

TOPSFIELD BOARD OF HEALTH  
Meeting of Thursday, August 26, 2010 ~ 7:30 pm  
Topsfield Town Hall, 8 West Common Street

With a quorum present, in the absence of the Chair, Vince Guerra called the meeting to order at 7:38 pm.

Board members present: William Hunt, Chair (7:43 pm); Dr. Vincent Guerra, Wade Goldman; Gerry Topping

Not present: Sheryl Knutsen

Also Present: John Coulon, Health Agent; Catherine Tinsley, Minutes Secretary

Abbreviations used:

BOH Board of Health

Public information:

Agenda

### APPOINTMENTS

**VOTE:** 190 Washington Street; Pratt Estate: Request for reduction in separation of seasonal groundwater from 5 to 4 feet

Present: Greg Hockmuth, The Neve-Morin Group

Mr. Hockmuth referenced a plan entitled "Sanitary Disposal System Upgrade for Janice Woodward, 190 Washington Street, Topsfield, Ma, Dated August 5, 2010; drawing no. S-290" for the repair of the septic system. He informed the BOH that this home is vacant and currently on the market. The existing leaching area and septic tank will be abandoned and backfilled.

The BOH reviewed the details of the property; it was noted that this area of town has a high water table.

Mr. Topping made a motion that the BOH approve the design for 190 Washington Street with variance approval for reduction of seasonal ground water from 5 feet to 4 feet. Dr. Guerra seconded and the motion carried by unanimous vote.

William Hunt arrived 7:43 pm

**VOTE:** 103 Main Street: Request for reduction of setback

Present: Blake Seale; Hawthorne Construction; Brian O'Conner, homeowner

This is for the addition of a garage on slab.

Mr. Seale explained that the septic field was not located as depicted on the as built documentation for the Title V septic field project. The corner of the field is approximately six feet closer to the proposed building than anticipated; a new septic system was installed in 2003.

A plan for 103 Main Street A-081 was referenced showing the elevations, foundation, existing system and proposed barrier. A lengthy discussion of understanding ensued.

Mr. Topping made a motion to approve the submitted plan subject to the BOH Agent's review and approval of the plan showing elevations of the system components within 15 feet nearest point of the leach field for system, and further that the plan must also include top and bottom location for proposed impervious barrier, and further that the impervious barrier should extend a minimum of 20 feet beyond the closest part of the SAS (Leach Field Soil) and further that the applicant must submit an As-built plan showing the actual top of garage floor elevation and barrier, and further that the BOH agent witnesses no components of the SAS have been damaged during construction. Mr. Goldman seconded and the motion carried by unanimous vote.

**VOTE:** 38, 40, 44, 46 Main Street: Repair to septic system leach field

Request for reduction from the required 10' set back from property lines for a septic tank and grease trap to 7 feet & 7.5 respectively from the property line; reduction in separation to groundwater from 5 to 4 feet; minimum set back of the leaching field to existing building from 20 to 10 feet; the use of a 40 mil barrier installed between existing water line; minimum vertical separation to cellar wall from 20 to 11 feet.

Present: Tom Manna, Thomas Manna Design Inc; Property Owner Leslie Eckholdt; Tenants of 44 Main Street: Mary and Chris Bandereck  
Abutter notifications were collected.

A brief overview was given of the current system, which was installed in 1995 to support three units. The plan is for a system repair. A plan dated July 29, 2010 was referenced during the presentation.

Mr. Manna corrected the applications to include the address of 44 Main Street.

Mr. Topping made a motion to accept the application for 38, 40, 44, 46 Main Street and that the BOH approve the variances as outlined on the application Form 9 A for Local Upgrade as amended by the design engineer and approved by the BOH Agent. Dr. Guerra seconded and the motion carried by unanimous vote.

**VOTE:** 2 Woodbrier Road; Request reduction in separation between SAS and high groundwater from 4 to 3 feet; reduction from 200 to 110 gallons per day

Present: Shawn Hogan, Homeowner; Matt Skelley, Septic System Designer

A plan entitled "Upgrade Plan of Subsurface Sewage Disposal System, Dated 7/28/10" was referenced.

The BOH stated they were not opposed to the flow rate. Discussion followed.

Dr. Guerra made a motion to approve the variance request for reduction of flow from 200 to 110 gallons per day and to deny the remaining variance requests without prejudice. Mr. Topping seconded and the motion carried by unanimous vote.

The BOH will review the next submitted plans; the applicant was reminded that form A should be resubmitted to be accurate and concurrent with the submitted plan design.

**VOTE:** 88 High Street: Request variance from Topsfield Supplemental Septic Regulations Section 15: expiration of percolation test data (expired July 2007)

Present: Dan Butler, Attorney; Alcot and Laura Stover, 86 High Street

Mr. Butler told the BOH that the property has not been altered in anyway; the perc rate in 2007 was 6 minutes per inch. The BOH Agent verified that there have been no mechanical or natural changes to the proposed site of the septic system.

Mr. Topping made a motion BOH grant an extension of the perc test results 2 years from August 2010 based on the fact that the lot has not been altered since the original perc test in July 2005. Dr. Guerra seconded and the motion carried by unanimous vote.

#### **HEALTH AGENT'S REPORT**

Emergency Preparedness/Medical Reserve Corp. – Update  
Tabled to the next meeting.

## MINUTES

March - Mr. Topping made a motion to accept the BOH meeting minutes of March 25, 2010 with the edit from 12pm to 12 am. Mr. Goldman seconded and the motion carried by unanimous vote.

April - Mr. Goldman made a motion to accept the BOH meeting minutes of April 22, 2010 with edits as indicated. Mr. Topping seconded and the motion carried by unanimous vote.

May - Mr. Goldman made a motion to accept the BOH meeting minutes of May 27, 2010. Mr. Topping seconded and the motion carried by majority vote with Mr. Hunt abstaining.

July - Mr. Goldman made a motion to accept the BOH meeting minutes of July 22, 2010. Mr. Topping seconded and the motion carried by unanimous vote.

## HEALTH AGENT'S REPORT

English Commons – infrastructure report

Mr. Coulon reported that the Water Superintendent, and Building Inspector have been conducting inspections; Health Agent and Board Member Vince Guerra witnessed the installation of the pre-treatment components of the septic system and Weston and Sampson have been updating the Board of Health Agent on progress regarding installation of the septic system components. Each building will have its own primary settling tanks; these will be the last components to be installed.

Flu: Seasonal & H1N1 Update

Mr. Coulon reported that this season's vaccines include two H1N1 Strains as well as a third unrelated strain. Topsfield continues to work with Middleton and Boxford, however, this years effort will more closely resemble Flu seasons prior to 2009. Mr. Hunt expressed his concern with storing the vaccines. Mr. Coulon reported that for Topsfield, VNA is responsible under contract for storage and distribution of the vaccines.

Topsfield Fair

Mr. Coulon reported on a recent meeting earlier in the day with the general manager of the Fairgrounds and the owner of the Fiesta Shows. Mr. Coulon expressed concerns under the BOH jurisdiction; these will be continually reviewed and addressed.

Some of these concerns included the temporary housing; fire, building and health inspections will be conducted prior to the use. Some vendors will bring in housing trailers and the Health Agent will monitor these.

Mr. Coulon reported that he expects the number of food vendors will remain the same at 135.

VOTE: Question of requiring temp housing permit for fair temp housing.

The TBOH took no action.

## OLD BUISNESS

Mr. Goldman talked briefly about the mutual aid agreement reviewing that he previously offered to give an update on the Mutual Aid agreement as related to public health. He will give his full report at the next meeting.

## FINANCIALS

The Bill Warrant was signed with no discussion.

COMMUNICATIONS

Mr. Coulon informed the BOH that a Subpoena was received in a case involving 4 North Common Street, a copy of which was sent to Attorney Perkins acting as Town Counsel. Mr. Hunt reported that he is aware of the case and the subpoena and that Board of Health will be following the direction of Attorney Perkins.

Mr. Coulon informed the BOH that he is interviewing for a secretary to the BOH noting that Sue Winslow recently transferred to a different department.

10:13 pm Mr. Topping made a motion to adjourn and it was unanimous to do so.

The next BOH meeting is September 23, 2010.

Respectfully submitted by

Catherine Tinsley