



Needham Board of Health



REVISED AGENDA

Thursday September 10, 2020

9:00 a.m. to 10:45 a.m.

Zoom Meeting ID: 856-6885-3820

Under Governor Charlie Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20", issued March 12, 2020 and in effect until termination of the emergency, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public. The Needham Board of Health will hold this meeting virtually on April 16, 2020 at 9:00 a.m. No public participation is anticipated for this meeting.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at [www.zoom.us](https://us02web.zoom.us/j/85668853820?pwd=Nkd4cWtUGZFQW1qWkVFZm5NMUNFdz09). At the above date and time, click on "Join a Meeting" and enter the meeting ID 856-6885-3820 or click the link below to register: <https://us02web.zoom.us/j/85668853820?pwd=Nkd4cWtUGZFQW1qWkVFZm5NMUNFdz09>

- **9:00 to 9:05 – Welcome & Review of Minutes (July 28th)**
- **9:05 to 9:35 – Staff Reports (July & August)**
- **9:35 to 10:05 – COVID-19**
 - Status Update – Needham, Massachusetts (Tiffany)
 - Coordination with Contact Tracing Collaborative, other partners (Tiffany)
 - Face Covering Order (Timothy)
 - Planning for Federal Elections and Fall Town Meeting (Timothy)
 - Needham Public Schools (Timothy)
 - Other Partners – Secondary Schools, Olin College, and others (Tim/Tiff)
- **10:05 to 10:10 – Board of Health Review & Vote – Revised Emergency Order re: Face Coverings and Other Efforts to Prevent the Spread of COVID-19**
- **10:10 to 10:15 – Recap of Discussion with Select Board about Alcohol Compliance**
- **10:15 to 10:20 – Status Update on EEE & WNV**
- **10:20 to 10:25 – Discussion of Diversity, Inclusion, and Equity, and their role in addressing social determinants of health**
- **10:25 to 10:30 – Update on Walker Lane Septic System/Sewer Connection**
- **10:30 to 10:35 – Farmers' Market Update**
- **10:35 to 10:40 – Sira Naturals New Product Inquiry**
- **10:40 to 10:45 – Plan for 2020 Fall Flu Clinics**
- **Other Items – Next BOH meeting TBD**
- **Adjournment**

(Please note that all times are approximate)



NEEDHAM PUBLIC HEALTH DIVISION



Board of Health Meeting Minutes

Date: July 28, 2020

Location: Remote via Zoom per Governor Charles Baker's COVID-19 Executive Order 3/12/2020

Members: Kathleen Ward Brown, ScD, Chair
Edward Cosgrove, PhD, Member
Stephen Epstein, MD, MPP, Member
Christina S. Mathews, MPH, Member
Robert A. Partridge, MD, MPH, Vice Chair

Staff Present: Taleb Abdelrahim, Emergency Management Intern
Diana Acosta, Environmental Health Agent
Zendilli Depina, Substance Use Prevention Intern
Maryanne Dinell, Traveling Meals Program Coordinator
Tara Gurge, Assistant Director of the Public Health Division
Katie Kemen, interim Emergency Management Administrator
Timothy Muir McDonald, Director of Health & Human Services
Carol Read, Senior Substance Use Prevention Program Coordinator
Lynn Schoeff, Public Health Accreditation Coordinator
Karen Shannon, Senior Substance Use Prevention Program Coordinator
Tiffany Zike, Public Health Nurse

Dr. Kathleen Brown called the meeting to order at 9:03 and introduced the members of the Board of Health, staff, and guests via roll call.

The meeting is being conducted remotely using Zoom consistent with Governor Baker's March 12 order regarding to COVID-19. The materials for this meeting were circulated previously and are available on the Town website. All votes will be voice votes by roll call

Dr. Brown asked for a review of the minutes from the May 12th meeting. There were no comments. **Dr. Epstein made a motion to accept the minutes. Dr. Partridge seconded. The vote to accept the minutes was unanimous.**

Staff reports:

Public Health Nursing – Tiffany Zike

Ms. Zike has been focused almost exclusively on the COVID-19 response. With Donna Carmichael's retirement in June and with the remaining part-time nurse leaving on August 14, the Public Health Nursing unit is extremely short-staffed.



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COVID-19 numbers for June included 328 confirmed, 42 probable, and 15 suspect cases with 242 contacts according to MAVEN, the state's communicable disease tracker. However, MAVEN does not reflect the actual number of contacts which are consistently much higher.

Other communicable diseases included a few campylobacter infections, with two from the same restaurant. Ms. Zike and Ms. Acosta worked with the restaurant to follow up on sanitary practices.

June also saw the start of the EEE discussions between the Mass Department of Public Health and local health departments.

Ms. Zike and Mr. McDonald are working very closely with the School Department in anticipation of the flu season compounding the effects of COVID.

In response to a question about increased tick-borne diseases compared with previous years, particularly HGA (Human granulocytic anaplasmosis) and babesiosis, Ms. Zike reported that most of the babesiosis cases are from out of state and from the Cape.

Traveling Meals – Maryanne Dinell

There are currently five summer staff members who are job sharing for meal delivery. Beth Israel Deaconess Hospital-Needham is still packing the meals according to their protocol. There are approximately 50 people on the program.

Substance Use Prevention – Karen Shannon

The Prevention Team has been busy in June. Ms. Shannon filed for a no-cost extension of the Drug Free Communities grant. Ms. Shannon is working on getting the new vaping prevention work going and posting the position for that grant-funded project. The team developed a substance use prevention PSA for the Needham channel and another PSA in the continuing effort to publicize available supportive services. SALSA teens have completed 4 projects, including engaging with rising 9th graders, vaping prevention, and producing PSAs.

The Public Health Division has launched a racial equity committee that includes the other divisions in Health and Human Services, to evaluate the way we do our work in terms of racial equity and to identify changes that should be made.

There was a brief interchange about whether teens' use of vaping products might be decreasing as they are home more, but that may be mitigated by the enormous increase in stress teens are experiencing, as reported by Sara Shine, the Director of Youth and Family Services.

Environmental Health – Tara Gurge and Diana Acosta

There has been an uptick in complaints about people not wearing masks. Ms. Gurge and Ms. Acosta continue to educate restaurants and their staff about wearing masks and social distancing. Ms. Gurge gave the owner of Café Fresh Bagel talking points to help encourage customers to wear masks. Ms. Acosta is working with the owner of Kostas to make sure the staff are wearing masks and wearing



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them properly. Paige Lambert, an intern, is working on a PSA regarding masks and distributing information about the Board of Health order. Ms. Gurge said that the current effort is much like the educational campaign from many years ago about wearing gloves to prevent bare-hand contact.

Ms. Acosta said that many of the complaint calls are about customers not wearing masks rather than about restaurant staff. The workers find themselves in uncomfortable positions, asking customers to comply with the mask order, particularly if a customer is already agitated. Ms. Gurge urges the staff to use their best judgement in those instances. The Board had a brief discussion about how an employee who is unable to wear a mask for medical reasons might wear a face shield. Face shields are not an adequate substitute for masks, but they are better than nothing.

Ms. Gurge reported on the progress they are making on the FDA standards. They have made headway on FDA Standard 7 (industry and community relations). Ms. Lambert is working with Donna Moulthrop and Ruth Clay from North Shore health departments on Standard 7. Ms. Gurge said that they are also making progress on FDA Standard 2 (trained regulatory staff). Environmental Health staff will be doing some shadowing with restaurant staff to make visits standardized.

All pools have been permitted other than the one at Rosemary Ridge which has decided not to open. Ms. Acosta met with all pool managers to review state regulations. Many hired additional staff for cleaning and monitoring the number of people coming in. Most are using a reservation system to control for social distancing and for cleaning. The Town pool opened this week after a long period of a lot of hard work. The hotels are planning to open indoor pools within the next two weeks.

COVID-19 status update

Ms. Zike reported that she ran the usual report of confirmed cases. Needham had flattened by the end of May and total cases per day had decreased. Quarantine and isolation stayed the same through June. However, there has been an increase in confirmed and probable cases in July.

Ms. Zike looked at other aspects of the data to understand the demographics of probable and confirmed cases (refer to Ms. Zike's slides). Long term care accounts for the largest number of cases in older adults. But, when long term care cases are excluded from the totals, the numbers of under 20-year-olds jump from 5% to 10% and the older age group gets significantly smaller. The race breakdown of confirmed cases is available only outside long-term care sites. Gender breakdown stays much the same at close to 50-50, but with females slightly higher.

Ms. Zike explained how "probable" and "confirmed" are determined. There are three types of tests: PCR, antigen, and antibody. The only test that is considered definitive for confirmed cases is the PCR. Antigen and antibody, even if positive, are only counted as probable. However, a positive antigen test, even if followed by a negative PCR, is still required to isolate. When people have a negative antigen test, they must follow up with PCR. This complicates reporting numbers. People with positive antigens are treated as if they are positive but they are not counted in the case numbers unless it has been confirmed by PCR. Positive antibodies with no symptoms in the last 14 days does not require isolation. As of last week, Needham had 341 confirmed, but as of the end of June, Needham had 404



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confirmed and probable cases. Several of the positive antigens that also tested negative with PCR have all come from the same facility. Ms. Zike brought this to the State to investigate.

Needham Public Health is receiving many questions from the public about testing and about quarantine after travel. The Division is waiting to hear from the State about how local health departments will be expected to enforce travel-related quarantine. Police will not play a role in enforcement. They will only respond if public health staff members are in danger.

Colleges may do their own contact tracing but must coordinate with the local health department. The Communicable Tracing Collaborative staff keeps changing. They often refer contact tracing within long term care facilities back to the local health department. There appears to be a reemergence in long term care.

The Division is beginning to plan flu clinics. There will be an increased the supply of flu vaccine and the plan is to run the clinics as drive-through, possibly in partnership with other towns. Ms. Zike is concerned that she will be unable to do both the flu clinics and COVID management without additional nursing help.

In response to a question about the increased July numbers Ms. Zike said that most are due to travel and some to gathering in indoor summer programs. These have been mostly antigen tests. Dr. Partridge pointed out that this may be a harbinger for the schools in the fall.

Mr. McDonald said that the ban on reusable bags has been lifted by the state. The Board of Health may consider whether to follow suit.

Mr. McDonald reported that the division has received many complaints about face coverings, mostly about non-compliance, which is stretching staff beyond current capacity to respond and investigate. Historically the division has not been involved in private residence issues other than for code violations. Ms. Gurge and Ms. Acosta distribute signs and educational material about social distancing and wearing masks but cannot respond to complaints. Staff can't issue tickets unless they witness the violation in person.

The State has revised voting rules in anticipation of the upcoming elections on September 1 (primary) and November 3, allowing "no-excuse" absentee voting. After a brief discussion including concerns that the Town works out some problems that occurred with the Town elections, the Board decided to write a letter to the public promoting absentee voting from the public health perspective.

Hearing on face covering emergency order:

The hearing was opened at 9:50. Since this is part of the emergency order, there is no public comment. However, there was extensive public comment on the original order.

Mr. McDonald presented changes in the edited version given to the Board of Health. There is some clarification regarding locations in business where face coverings are not required, such as a private



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office that is not shared with other people. The website has been updated to reflection changes in the state guidance, including maximum occupancy for retail establishments and reusable bags. Mr. McDonald has also edited the letter to clarify when to wear masks outdoors.

The Board agreed with the edits. Dr. Partridge asked for clarification of the word “access” in the context of “access and functional needs”. Dr. Epstein would like it to state that although reusable bags are now permitted, establishments should continue to offer single-use bags at no cost to the consumer.

Dr. Partridge made a motion to accept the letter with the edits discussed. Dr. Epstein seconded. Dr. Cosgrove abstained because he missed part of the discussion. All four other Board members voted in favor of the motion.

Other business:

Public signs related to COVID

Mr. McDonald said that two signs at Memorial Park which thank people for wearing masks were developed with the help of Cyndi Gonzalez, the Public Information Officer.

The Newton-Needham Chamber of Commerce has asked for signs that would help businesses enforce face covering. Such a sign would say “You must wear a mask to enter this business per order of the Board of Health. If someone is unable to comply for medical reasons, please call or email us.” (The establishment would include their number and email in a space provided for that purpose). Such a sign will help to take some of the burden off the business owner and employees.

Needham Public Schools

Mr. McDonald and Ms. Zike, as well as Ms. Mathews, are serving on an advisory committee for reopening the schools. Ms. Zike is also meeting regularly with the School Physician, Dr. Alan Stern, and with the Director of School Health Services, Barbara Singer.

Mr. McDonald had requested a modeling of air flow on school buses to determine what effect reduced student load has on air quality and Mr. McDonald said the study was fairly revealing. The Harvard School of Public Health has also done modeling in classrooms and the results should be received later this week. The teachers’ union is raising concerns regarding spacing, cleaning, and air flow.

Managing air flow is very challenging because there are so many different air handling systems and conditions throughout the system, even within one school. Dr. Epstein said this is critical because indoor activity creates the highest risk. Dr. Epstein also suggested that there should be attention paid to the Mitchell School which does not have air conditioning. Portable HEPAs will have to be used in certain spaces, although outdoor air is best.

The MA Department of Elementary and Secondary Education (DESE) changed its recommendations for spacing within classrooms from 6 feet to 3 feet. Staff are questioning the change since the MA Department of Public Health still advises 6 feet distance for dining, even in outdoor venues.



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School districts have been told to prepare three scenarios: everyone in-school, everyone at home, and a hybrid model where only a portion of people are in school and may include rotating people in person and online learning. Mr. McDonald said that, given the superintendent's focus on the health of students and staff, all in-person seems unlikely for Needham. The School Department is still working on developing details for a hybrid plan. Ms. Mathews reported that a recent zoom call was attended by over 1000 parents.

Diversity and equity letter from the Board of Health

Dr. Brown and Ms. Mathews drafted a letter to the public to about the Board's support for diversity, equity, and inclusion, and about how race affects social determinants of health. The letter also includes a cautionary statement about wearing masks while exercising first amendment rights (protesting for Black Lives Matters) in consideration of public health and disease prevention. Mr. McDonald presented the draft letter with edits from him and from Board members.

Evidence from other cities indicate that the protests have not been spreader events. Given that, and the fact that the division is very low staffed (missing 4-5 people), Public Health may be able to provide only limited support in the form of guidance to the organizers and possibly some masks. Mr. McDonald suggested including the following, "... with sufficient notice, Public Health will attempt to provide face covering. However, our supply is limited, and the expectation is that people will provide their own."

[There followed a discussion about current understaffing and how it would affect Division's ability to set up and run a socially distanced cooling center if the need arises in the middle of COVID response. The Medical Reserve Corps (MRC) could be activated but low staffing will make it difficult to organize and structure the work of the MRC.]

Another edit to the letter will refer to the Health and Human Services Department racial equity committee.

Dr. Cosgrove made a motion to approve the letter with the edits. Dr. Partridge seconded. The motion passed unanimously.

Goals and objectives

The Board had intended to discuss progress on its goals and objectives but determined there was not enough time left at this meeting. Each member will review the progress on existing goals and objectives, send comments to Mr. McDonald, and discuss at the next meeting.

Alcohol regulations

The Select Board is considering changes to the alcohol regulations and has already reduced the alcohol license fee. The Board of Health's concerns are primarily focused on penalties for violations.



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Mr. McDonald made the case for defined consistent penalties. Removing discretion in penalties and supporting clear, transparent, and fair penalties will lead to a much more equitable regulation. The Board of Health agreed.

Although the Select Board has not asked for feedback from the Board of Health, this is an opportunity to formally weigh in. Public Health already made progress in instituting alcohol compliance checks that mirror the longstanding tobacco compliance checks. The results of the alcohol compliance checks point toward the need for clearer, stronger penalties.

The Board recommends the following edits: 10.1 change “maybe” to “shall be” grounds for formal action. As a formal action it also becomes public, no longer swept under the table. And, 10.2 is very soft and offers too much discretion.

Ms. Read reported that the last alcohol compliance checks had to be cancelled due to COVID. Rather than continue to partner with police with the old model of compliance checks, Ms. Read is switching to non-police involvement alcohol purchase surveys.

Ms. Mathews asked about sharing data from the survey and compliance checks with the Select Board to help them understand how pervasive alcohol use is among our young people. Dr. Partridge said that underage drinking is a huge public health problem. As an emergency physician, Dr. Partridge sees a direct connection between underage drinking, trauma, violence, and sexual assault. He stressed the importance of sending a message to the Select Board about these significant issues.

Ms. Read offered to have Zendilli Depina present to the Board about Photo Voice, a project that provides feedback from teens about their perceptions regarding alcohol.

Dr. Brown said that the Board of Health should give formal feedback to the Select Board if not able to do a presentation

Meatless Monday

Dr. Brown was approached by the League of women voters about their Meatless Monday program. They would like the endorsement of the Board of Health.

Dr. Cosgrove moved to endorse Meatless Monday. Ms. Mathews seconded. The Board voted unanimously to endorse Meatless Monday.

Next meeting: Thursday, September 10, 9-10:30 am

Dr. Cosgrove moved to adjourn the meeting at 10:46. Dr. Partridge seconded. Unanimous vote to adjourn.



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Date: July 2020

Staff member: Lynn Schoeff

Activities and Accomplishments

Activity	Notes
Grant writing	Submitted proposal to the Mass Department of Transportation for purchasing a new van for the Aging Services Division
Racial equity work	- Attended a webinar about Racial Equity Municipal Action Plan program. - Attended and did research for the HHS Racial Equity Committee
Policy development and review	Began the process of determining which Division policies are due for review
Mask distribution	Served as the liaison between the Town and <i>Be Kind Needham</i> to distribute home-made masks to all Town departments.

Summary overview for July:

Summer work included grant proposal writing and being the liaison between the Town and Be Kind Needham to distribute home-made masks,



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Unit: Substance Use Prevention

Date: July 2020

Staff: Karen Shannon, Karen Mullen, and Monica De Winter

Activities and Accomplishments

Activity	Notes
Vaping Grant Award	Metro West Health Foundation (MWHF) approved a one-year, \$25,000 youth vaping grant for the NPHD. On July 28 the part-time grant coordinator position was posted. Work has begun on drafting a health equity plan for the grant, as requested by MWHF.
Drug Free Communities (DFC)	• We are waiting on a decision by SAMHSA for the no-cost extension request submitted in June. • Quarterly FFR report submitted.
SPAN	
SALSA	SALSA students completed a variety of projects: #NeedhamStrong video: launched video montage of community members illustrating strength and resilience during the pandemic. Gabby Glanz interviewed by The Needham Channel; segment aired and shared on social media. “Vaping Awareness” pamphlet, sharing education and resources around youth vaping for parents and caregivers. Pamphlet was posted on social media for initial promotional launch. Network meetings with fellow youth advocates from Natick, Ashland, Hopkinton and Avon to share best practices and plan a regional prevention campaign. Youth to Youth International Conference: 2 SALSA students attended this virtual conference.
Social Media	Posts to SPAN FB • Parent Al-anon meeting: 2,120 reached • COVID 19 PSA from NPHD: 980 reached Created substance use prevention messaging for NPHD weekly Twitter posts.
SPAN Website	Account was upgraded on Square Space platform, providing more pages for new content. Graphic design consultant re-organizing content and making site more user friendly.
HHS Racial Equity Committee	This new working group met on 7/9,23. The group’s statement of purpose is: <i>examine and evaluate the work of Health and Human Services, specifically regarding racial equity and justice; to educate ourselves about institutional racism; to determine what we need to change or to put in place to ensure equity</i>



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	<i>and anti-racism; to commit to work to promote equity and anti-racism; and to strive to continuously evaluate and improve our efforts in these areas.</i>
Parent Al-anon group	The weekly Monday night Parent Al-anon meeting continues. Attendance has waned and efforts to build membership are underway. Meeting is publicized in the Hometown Weekly newspaper and on SPAN's Facebook page.
Trainings and Conferences	• International Youth to Youth Conference, 7/22-24, Karen S. attended • Neurobiology of Addiction, 7/15, hosted by AdCare and BSAS, Karen S. • "Mini MPH," hosted by BU School of PH, Karen M. attended
Meetings	MetroWest Health Foundation meeting, "Re-opening Best Practices," 7/8,
Webinars	Prevention Action Alliance, Racial Inequities National Council for Behavioral Health, "Resilience Oriented Strategies for Racial Inequities"

Summary for Months of July 2020:

July has been busy with a focus preparing for the start of the MWHF vaping grant, with preparation of a health equity plan for the grant, posting of the part-time grant coordinator position, and conversations with partners to begin preliminary plans for the youth cessation program. SALSA students have been active with a number of projects, including the newly launched Vaping Awareness pamphlet for parents and have attended the International Youth to Youth Conference held virtually.



DHAM PUBLIC HEALTH DIVISION



Unit: Public Health Nursing

Month: July 2020

Staff member: Tiffany Zike

Activities and Accomplishments

Activity	Notes
COVID-19 Communicable disease investigation	Primary and Secondary disease investigation and contact tracing
Flu clinic planning	Working on flu clinic planning and acquiring flu supplies.
Providing reopening guidance	Site visits, answering calls, zoom meeting, etc. with both private and public businesses, and residents. Answering residents concerns and following up as needed.
Set up bi-weekly meeting with CTC	Discussion on how to coordinate case investigation for confirmed cases in Needham.

Summary overview for the month:

The nursing department continues with weekly Maven trainings and DPH calls. MAPHN meetings about advocating. Working with Sanofi on influenza vaccines. Working with DPH and Olin college to discuss case investigation once school opens.



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COMMUNICABLE DISEASES:	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Apr	MAY	JUN	T21	T20
Amebiasis													0	1
Chickungunya													0	1
BABESIOSIS	2												2	4
CAMPYLOBACTER	2												2	15
COVID 19 Confirmed	33												33	327
COVID Probable	13												13	37
COVID Contacts	16												16	242
CPVID Suspect	1												1	15
CRYPTOSPORIDIUM	0												0	0
Cyclosporiasis	0												0	5
HGA	0												0	6
Enterovirus	0												0	1
GIARDIASIS													0	4
Haemophilus Influenza													0	0
HEPATITIS B	2												2	3
HEPATITIS C													0	8
HGA	1												1	6
Influenza													0	51
Invasive Bacterial Infection													1	1
Legionellosis													0	2
Listeriosis													0	0
LYME	4												4	38
MEASLES													0	0
MENINGITIS													0	1
Meningitis(Aseptic)													0	0
Mumps													0	2
Noro Virus													0	2
PERTUSSIS													0	2
RMSF(Rocky Mt Spotted Fever)													0	1
SALMONELLA													0	1
SHIGA TOXIN													0	0
SHIGELLOSIS	1												1	0
STREP Group B													0	2
STREP (GAS)													0	3
STREP PNEUMONIAE													0	0
TUBERCULOSIS (lab review)	2												2	0
Latent TB													0	0
Varicella													0	4
Vibrio													0	0
West Nile virus													0	0
TOTAL DISEASES													78	522



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ANIMAL TO HUMAN BITES	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Apr	MAY	JUN	T21	T20
DOG	1												1	8
CAT													0	1
BAT	1												1	4
SKUNK													0	0
RACCOON													0	0
other													0	0
TOTAL BITES													2	13



Needham Public Health Division

July 2020

Assist. Health Director - Tara Gurge

Health Agents - Diana Acosta and Monica Pancare

Unit: Environmental Health

Date: 9/10/2020

Staff members: Tara Gurge, Diana Acosta and Monica Pancare

Intern – Paige Lambert

Activities and Accomplishments

Activity	Notes
COVID-19 Guidance and Resource Distribution/Re-opening seating plan reviews/Indoor-Outdoor Pool and Gym protocol reviews	Diana, Monica and Tara are continuing to conduct spot checks and provide COVID-19 guidance and signage to post on entrance doors to all our food establishments and other businesses/group housing sites. Food establishment re-opening site visits, including indoor and outdoor seating layout reviews, are being conducted as the requests come in. Blue on Highland is the last remaining establishment to be re-opened, and they are not planning on re-opening until the fall. As of June 1 st , Diana and Tara are now working in the office on a limited basis but are still able to continue to work remotely during this time. Have continued to field calls and respond to complaints received. Routine Inspections have restarted in July and the team will continue to work to return to a full schedule in the upcoming weeks. This month, we have also been actively reviewing indoor/outdoor pool protocols, as well as apt. complex/assisted living indoor gym area protocols. We've also sent state guidance to all our Bodywork establishment owners.
Step One, Phase III started on Monday, July 6th	The following businesses will be eligible to reopen in Step One of Phase III, subject to industry-specific rules concerning capacity and operations*: • Movie theaters and outdoor performance venues; • Museums, cultural and historical sites; • Fitness centers and health clubs; • Certain indoor recreational activities with low potential for contact; • Professional sports teams, under the authority of league-wide rules, may hold games without spectators *Environmental staff continued to work with these organizations on reviewing their proposed protocols, to ensure they were in line with state and local COVID-19 requirements, as requested.
Town Online Permitting System	Diana and Tara are continuing to work with Terry Wolfson from IT Dept. in developing additional online permit applications on ViewPoint Cloud. We are now working on Disposal of Sharps, Food Plan Review and Food Establishment permits.
Baseball team COVID-19 protocols	Tara followed up with the NHS Baseball coaches on proper COVID-19 protocols that must be followed for practices and games being held on Memorial Field.
Rosemary Pools Re-opening guidelines	Finalized Rosemary Pools re-opening guidelines to be followed for this upcoming season, which is set to start on Tuesday, July 28 th , and will plan on being open for a month.
Needham Housing Authority resident group inquiry	Received an email from a Needham Housing Authority resident group about COVID-19 protocol requirements. Tara worked with Tiffany on receiving clarifications on specific requirements which were sent back to the group.

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

Activities

Activity	Notes
COVID – 19 Response	As of March 17, 2020, Environmental Health Staff have been working remotely from home. On Monday June 1st, staff allowed to work back in the office on a limited basis. - Call forwarding was activated on office phones so calls can be received via cell phone. - Continue to follow-up on complaints received. - Communicating with Food Establishments via email and spot checks, which includes distributing signage and sending out the latest guidance on COVID-19. - Inspections to be conducted of food establishments prior to re-opening (On-going.) - Started conducting routine food service inspections this month. - Continued conducting collaboration with other Town departments on approval for outdoor seating. - Continued conducting indoor restaurant seating reviews and approvals in order to verify required social distancing setbacks and public safety requirements. - Continued to review indoor and outdoor pool protocols. - Reviewed protocols for indoor gyms. - Assisted NHS baseball athletic coaches in strengthening their protocols.
COVID -19 Complaints	15 – Mask Complaints received: - <u>Dunkin Chestnut Street</u> – Report of mask below nose. Spoke to management. - <u>Domino's Pizza</u> – Report of staff member without mask. Diana followed up and all employees had a mask on. - <u>Kosta's</u> (2x) – Report of staff not wearing masks – 1 staff member medically exempt. - <u>Servente Bakery</u> (2x) – Report of staff and owner not wearing masks. 1 staff member medically exempt. - <u>UBreakiFix</u> – Report of staff not wearing mask – Diana followed up with manager. - <u>Charles River Landing</u> – Front desk staff not wearing masks correctly, guests not wearing masks, residents not always wearing masks in common areas. Spoke to management. - <u>Sudbury Farms</u> (2x) – Report of staff having their mask around neck or only over mouth/chin; social distance markers removed off floor. Spoke to management. - <u>Hungry Coyote</u> – Report of customer not wearing mask or social distancing. Staff still served the customer. Spoke to owner about complaint. - <u>Dunkin Great Plain Ave</u> – Report of mask pulled down. Spoke to owner. - <u>Café Fresh Bagel</u> – Report of staff allowing customer in store without a mask. Site visit conducted. Met with owner about complaint. - <u>Stephen Palmer Apartments</u> – Report of residents and medical workers not wearing masks. Spoke to management. - <u>Chestnut Hollow</u> – Report of PCA not wearing mask. Spoke to landlord about complaint. 2 – Other Complaints - <u>Chestnut Dental</u>- Concerns about office not following COVID 19 protocols. - <u>NHS Baseball Team</u> – Received concerns from residents re: NHS Baseball team practices and games on Memorial Field not sufficiently following COVID-19 protocols. Tara followed-up with coaches about reported concerns. Made changes to protocols.
Domestic Animal Permits (New/Renewals)	17 – Animal Permit Applications received: 4 – New applicants - Issued 2 Permits, 1 pending payment, 1 pending coop 12 -Renewals - 4 permits issued, 8 Permits pending payment
Bodyworks (New)	1 – Bodywork Practitioner Permit application received from: - <u>Blue Lotus</u> – Ariel Ayaviri (Still pending – awaiting doctor's clearance-on hold due to COVID-19.)

Demo Reviews/ Approvals	8 - Demolition signoffs: - 52 Elder Road - 123 Pickering Street - 11 Gatewood Drive - 65 Emerson Road - 33 Oak Street - 12 Dunbarton Road - 248 Webster Street - 154 Grant Street
Food – Plan reviews	3 – Plan reviews conducted for: - <u>Baking for Justice</u> – Residential kitchen. - <u>Le Petit Four (#1133 South St.)</u> - Owner needed to submit additional residential kitchen plan review items. Tara worked with Building Dept. on reviewing proposed grease trap specs and approvals. (Also conducting a septic plan review since this home is on a septic system.) - <u>BBQ POPUP Proposal for 1 First Ave. (old Acapulcos parking lot site)</u> – Plan review materials were submitted and in process of being reviewed, but Building Dept. and Fire Depts. had many concerns with proposed location re: public health and safety. Applicant decided not to pursue.
Food – Temporary Food Event Permits	0 – Temporary Food Permits issued
Farmers Market	1 – Farmers Market Permits Issued - Boston Sword and Tuna 19 – Farmers Market Inspections completed - Paige Lambert continues to inspect the stands weekly each Sunday.
Food – New Food Permit (Updates)	2 – Food Establishment pending pre-operation inspection process: - <u>Thai Story Restaurant (formerly known as Eat Well)</u> – Pre-operation inspection in process. - <u>Home Kitchen, Inc.</u> – Pre-operation inspection in process.
Food – Pre- operation Inspections and Annual Permits	3 – Pre-Operation Inspections conducted at: - Baking For Justice - Olin College - Zdorovie Adult Day Care 1 – Food Establishment Permit Issued – - Baking for Justice
Food Complaints	1/1 – Food Complaints/Follow-ups: - <u>Dunkin Great Plain Ave.</u> – Complainant called with concerns about an open-faced cooler shutting down and potentially leaving items at room temperature for extended periods. Additionally, they were concerned with pest control. Diana followed up with the owners who addressed the issues.
Housing Complaints/ Follow-ups –	3/4 – Housing Complaints/Follow-ups – - <u>Webster Green (1/1)</u> – Elevator out of order, concerns about older residents being able to safely navigate building. There were also concerns with the lack of air conditioning (A/C) in the hallways during the heat wave. The building can get excessively hot. Tara followed up with the landlord. Parts were on order to repair the elevator. Maintenance reported that more A/C units were in the process of being installed to cool down the halls. - <u>Charles Court East Condos (1/2)</u> - Report of odors and dust migrating into complainants condo due to on-going renovations being conducted in abutting unit. Also referred to Building Dept. to verify that proper Building permits were taken out by the owner. Spoke to owner and condo management about concerns. Maintenance was also able to investigate and ensure that owner had proper ventilation and dust control for work being conducted. - <u>Residence Inn (1/1)</u> – Hoarding complaint received. Diana conducted an inspection and issued order letters to Residence Inn Corp. office and the occupant. Also referred to COA social workers. Apt. professionally cleaned and issues addressed.

Nuisance – Complaints/ Follow-ups	9/10 – Nuisance Complaints/Follow-ups conducted for: - <u>Warren Street</u> – Complainant reported rats in area and possible junk by-law violation. Diana and Tara drove to home to conduct spot checks and did not find these conditions. - <u>Richard Street</u> – Neighbor reporting a small kiddie pool in backyard where water was not being turned over and was concerned about mosquito breeding. Diana conducted site visit and saw the kiddie pool. Water was clear, pool used for dog. Letter was left on property. - <u>Emerson Place</u> – Resident was walking her dog on a Tuesday evening and a mosquito truck passed through the area and did not stop spraying. Diana followed up with Norfolk County Mosquito Control District to confirm spraying schedule. Gave resident information on what was being sprayed by the truck. Truck typically spays after 9 pm on Tuesday evenings. - <u>River Park Street</u> – Resident called to report junk all over property. Diana conducted a site visit and met with the owner’s son. JC Timmerman dumpster was in driveway and son reported they were in the process of removing items from the house. Diana confirmed with JC Timmerman a week later that the dumpster had been picked up. - <u>Sweet Basil</u> – Trash receptacle was overfilled on a Sunday and attracted many birds. Diana followed up with the owner who confirmed trash is taken out daily except for Sundays. Will remind staff to continue breaking down cardboard and items to efficiently fill dumpster so it is not at the point of overflow. - <u>Crescent Road</u> – Construction across the street and masonry work was being done which created excessive dust. Work was done when complainant called so Public Health was not able to witness excessive dust. Tara spoke to builder about having wet cutting equipment available to complete job. Also referred to Building Dept. They also spoke to builder about requirements. - <u>Fisher Street</u> – Complainant called to report a neighbor had excessive items on their property. Diana drove by property and it did not meet the junk bylaw definition. - <u>Fisher St. and South Street Bridge, near the Dover town line</u> – Report of kids swimming and jumping off the bridge. Complainant inquired about the water quality in that area. Referred complainant to state website on water quality date for Charles River. - <u>Vara Lane</u> - Complaint received from neighbor re: large piles of scrap metal items, pieces of furniture, tires, and appliances in their abutter’s backyard. Tara and Diana conducted site visits. (Complaint in process of being investigated.)
Pools – Seasonal Outdoor Permit Renewals*	4 - Pre operation inspections (3 initial and 1 follow-up) - The Kendrick Pool (1/1) - Rosemary Recreation Complex – Family Pool (1/0) - Rosemary Recreation Complex – Lap Pool (1/0) 4 – Pool permits issued: - The Kendrick - Modera - Rosemary Recreation Complex – Family Pool - Rosemary Recreation Complex – Lap Pool
Septic – Plan Review	1 – Septic Plan review conducted for: • <u>29 Windsor Road</u> – Initial review conducted. Additional info. requested in order to complete review process.
Planning Board reviews/Memos sent	2 – Plan reviews/follow-up reviews conducted for Planning Board: • <u>#330 Reservoir St.</u> - Comments sent. • <u>Heather Lane Extension/Subdivision</u> - Revised Memo sent to cover an additional lot for the off-street drainage bond.
Zoning Board of Appeals plan review	1 – Zoning Board of Appeals review conducted for: - <u>#1545 Central Ave. (Needham Pool and Racquet)</u> - Comments sent.

FY 21 Priority FBI Risk Violations Chart (By Date)

Restaurant	Insp. Date	Priority Violation	Description
Fresco's	7/11/2020	4-501.114 (A)-(C) Chem.San. Temp./pH/Concentr./Hard. - Kitchen - <i>Code: A chemical sanitizer used in a sanitizing solution for a manual or mechanical operation at contact times specified under paragraph 4-703.11(C) shall meet the criteria specified under section 7-204.11 Sanitizers, Criteria, shall be used in accordance with the EPA registered label use instructions, and shall be used as follows: A chlorine solution shall have a temperature of 55°F-120°F, depending on water hardness, and concentration range of 25ppm to 100ppm. An iodine solution shall have a minimum temperature of 68°F with a concentration range of 12.5ppm to 25ppm. A quaternary ammonium compound solution shall have a minimum temperature of 75°F, have a concentration as specified under section 7 204.11 and as indicated by the manufacturer's use directions included in the labeling, and be used only in water with 500 MG/L hardness or less or in water having a hardness no greater than specified by the EPA-registered label use instructions.</i>	Corrected on site - Chlorine in excess of 200ppm PIC added more water. Test frequently
		3-501.16 (A)(2) (B) Proper Cold Holding Temps. - Kitchen - <i>Code: Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under section 3-501.19, and except as specified under paragraph (B) and in paragraph (C) of this section, TCS food shall be maintained at 41°F or less. Eggs that have not been treated to destroy all viable Salmonellae shall be stored in refrigerated equipment that maintains an ambient air temperature of 45°F or less.</i>	Corrected on site - Scrambled egg mix 50F Double pan set up added more ice.

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'21	FY '20	FY' 19	FY' 18	FY' 17
Biotech registrations	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2
Bodywork Estab. Insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	7	14	11	6
Bodywork Estab. Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	9	9	6	4
Bodywork Pract. Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	23	21	22	13
COVID 19 Complaints	17	0	0	0	0	0	0	0	0	0	0	0	17	0	0	0	0
Demo reviews	8	0	0	0	0	0	0	0	0	0	0	0	8	73	104	105	112
Domestic Animal permits	6	0	0	0	0	0	0	0	0	0	0	0	6	1	21	19	17
Domestic Animal Inspections	3	0	0	0	0	0	0	0	0	0	0	0	3	3	22	3	16
Food Service Routine insp.	5	0	0	0	0	0	0	0	0	0	0	0	5	149	200	225	198
Food Service Pre-oper. Insp.	3	0	0	0	0	0	0	0	0	0	0	0	3	48	12	32	37
Retail Food Routine insp. Or 6 month check in	0	0	0	0	0	0	0	0	0	0	0	0	0	33	46	60	69
Residential Kitchen Routine insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	3	6	8	7
Mobile Routine insp.	1	0	0	0	0	0	0	0	0	0	0	0	1	4	17	13	15
Food Service Re-insp.	1	0	0	0	0	0	0	0	0	0	0	0	1	21	28	53	51
Food Establishment Annual/Seasonal Permits	1	0	0	0	0	0	0	0	0	0	0	0	1	155	140	171	177
Temp. food permits	0	0	0	0	0	0	0	0	0	0	0	0	0	67	134	163	158
Temp. food inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	10	37	29	62
Farmers Market permits	1	0	0	0	0	0	0	0	0	0	0	0	1	14	14	14	7
Farmers Market insp.	19	0	0	0	0	0	0	0	0	0	0	0	19	158	229	127	33
Food Complaints	1	0	0	0	0	0	0	0	0	0	0	0	1	49	18	20	13
Follow-ups food complaints	1	0	0	0	0	0	0	0	0	0	0	0	1	48	21	21	17
Food Service Plan Reviews	3	0	0	0	0	0	0	0	0	0	0	0	3	14	20	42	33
Food Service Admin. Hearings	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0
Grease/ Septage Hauler Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	20	21	24	24
Housing (Chap II Housing) Annual routine inspection	0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	14	14
Housing Follow-up insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	4
Housing New Complaint	3	0	0	0	0	0	0	0	0	0	0	0	3	41	22	22	7
Housing Follow-ups	4	0	0	0	0	0	0	0	0	0	0	0	4	56	28	24	11
Hotel Annual inspection	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3	3	3
Hotel Follow-ups	0	0	0	0	0	0	0	0	0	0	0	0	0	15	0	0	0
Nuisance Complaints	9	0	0	0	0	0	0	0	0	0	0	0	9	34	55	42	30
Nuisance Follow-ups	10	0	0	0	0	0	0	0	0	0	0	0	10	55	69	42	45
Pool inspections	3	0	0	0	0	0	0	0	0	0	0	0	3	13	20	12	13
Pool Follow up inspections	1	0	0	0	0	0	0	0	0	0	0	0	1	3	12	7	8
Pool permits	4	0	0	0	0	0	0	0	0	0	0	0	4	11	19	12	9
Pool plan reviews	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	44	19
Pool variances	0	0	0	0	0	0	0	0	0	0	0	0	0	6	5	7	6
Septic Abandonment	1	0	0	0	0	0	0	0	0	0	0	0	1	21	9	5	18

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'21	FY '20	FY' 19	FY' 18	FY' 17
Addition to a home on a septic plan rev/approval	0	0	0	0	0	0	0	0	0	0	0	0	0	5	2	2	5
Septic Install. Insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	13	21	28	43
Septic COC for repairs	0	0	0	0	0	0	0	0	0	0	0	0	0	5	3	1	0
Septic COC for complete septic system	0	0	0	0	0	0	0	0	0	0	0	0	0	3	4	3	3
Septic COC for complete septic system	0	0	0	0	0	0	0	0	0	0	0	0	0	2	4	4	3
Septic Info. requests	10	0	0	0	0	0	0	0	0	0	0	0	0	10	61	62	62
Septic Soil/Perc Test.	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2	6
Septic Const. permits	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6	5	8
Septic Installer permits	0	0	0	0	0	0	0	0	0	0	0	0	0	6	8	9	11
Septic Installer Tests	0	0	0	0	0	0	0	0	0	0	0	0	0	2	5	3	6
Septic Deed Restrict.	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	3	7
Septic Plan reviews	1	0	0	0	0	0	0	0	0	0	0	0	0	8	9	23	14
Disposal of Sharps permits	0	0	0	0	0	0	0	0	0	0	0	0	0	7	7	9	9
Disposal of Sharps Inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	7	7	7	
Planning Board/Subdivision Plan review-Insp. of lots /	2	0	0	0	0	0	0	0	0	0	0	0	0	2	4	1	0
Subdivision Bond Releases	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Special Permit/Zoning	1	0	0	0	0	0	0	0	0	0	0	0	0	1	17	34	12
Tobacco permits	0	0	0	0	0	0	0	0	0	0	0	0	0	10	10	11	12
Tobacco Routine insp	0	0	0	0	0	0	0	0	0	0	0	0	0	8	14	18	25
Tobacco Follow-up insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	8	3	3	6
Tobacco Compliance checks	0	0	0	0	0	0	0	0	0	0	0	0	0	30	30	41	34
Tobacco complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3	4	2
Tobacco Compl. follow-ups	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3	4	2
Trash Hauler permits	0	0	0	0	0	0	0	0	0	0	0	0	0	15	17	14	26
Medical Waste Hauler permits	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	1	2
Well - Permission to drill letters	0	0	0	0	0	0	0	0	0	0	0	0	0	2	6	2	7
Well Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	3



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Traveling Meals Program,

Monthly Report for July, 2020

Staff member: Maryanne Dinell, Program Coordinator

Activities and Accomplishments

Activity	Notes
<i>COVID 19 –precautions continue by summer staff as they deliver meals to homebound Needham residents in need of food for the month of July, 2020.</i>	<i>There were no incidents that required 911. Staff reminded of social distancing which has and continues to take place. Volunteers receive poly gloves and hand sanitizer to use each day and each time they deliver a meal as well as face masks to maintain social distancing.</i>
<i>954 Meals Delivered for July, 2020 48 Clients on the Program 4 New Clients on the Program</i>	<i>2 new consumers for Springwell 2 private pay</i>

Summary overview for the month:

Summer Staff delivering meals while volunteers take summer break.



NEEDHAM PUBLIC HEALTH DIVISION



Unit: Traveling Meals Program,

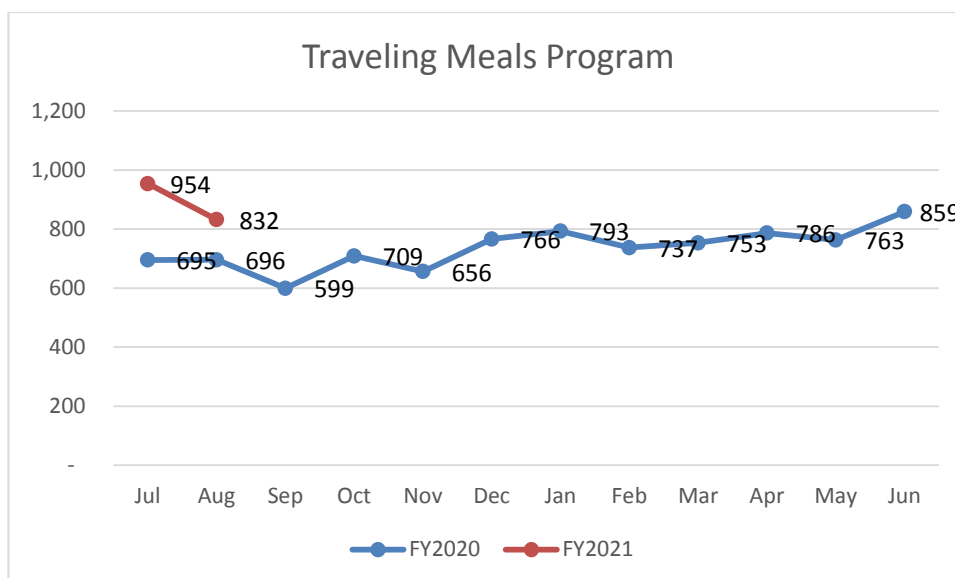
Monthly Report for August, 2020

Staff member: *Maryanne Dinell, Program Coordinator*

Activities and Accomplishments

Activity	Notes
<i>COVID 19 -precautions continue by summer staff as they deliver meals to homebound Needham residents in need of food.</i>	911 called Wed. August 26, 2020 <i>Consumer did not answer door or telephone. Staff member delivering meals opened front door as often did, called out no verbal response from consumer lying on the floor.</i>
832 Meals delivered in August, 2020 53 Consumers on the Program 6 New Consumers -4 for first time 2 re-enrolled 2 Consumers no longer on Program	4 new consumers for Springwell 2 private pay 1 Consumer passed away 1 Consumer on their own 1 Consumer hospitalize

Summary overview for the month: **July and August meal delivery for FY 2021**





Needham Public Health Division

August 2020

Assist. Health Director - Tara Gurge

Health Agents - Diana Acosta and Monica Pancare

Unit: Environmental Health

Date: 9/10/2020

Staff members: Tara Gurge, Diana Acosta and Monica Pancare

Intern – Paige Lambert

Activities and Accomplishments

Activity	Notes
COVID-19 Guidance and Resource Distribution/Re-opening seating plan reviews/Business protocol reviews/Needham Public Schools cafeteria re-opening protocol review and approval	Diana, Monica and Tara are continuing to conduct spot checks and provide COVID-19 guidance and signage to post on entrance doors to all our food establishments and other businesses/group housing sites. Food establishment re-opening site visits, including indoor and outdoor seating layout reviews, are being conducted as the requests come in. Blue on Highland is the last remaining establishment to be re-opened, and they are not planning on re-opening until the fall. As of June 1 st , Diana and Tara are now working in the office on a limited basis but are still able to continue to work remotely during this time. Have continued to field calls and respond to complaints received. Routine Inspections have restarted in July and the team will continue to work to return to a full schedule in the upcoming weeks. This month, we have continued to review business protocols as requested. We also worked closely with the NPS Food Service Director and School Nutritionist on helping them draft their protocols in order to re-open their school cafeterias in a safe manner this fall.
Town Online Permitting System	Diana and Tara are continuing to work with Terry Wolfson from IT Dept. in developing additional online permit applications on ViewPoint Cloud. We are now working on Food Plan Review and Food Establishment permits, including Mobile and Temporary Event permit applications.
Football team COVID-19 protocols	Tara followed up with the NHS Football practice coaches on proper COVID-19 protocols that must be followed for practices being held on Memorial Field.
Rosemary Pool update	Rosemary Pool will extend its operating season for one additional week, and will remain open until Sunday, August 30 th .
Needham Housing Authority resident group inquiry (follow-up received)	Additional inquiries received via email from a Needham Housing Authority resident group about COVID-19 protocol requirements. Tara worked with Tiffany on receiving clarifications on specific requirements which were sent back to the group. Notified NHA Director of groups concerns.
FDA Standards	Paige Lambert is continuing to work on the Voluntary National Food Regulatory Program Standards and is preparing the Needham Public Health Division for audit of Standards 6 and 7. Diana and Monica are finalizing the schedule to conduct their FDA Standard 2 training inspections with Pamela Ross-Kung, food safety consultant/FDA trainer.
Car washes	The Public Health Division received various inquiries about sports organizations holding Car Washes in September. Permits had been issued earlier in the year by the Park and Recreation Department. Both departments decided car washes are not an approved activity during the COVID 19 Pandemic.

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

Activities

Activity	Notes
COVID – 19 Response	As of March 17, 2020, Environmental Health Staff have been working remotely from home. On Monday June 1st, staff allowed to work back in the office on a limited basis. - Call forwarding was activated on office phones so calls can be received via cell phone. - Continue to follow-up on complaints received. - Communicating with Food Establishments via email and spot checks, which includes distributing signage and sending out the latest guidance on COVID-19. - Inspections to be conducted of food establishments prior to re-opening (On-going.) - Continued to work towards conducting routine full service food inspection schedules this month. (In process.) - Continued conducting collaboration with other Town departments on approval for outdoor seating. - Continued conducting indoor restaurant seating reviews and approvals in order to verify required social distancing setbacks and public safety requirements. - Continued to review business protocols as requested. - Worked closely with the NPS Food Service Director and School Nutritionist on helping them draft their protocols in order to re-open their school cafeterias in a safe manner this fall. - Assisted NHS football practice coaches in strengthening their protocols.
COVID -19 Complaints	12 – Mask Complaints received: - <u>Servente Bakery</u> (2x) – Report of staff not wearing masks – 1 staff member medically exempt. Spoke to owner. - <u>Town House of Pizza</u> – Report of staff member having their mask lowered. Spoke to owner about complaint. - <u>Kosta’s</u> (4x) – Report of staff not wearing masks properly – 1 staff member medically exempt. Spoke to owner about complaint. - <u>Greek & Kebab House</u> – Report of customers not wearing masks, one staff member with nose out of mask. Spoke to manager about complaint. - <u>Dragon Chef</u> – Report of employee with no mask on in kitchen. Spoke to manager. - <u>Stephen Palmer Buildings (2x)</u> – Report of health care workers and residents not wearing masks. Spoke to property manager about complaints. - <u>Hungry Coyote</u> – Report of customer walking in with no mask on and staff did not respond. Spoke to owner about complaint. 8 – Other Complaints: - <u>The Kendrick</u> – Resident called to report other residents not wearing masks in pool area. Some had feet in pool and argued that because they were “in” the pool, they would be exempt from the face covering rule. Diana spoke with management and recommended those residents get their pool access revoked as they were not following the rules they had to sign off on. - <u>Starbucks</u> – Customer reported excessive amount of people inside store. Diana immediately went on site and did not witness a large crowd. Met with manager to discuss concern. Suggested to have a staff member manage amount of customers inside at one time by directing excess customers to wait outside as orders are completed. - <u>Birds Hill</u> – Resident reported seeing “many girls” entering a private residence without a mask on. Concerned about amount of people gathering. - <u>The Kendrick</u> – Resident concerned with college students returning to the building and not quarantining properly or following travel ban guidance. Referred to Tiffany for guidance. - <u>WCVB/Channel 5</u> - Employee reporting the television station has taken steps using COVID guidance but they are not fully complying. Tara contacted the manager who

COVID -19 Complaints (cont.)	responded. WCVB's COVID 19 control plan was submitted. Additional measures to be taken to ensure staff's health and safety. - <u>Sudbury Farms</u> – Floor decals were reported off the ground for social distancing. Spoke to manager. Store had final floor wax until 2021. Floor decals/signage to be put back into place. - <u>Concord Electric Supply</u> – Customer reported staff not wearing masks or adhering to social distance guidance. Diana followed up with the store manager. - <u>NPS Football Team</u> – Received concerns from resident re: NHS Football team practices on Memorial Field not following COVID-19 protocols. Tara followed-up with coaches about reported concerns. Made changes to protocols to ensure compliance.
Domestic Animal Permits (New/Renewals)	10 – Animal Permit Applications Received 1 – New applicant - Issued 1 Permit, 1 pending coop 9 - Renewals - 7 permits issued, 2 Permits pending payment
Bodyworks (New)	1 – Bodywork Practitioner Permit application received from: - <u>Blue Lotus</u> – Ariel Ayaviri (Still pending – awaiting doctor's clearance-on hold due to COVID-19.)
Demo Reviews/ Approvals	6- Demolition sign-offs: - 150 Manning Street - 43 Avon Circle - 117 Lindbergh Ave - 237 South Street - 369 Manning Street - 13 Roscoe Street
Food – Plan review	1 – Plan review conducted for: - Mmm...chocolates! – residential kitchen
Food – Temporary Food Event Permits	0 – Temporary Food Permits issued
Farmers Market	1 – Farmers Market Permits Issued - Tiffany's Brownies and Treats 23– Farmers Market Inspections completed - Paige Lambert continues to inspect the stands weekly each Sunday.
Food – New Food Permit (Updates)	2 – Food Establishment pending pre-operation inspection process: - <u>Thai Story Restaurant (formerly known as Eat Well)</u> – Still in process. - <u>Home Kitchen, Inc.</u> – In process. – one pre-operation inspection conducted.
Food – Pre-operation Inspections and Annual Permits	2 – Pre-Operation Inspections conducted at: - Home Kitchen - St. Sebastian's 1 – Food Establishment Permit Issued – - Mmm...Chocolates!
Food Complaints	0/0 – Food Complaints/Follow-ups
Housing Complaints/ Follow-ups –	6/5 – Housing Complaints/Follow-ups – - <u>Donna Road</u> – Toilet in basement had overflowed over weekend and home began smelling of sewage. Diana conducted an onsite inspection and found wet carpeting in basement. Landlord was ordered to have cleaners on site to clean the basement. Area cleaned on same day of complaint. - <u>Charles Court East</u> – Resident reported a “chemical smell” coming from upstairs unit. Tara has worked with this resident in the past and was collaborating with Eric from Building. The tenant above has taken out all the proper permits from the Building Department. Management met with owner to ensure proper ventilation and dust containment protocols are being followed.

Housing Complaints/ Follow-ups –	- <u>Charles River Landing (2/2)</u> – Residents reporting lack of cleanliness near Door 4 Entrance and staining on ground that has remained for weeks. Diana has reported this to management and facilities. Management reported they were to perform a deep clean in the area. - <u>Charles River Landing</u> – Resident reported trash chutes were overflowing and reported seeing pests in different places in the building and parking garage. Tara and Diana followed up with management and the pest control company. Pest control will now be coming in weekly with maintenance staff shadowing. Requested copies of weekly reports to monitor. - <u>Seabeds Way</u> – Call from Fire Dept. Hoarding on site. Order letter pending observations from Fire Dept.
Medical Marijuana	1 – Label approved for new product – Wicked Sour Fruit Bites – Blue Raspberry Flavor 2 – Labels Submitted for approval – Canatini – Double Baked – Cake Batter Cheesecake chocolate
Nuisance – Complaints/ Follow-ups	4/7– Nuisance Complaints/Follow-ups conducted for: - <u>Hunnewell Street</u> – Neighbor reporting excessive grass growth and has concern for pests. House currently vacant. Tara sent an online inquiry to owner who lived abroad. Diana went on site the next day and all grass was mowed down. - <u>Sachem Road (1/2)</u> – Resident reported excessive “mosquito-like bugs” (most likely gnats). Diana followed up with Norfolk County Mosquito Control District and they were unable to treat for this pest. Recommended this resident take proper precautions as they would with mosquitoes (avoid walking at dawn/dusk, wear long sleeves, etc.) Diana also followed up with Conservation and this is not a service provided for the community. - <u>Vara Lane (2/4)</u> – Resident reported neighbor’s property has excessive items. Tara initially drove past the property and could not see much from the street. Diana was contacted by the resident again and conducted a site visit and was able to see the excessive scrap metal and other items in the backyard. A handwritten letter was left in the offending property’s mailbox that day. A follow up Order letter was sent via certified mail which highlighted the violation and requested action. An official warning letter was sent after no response was received from the first one. After this letter was sent, the resident called Diana to report that they will begin removing items from the backyard. (In process.)
Pools	- Discussion of splash pad reopening occurred but Park and Recreation ultimately decided to not open this season.
Septic – Plan Reviews	2 – Septic Plan reviews conducted for: • <u>29 Windsor Road</u> – Final review conducted. Approval letter sent. • <u>1133 South Street (Le Petit Four)</u> – Commercial kitchen being built on residential property which has an on site septic system.
Septic – Disposal System Construction Permit (Repair)	1 – Disposal System Construction permit issued for: - <u>269 Country Way</u> – For D-Box and septic tank replacements.
Septic – Installation inspections	2 – Septic installation inspections conducted at: • <u>#269 Country Way</u>
Septic – Trench Permit	1 – Septic Trench Permit issued to: • Rodenhiser Excavating
Zoning Board of Appeals plan review	1 – Zoning Board of Appeals plan review conducted for: - <u>#1545 Central Ave. (Needham Pool and Racquet)</u> - Proposal for the addition of paddle tennis courts. Also want to install a compost toilet to accommodate these courts year round, instead of upgrading their on site septic system. Comments sent requesting copies of spec sheets on toilet to verify whether it meets MassDEP Title Five Code requirements. (Still pending.)

FY 21 Priority FBI Risk Violations Chart (By Date)

Restaurant	Insp. Date	Priority Violation	Description
Gyro and Kebab House	8/29/20	3-501.19 (A) Time as a Public Health Control - Written Procedures 24 - Back of House - Code: <i>If time without temperature control is used as the public health control for a working supply of TCS food before cooking, or for RTE/TCS food that is displayed or held for sale or service, written procedures shall be prepared in advance, maintained in the food establishment and made available to the RA upon request that specify methods for compliance with subparagraphs (B)(1)-(3) or (C)(1)-(5) of this section and methods of compliance with section 3-501.14 for food that is prepared, cooked, and refrigerated before time is used as a public health control.</i>	Sliced fresh tomatoes covered w/ foil at room temperature. Also sliced cucumber and radish. Sliced tomato Product discarded. TCS food. Cease and desist this practice unless proper variance is obtained. A variance is required for using TPHC.
Hungry Coyote	8/29/20	PIC Present / Knowledgeable / Duties 2-101.11 (A) Assignment of Responsibility - Kitchen - Code: <i>The permit holder shall be the PIC or shall designate a PIC and shall ensure that a PIC is present at the food establishment during all hours of operation.</i>	Employees not trained properly in food safety, and proper procedures: prevention of contamination by hands, how to properly use and conduct sanitizer ppm using chlorine test strips, proper food storage to prevent cross contamination, datemarking. Additional staff ServSafe Food Manager Training required ASAP. Documentation to be sent to HD.

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'21	FY '20	FY' 19	FY' 18	FY' 17
Biotech registrations	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2
Bodywork Estab. Insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	7	14	11	6
Bodywork Estab. Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	9	9	6	4
Bodywork Pract. Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	23	21	22	13
COVID 19 Complaints	17	20	0	0	0	0	0	0	0	0	0	0	37	0	0	0	0
Demo reviews	8	6	0	0	0	0	0	0	0	0	0	0	14	73	104	105	112
Domestic Animal permits	6	8	0	0	0	0	0	0	0	0	0	0	14	1	21	19	17
Domestic Animal Inspections	3	0	0	0	0	0	0	0	0	0	0	0	3	3	22	3	16
Food Service Routine insp.	5	10	0	0	0	0	0	0	0	0	0	0	15	149	200	225	198
Food Service Pre-oper. Insp.	3	2	0	0	0	0	0	0	0	0	0	0	5	48	12	32	37
Retail Food Routine insp. Or 6 month check in	0	0	0	0	0	0	0	0	0	0	0	0	0	33	46	60	69
Residential Kitchen Routine insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	3	6	8	7
Mobile Routine insp.	1	0	0	0	0	0	0	0	0	0	0	0	1	4	17	13	15
Food Service Re-insp.	1	0	0	0	0	0	0	0	0	0	0	0	1	21	28	53	51
Food Establishment Annual/Seasonal Permits	1	1	0	0	0	0	0	0	0	0	0	0	2	155	140	171	177
Temp. food permits	0	0	0	0	0	0	0	0	0	0	0	0	0	67	134	163	158
Temp. food inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	10	37	29	62
Farmers Market permits	1	1	0	0	0	0	0	0	0	0	0	0	2	14	14	14	7
Farmers Market insp.	19	23	0	0	0	0	0	0	0	0	0	0	42	158	229	127	33
Food Complaints	1	0	0	0	0	0	0	0	0	0	0	0	1	49	18	20	13
Follow-ups food complaints	1	0	0	0	0	0	0	0	0	0	0	0	1	48	21	21	17
Food Service Plan Reviews	3	1	0	0	0	0	0	0	0	0	0	0	4	14	20	42	33
Food Service Admin. Hearings	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0
Grease/ Septage Hauler Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	20	21	24	24
Housing (Chap II Housing) Annual routine inspection	0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	14	14
Housing Follow-up insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	4
Housing New Complaint	3	6	0	0	0	0	0	0	0	0	0	0	9	41	22	22	7
Housing Follow-ups	4	5	0	0	0	0	0	0	0	0	0	0	9	56	28	24	11
Hotel Annual inspection	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3	3	3
Hotel Follow-ups	0	0	0	0	0	0	0	0	0	0	0	0	0	15	0	0	0
Nuisance Complaints	9	4	0	0	0	0	0	0	0	0	0	0	13	34	55	42	30
Nuisance Follow-ups	10	7	0	0	0	0	0	0	0	0	0	0	17	55	69	42	45
Pool inspections	3	0	0	0	0	0	0	0	0	0	0	0	3	13	20	12	13
Pool Follow up inspections	1	0	0	0	0	0	0	0	0	0	0	0	1	3	12	7	8
Pool permits	4	0	0	0	0	0	0	0	0	0	0	0	4	11	19	12	9
Pool plan reviews	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	44	19
Pool variances	0	0	0	0	0	0	0	0	0	0	0	0	0	6	5	7	6
Septic Abandonment	1	0	0	0	0	0	0	0	0	0	0	0	1	21	9	5	18

Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY'21	FY '20	FY' 19	FY' 18	FY' 17
Addition to a home on a septic plan rev/approval	0	0	0	0	0	0	0	0	0	0	0	0	0	5	2	2	5
Septic Install. Insp.	0	2	0	0	0	0	0	0	0	0	0	0	2	13	21	28	43
Septic COC for repairs	0	0	0	0	0	0	0	0	0	0	0	0	0	5	3	1	0
Septic COC for complete septic system	0	0	0	0	0	0	0	0	0	0	0	0	0	3	4	3	3
Septic COC for complete septic system	0	0	0	0	0	0	0	0	0	0	0	0	0	2	4	4	3
Septic Info. requests	10	7	0	0	0	0	0	0	0	0	0	0	17	61	62	51	62
Septic Soil/Perc Test.	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2	6
Septic Const. permits	0	1	0	0	0	0	0	0	0	0	0	0	1	6	6	5	8
Septic Installer permits	0	1	0	0	0	0	0	0	0	0	0	0	1	6	8	9	11
Septic Installer Tests	0	0	0	0	0	0	0	0	0	0	0	0	0	2	5	3	6
Septic Deed Restrict.	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	3	7
Septic Plan reviews	1	2	0	0	0	0	0	0	0	0	0	0	3	8	9	23	14
Disposal of Sharps permits	0	0	0	0	0	0	0	0	0	0	0	0	0	7	7	9	9
Disposal of Sharps Inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	7	7	7	
Planning Board/Subdivision Plan review-Insp. of lots /	2	0	0	0	0	0	0	0	0	0	0	0	2	4	1	1	0
Subdivision Bond Releases	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Special Permit/Zoning	1	0	0	0	0	0	0	0	0	0	0	0	1	17	34	15	12
Tobacco permits	0	0	0	0	0	0	0	0	0	0	0	0	0	10	10	11	12
Tobacco Routine insp	0	0	0	0	0	0	0	0	0	0	0	0	0	8	14	18	25
Tobacco Follow-up insp.	0	0	0	0	0	0	0	0	0	0	0	0	0	8	3	3	6
Tobacco Compliance checks	0	0	0	0	0	0	0	0	0	0	0	0	0	30	30	41	34
Tobacco complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3	4	2
Tobacco Compl. follow-ups	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3	4	2
Trash Hauler permits	0	0	0	0	0	0	0	0	0	0	0	0	0	15	17	14	26
Medical Waste Hauler permits	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	1	2
Well - Permission to drill letters	0	0	0	0	0	0	0	0	0	0	0	0	0	2	6	2	7
Well Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	3



DHAM PUBLIC HEALTH DIVISION



Unit: Public Health Nursing

Month: August 2020

Staff member: Tiffany Zike

Activities and Accomplishments

Activity	Notes
COVID-19 Communicable disease investigation	Primary and Secondary disease investigation and contact tracing
Flu clinic planning	Working on flu clinic planning and acquiring flu supplies.
After Action Review	Started after action reviews for the first portion of our EOC emergency response.
Working with Needham Public Schools	Working closely with Needham Public Schools to work on return to class guidance with the Health Director and Medical Director.

Summary overview for the month:

The nursing department continues with weekly Maven trainings and DPH calls. Working to finalize flu clinic plans and get dates set out. Working with MRPC NC8 for emergency preparedness.



DHAM PUBLIC HEALTH DIVISION



COMMUNICABLE DISEASES:	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Apr	MAY	JUN	T21	T20
Amebiasis													0	1
Chickungunya													0	1
BABESIOSIS	2	1											3	4
CAMPYLOBACTER	2	1											3	15
COVID 19 Confirmed	33	9											42	327
COVID Probable	13	5											18	37
COVID Contacts	16	27											43	242
CPVID Suspect	1	8											9	15
CRYPTOSPORIDIUM	0												0	0
Cyclosporiasis	0												0	5
HGA	1	1											2	6
Enterovirus	0												0	1
GIARDIASIS													0	4
Haemophilus Influenza													0	0
HEPATITIS B	2												2	3
HEPATITIS C													0	8
HGA	1	1											2	6
Influenza													0	51
Invasive Bacterial Infection													1	1
Legionellosis													0	2
Listeriosis													0	0
LYME	4	9											13	38
MEASLES													0	0
MENINGITIS													0	1
Meningitis(Aseptic)													0	0
Mumps													0	2
Noro Virus													0	2
PERTUSSIS													0	2
RMSF(Rocky Mt Spotted Fever)													0	1
SALMONELLA													0	1
SHIGA TOXIN													0	0
SHIGELLOSIS	1												1	0
STREP Group B		1											1	2
STREP (GAS)													0	3
STREP PNEUMONIAE													0	0
TUBERCULOSIS	0	0											0	0
Latent TB													0	0
Varicella													0	4
Vibrio													0	0
West Nile virus													0	0
TOTAL DISEASES													140	522



DHAM PUBLIC HEALTH DIVISION



ANIMAL TO HUMAN BITES	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Apr	MAY	JUN	T21	T20
DOG	1												1	8
CAT													0	1
BAT	1												1	4
SKUNK													0	0
RACCOON													0	0
other													0	0
TOTAL BITES													2	13



NEEDHAM **PUBLIC HEALTH DIVISION**



Unit: Substance Use Prevention

Date: August 2020

Staff: Karen Shannon, Karen Mullen, and Monica De Winter

Activities and Accomplishments

Activity	Notes
Vaping Grant Award	Metro West Health Foundation (MWHF) approved a one-year, \$25,000 youth vaping grant for the NPHD. Hiring process for part-time grant coordinator underway. Drafting healthy equity plan for grant, as requested by MWHF.
SPAN Substance Use Resources PSA	The Needham Channel taped three interviews to share resources with the Needham community for substance use treatment, recovery and support: Jess Moss – older adult community, Luca Mancino, NHS SALSA leader- youth community, Karen Shannon – general adult community. Segment aired on TNC and individual segments will be available for promotion to the three age-groups.
Drug Free Communities (DFC)	- No-cost extension request approved by SAMHSA; spend down of funds for Year 10 now permitted through 5/31/21. - Semi-annual progress report completed and submitted ahead of 8/14/20 deadline. FFR and CCT reports submitted on schedule for August deadlines.
SPAN	SALSA and Parent Action Team, 8/4 NHS Administrator meetings: Keith Ford (8/24), Kathy Pinkham(8/28)-SPAN advan
SALSA	SALSA students completed a variety of projects: Network meetings with fellow youth advocates from Natick, Ashland, Hopkinton and Avon to share best practices and plan a regional prevention campaign. The 84, a movement of youth fighting tobacco use in MA. Sara Shine and Karen Mullen are co-advisors to this group of NHS students. SALSA students attended a summer retreat hosted by The 84. Ray of Hope Award: Luca Mancino, SALSA leader, received this award. Nominated by Karen M. Volunteering at Park and Rec virtual summer camp programming.
Social Media	Posts to SPAN FB - Parent Al-anon meeting: 1,260 reached - Created substance use prevention messaging for NPHD weekly Twitter posts.
SPAN Website	Account was upgraded on Square Space platform, providing more pages for new content. Graphic design consultant re-organizing content and making site more user friendly.



NEEDHAM **PUBLIC HEALTH DIVISION**



HHS Racial Equity Committee	This new working group met on 8/6, 20. The group is working on developing a self assessment tool for potential survey of all HHS staff; the feedback from this tool
Parent Al-anon group	The weekly Monday night Parent Al-anon meeting continues. Attendance has waned and efforts to build membership are underway. Meeting is publicized in the Hometown Weekly newspaper and on SPAN's Facebook page.
Trainings and Conferences	• National Prevention Conference, 8/25-26. Karen M., Monica and Karen S. attended • International Youth to Youth Conference, 7/22-24, Karen S. attended • Interrupting Racism, 8/3, 8/17, 8/31, hosted by DOSA, Monica and Karen S attended this evening program • "Mini MPH," hosted by BU School of PH, Karen M. attended
Meetings	MetroWest Health Foundation meeting, "Data User Group," 8/7.

Summary for Month of August 2020:

The month of August been busy with a focus on preliminary planning for SPAN, SALSA and Vaping Grant programs. While most SPAN committees have been on summer hiatus since June, plans are underway for hosting a fall parent webinar, youth development training for SALSA students, and cessation training for the vaping grant. Every program will be held virtually. DFC reporting requirements and the request for a no-cost extension have required particular attention this summer.



NEEDHAM PUBLIC HEALTH DIVISION



Date: August 2020

Staff member: Lynn Schoeff

Activities and Accomplishments

Activity	Notes
Grant writing	Began process of re-submitting a proposal to the Mass Office on Disabilities to fund an ADA assessment of Town-owned buildings and to develop a transition plan
Policy development and review	Started revising off-street bond release policy
Mask distribution	Distributed a mask supply for each public school to be managed by the school nurses and administrators

Summary overview for August:

Summer work included grant proposal writing and being the liaison between the Town and Be Kind Needham to distribute home-made masks,



Board of Health

Kathleen Ward Brown, ScD

Edward Cosgrove, PhD

Stephen Epstein, MD, MPP

Christina S. Mathews, MPH Robert Partridge, MD, MPH

Public Health Emergency Order Mandating Face Coverings

Whereas, on March 10, 2020, Massachusetts Governor Charles D. Baker, acting pursuant to the powers provided by Chapter 639 of the Acts of 195 and Section 2A of Chapter 17 of the General Laws, declared a state of emergency in the Commonwealth of Massachusetts due to the outbreak of the 2019 novel Coronavirus (COVID-19, or SARS-CoV2 virus); and

Whereas, on March 15, 2020 Governor Baker issued an emergency Order (the “March 15, 2020 Order”) to respond to the evolving COVID-19 public health emergency impacting the Commonwealth, including prohibitions on public gatherings of twenty-five or more people and prohibiting on-premises consumption of food or drinks at bars and restaurants from March 17, 2020 until April 6, 2020; and

Whereas, on March 23, 2020 Governor Baker issued an Order (the “March 23, 2020 Executive Order”) limiting gatherings of more than ten people in the Commonwealth of Massachusetts and orderings businesses, other than those that provide COVID-19 essential services as defined in the March 23, 2020 Executive Order as amended (“COVID-19 Essential Businesses”), to close their brick and mortar operations and operate only by remote means; and

Whereas, the Select Board of the Town of Needham issued a local Declaration of Emergency on March 20, 2020; and

Whereas, current scientific consensus is that the SARS-CoV2 virus can be transmitted both by asymptomatic and pre-symptomatic cases;¹ and

Whereas, some scientific evidence supports the use of face coverings to prevent transmission by large droplets;² and

¹ <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>

² National Academies of Sciences, Engineering, and Medicine 2020. Rapid Expert Consultation on the Effectiveness of Fabric Masks for the COVID-19 Pandemic (April 8, 2020). Washington, DC: The National Academies Press. <https://doi.org/10.17226/25776>.

Whereas, the Board of Health of the Town of Needham is vested by M.G.L. c. 111, § 104³ with the authority and responsibility to prevent the spread of infection; and

Whereas, the Board of Health of the Town of Needham is given authority to enact emergency orders by 310 C.M.R. 11.05;⁴ and

Whereas, the Board of Health of the Town of Needham is vested by M.G.L. c. 111, § 31⁵ with the authority and responsibility to make reasonable health regulations; and

Whereas, the Board of Health of the Town of Needham is vested by M.G.L. c. 111, § 122 to examine and destroy, remove, or prevent causes of sickness;⁶

Now therefore, the Board of Health of the Town of Needham does hereby order the following:

- 1) Employees of all businesses shall wear a face covering over their mouth and nose, except when in a private office with a closed door. Face coverings must be employed when interacting with the public, co-workers, or customers. Please see personal protective equipment guidelines and recommendations at: <http://www.needhamma.gov/4860/Face-MaskCovering-Guidance>. Please note that a face shield is not a substitute for the required face covering.
- 2) Members of the public entering any business, work site, or government building must wear a face covering, such as a fabric mask, scarf, or bandana, over their nose and mouth.
- 3) Members of the public entering a restaurant for the purpose of picking up food for take-out must wear a face covering over their nose and mouth. Notwithstanding the previous section, those persons dining at a restaurant must employ a face covering when not seated at their table (that is, when entering and exiting the establishment, or whenever not seated).
- 4) Residents, visitors, and members of the general public entering or exiting a residential or commercial building complex of ~~greater than two~~ (2) or more units must wear a face covering over their nose and mouth while in common

³ M.G.L. § 104 provides: “If a disease dangerous to the public health exists in a town, the selectmen and board of health shall use all possible care to prevent the spread of infection...”

⁴ 310 C.M.R. 11.05 states: “Whenever an emergency exists in which the interest of protecting public health ... requires that ordinary procedures be dispensed with, the board of health or its authorized agent, acting in accordance with the provisions of M.G.L. c. 111 §30, may, without notice or hearing, issue an order reciting the existence of the emergency and requiring that such action be taken as the board of health deems necessary to meet the emergency.”

⁵ M.G.L. § 31 provides: “Boards of health may make reasonable health regulations.”

⁶ M.G.L. § 122 provides: ““The board of health shall examine into all nuisances, sources of filth and causes of sickness within its town, or on board of vessels within the harbor of such town, which may, in its opinion, be injurious to the public health, shall destroy, remove or prevent the same as the case may require, and shall make regulations for the public health and safety relative thereto...”

areas and communal spaces and must exercise social distancing in these spaces in accordance with CDC guidelines available at:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-di...> Residential and commercial building complexes shall post signage informing all residents, staff, and visitors that face coverings must be at all times in common areas of the building, and reminding all residents, staff, and visitors that a distance of six feet between individuals must be observed, except when those individuals are members of the same household or are engaged in caring for a child.

5) a. Retail establishments must limit the number of customers and staff inside the establishment at any given time so that social distancing of six feet may be maintained. All retail establishments must establish maximum occupancy loads in accordance with published state guidance, including the “Safety Standards and Checklist for Retail Businesses” which is available at:

<https://www.mass.gov/info-details/safety-standards-and-checklist-retail-businesses>. Maximum occupancy shall be posted at each entrance to the establishment and shall be readily visible to members of the public. Retail establishments are limited to eight (10) persons, including staff, per 1,000 square feet of accessible space or to 50% of the retail establishment’s maximum permitted occupancy, whichever is greater.

b. An employee of the retailer shall be designated to ensure the maximum number of individuals inside of the store is not exceeded. Customers queued outside of the store must maintain a minimum of six feet distance.

This Emergency Order shall not apply to anyone under the age of five, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance, and/or any other person exempted by Center for Disease Control & Prevention guidelines or Massachusetts Department of Public Health guidelines. Those who are unable to safely don a face covering due to access or functional needs should not wear one.

This Emergency Order shall not reduce or eliminate the requirement of maintaining safe distancing. The use of a face covering should be combined with social distancing and frequent handwashing and refraining from touching one’s face. The use of a face covering is NOT intended to replace those activities but rather to supplement them.

This Emergency Order does not require the wearing of a face covering in outdoor settings when a safe distance (minimum of six feet) between other persons is observed or when it is reasonable to expect that a person may maintain a six foot distance from other people at all times.

Nothing in this order is intended to encourage residents to act as an enforcement authority for the Town of Needham. Residents should not take it upon themselves to approach people in violation of this order. Residents are urged to focus solely on their personal and family compliance with this order.

This emergency order originally took effect on Friday May 1, 2020 at 6:01 a.m. and was renewed on Tuesday June 16, 2020 at 10:30 a.m. The order was modified on July 28, 2020 to more closely align with state guidance documents and Executive Orders from MA Governor Charlie Baker, and was extended again on September 10, 2020. The Order shall remain in effect until 11:59 p.m. on November 13, 2020 or until notice is given, pursuant to the Board of Health's judgement, that the Public Health Emergency no longer exists, whichever occurs first.

To the extent necessary, this Order shall be enforced by the Director of Health & Human Services and others he chooses to empower as agents of the Board of Health.

ORDERED by vote of the Needham Board of Health on September 10, 2020, by,



Kathleen Ward Brown, ScD



Edward Cosgrove,
PhD



Stephen Epstein, MD,
MPP



Christina S. Mathews, MPH



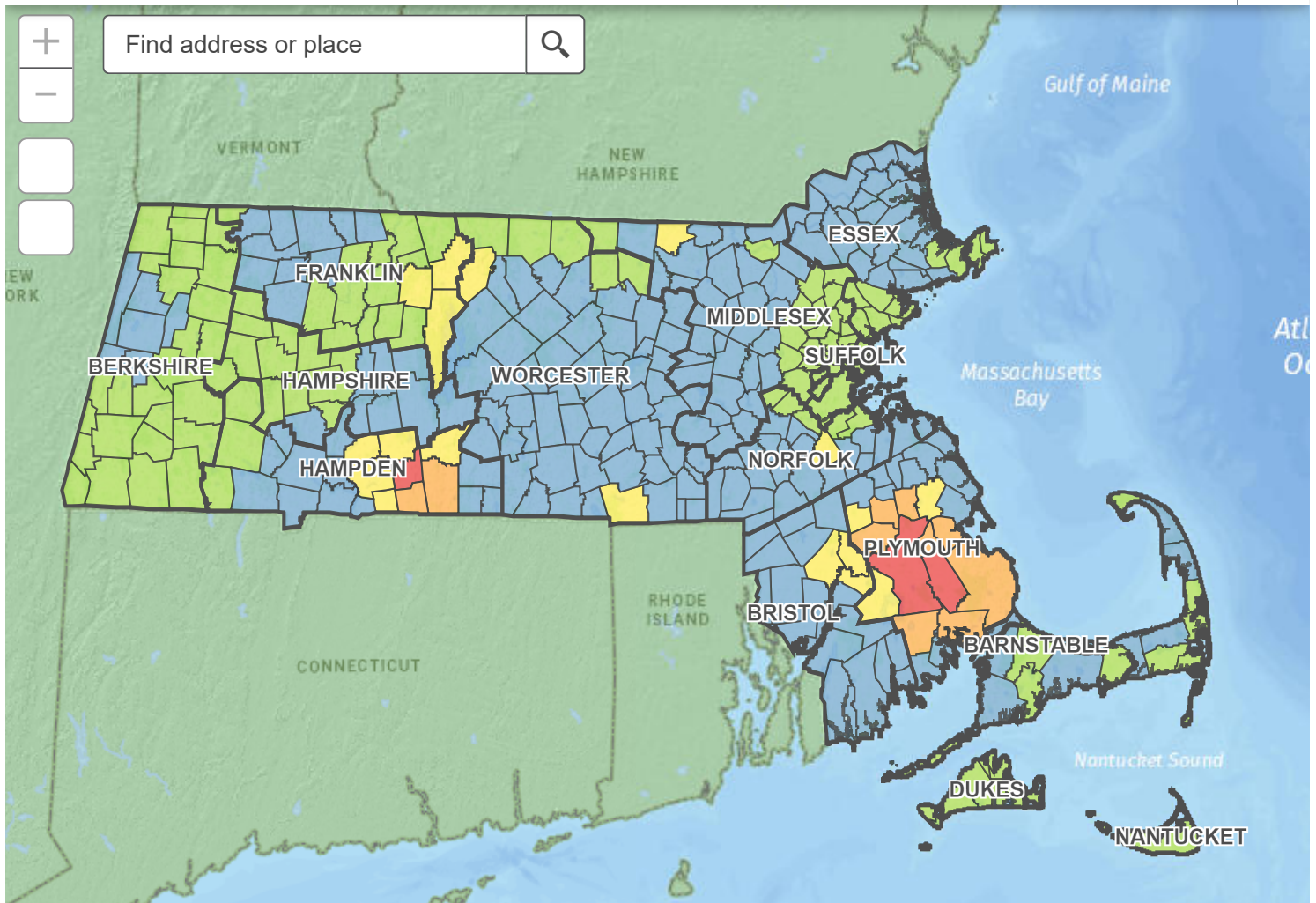
Robert Partridge, MD, MPH



2020 EEE Risk Map

created by the Massachusetts Department of Public Health

N



30mi

-65.394 42.557 Degrees

2020 EEE Risk Level

Animals Positive
Humans Positive
Mosquito Samples Positive

Options
Filter by map extent
Zoom to
Clear selection
Refresh

	Community	County
	ABINGTON	Plymouth
	ACTON	Middlesex
	ACUSHNET	Bristol
	ADAMS	Berkshire
	AGAWAM	Hampden
	AI FORD	Berkshire

351 features
0 selected

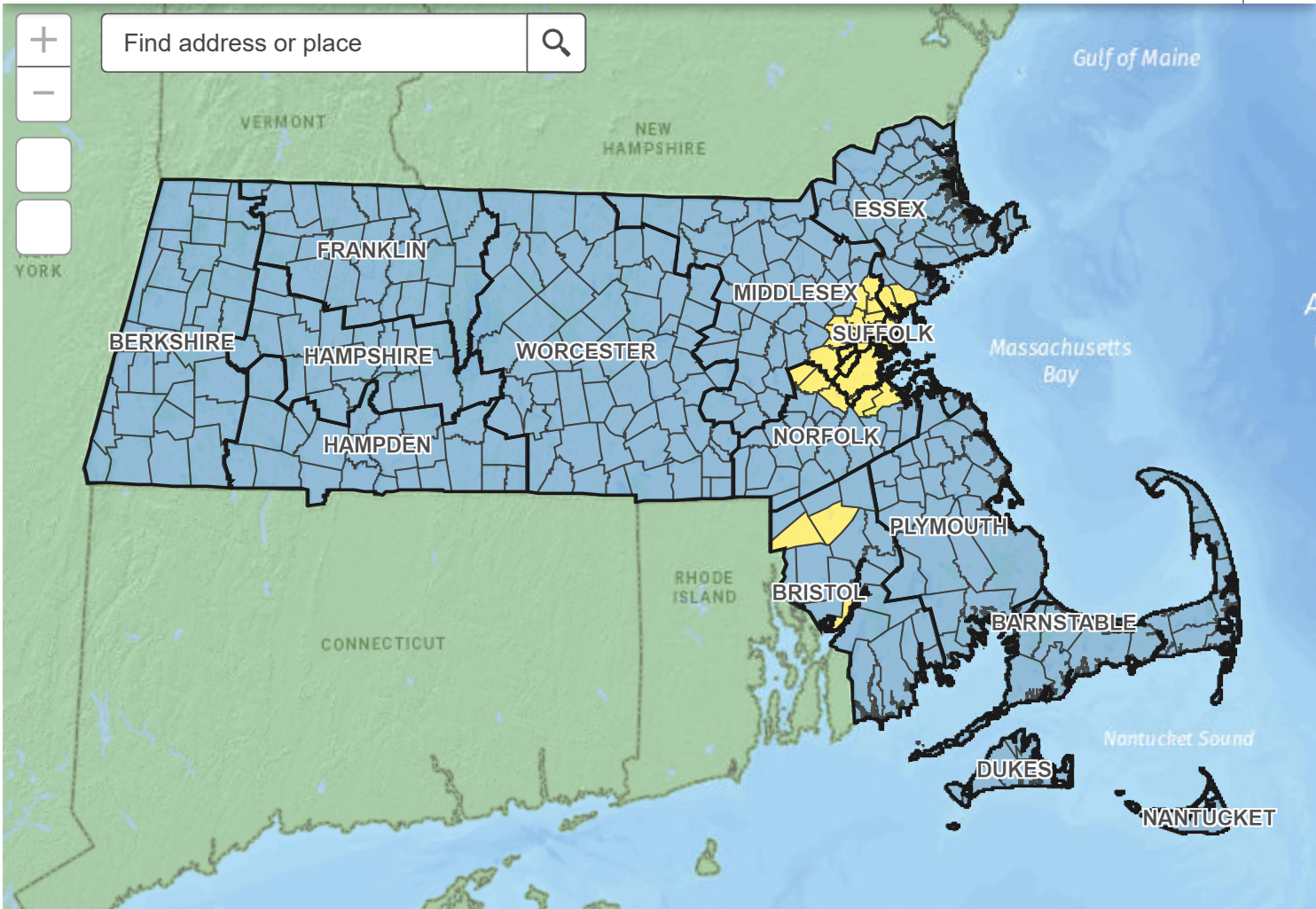
Key to Color Coding on EEE Risk Map

Risk	What it means	What you can do
Remote	EEE is not usually found in your area	To prepare: - Know your risk – check regularly at www.mass.gov/dph/mosquito - Repair screens
Low	EEE may occur in your area	To prevent: - Wear mosquito repellent between dusk to dawn - Wear long sleeves and long pants from dusk to dawn - Use mosquito netting on baby carriages and playpens
Moderate	EEE occurred in your area within the last year and/or there is EEE in mosquitoes in your area now	To prevent, add this: - Wear mosquito repellent when outdoors, especially between dusk and dawn - Avoid outside areas with obvious mosquito activity
High	Conditions likely to lead to infection of a person with EEE are occurring in your area	To prevent, add this: - Adjust outdoor activity to avoid peak mosquito hours (from dusk to dawn) - Avoid overnight camping, particularly near freshwater swamps where EEE activity is most likely
Critical	Excessive risk from EEE virus exists, a person with EEE infection has been identified in your area	To prevent, add this: Cancel or reschedule outdoor gatherings, organized sporting events, etc. to avoid peak mosquito hours (dusk to dawn)



2020 WNV Risk Map

created by the Massachusetts Department of Public Health



30mi
-64.507 43.131 Degrees

2020 WNV Risk Level		Mosquito Samples Positive	Animals Positive	Humans Positive
Options	Filter by map extent	Zoom to	Clear selection	Refresh
☐	Community			
☐	ABINGTON			
☐	ACTON			
☐	ACUSHNET			
☐	ADAMS			
☐	AGAWAM			
☐	AL FORD			
351 features 0 selected		County		
		Plymouth		
		Middlesex		
		Bristol		
		Berkshire		
		Hampden		
		Berkshire		

Key to Color Coding on WNV Risk Map

Risk	What it means	What you can do
Low	Infection with WNV is unlikely	To prepare: • Know your risk – check regularly at www.mass.gov/dph/mosquito • Repair screens • Cleanup to get rid of mosquito breeding sites • Be aware of stagnant water on private property (e.g. unused swimming pools) and consult the local board of health
Moderate	Infection with WNV is likely or has already occurred	To prevent, add this: • Wear mosquito repellent • Wear long sleeves and long pants from dusk to dawn • Use mosquito netting on baby carriages and playpens
High	More people may get infected with WNV in your area	To prevent, add this: • People over 50 or those who are immune compromised should adjust outdoor activity to avoid peak mosquito hours (from dusk to dawn)
Critical	Unusually high risk from WNV exists	To prevent, add this: • Situation specific recommendations will be made



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



MEETING DATE: 9/10/2020

Agenda Item	#57 Walker Lane Updates
Presenter(s)	Tara Gurge, Assistant Public Health Director

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Residents submitted a signed petition to the town requesting a sewer extension where all five houses have voted in favor of the sewer extension through a betterment program. This is to be presented at upcoming special Town Meeting. The town's estimated time frame to complete the extension of this sewer line, if approved, would be scheduled to be done sometime between October and April. The proposed plans are able to extend the sewer line to everyone, except #19 Walker Lane.	
2.	VOTE REQUIRED BY BOARD OF HEALTH
No vote is required, nor is one expected.	
3.	BACK UP INFORMATION ATTACHED
Copies of letters sent to residents in packet.	



**TOWN OF NEEDHAM, MASSACHUSETTS
PUBLIC WORKS DEPARTMENT
500 Dedham Avenue, Needham, MA 02492
Telephone (781) 455-7550 FAX (781) 449-9023**

August 24, 2020

Mikhail Leshchiner
Natalya Leshchiner
31 Walker Lane
Needham, MA 02492

Re: Revised Walker Lane Sewer Betterment Project

Dear M/M Leshchiner,

This letter is to follow up on the prior communication, dated July 28, 2020, concerning the proposed sewer main in Walker Lane. As you are aware, the Town intends to place an article on the warrant of the October 5, 2020 Special Town Meeting that would authorize construction of the sewer main, and the collection of betterments to recover a portion of the Town's construction costs. The July 28 letter reported the anticipated amounts of the sewer betterments that would be assessed on each of the four properties to be benefitted by new Walker Lane sewer main. However, the previously reported betterment amounts were calculated using a formula that does not account for the requirement in Section 27 of the Town Charter that at least one-third of the anticipated sewer construction costs are to be borne by the properties benefitted by the improvement. In the situation of Walker Lane, in order to be consistent with requirements of the Charter, it will be necessary for the Town to adjust the formula by which these betterments are calculated such that the four properties to be benefitted by the construction of the sewer main will collectively bear at least one-third of cost of the project. The Town will include revised assessment rates in the Town Meeting Warrant Article requesting funds for the construction of the sewer main.

Therefore, if the Town Meeting appropriates funding for the project, the Town will construct a sewer main that extends the existing sewer main from house #77 to house #31 and, within 6 months following the completion of the construction of the sewer main, a sewer betterment will be assessed in the following revised amounts:

67 Walker Lane - \$23,273.75
57 Walker Lane - \$23,113.20
43 Walker Lane - \$22,991.60
31 Walker Lane - \$23,133.15

The assessment will be billed to each resident for the assessment amount. If the resident elects to not pay a portion or the full amount, the balance will be added to the property real estate tax bill for that property over a ten year period (residents may request up to a 20 year period) at an approximate 5% annual rate.

The estimated cost of the sewer main project is \$270,000. The Town will bear all costs associated with the construction of the sewer main beyond the assessments listed above should Town Meeting approve the project.

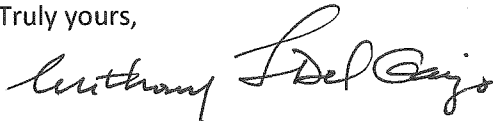
The sewer betterment assessment covers the construction of the sewer main only and does not include the construction of sewer house connections from the individual homes to the new sewer main in the street. The costs for sewer house connections are the responsibility of the individual homeowners

including any plumbing costs that may be needed within the home to make the connection and all restoration costs associated with the sewer house connection. Residents are also responsible for the cost of abandoning their existing septic systems.

Excepting a requirement to connect to the sewer main from the Board of Health, sewer house connections may be made at any time during the construction season once a permit for a sewer connection has been approved. Once a sewer house connection is made, sewer charges will appear on homeowners' Water & Sewer bills to pay for the treatment and disposal of sewage. Homes that are not connected to the sewer main will not be charged for the treatment and disposal of sewage and will only be charged the sewer betterment assessment.

Thank you for your petition regarding this matter. Should you have any questions, please contact Anthony L Del Gaizo, Town Engineer at 781-455-7550 X318 or by email at adelgaizo@needhamma.gov.

Truly yours,

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Anthony L Del Gaizo, PE
Town Engineer



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August 24, 2020

John F Kelly
Sarah C Finn
43 Walker Lane
Needham, MA 02492

Re: Revised Walker Lane Sewer Betterment Project

Dear John Kelly and Sarah Finn,

This letter is to follow up on the prior communication, dated July 28, 2020, concerning the proposed sewer main in Walker Lane. As you are aware, the Town intends to place an article on the warrant of the October 5, 2020 Special Town Meeting that would authorize construction of the sewer main, and the collection of betterments to recover a portion of the Town's construction costs. The July 28 letter reported the anticipated amounts of the sewer betterments that would be assessed on each of the four properties to be benefitted by new Walker Lane sewer main. However, the previously reported betterment amounts were calculated using a formula that does not account for the requirement in Section 27 of the Town Charter that at least one-third of the anticipated sewer construction costs are to be borne by the properties benefitted by the improvement. In the situation of Walker Lane, in order to be consistent with requirements of the Charter, it will be necessary for the Town to adjust the formula by which these betterments are calculated such that the four properties to be benefitted by the construction of the sewer main will collectively bear at least one-third of cost of the project. The Town will include revised assessment rates in the Town Meeting Warrant Article requesting funds for the construction of the sewer main.

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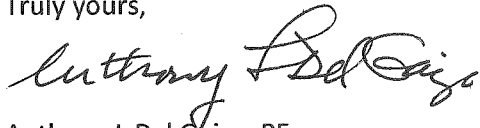
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Truly yours,

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Anthony L Del Gaizo, PE
Town Engineer



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PUBLIC WORKS DEPARTMENT
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August 24, 2020

Tal Achituv
Rachel Achituv
57 Walker Lane
Needham, MA 02492

Re: Revised Walker Lane Sewer Betterment Project

Dear M/M Achituv,

This letter is to follow up on the prior communication, dated July 28, 2020, concerning the proposed sewer main in Walker Lane. As you are aware, the Town intends to place an article on the warrant of the October 5, 2020 Special Town Meeting that would authorize construction of the sewer main, and the collection of betterments to recover a portion of the Town's construction costs. The July 28 letter reported the anticipated amounts of the sewer betterments that would be assessed on each of the four properties to be benefitted by new Walker Lane sewer main. However, the previously reported betterment amounts were calculated using a formula that does not account for the requirement in Section 27 of the Town Charter that at least one-third of the anticipated sewer construction costs are to be borne by the properties benefitted by the improvement. In the situation of Walker Lane, in order to be consistent with requirements of the Charter, it will be necessary for the Town to adjust the formula by which these betterments are calculated such that the four properties to be benefitted by the construction of the sewer main will collectively bear at least one-third of cost of the project. The Town will include revised assessment rates in the Town Meeting Warrant Article requesting funds for the construction of the sewer main.

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Anthony L Del Gaizo, PE
Town Engineer



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August 24, 2020

Franco Cedrone
Anna Marie Angelucci Cedrone
67 Walker Lane
Needham, MA 02492

Re: Revised Walker Lane Sewer Betterment Project

Dear M/M Cedrone,

This letter is to follow up on the prior communication, dated July 28, 2020, concerning the proposed sewer main in Walker Lane. As you are aware, the Town intends to place an article on the warrant of the October 5, 2020 Special Town Meeting that would authorize construction of the sewer main, and the collection of betterments to recover a portion of the Town's construction costs. The July 28 letter reported the anticipated amounts of the sewer betterments that would be assessed on each of the four properties to be benefitted by new Walker Lane sewer main. However, the previously reported betterment amounts were calculated using a formula that does not account for the requirement in Section 27 of the Town Charter that at least one-third of the anticipated sewer construction costs are to be borne by the properties benefitted by the improvement. In the situation of Walker Lane, in order to be consistent with requirements of the Charter, it will be necessary for the Town to adjust the formula by which these betterments are calculated such that the four properties to be benefitted by the construction of the sewer main will collectively bear at least one-third of cost of the project. The Town will include revised assessment rates in the Town Meeting Warrant Article requesting funds for the construction of the sewer main.

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Truly yours,

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Anthony L Del Gaizo, PE
Town Engineer



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



MEETING DATE: 9/10/2020

Agenda Item	Question on Music at Farmers Market
Presenter(s)	Diana Acosta Guests: Jeff Friedman and Lisa Cherbuliez of the Needham Farmers Market

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Needham Farmers Market is interested in bringing back musical performers to play music during the market. Proposing background music, not to encourage lingering.	
2.	VOTE REQUIRED BY SELECT BOARD
No vote required.	
3.	BACK UP INFORMATION ATTACHED
Email from Needham Farmers Markey with inquiry.	

Diana Acosta

From: Lisa C <fundamentallynuts@gmail.com>
Sent: Monday, September 7, 2020 11:10 PM
To: Diana Acosta
Cc: Jeff Friedman
Subject: Seeking to resume offering live music at Farmers Market

Hi Diana,
Hope you are doing well. Please let me know if I should reach out to Tara about resuming live music at the market.

Jam Sandwich is a group of 3 musicians who played several times at the Needham Farmers Market. They asked if we are ready for live music since they have been at Dedham Farmers Market which has resumed offering live music.

Jeff and I are in favor of resuming to use the space at the top of the stairs for musicians and have an idea how we can offer live music safely. We'd enforce:

- the musicians keeping at least 6 feet between each member of their group and be positioned at least 6 feet from any vendor or shopper
- masks for anyone not singing or playing an instrument that includes the mouth
- marking off the steps so people don't get close to musicians
- asking musicians to maintain a volume that enables shoppers and vendors to hear each other (i.e., music is for background, not as a concert)

We would take actions to promote safety that has been a hallmark of the Market. Live music adds so much to the atmosphere and although shoppers don't linger at the market, they would enjoy music as would people who sit on the vendors who sit on the grass or under the tent and vendors who are on Garrity Way for at least 5 hours.

Who would need to approve us allowing musicians to play again at the Market in Sept/Oct?

Regards,
Lisa



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



MEETING DATE: 9/10/2020

Agenda Item	New labels from Sira
Presenter(s)	Diana Acosta & Tara Gurge

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Sira Naturals, Registered Marijuana Dispensary, has submitted new labels for edible products for approval. Need to discuss if product can move forward.	
2.	VOTE REQUIRED BY SELECT BOARD
No vote required.	
3.	BACK UP INFORMATION ATTACHED
Labels from Sira attached	

HIGHEST QUALITY

DESIGNED
THC INFUSED
DARK CHOCOLATE

EDIBLE CANNABIS
CHOCOLATE CHEESECAKE

DOUBLE BAKED



100 MG THC

20
PIECES

5 MG PER PIECE

A DELICIOUS TREAT

DARK CHOCOLATE

NET WEIGHT 1.2 OZ (24 G)

CHOCOLATE CHEESECAKE

100MG THC / 5 MG PER PIECE



HIGHEST QUALITY

THC INFUSED WHITE CHOCOLATE

EDIBLE CANNABIS
DOUBLE BAKED

20
PIECES

A DELICIOUS TREAT

TWICE AS BAKED

NET WEIGHT 1.2 OZ (34g)

CAKE BATTER CHEESECAKE