

TOPSFIELD BOARD OF HEALTH
Meeting of Thursday, February 24, 2011 ~ 7:30 pm
Topsfield Town Hall, 8 West Common Street

With a quorum present, Mr. Hunt called the meeting to order at 7:33 pm

Board Members Present: William Hunt, Chair; Wade Goldman; Dr. Vincent Guerra; Gerry Topping, Sheryl Knutsen

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

Abbreviations

BOH Board of Health

BOS Board of Selectmen

Public information

Agenda

OLD BUSINESS

Discuss Mutual Aid Presentation at Future Selectmen Meeting

Mr. Coulon updated the Board regarding the proposed Mutual Aid Agreement saying the Agreement as prepared by Mr. Goldman was sent to the Board of Selectmen (BOS) February 15, 2011; no comments or questions from the BOS have been received.

The Board talked about presenting to the Selectmen at the April 11 BOS Meeting.

Emergency Preparedness / Medical Reserve Corp. - update

Mr. Hunt talked about the importance of including the disabled residents during an emergency/disaster and that this is part of the plan.

The Board talked about emergency planning and how best to identify the residents in town who are disabled and would need assistance. Organizations such as the Council on Aging, Churches, Day Care Centers, Group Homes will be contacted to be invited to participate ; due to privacy laws they cannot give out personal information but can be the intermediary between residents and the Town.

A letter will be sent to these organizations requesting they create and maintain contact lists that can be accessed immediately in an emergency; information is confidential and will be used only in an emergency.

The Board will determine the best way to identify those residents not already on an established list.

Mr. Coulon noted that this information is often maintained in other communities through the Police and/or Fire Department.

Ms. Knutsen responded there are resources to assist the town in organizing this information; this needs to remain a priority.

The Health Agent will meet with Topsfield's Town Administrator, and Chiefs of the Police and Fire Departments regarding the emergency planning in town including the keeping of IRAA lists. Mr. Coulon

noted this is a national priority for Public Health Emergency Preparedness during the current grant year.

Board of Health Appointee to Storm Water Management Committee - at request of Selectmen

Dave Bond, DPW Director, is scheduling a Storm Water Management Committee meeting. A representative from the BOH is requested; this can be either a board member or the Health Agent. The State mandates a Storm Water Management Plan. This committee will go forward with the preparation of a plan; this will directly affect the town's ability to get grant money. BOH is on the list of recommended members from State level DEP. The Board talked about rotating this position amongst the board members. Mr. Hunt will go next week depending when the meeting is scheduled.

8:10 pm Mr. Goldman left the meeting.

HEALTH AGENT'S REPORT

Flu Season Update:

Consideration of further vaccine clinic venues. Mr. Coulon reported a low turn out at clinics being conducted around the state. The State is reducing the amount of state supplied vaccine to local Boards of Health for the coming Flu season 2011. He went on to say that as a result many BOH groups are discussing local and regional purchase of vaccine. Communities that have a revolving account dedicated to public health nursing or vaccines are in a better position to purchase vaccine from suppliers. Without spending money up front there is nothing that can be done; the town currently bills insurance companies for reimbursement. Mr. Coulon cited the Topsfield Fair as a potential venue to offer a flu clinic. Topsfield currently contracts with Public Sector Partners to facilitate insurance reimbursements. The Board of Health pays the cost (10% of recovered funds) from its budget.

NEW BUSINESS

VOTE: Minutes of January 27, 2011

Mr. Topping made a motion to accept the January 27, 2011 minutes as presented. Dr. Guerra seconded and the motion carried by unanimous vote.

APPOINTMENTS

VOTE: 30 Main Street, Topsfield Village Shopping Center
The BOH was provided with a copy of maintenance contract from RAGGS, Inc. to Spiros Flomp dated May 28, 2003 regarding the Topsfield Shopping Center.
Mr. Coulon explained that Day Break Café has an outside grease trap (OGT), which according to the 2003 minutes must be pumped quarterly. He went on to explain that conditions have changed with the new septic system and the pumping schedule no longer applies.

TBOH 2.24.2011

The owner of Day Break Café, Bill Qirici, is requesting the BOH consider rescinding this order because the directive was put in place before the new septic system at the site was installed. Mr. Coulon proposed to replace the required pumping schedule put in place in 2003 with periodic testing to analyze for fat content and pumping as needed.

Mr. Topping offered that annual pumping at this commercial establishment is sufficient, however it was the consensus of the Board that Bill Qirici appears before the Board to make this request.

FINANCIALS

The Board Reviewed and Signed Bill Warrants

Mr. Topping made a motion at 9:15 pm to adjourn and it was unanimous to do so.

The BOH will meet next on Thursday, March 24, 2011 at 7:30 pm.

Respectfully submitted by

Catherine Tinsley