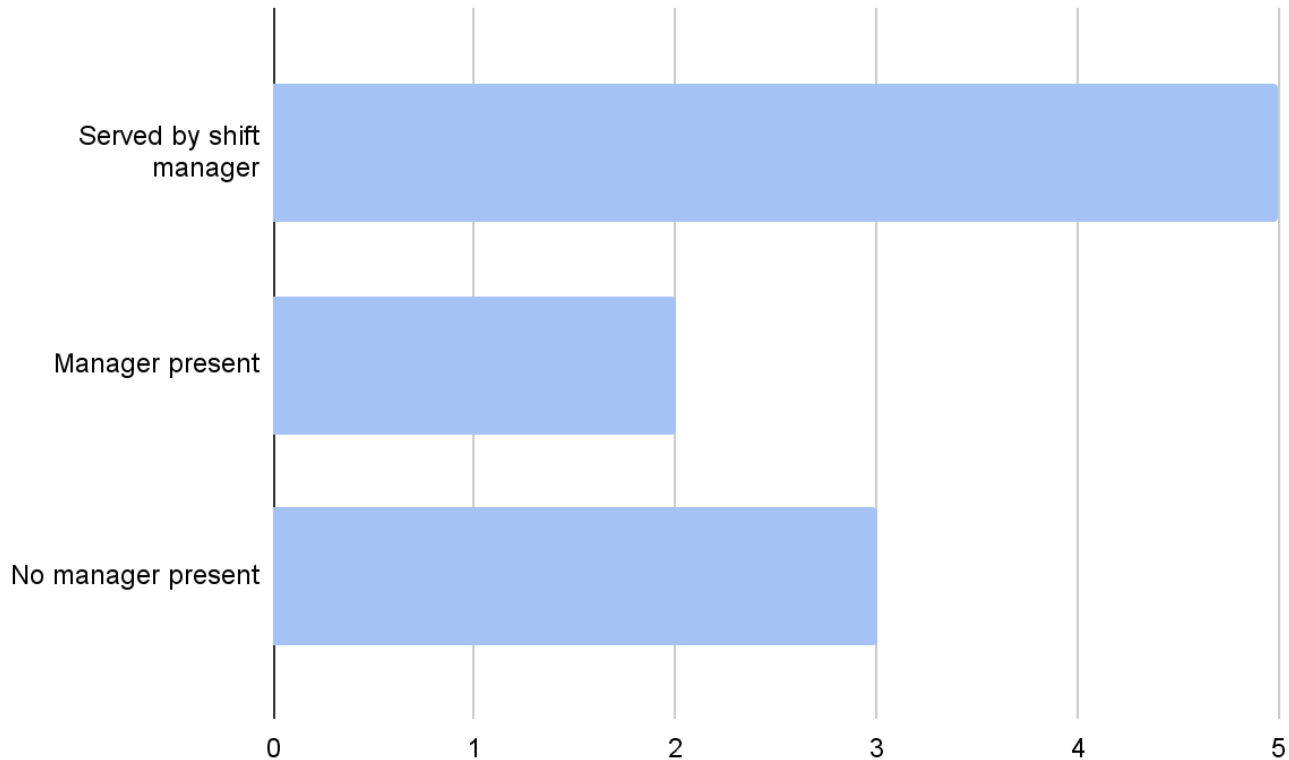


Compliance Check Failure Trends



Who is selling?

% served by shift manager, % manager present, % no manager present (Dec 2022)



Thank you for your time!

We appreciate all you do to keep this community safe.





**Board of Health
Town of Needham
AGENDA FACT SHEET**



**MEETING DATE: Tuesday
January 17, 2023**

Agenda Item	Shared Services Grant Discussion
Presenter(s)	Timothy McDonald, HHS Director Diana Acosta, Shared Services Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Mr. McDonald and Ms. Acosta will engage the Board in a discussion about Needham's shared services grant and nascent collaborations with Dover, Medfield, and possibly Sherborn too.
2.	VOTE REQUIRED BY BOARD OF HEALTH
	No vote is required or expected by the Board of Health.
3.	BACK UP INFORMATION:
	None attached.

Swimming Pools (Questions 148 - 150)

Title 5 (Questions 151 - 157)

Transportation of Waste (Questions 158 - 159)

Water Fluoridation (Question 160)

Water Pollution (Questions 161 - 162)

Administration (Questions 163 - 170)



**Board of Health
Town of Needham
AGENDA FACT SHEET**



**MEETING DATE:
Tuesday January 17, 2023**

Agenda Item	Review Progress on 2021 and 2022 BOH Goals
Presenter(s)	Timothy McDonald, Director of Health & Human Services Julie McCarthy, Epidemiologist/Data Analyst

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Mr. McDonald and Ms. McCarthy will present to the Board of Health the current status of the Board's 2021 and 2022 goals; the Board and the Public Health Division staff will discuss the progress on goals.	
2.	VOTE REQUIRED BY BOARD OF HEALTH
No vote is required.	
3.	BACK UP INFORMATION:
- Progress Tracking on 2021 – 2022 BOH Goals	



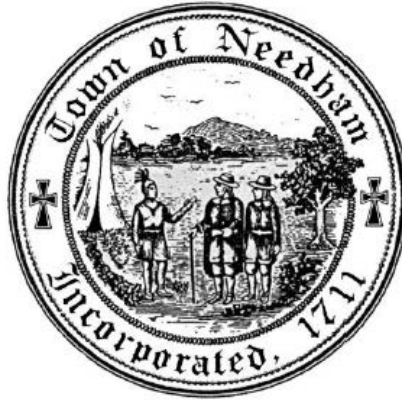
**Board of Health
Town of Needham
AGENDA FACT SHEET**



**MEETING DATE:
Tuesday January 17, 2023**

Agenda Item	2023 and 2024 BOH Goals Discussion
Presenter(s)	Tiffany Zike, Assistant Director of Public Health

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Ms. Zike will discuss the drafted goals for 2023 and 2024 and the changes to the document. The new goals format will allow for the staff and the Board to be able to be aligned with accreditation needs with performance management, so we can better provide how we are continually improving.
2.	VOTE REQUIRED BY BOARD OF HEALTH
	No vote is required.
3.	BACK UP INFORMATION:
	Draft BOH Goals for 2023 and 2024



Board of Health

Kathleen Ward Brown, ScD

Edward Cosgrove, PhD

Stephen Epstein, MD, MPP

Tejal K. Gandhi, MD, MPH Robert Partridge, MD, MPH

Mission

The Needham Board of Health, founded in 1877, and its Public Health Division strive to prevent and control the spread of disease, to address environmental issues, to promote healthy lifestyles, and to protect the public health and social well-being of all Needham's residents, especially the most vulnerable. This work will use evidence-based resources and leading health indicators to address the social determinates of health so that we can build a healthier future for all, as stated in Healthy People 2030.

Goals for 2023 and 2024

I. Departmental Service Goals

Administrative

- *Ensure the necessary infrastructure to effectively provide essential public health services.*

Community Health

- *Increase the quality, availability, and effectiveness of educational and community-based programs designed to prevent disease and injury, improve health, and enhance quality of life.*

Emergency Management/Emergency Preparedness

- *Improve the community's ability to prevent, prepare for, respond to, and recover from a major emergency.*

Environmental Health (EH)

- *Promote health for all through a healthy environment*

Public Health Nursing

- *Advance population health through quality community/ public health nursing education, research, and service.*

Substance Use Prevention

- *Reduce substance use and misuse to protect the health, safety, and quality of life for all, especially children.*

II. Performance Management Goals

1. Senior isolation

All older adults will be connected to and supported by the community.

Responsible parties: Aging Services Division with Public Health Nursing

- Identify programs, organizations, and partners that reduce senior isolation
- Support Aging Services efforts to identify and reach out to isolated adults
- Provide community education about elder isolation
- Employ culturally and linguistically appropriate strategies to reach all residents

2. Hoarding

Hoarding will be diminished or prevented, and people who hoard will be supported in reducing or eliminating their collections and their urge to hoard.

Responsible parties: Environmental Health, Public Health Nursing, with Aging Services

- Identify programs that prevent or reduce hoarding

- List partners, along with their roles, in responding to hoarding
- Provide community education about the early signs of hoarding
- Develop a strategy for early intervention for people who hoard
- Employ culturally and linguistically appropriate strategies to reach all residents

3. Mental health

Needham residents will have strategies to improve and maintain their mental health and will have access to support and treatment of mental health conditions.

Responsible parties: Youth & Family Services, Aging Services, SPAN, Public Health Nursing

- Identify existing treatment providers and options for treatment
- Identify existing programs or efforts that provide traditional (explicit) and non-traditional (implicit) mental health promotion
- Provide community education in mental health promotion as a component of health promotion
- Advocate for increased support and treatment for individuals with mental health conditions, with particular attention to racial, cultural, and linguistic minorities.

4. Vaccination education

Needham residents will understand the value of immunization and will maximize their use of vaccines for all ages.

Responsible parties: Public Health Nursing

- Provide vaccination clinics for flu and COVID, and participate in other public health vaccination efforts should they arise
- Develop an immunization awareness campaign that addresses the needs of all ages.
- Immunization awareness campaign must include appropriate strategies to reach racial, cultural, and linguistic minorities.

5. Accreditation

The Needham Public Health Division will apply for public health accreditation by the end of calendar year 2023.

Responsible parties: Accreditation Unit and Steering Committee

- Complete the community health assessment, community health improvement plan, and strategic plan by May 2023.

- Performance management; quality improvement; workforce development efforts will be established by March 2023
- Communication plan will be complete by March 2023
- Policies are written and updated by June 2023 and include strategies for health equity
- Submit application in October 2023
- Develop a plan to maintain standards following application

6. Review regulations

The Needham Board of Health uses the most effective and current approaches to promote public health and to regulate activities and conditions that affect the public's health through Public Health regulations.

Responsible parties: NPHD Leadership Team

- At least two Board of Health regulations are reviewed and updated each year
- The public will be informed about BOH regulation reviews and is invited to contribute to discussions of regulations
- NPHD staff and Board of Health members will consider the health and racial equity implications in their regulation review.

7. Substance use

Needham residents of all ages will understand the risks of using alcohol, cannabis, illegal drugs, and prescription medications, and will make healthy choices regarding their use.

Responsible parties: SPAN with Police Department, Aging Services, and Youth & Family Services

- Identify programs and partners that aim to reduce and prevent substance use
- Develop a strategy for addressing adult and senior substance use, including educational campaigns and identification of support and treatment resources
- Advocate for increased support and treatment for individuals with substance use disorder, with particular attention to racial, cultural, and linguistic minorities.

8. Regional collaboration

Needham Public Health Division will be a valued contributor to the state effort to increase regional collaboration and will support neighboring health departments through regional collaboration.

Responsible parties: NPHD Leadership Team, Shared Services

- Work with the MA Department of Public Health to identify opportunities and funding for regional projects.
- Work with neighboring municipalities to identify underserved communities or populations.
- Develop and implement programs that are shared among neighboring communities to meet previously unmet needs.



**Board of Health
Town of Needham
AGENDA FACT SHEET**



**MEETING DATE:
Friday January 17th, 2022**

Agenda Item	Biosafety Regulations
Presenter(s)	Tiffany Zike, Assistant Director of Public Health Julie McCarthy, Epidemiologist/Data Analyst

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Ms. Zike and Ms. McCarthy will present to the Board of Health a rough draft of the regulation. Discussion of changes made, and questions needed to be clarified by the Board of Health.	
2.	VOTE REQUIRED BY BOARD OF HEALTH
No vote is required.	
3.	BACK UP INFORMATION:
- Updated Draft Biosafety Regulation - Needham Board of Health Article #11: Biotechnology Registration Regulation	



Board of Health

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Stephen Epstein, MD, MPP

Tejal K. Gandhi, MD, MPH Robert Partridge, MD, MPH

ARTICLE 11 **BIOSAFETY REGULATION**

SECTION 11.1 **AUTHORITY**

The Needham Board of Health, pursuant to the authority granted under Massachusetts General Laws Chapter 111 section 31 hereby adopts the following regulation to protect the-public health of the community.

SECTION 11.2 **PURPOSE**

In order to safeguard the health and welfare of the residents on Needham, the Needham Board of Health hereby promulgates this regulation governing the use of all biological agents within the Town. The use of biological agents requiring Biosafety Laboratory 3 or 4 containment shall not be permitted within the Town without a variance from the Needham Board of Health and the Biosafety Committee.

Commented [TZ1]: Change of wording

SECTION 11.3 **DEFINITIONS**

Board: The Board of Health or its agent or designee.

Biological Agents: any microorganism (including, but not limited to, bacteria, viruses, fungi, rickettsia or protozoa) or infectious substance, or any naturally occurring, bioengineered or synthesized component of any such microorganism or infectious substance that:

is classified as a Risk Group 3 through 4 Agent by the National Institutes of Health (“NIH”) Guidelines (as defined below);
or

requires BSL-3 through BSL-4 containment as determined by an Institutional Biosafety Committee (as defined below); or
is identified by the United States Department of Health and Human Services (“DHHS”) or the United States Department of Agriculture (“USDA”) as a “Select Agent” (as defined below).

Biotechnology: The use of modern biological techniques for industrial or research purposes. The term Biotechnology shall include any industrial or research activities which use recombinant DNA molecules (rDNA) or organisms and viruses containing rDNA.

Needham Biosafety Committee (the Committee): The Needham Biosafety Committee shall be composed of the Chairman of the Board of Health or his/her designee, the Director of Health and Human Services or his/her designee, and a up to three other members to be appointed by the Board of Health. Members are selected through an application process.

Commented [TZ2]: Change of wording

Director: The Director of Public Health.

Guidelines:

- (1) National Institutes of Health (NIH) Guidelines for Research involving Recombinant DNA molecules which are adopted by the NIH.
- (2) Biosafety in Microbiology and Biomedical Laboratories (BMBL), newest edition as provided by the [Centers for Disease Control and Prevention \(CDC\)](#).
- (3) Any amendments, revisions or substitutions enacted subsequent to the above-referenced guidelines.
- (4) In the event that there is a conflict between the NIH Guidelines and the BMBL, the Biosafety Committee will review and help determine what is appropriate.

Institution: An individual person or a group of persons, and/or a corporation, firm, partnership, association, executor, administrator, guardian, trustee, agent, organization, and any other group acting as a unit responsible for compliance with the requirements set forth in this regulation..

Institutional Biosafety Committee (IBC): A committee established in accordance with Subsection IV-B-2 (institutional biosafety committee or IBC) of the NIH Guidelines and any applicable requirements of this regulation. The IBC shall be the final arbiter within an institution with regard to the implementation of this regulation, with oversight by the Board of Health as described herein.

Select Agent: shall mean any microbial and toxic agents listed at 42 CFR §73.3, 42 CFR § 73.4, 42 CFR § 73.5, 42 CFR § 73.6, 7 CFR § 331.3 and 9 CFR §121.4, and the rulings made by the CDC and the USDA relative thereto, as such regulations and rulings may be amended from time to time. However, Select Agent shall not include any de minimus amount of agents or toxins which are excluded from 42 CFR 73.00 et seq.

Recombinant DNA Molecules (rDNA): As defined in the NIH guidelines, as defined above.

Substantive Change: Any change in hazard designation as identified in the NIH guidelines.

SECTION 11.4 NEEDHAM BIOSAFETY COMMITTEE

11.4.1 The Needham Biosafety Committee shall establish policies, procedures, and criteria to aid in the implementation of this regulation.

11.4.2 Reviewing reports, applications, and recommendations by the IBC and approving them where appropriate. This includes reviewing of all paperwork required in this regulation and any special determinations as the committee deems necessary.

SECTION 11.5 LABORATORY REGISTRATION REQUIREMENTS

11.5.1 All institutions proposing any use biotechnology or rDNA technology, as defined in and not exempted by the NIH Guidelines, which seeks to operate in the Town of Needham must first register with the Needham Board of Health before engaging in any biotechnology or rDNA activity, including construction or renovation of facilities for those use(s).

11.5.2 The institution shall:

- (1) Initial registration must be submitted to Needham Public Health before engaging in any activity that requires a biosafety level.
- (2) Renew and update the registration annually by May 30th of each calendar year.
 - A. The Needham Biosafety Committee will have 60 days to review all documentation and requirements as laid out in this regulation and submit approval or denial to Needham Public Health.
- (3) Submit all the following documentation:
 - A. Names and emergency contact information for institution officers authorized to sign the application
 - B. Name and emergency contact information for the institution's designated official responsible for compliance with this regulation, which may be the designated biosafety officer, as defined by the NIH Guidelines
 - C. Plot plan showing the proposed location of the facility and floor plan showing internal layout
 - D. A listing of all organisms, containment levels, and decontamination procedures to be employed
 - E. The screening process to ensure the purity of the strain of host organisms used in the experiments and to test organisms resulting from such experiments for their resistance to commonly used therapeutic antibiotics. Host organisms obtained from independent laboratories shall undergo the same screening process
 - F. A plan for systematic monitoring of waste to assure that viable rDNA organisms will not be released into the environment
 - G. A description of the training program of safeguards and procedures for personnel using rDNA and a copy of the training manual
 - H. A plan for systematic pest control management in laboratories, contiguous facilities and food service establishments in the same building
 - I. A plan for systematic security of the premises
 - J. A plan for orienting representatives of the Needham health, fire, and police departments to the physical plant and to procedures to be utilized in the event of an emergency
 - K. The institution's health monitoring, health surveillance and safety manuals, together with the plan for an appropriate medical surveillance program as determined by the IBC and in accordance with NIH guidelines for all persons engaged in the use of rDNA. This includes:
 - a. Immediate reporting of any employee exposure of illness, facility spill, release or explosion that could potentially be related to the use of rDNA or biologicals or chemicals used on site from an approved IBC protocol.
 - b. A description of the training program of safeguards and procedures for personnel using rDNA, and a copy of the training manual
 - L. Institutional Biosafety Committee (IBC):
 - a. List of members with titles, including at least one community representative from the Town of Needham
 - b. All minutes of the IBC meetings must be forwarded to the Needham Biosafety Committee
 - c. A description of each protocol approved by the IBC, including all organisms and the containment to be used, and a statement certifying the experiments conform with the Guidelines, shall be filed with the Needham Biosafety Committee
 - M. Evidence of certification, as necessary, from the Massachusetts Department of Environmental Protection and the Massachusetts Department of Public Health
 - N. An annual report summarizing the work performed over the past year and addressing any ongoing work, as well as a current list of IBC members, copies of the previous year's IBC minutes, and a summary of the changes in research in the past year.
 - O. If applicable, sharps permit as required by Needham Public Health.
- (4) Allow inspections, at reasonable times, of both the institution's facilities and records, as related to these

regulations.

- (5) Any major modifications to the plans including; building modifications, changes in work that would require a new registration with the institutions IBC or with the NIH, or changes in any of the above plans would require an updated registration with Needham Public Health. All new paperwork would need to be submitted and reviewed by the Needham Biosafety Committee 60 days before modifications or changes are made.

11.5.3 Pre-existing Institutions shall have 90 days from adoption of these regulations to register with the Board.

11.5.4 Fees:

- (1) Registration and renewal fees are \$500.00
- (2) Modification to plans and reinspection fees are \$250.00

SECTION 11.6 **CONFIDENTIALITY**

11.6.1 Confidentiality of proprietary information will be redacted unless it has health and safety implications. This information will be disclosed to Needham Public Health and the Biosafety Committee but will be noted to be redacted if distributed publicly.

Commented [TZ3]: Will need to get approval through town counsel and town clerk

SECTION 11.7 **ANIMALS**

All research institutions planning to conduct experiments on animals must first obtain an animal permit. All activities must comply with federal and state ordinances, including:

- a. Public Health Service Policy "Guide for Care and Use of Laboratory Animals"
- b. Public Health Service "US Government Principals for the Utilization and Care of Vertebrate Animals used in Testing Research and Training"
- c. Public Health Service "Animal Welfare Regulations"
- d. Public Health Service "AVMA Guidelines on Euthanasia"
- e. Public Health Service "Program on Animal Care and Use"
- f. The Health Research Extension Act of 1985

Each institution that performs research, experiments, or biotechnical procedures using animals shall maintain or establish an Animal Care and Use Committee, which, according to federal and state ordinances, shall have a member who is not and has not been affiliated with the institution. In addition to previously listed Biosafety Permit Requirements, institutions using animals for research are required to submit:

- A. Name and contact information of a person in the organization familiar with the animals to be housed on the property and the experiments performed
- B. Names and contact information of members of Animal Care and Use Committee and dates of meetings of the Animal Care and Use Committee held the previous year
- C. The results of all federal and state inspections concerning animal care and use in the previous year

SECTION 11.8 **ENFORCEMENT AND PENALTIES**

11.8.1 Any person who violates the terms of these regulations shall be subject to a fine of five hundred dollars \$500 per offense. Each day shall constitute a separate offense.

11.8.2 Violations of this regulation and penalties listed in Section 11.8.1 may be subject to non-criminal disposition, M.G.L. Chapter 40, Section 21D, and Town of Needham, General By-Laws, July 1996 compilation, Section 9.2.2.6, Board of Health Regulations, and as amended. Each day that the offense continues shall constitute a separate offense.

11.8.3 These regulations may be enforced by the Town of Needham: Board of Health director or his designee, the Fire Chief or his designee, or by the Building Inspector or his designee.

SECTION 11.9 **VARIANCE**

The Board of Health may take requests for varying the application of any provision of these regulations with respect to any particular case when, in its opinion, the enforcement thereof would do manifest injustice, provided that the decision of the Board of Health is not in conflict with the spirit of these standards. Any variance, including a change of BSL standards, will be made available for public comment/hearing before it is granted by the Board of Health. Any variance granted by the Board of Health must be in writing with a copy available to the public at all reasonable hours in the Office of the Town Clerk and in the Office of the Board of Health.

Commented [TZ4]: New wording

SECTION 11.10 SEVERABILITY

In the event any section, subsection or provision of the regulations are held to be invalid, it shall not effect the validity of any other section, subsection or provision thereof.

SECTION 11.11 EFFECTIVE DATE

This regulation shall take effect after publication of a summary of the regulation in a newspaper published in the Town of Needham. As required by Massachusetts General Laws, Chapter 111, Section 31, an attested copy has been filed with the Department of Environmental Protection. A public hearing regarding this regulation was held on 07/20/93. This regulation was voted by a majority of the board on 07/20/93.



**Board of Health
TOWN OF NEEDHAM
AGENDA FACT SHEET**



**MEETING DATE:
Tuesday January 17, 2023**

Agenda Item	Brief Updates: Claxton Field Discussion, and Regional Field Training Hub Grant
Presenter(s)	Timothy McDonald, Director of Health and Human Services

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Mr. McDonald will provide to the Board a brief update on Claxton Field: previous and ongoing environmental health concerns, ongoing construction work on Central Avenue that is impacting Claxton, the remediation efforts both already implemented and planned in the future, a possible onsite sampling plan, and discussions with MA DEP. Mr. McDonald will also provide the Board with a brief update about a larger, multi-year grant that the Public Health Division was recently awarded.
2.	VOTE REQUIRED BY BOARD OF HEALTH
	No vote is required or expected by the Board of Health.
3.	BACK UP INFORMATION:
	- Brief Summary Memo to Needham BOH re: Claxton Field - Claxton Field email received from concerned resident, dated 8/26/22. - Memo from Weston & Sampson re: Claxton Field dated, 1/27/22. (Rec'd by Public Health on 8/26/22.) - Claxton Field Environmental Investigation Memo, dated 9/22/22. - Claxton Field Laydown Response Letter from Weston & Sampson, dated 10/12/22.



NEEDHAM PUBLIC HEALTH



Memorandum

To: Needham Board of Health
From: Timothy McDonald, Director of Health & Human Services and Assistant EMD
Date: October 12, 2022
Re: Brief Summary of Claxton Field Environmental Concerns

The Public Health Division received an email from a resident articulating her concerns about disturbance of the topsoil at Claxton Field. Claxton Field was formerly the site of the Town of Needham's "burn dump/pit" in the 1950s and 1960s, and like many former landfills was covered with fill to create a field and playground (Claxton Field).

The Town of Needham retained Weston & Sampson (WS) to help design improvements to the softball fields at Claxton; as part of its work to analyze locations for new light towers, WS conducted test borings at the site. During this process, WS observed subsurface materials consistent with a former burn pit (glass, metal fragment, ceramics, etc.). All of those materials were covered with topsoil, although the amount of topsoil was not uniform across the site. The Town made a decision to remove the playground structures, because the level of fill at that location was in some cases only 4 inches deep.

After receiving the email from the concerned resident, Needham Public Health inquired into the situation. Additional details emerged, including the request to the Park & Rec Commission to utilize a portion of Claxton Field as "lay down" space for the large water line construction project on Central Avenue. As part of that process, the construction company (Revoli Construction) moved a portion of the topsoil and piled it onsite. That action, disturbing the topsoil and piling it onsite, is what prompted the resident's email.

Two additional memos followed from WS, one dated 9/22 and the other dated today which includes recommendations on how to mitigate and manage the environmental concerns. The Town remains in negotiations with the construction company about remediation efforts, but is hopeful those will be resolved shortly with a resolution that puts additional safety measures in place.

I look forward to continued discussion of this issue at tomorrow's Board of Health meeting.

Sincerely,

Timothy Muir McDonald
Director of Health & Human Services, Town of Needham

Tara Gurge

From: Maggie Abruzese <mabruzese@gmail.com>
Sent: Friday, August 26, 2022 5:37 PM
To: drsteveepstein@gmail.com; Health Department; Tara Gurge; Tiffany Zike
Subject: Environmental Issues at Claxton Field
Attachments: 2022 01 27 Claxton Field - Environmental Update Memorandum.pdf

Needham Health Department and Board of Health,

I am reaching out because I am very concerned about the health and safety implications of an environmental issue in Needham and I am hoping that the Board of Health and Health Department will be able to help.

Needham Parks and Recreation hired Weston & Sampson in connection with a project it was planning at Claxton to upgrade the softball facilities. Weston & Sampson was told that Claxton was the site of a burn dump in the 50s/60s and that it was never registered with MassDEP during its operation or at the time it was converted to a recreational facility. W&S took soil boring samples around the softball fields and found visual evidence that led them to conclude "based on our experience with similar sites it is likely that metals (lead, arsenic, chromium, etc.) and / or Polycyclic Aromatic Hydrocarbons (PAHs), commonly associated with ash deposits will be present at concentrations in excess of concentrations requiring reporting to MassDEP" if the soil is tested.

W&S subsequently took soil borings at the playground area and found that the issue was more serious in that area since there was only about 4 inches of topsoil on top of the ash. It recommended that the playground be immediately taken down. The playground was immediately removed on April 2/3 and grass was planted.

It appears that the decision was made by the Town to modify plans for Claxton to avoid doing anything that would result in soil being tested and thereby triggering an obligation to report the contamination to the Mass DEP. W&S has been advising Parks and Rec on what it could do with the park to accomplish those goals.

Now, Needham DPW is using Claxton as a staging area for a pipe laying project on that part of Central Avenue. They have used earth moving equipment to remove the grass and about 4 inches of topsoil in the area of the playground. They have piled up the soil on the site. Heavy machinery and equipment is driving all over the exposed surface of the former playground area.

I am very concerned about the health and safety of the workers and Needham residents breathing in or otherwise being exposed to that soil as it is being moved about, exposed to winds, tracked out to other areas on the clothes and shoes of the workers and on all the equipment etc. It would seem that precautions need to be taken when soil is contaminated.

Is it possible for the Board of Health and Health Department to investigate this and safeguard the health and safety of the workers and residents with regard to the current DPW project and with regard to Claxton in general?

I am attaching a copy of the Weston & Sampson report for your reference.

Please feel free to call or email me if you would like to discuss this matter.

Sincerely,

Maggie Abruzese
30 Bridle Trail Rd
(617) 429-2264

MEMORANDUM

TO: Ed Olsen – Superintendent, Parks and Forestry Division, Carys Lustig – Director of Public Works, Stacey Mulroy – Director of Park and Recreation (Town of Needham)

FROM: Cass Chroust (Weston & Sampson)

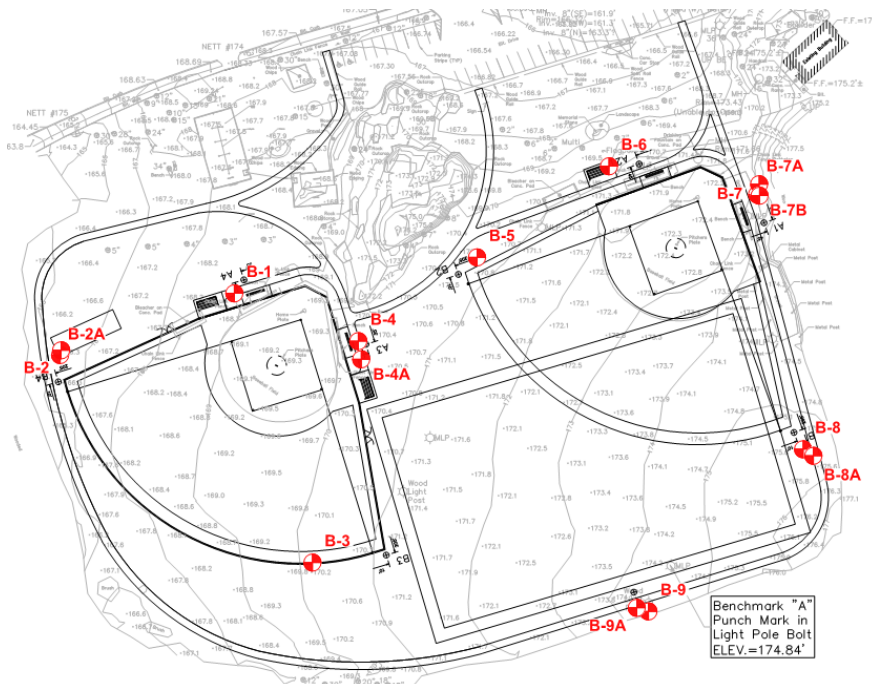
DATE: January 27, 2022

SUBJECT: Claxton Field Environmental Summary and Improvement Recommendation

The Town of Needham retained Weston & Sampson to provide design services for improvements at Claxton Field, located at 1421 Central Avenue. The site is the location of two (2) softball fields with an overlapping rectangular field in the eastern outfield area, sports field lighting, a playground area, a support building, and parking lot. The Town is looking to renovate the athletic facilities at Claxton to be on par with the performance of other facilities in Town which includes grading refinements to the infields and outfields, new dugouts and player benches, new backstops, new outfield fencing, and ADA improvements including a new perimeter pathway for multi-generational use.

Investigation Results Summary

As part of the geotechnical analysis related to new sports lighting foundations, a series of eleven (11) subsurface soil boring explorations were conducted across the site on December 7th, 2021, by Seaboard Drilling and observed by a Weston & Sampson geotechnical engineer. The borings were advanced to depths of up to eighteen (18) feet below current grade and were logged in the field by the geotechnical engineer during advancement. Approximate boring locations are depicted on the figure below.



Prior to initiating the field investigation program, Weston & Sampson was provided anecdotal information from Town representatives regarding the site's historical use as the Town's burn dump prior to the development of the Needham Recycling and Transfer Station in the 1950s / 1960s. The site was never registered with the MassDEP Solid Waste Division either during its operation or following redevelopment as a recreational facility approximately 60 years ago.

The geotechnical engineer observed the subsurface materials to be fairly consistent across all locations. The top six (6) to twelve (12) inches below the grass surface appeared to be comprised of typical topsoil. Below the topsoil, ash and various solid waste materials (glass, metal fragments, ceramic, wood) were observed intermixed with granular fill. The percentage of these components significantly increased at four feet below grade, at which point distinct layers of ash were observed in select boring locations, at depths of up to approximately fourteen (14) feet below grade. Groundwater was observed at depths between eight (8) to ten (10) feet.

The presence of these materials is consistent with the known site history as a municipal burn dump. Note that samples of the materials were not collected for laboratory analysis at the time of boring advancement, and as such, specific information / knowledge regarding the chemical makeup of the materials has not been obtained for the site and is currently unknown. However, based on our experience with similar sites it is likely that metals (lead, arsenic, chromium, etc.) and / or Polycyclic Aromatic Hydrocarbons (PAHs), commonly associated with ash deposits will be present at concentrations in excess of concentrations requiring reporting to MassDEP.

Regulatory Implications

As laboratory analytical results for the subsurface materials have not been obtained, a reporting obligation to MassDEP does not currently exist. However, should earthwork associated with the project require excess materials to be disposed off-site, analytical testing would be required to support acceptance at a disposal facility. Based on this need for sampling, the initially proposed park design (including deeper excavations for light poles, backstops, fencing, etc.) is likely to result in reporting to MassDEP. Following reporting, MassDEP would assign a Release Tracking Number (RTN) and the site would be regulated going forward under the Massachusetts Contingency Plan (MCP). The MCP would require additional assessment, and potentially remediation, to achieve site closure. From our experience with similar projects, this process would likely require multiple years, with considerable cost implications for the Town.

Reporting to MassDEP could be avoided by eliminating off-site disposal of excess materials.

Recommendations and Potential Path Forward

Based on the findings for the site as described above, we recommend the following:

1. Excavation of additional shallow test pits (approximately 12 inches below grade) to better define the thickness of topsoil materials throughout the site, including if ash and solid waste materials are present. We recommend that these test pits also include excavations in the playground area of the site since the final condition and thickness of the existing engineered wood fiber mulch and presence of any other materials is unknown.
2. Modify proposed project design to limit the depth of excavation to approximately six inches, reuse existing topsoil, and import new fill material to build up the finished grade above current elevations. When subgrade is exposed, install a geotextile membrane across the site and limit site improvements to above this membrane. Exclude deeper excavations related to fencing, backstops, and sports lighting.
3. Based on this assessment, the Town should consider expanding the scope of work to include improvements to the playground and new poured-in-place rubber surfacing to serve as a more durable surface above potential waste materials that may be present below the playground.

Risk to Current Park Users

As specific chemical concentrations have not been obtained for the site, a detailed risk calculation for current park users cannot be performed. Based on the observed presence of competent natural turf and underlying topsoil, contact with waste materials by children or other park users is considered unlikely, but cannot be ruled out. The additional test pitting will serve to confirm that this separation exists under current conditions. Note that the test pitting in the playground (and potential future improvements to this area) is recommended as a conservative measure. The proposed geotextile membrane is a proven strategy to further mitigate risks posed by the solid waste materials, which has been implemented in numerous parks and other settings throughout the state effectively. As such, this alteration to design would be considered sufficient for risk mitigation within the limits of the covered area assuming the current use of the fields continues.

Impacts to Project Schedule

The original project schedule intended to develop a complete and detailed scope with cost estimate for funding applications through the Community Preservation Committee by February 2022 and contract level design documents for permitting review in March 2022, all of which would enable the Town to go out to bid in June 2022 after Town Meeting approval in order to complete construction by the Spring of 2023. However, the information discovered through the field investigation requires additional consideration by the Town to determine appropriate next steps related to short- and long-term utilization of the facility and disrupts the funding and permitting process required to keep this project on that accelerated timeline.

Modifying the design approach as recommended above could reduce the impact to the project schedule and cost overages and a complete and detailed scope with cost estimate may be available for review by the Community Preservation Committee for the Special Fall Town Meeting in 2022 should the committee accept the application off-cycle. This would allow for bidding and construction to commence in November or December of 2022, pending results of the hand-dug test pits. If the Town elects to pursue the recommended approach, Weston & Sampson would provide a more detailed project schedule for consideration.

MEMORANDUM

TO: Ed Olsen – Superintendent, Parks and Forestry Division, Carys Lustig – Director of Public Works, Stacey Mulroy – Director of Parks and Recreations (Town of Needham)

CC: Katie King – Assistant Town Manager / Director of Operations (Town of Needham), Gene R. Bolinger, RLA, Cass Chroust, RLA (Weston & Sampson)

FROM: Lee Koska, PE (Weston & Sampson)

DATE: September 22, 2022

SUBJECT: Claxton Field Environmental Investigation Summary and Recommendations

The Town of Needham retained Weston & Sampson to complete excavation of additional shallow test pits to better define the thickness of topsoil material at Claxton Field. Additional shallow test pits were recommended by Weston & Sampson as a part of our *Claxton Field Environmental Summary and Improvement Recommendation Memorandum* dated January 27, 2022. At the request of the Town of Needham, Weston & Sampson completed these additional shallow test pits to further define the depth of ash and various solid waste materials identified during a geotechnical investigation program.

Site Location & Description

Claxton Field is located at 1421 Central Avenue in the Town of Needham, Massachusetts, as shown in Figure 1 – Locus Map. Historically, the site was used as the Town's burn dump prior to the development of the Needham Recycling and Transfer Station in the 1950s / 1960s. The burn sump was never registered with the MassDEP Solid Waste Division either during its operation or following redevelopment as a recreational facility approximately 60 years ago. Currently, the site is the location of two (2) softball fields with an overlapping rectangular field in the eastern outfield area, sports field lighting, a playground area, a support building, and parking lot.

During a geotechnical investigation program conducted by Weston & Sampson at the site on December 7, 2021, ash and various solid waste materials (glass, metal fragments, ceramic, and wood) were observed intermixed with granular fill materials underneath topsoil. A significant increase in ash and various solid waste materials was observed at four (4) feet below ground surface (bgs).

Shallow Test Pitting Activities and Results

On March 15, 2022, Weston & Sampson mobilized to the site to conduct twenty-one (21) shallow test pits using a hand auger. A summary of shallow test pitting results are outlined below. Full test pit descriptions are provided in Table 1.

Park Test Pitting Results

Fourteen (14) test pits were conducted to two (2) feet bgs and were spread throughout the site based on a roughly 140' by 120' grid. One (1) test pit, PB-4, could not be completed due to frozen ground cover. The top 10 to 12 inches consisted of topsoil / loam which was composed of brown, fine to coarse sand with varying amount of clay, silt, and gravel. Topsoil / loam was underlain with fill material consisting of fine to coarse sand with varying amount of silt, glass, ash, metal, and porcelain. See Figure 2 – Site Plan for test pit locations.

Playground Test Pitting Results

Six (6) test pits were conducted to two (2) feet bgs or until the geotextile landscaping liner beneath the playground area, whichever was shallower. In test pits PG-3, PG-4, and PG-5 the top 10 inches consisted of topsoil / loam or sand. Topsoil / loam was composed of brown, fine to coarse sand with varying amount of clay, silt, and gravel and underlain with fill material consisting of fine to coarse sand with varying amount of silt, glass, ash, metal, and porcelain. In shallower test pits, PG-1 (0-6"), PG-2 (0-7"), and PG-6 (0-4"), topsoil / loam was underlain by a geotextile landscaping liner. See Figure 2 – Site Plan for test pit locations.

In general, topsoil / loam was at least 10 to 12 inches thick across the site except in areas where a geotextile landscaping liner was identified. In areas where the geotextile landscaping liner was identified topsoil / loam or sand was at least 4 and 7 inches thick. Ash and solid waste material was generally started around 10 or 12 inches bgs or directly below the geotextile landscaping liner (4 to 7 inches bgs).

Attachments:

Figures

Tables

October 12, 2022

55 Walkers Brook Drive, Suite 100, Reading, MA 01867
Tel: 978.532.1900

Timothy McDonald
Director of Health and Human Services
Town of Needham
Rosemary Recreation Complex
178 Rosemary Street
Needham, MA 02494

Re: **Central Avenue Utility Work Laydown Area
Claxton Field, Needham MA**

Dear Mr. McDonald:

Weston & Sampson Engineers, Inc. (Weston & Sampson) was contacted by the Town of Needham due to a resident complaint regarding health and safety implications from dust and other exposures to potentially impacted soils at Claxton Field (the site). Specifically, concerns were raised due to the current use of a portion of Claxton Field as a laydown area for ongoing construction activities within Central Avenue. The laydown area was previously used as a playground which was removed following identification of solid waste materials and ash below the grass / topsoil and play areas at the site.

Weston & Sampson performed a series of subsurface investigations in 2022 to support proposed field improvements. These investigations identified approximately 6 to 12 inches of topsoil beneath the existing grass surface. Ash deposits and solid waste materials including glass, metal fragments, ceramics and wood were observed beneath the topsoil, generally intermixed with granular fill within the top few feet. These waste materials generally increased in prevalence with depth. Laboratory analytical samples of these materials were not collected as part of the subsurface investigations, however based on our experience with similar sites, it is believed that the soil and waste materials may be impacted with metals (lead, arsenic, chromium, etc.) and Polycyclic Aromatic Hydrocarbons (PAHs), commonly associated with ash deposits.

In light of the observations of soil with ash and waste materials and reported disturbance and stockpiling of surficial soils within the laydown area, Weston & Sampson mobilized to the Site to observe current conditions. The results of our reconnaissance and recommendations for additional actions are provided below.

Site Reconnaissance

On September 27, 2022, Weston & Sampson mobilized to the site to observe the laydown area and stockpiled materials. A photolog documenting conditions at the time of our reconnaissance is provided as Attachment A. The laydown area consisted of bare earth, surrounded by three-foot snow fencing on the southern side, and the existing chain-link fencing on the northern side along Central Avenue. An approximately 200 cubic yard stockpile site soil was observed adjacent to the entrance gate, which contained visible glass, brick, and metal fragments. These materials were considered to represent approximately less than 5% of the stockpile volume. The stockpile was not covered at the time of our Site visit. No ash or other evidence of waste materials was observed beyond the above.

Weston & Sampson contacted Mr. Paul Bunker of Revoli Construction to discuss the existing stockpile. Mr. Bunker indicated that the laydown area was recently cleared, with approximately one foot of surficial material (grass sod and topsoil) scraped to prepare the area. This material was stockpiled, with the intention of spreading it over the laydown area following construction to restore previous grades. Mr. Bunker estimated that the ongoing Central Avenue utility work would continue for approximately two months prior to restoration and turnover to the Town.

Recommendations

Based on the site history and our observations of the laydown area, we provide the following recommendations as a conservative measure:

- Install competent fencing to restrict public access to the laydown area (i.e., conventional construction fencing rather than the existing three-foot snow fence),
- Cover the soil stockpile to prevent migration of wind-blown dust and dermal contact,
- Prevent further excavation into the waste materials to minimize additional disturbance,
- Utilize dust control measures, potentially including wetting of the exposed soil surface during soil handling,
- Remove visible soil from truck tires prior to leaving the laydown area, and perform additional street sweeping, as needed, and,
- Following spreading of the stockpiled soil at the end of construction, place at least six inches of additional imported loam over the previously stockpiled soil prior to reseeding the area during the 2023 spring growing season.

Should you have any questions regarding the findings of this assessment, please contact the undersigned at (978) 532 – 1900.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.



Lee Koska, PE
Project Manager

Attachments:

Attachment A: Photolog



Photo 1. Stockpiled topsoil from laydown area.



Photo 2. Glass, metal debris observed in stockpiled topsoil.



Photo 3. Laydown area overview, stockpile indicated by red arrow.