Board Members
Katherine Tonelli
Caryn Smith
Cristina St. Pierre
Amie Rotondi
Leanne Harris
Derek Kwok, Health Director
Justin Tucker, Night Board Secretary

Medway Town Hall
155 Village Street
Medway, MA 02053
Telephone (508) 533-3264
Fax (508) 321-4988

TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS

BOARD OF HEALTH
MINUTES

Date/Time of Meeting:	Monday, August 18th, 2025
Location of Meeting:	Medway Public Library – 26 High St. - Cole Room
Committee Members Roll Call and in Attendance:	Katherine Tonelli ☒ Caryn Smith ☒ Cristina St. Pierre ☒ Leanne Harris ☒ Amie Rotondi ☒ (Ms. Smith experienced connection issues right after rollcall and was not able to participate in the rest of the meeting)
Visitors Present:	Brian Kiernan and Daniel Gear – Village Griddle, Margaret Bacon – Civil Site Engineering
Town Employees Present:	Derek Kwok
Call to Order:	6:04 pm
Minutes Review:	June 16th- - tabled until the September meeting, July 21st – approved with revisions

Agenda Item 1: 114 Milford Street (New Septic System)

Mr. Kwok informed that the Board had approved a plan for this site approximately late last year. The property has since been purchased, and the new owners want to add an ADU to the unit, which requires them to increase the size of the leaching area. Mr. Kwok has reviewed the plan, and it looks sufficient.

Ms. Tonelli motioned to approve on the condtion of Conservation approval, seconded by Ms. Rotondi, approved by all.

Agenda Item 2: Village Griddle – 98 Main Street, Unit 102 (Food Permit)

Mr. Kiernan and Mr. Gear were present and explained they have not performed any structural construction, but everything else will be new including cooking equipment and furniture. There was a sink added for the soda and ice machine to drain to. Another pre-existing problem is the dishwasher is not hooked up to a grease trap. They are meeting with the plumber on Wednesday to address the issue. Mr. Kiernan explained they have two other locations in Medfield and Plainville. Mr. Kiernan stated they are about two weeks away from being ready for an inspection. Mr. Kiernan and Mr. Gear were asking the Board for a grace period in installing the grease trap if it takes long to get. They are hoping to open in 3 weeks and would like to proceed with opening without the grease trap if it has yet to be installed. Mr. Kwok stated he is comfortable with allowing them 3 months to get the grease trap installed.

Ms. Tonelli made a motion to approve the food permit, seconded by Ms. Harris, approved by all.

New Business:

1. Septic Design 85 Fisher St – Ms. Bacon was present. Mr. Kwok explained there are not a lot of places on the lot to put a septic due to the well and wetlands on the property. Mr. Kwok explained there are local upgrade approvals and a well variance being requested. The variance asks for the septic to be less than the 125 feet from the well that the Medway regulations require but still more than the 100 feet as required by the state regulations. Mr. Kwok explaiend the local upgrade approvals are requesting the field to be 10 feet instead of 20 from the basment, but will include a barrier. Also, due to high groundwater, they will not be able to meet a foot between estimated high ground water and the tees on the tank and the pump, but will meet the 1 inch required by the local upgrade approval. Ms. Bacon presented and showed the plan to the Board.

   Ms. Harris made a motion to approve the septic design with variance and 3 local upgrade approvals, seconded by Ms. Rotondi, approved by all.

Discussion:

1. Draft Well Regulations – Mr. Kwok stated the public hearing will be on September 15th not the 22nd and legal advised to make the effective date 2 weeks from then. Mr. Kwok stated the language in section 5 2E is meant to say upgradient from the well not downgradient from the well. Mr. Kwok will make the change and post it on the website. Ms. St. Pierre recommended posting about the updated regulations to inform the public of the updates..
2. Arbovirus Surveillance Program Report – Mr. Kwok reported there are reports of EEE West Nile cases in mosquitos, but there have been no human cases as of yet. Medway is still in the low risk range.

Committee Member Roll Call to Complete Meeting:

Katherine Tonelli ☒ Leanne Harris ☒ Caryn Smith ☐
Cristina St. Pierre ☒ Amie Rotondi ☒

Next Meeting Date: Monday, September 15, 2025

Adjourn: 6:50 pm

Respectfully submitted by Justin Tucker