Approved 3.22.12
TOPSFIELD BOARD OF HEALTH
Meeting of Thursday, January 26, 2012 ~ 7:30 pm
Town Hall, 8 West Common

With a quorum present, Ms. Knutsen, in the absence of the Chair, called the meeting to order at 7:38 pm
Board of Health Members Present: Sheryl Knutsen, Acting Chair; Dr. Vincent Guerra; Gerry Topping; Wade Goldman
Not Present: William Hunt
Also Present: John Coulon, Health Agent; Catherine Tinsley, Minutes Secretary

Abbreviations used
BOH Board of Health
GPD Gallons Per Day

Public Information
Agenda
DEP form 9A – Request for Variance

APPOINTMENTS
VOTE: 41 Cross Street - Extension of Percolation Test Data- January 2013
Present: Christopher Nash, property owner
Mr. Nash reported that an existing cottage was demolished and a plan submitted for a 5-bedroom home was approved in 2008. He requested an extension to the perc tests done in 2000/2001. Mr. Coulon confirmed there are no changes to the property.
Mr. Topping moved to extend the perc results for 41 Cross Street for one year. Dr Guerra seconded and the motion carried unanimously.
Mr. Nash said he will attend the next BOH meeting to request the barns be tied into the septic system; Hancock will submit final plans.

VOTE: 108 Perkins Row- Local upgrade approval requested
Present: Rick Philpot, property owner; Isaac Rowe, Engineer Mill River Consulting
This is a repair to a 5-bedroom house. Mr. Philpot reported that a Waterloo Bio Filter System will be used. It was noted that the Waterloo Bio Filter System needs to be maintained bi-annually and is recorded as such in the deed.
He went on to identify that approval has been received from the Conservation Commission for construction outside the 50-foot buffer zone and a sieve analysis of the soil was done in lieu of a perc test.
Local upgrades requests included:

- Variance Local Topsfield regulations listed on the plan
- Sieve analysis in lieu of perc test
- Reduction deep test holes from 2 to 1
- Reduction from Topsfield Regulations of 200 GPD to 110 GPD
- Separation of ground water from 4 feet to 2 feet

Mr. Goldman moved to approve all five local upgrade requests in accordance with the drawing dated December 9, 2011 for 108 Perkins Row as written. Mr. Topping seconded and the motion carried unanimously.

VOTE: 19 Evergreen Lane- Extension of Percolation Test Data to 11.4.12
Present: George & Lucille Annis
Mr. Coulon confirmed there are no changes to the property.
Mr. Topping moved to extend the perc test for 19 Evergreen Lane through November 4, 2012. Mr. Goldman seconded and the motion carried unanimously.

VOTE: Change of Use Request 202 Haverhill Road
Present: Mary McDonald, Karl Ackerman, homeowners; John Morin, Engineer Neve Morin Group
The homeowners submitted a "Letter of Opinion" from the Neve Morin Group, dated January 20, 2012 as previously requested by the Board regarding the current use, size, and ability to accommodate the proposed use as a retreat center. Three separate Title V reports were referenced from 2007.

The Board was provided with estimated program schedule for the proposed retreat center.

Mr. Morin suggested a series of inspections be done to check the leaching pit. The first inspection can be a standard Title V inspection followed by an inspection 3 months later to check liquid levels.
Mr. Coulon responded that the BOH office does not have the software to trigger such inspections. Mr. Goldman encouraged the BOH to discuss a way to handle inspection reminders.
The Board noted the ZBA must approve a Special Permit for the proposed usage.
Mr. Coulon did not think another tile V inspection is necessary citing no increase/ change in use.
Mr. Topping moved the BOH grant a change classification of the loading of the system in accordance to the Engineer letter dated January 20, 2012, subject to a Title V inspection before the business start is a DEP Title V compliant (first inspection)
Inspection done by state licensed title V inspector for just the one system of the event center, a subsequent inspection 3 months later to verify liquid and sludge level, an annual inspection 1 year later (within two months of the Title V inspection), Engineer letter from Neve Morin dated January 20, 2012, and that the owners come back before the board within two months of the year anniversary of the date of the Title V inspection to review future inspection schedule. Dr Guerra seconded.
Amended the motion to provide BOH a copy of the title V inspection, 3-month inspection, and the 1-year inspection. The amendment was accepted unanimously.
VOTE: Unanimously

Housing orders: 27R East Street
Present: Wentzell Hobson, (previous renter)
Also present but not participating, Jud Pratt, Homeowner/Landlord
Mr. Hobson summarized that he called the BOH office January 10, 2012 and complained about how long the report from an inspection was taking of the property they rented at 27R East Street from Jud and Barbra Pratt.
The Health Agent inspected the property on September 22, 2011; the renters vacated the property that same day.
Mr. Hobson informed the BOS that he and his wife were concerned for the next renters that there were e.g. no smoke detectors, and possible rodent infestation.
Mr. Coulon reported that he found no critical violations according to the housing code. Regarding the lack of detectors, Mr. Coulon involved the Fire Inspector.
The Fire inspector was consulted and it was determined to be under the jurisdiction of the Fire Department.
Mr. Coulon submitted the "Correction Order" dated December 30, 2011 and the "Letter of Compliance" dated January 10, 2012 for the Boards review.
The BOH determined the Health Agent responded appropriately to the call, Mr. Coulon was recognized for handling this in a professional manner.

Tri Union School Nurse Leader Melissa West – "No Nits Policy"
Melissa West, Nurse Leader for Tri Town Elementary Schools
Jeanine Cunniff, Chair of School Committee present
Ms. West identified the recommend change to the "No Nits Policy" will be brought to School Committee. She asked for the support of the BOH.
Ms. West reviewed that the Tri-Town Nurses are making the recommendation to the modification of Head Lice Policy to comply with new recommendation from the American Academy of Pediatrics, National Association of School Nurses, and Mass Department of Pubic Health to get rid of the policy. She noted that 2011 Research is suggesting infestation takes place out of school e.g. sports (sharing of helmets), sleepovers, etc.
Ms. West gave a detailed report to he BOH explaining the policy as presented to the BOH. The Health Agent was recognized for backing up the nurses and being a great resource.

Mr. Topping asked the conversation be tabled and comment from BOH prior to the School Committee is not appropriate saying lice are not a public health danger, and recommended this be discussed with a full Board citing the absence of Bill Hunt.

Mr. Topping moved to table the topic to the next meeting citing that the version of the policy in front of the BOH is not final. Goldman seconded for the purpose of discussion.
Ms. West said this is expected to be brought to the School Committee in February. The Health Agent will assist with the wording of the policy.
VOTE: Unanimous

Health Agents Report
Emergency Preparedness
Mr. Coulon reported the Coalition Region Statewide deliverable compliance is in line with Federal compliance for money through Center of Disease Control.
Ms. Knutsen has addressed the ethic law requirements with the town clerk regarding her employment with the coalition and will recuse herself from votes of the BOH related to business of the coalition,
Mr. Coulon reported he was accepted to receive a full scholarship to train for pandemic planning at the federal level in Alabama. He will be traveling with 10 other people from Massachusetts at the end of February.
The Topsfield Regional Medical Reserve Corps received requests for volunteers with First Aid Training to provide medical coverage for the Tri Town Council open gym night on Saturday nights. Mr. Coulon was one of the volunteers for the first gym night.

NEW BUSINESS
MINUTES – December 2011
Dr Guerra moved to accept the December minutes as edited. Mr. Topping seconded and the motion carried unanimously.

Discussion: Review of Existing Topsfield Septic Regulations
Mr. Topping reported that he is continuing to review the Topsfield Septic Regulations for updates.
He briefly talked about his process to use existing regulations identified by section, followed by the updated recommendation.
He noted that DEP has also made updates since the regulations were written such as soil survey maps and reduced water flow improvements, and systems are not as loaded as they were 30 years ago. He suggested that 110 GPD is appropriate.
Mr. Topping said he found some Septic Regulations that did not exist in the Town Clerk's office; this will be addressed at the next meeting.
It was confirmed that a public hearing regarding the regulations can be posted during a regular meeting.

OLD BUSINESS
Discussion and vote: Town Meeting Warrant Articles
Mr. Goldman read the proposed article to approve a Revolving Account for the BOH.
Mr. Goldman moved to approve the proposed warrant article to be passed to the BOS. Mr. Topping seconded and the motion carried unanimously.
Regarding the Installation and Maintenance of Storm Drains, the Storm Water Management Committee will be asked to make a recommendation on this.

FINANCIALS
The Board reviewed and signed the Bill Warrant

Dr. Guerra moved to adjourn at 11 pm and it was unanimous to do so.

Respectfully submitted by

Catherine Tinsley

Approved 3.22.2012