



Selectman Luther participated in the discussion and further identified the items sold at the Farmer's Market. The TBOH noted that this is part of the rural character of the Town and that the rules protect both the vendors and the consumers.

The TBOH discussed the benefits of a single permit for the Market.

The Agent gave input to the cost of his time to monitor the Market during the season from July 12 – Sept 27<sup>th</sup>. It was the recommendation of the Agent that the permit fee be set at \$50.00.

He noted that they do not operate as an extension of the Fair Grounds. It is reasonable to require a single hand washing station at the market i.e. bleach or hand soap /cooler of water;

*Mr. Waltermire made a motion that the TBOH modify the permitting policy in the Town of Topsfield related to Farmer's Market food permitting to incorporate an annual \$50 permit fee and that the Market Master be the responsible party for the Topsfield Farmer's Market. The motion was seconded and carried unanimously.*

#### Public Health Advisory

Mr. Coulon announced the receipt of a Public Health Advisory dated July 22, 2008 from the Office of Health and Human Services regarding DPH Issues Consumer Advisory from Lobster Tomalley.

Mr. Coulon added that this information is being posted on the Town's web site.

#### Minutes

*Mr. Waltermire made a motion to table the June minutes until the next meeting. The motion was seconded and carried unanimously.*

#### FY 2009 Board Meeting Schedule

The Board talked about the TBOH meeting schedule including the conflicts with moving the meeting night to the fourth Tuesday of the month citing that the Library is not available; the Minutes Secretary is not available; Fair Training, Thanksgiving and Christmas are during the Fourth week of the month.

The conflicts of meeting the fourth Thursday of the month were noted as Fair training and inspections; Thanksgiving and Christmas Holidays.

Discussion followed; No determinations were made at this time.

It was the consensus of the Board to meet Tuesday, August 26<sup>th</sup> as posted and to further discuss the meeting schedule with the full Board present.

#### Review and Approve the Public Sector Partners Remittance Letter to the BOS.

General Funding and reimbursements for the VNA Flu Clinic were explained and discussed. Town Accountant, Pam Wood responded to the TBOH letter requesting that money reimbursed to the Town from Flu Clinics be reflected in the TBOH fee collection in the annual report and not penalized toward the TBOH by suggesting that this is addressed with the Finance Committee.

Ms. Knutsen reviewed the process of the Flu Clinic, related reimbursements to the towns, the VNA, and the State.

A discussion of understanding followed.

Mr. Coulon and the Board reviewed the draft letter. Editing followed.

*Mr. Waltermire made a motion that the TBOH adopts the letter to the BOS relative to the Medicare Reimbursable Funds and Revised Accounting Procedures. The motion was seconded and carried unanimously.*

#### Revising the Regulations - update

Mr. Coulon reported that he has spoken to a soil scientist and recommended that he is hired as a consultant, allowable to be paid from Emergency Preparedness Funds.

The Board agreed that the Health Agent proceed with this and that the regulations are prepared upon the receipt and security of the funds; a schedule and completion date will be determined at that time.

#### **IV. FINANCIALS**

Payroll /Bill Warrant Authorization Signature Sheet to be signed by BOH Members

Review and Sign Bill Warrants for June and July

May Revenue Report

#### **V. COMMUNICATIONS**

Fluoride Documentation – The TBOH reviewed information from Bernard Rolsma regarding the addition of Fluoride in Town Water.

The Board talked about having additional professionals addresses the Board regarding this matter.

A lengthy discussion followed.

Other Town's already having gone through the process will be sought as a reference e.g. Newton.

The TBOH questioned the annual cost to the Town to add Fluoride to the water and at what point the water is tested for Fluoride amounts.

9:56 PM - Mr. Waltermire made a motion to adjourn and it was unanimous to do so.

Respectfully submitted by  
Catherine Tinsley