

TOPSFIELD BOARD OF HEALTH AGENDA
Thursday, October 22, 2009 ~ 7:30pm,
Town Hall Conference Room

With a quorum present, Mr. Hunt called the Board of Health meeting to order at 7:43PM
Present; William Hunt, Chair; Sheryl Knutsen; Gerald Topping; Wade Goldman
Also Present: John Coulon, Health Agent; Catherine Tinsley, Minutes Secretary; Selectman Martha Morrison, BOH
Liaison; Selectman Dick Gandt
Not Present: Vincent Guerra
Abbreviations used:
TBOH - Topsfield Board of Health

Public Information
Agenda

Alan Grenier, Attorney for North Commons was present and the Health informed that 4 North Commons would be addressed in Executive Session. Mr. Grenier left the meeting.

I. APPOINTMENTS

VOTE: English Commons - Septic Design

Present: Alan Berry, AJ Berry Co; Chuck Johnson, CG Johnson Engineering; Brad Latham, Latham Law Office
Mr. Coulon confirmed that the submitted plan has been reviewed by Weston and Sampson and it is his recommendation that the septic system plan be approved, noting that this does not need the Boards vote to go forward.

Mr. Coulon spoke briefly about the project to update all the board members.

Mr. Latham told the Board that English Commons must close the land purchase with Boston College before the end of the year; the sixty day appeal period will begin upon the BOH vote.

Mr. Johnson clarified that he acted as a consultant and did a full peer review of the project. He referenced the Septic Plan dated March 13, 2009 revised 10-6-09 and explained the system to the Board for Elderly Housing District Community; this is a 50 unit development.

He confirmed that the reserve area will not be built at the time of the construction.

Mr. Johnson stated that this is a Waterloo System which requires quarterly maintenance; this is monitored by Clearwater Systems; this responsibility will be taken over by the Condominium Association.

Mr. Goldman made a motion to authorize John Coulon, the Health Agent to issue a permit by the 30th of October providing time for board members to submit comments to the negative to John Coulon by the 29th of October. Mr. Topper seconded and the motion carried by unanimous vote.

II. HEALTH AGENT'S REPORT

TVSC - update

Present: Fred Fish, Installer, Raggs, Inc

The power company has finished hooking up power and pumps are working. The last outstanding item for the project to pave the parking lot.

Brian Woodland will take financial responsibility for the structural fill, curbing, and paving.

The Board noted their concern that heavy vehicles have been seen crossing over the septic system and encouraged barriers are put up to prevent vehicles from driving over the area. Jersey barriers will be used and the BOH asked that reflective tape be put on the barriers for public safety.

Mr. Fish was cautioned if there are variations to the plan, these changes are brought before the board for approval. Ms. Morrison noted that TD Bank North has specific parking space according to their agreement and currently this space is not available.

The Board talked about issuing deadlines to Brian Woodland for the paving to be finished. Storm water drainage was a subject of discussion.

Ms. Morrison suggested the Board empower the Health Agent to authorize to act and consult to make approvals to move the project forward to be sure the area is paved and the parking lot according to the plan is done.

Mr. Hunt asked for Flomp's engineering company to update, if necessary, the original plan for Flomp's property to have its own drainage and pave for its own spaces which includes a retaining wall as previously approved for the Boards consideration as a back-up plan. Mr. Fish agreed to provide this to the Board at no cost; Mr. Coulon will inform Brian Woodland, owner of the Station property via a letter as stated.

It was the consensus of the Board to support this request as stated by the chair.

At the BOS meeting of October 22, 2009 the board directed Mr. Fish, Raggs Inc to prepare a plan that would not involve grading and would involve a 3 ft retaining wall and this would enable the septic system to be completed, all water being dealt with by Mr. Flomp, and the board is prepared to vote on this.

The Selectmen were recognized for their invaluable help at this meeting with their contributions in the discussions.

· Emergency Preparedness/Medical Reserve Corp. – update

Mr. Coulon announced there is an open house for the Topsfield Regional Medical Reserve Corp. November 7, 2009 at the Gould Barn. Ms. Knudsen will work with Mr. Coulon with promoting the event.

· Flu: Seasonal & H1N1 update

Mr. Coulon updated the Board saying that the availability and criteria for distribution and funding changes daily; this is problematic for getting the vaccinations to the public. Local communities are being asked to determine how their clinics are operated.

Mr. Coulon said Topsfield has joined Boxford and Middleton to pool the H1N1 money for an H1N1 planner; the mandate is to get the vaccine to the public starting with priority groups e.g. pregnant women.

· Fair – preliminary review of results

Mr. Coulon reported there will be a follow up meeting to the fair next week.

He said there were an unconfirmed 139 permitted food vendors. He reviewed the reports from the fair and summarized that it went well.

III. NEW BUSINESS

· VOTE: Meeting Minutes Approval August 2009 and September 2009

The Board took no action; the minutes were deferred to the next meeting.

IV. OLD BUSINESS – No update

- BOH Webpage – Web Site Committee

Ms. Knutsen directed the Health Agent to restore the state/ federal H1N1 link on the town web sites public information section

- Mutual Aid

V. FINANCIALS

- Review and Sign Bill Warrants

VI. COMMUNICATIONS

- Ethics Training

The Board requested the information regarding the Ethics Training be sent via email.

The BOH received an Invitation to Proctor Playground ribbon cutting ceremony October 28, 2009.

VII. Executive Session

VOTE: Findings of Fact re: June Decision re: 4 North Common St.

Mr. Hunt made a motion to enter into ES for the purpose of discussing 4 North Common and pending litigation.

Ms. Knutsen seconded and the motion carried by unanimous roll call vote.

11:15 Pm - Mr. Topping made a motion to adjourn. Mr. Goldman seconded and the motion carried by unanimous vote.