

Town of Topsfield Board of Health
Meeting of Thursday, September 22, 2016
Town Hall, 8 West Common Street, Topsfield, MA 01983

Meeting Minutes – September 22, 2016

Pursuant to the Open Meeting Law, M.G.L. Chapter 30A, §§ 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Topsfield Board of Health, Thursday, September 22, 2016, at 7:30 pm in the Conference Room of Topsfield Town Hall.

Board of Health Members present: Sheryl Knutsen RN – Chair; Vincent Guerra MD; Joseph Collins, ESQ; Thomas Mannetta CE.

Board Members Not Present: Gerald Topping PE. Also Not Present: John Coulon RS, Health Agent.

Others Present: Daniel Johnson RS, representing 128 Washington Street; Joseph Serwatka PE representing 5 Parsonage Lane; Susan Winslow, Minutes Secretary.

COMMONLY USED ABBREVIATIONS:

BOH: Board of Health

BOS: Board of Selectmen

CDC: Center for Disease Control

CEU: Continuing Education Unit

CEMP: Comprehensive Emergency Management Plan

COIN: Commonwealth Information Network

DPH: Department of Public Health

EDS: Emergency Dispensing Site

ESHWT: Estimated Seasonal High Water Table

EP: Emergency Preparedness

FDA: Food & Drug Administration

HHS: Health and Human Services

HMCC: Health & Medical Coordinating Coalition

LSAC: Local State Advisory Committee

MDPH Mass. Dept. of Public Health

MAVEN: Massachusetts Virtual Epidemiology Network

MDEP: Massachusetts Department of Environmental Protection

MEMA: Massachusetts Emergency Management Agency

MRC: Medical Reserve Corps

NEMMC: Northeast Massachusetts Mosquito Control

PE: Professional Engineer

PHEP: Public Health Emergency Preparedness

POD: Point Of Dispensing

RN: Registered Nurse

RS: Registered Sanitarian

SAS: Soil Absorption System

TBOH: Topsfield Board of Health

TRMRC: Topsfield Regional Medical Reserve Corps

VNA: Visiting Nurse Association

Board Chair Sheryl Knutsen called the meeting to order at 7:34 pm.

APPOINTMENTS:

128 Washington Street

Daniel Johnson RS of Domestic Septic Design presented a Form 9A Local Upgrade Approval Request to the Board. He explained that the current failed system includes a metal septic tank buried deep in the ground. This will be replaced by a 1500 gallon septic tank, 500 gallon pump chamber and a 30'L x 15'W leach field. Because of the conditions at this site, Mr. Johnson is requesting a reduction between the SAS and high groundwater from 5' to 4.5' to minimize the mound over the leach area.

VOTE: Mr. Mannelta made a motion to approve the above request as outlined in the Form 9A Local Upgrade Approval Request received at the Board of Health on September 8, 2016. Dr. Guerra seconded and the motion carried in a unanimous vote.

5 Parsonage Lane

Joseph Serwatka PE appeared before the Board regarding two Variance Requests for this property. He informed the Board that this is a small lot with a 4 bedroom house on sandy loam. He also informed the Board that he will be meeting with the Topsfield Conservation Commission regarding a wetland that he described as a pipe under a culvert across the street from this property which is 80' away. The requests are outlined on Form 9A – Application for Local Upgrade Approval and on the septic plan dated 9-9-2016 as follows:

- To allow sieve analysis in lieu of perc testing as allowed by Mass DEP due to fill.
- To allow 3' and 3.3' separation to e.s.h.w.t. where 4' is required to allow use under driveway.

VOTE: Mr. Mannelta made a motion to approve the Local Upgrade Approval Request as outlined in Form 9A and on the septic plan for 5 Parsonage Lane dated 9-9-16. Dr. Guerra seconded and the motion carried in a unanimous vote.

MINUTES:

August 25, 2016

VOTE: Mr. Mannelta made a motion to accept the August 25, 2016 Minutes as written. Mr. Collins seconded and the motion carried in a unanimous vote.

2013 FDA MODEL FOOD CODE:

Because Mr. Coulon was not in attendance, Ms. Winslow explained to the Board that Mr. Coulon requests the Board to adopt the 2013 FDA Model Food Code effectively immediately. This will bring Topsfield up to date with other municipalities and closer to compliance with FDA/AFDO Retail Program Standards.

VOTE: Dr. Guerra made a motion to adopt the 2013 FDA Model Food Code. Mr. Mannelta Seconded and the motion carried in a unanimous vote.

ALTERNATE HEALTH AGENT – BOS REQUEST

Ms. Winslow informed the Board that Mr. Coulon requests their approval of Valerie Nelson and Kate Kokko as Alternate Health Agents for the purpose of general public health activities including but not limited to food inspections at the Topsfield Fair. Ms. Winslow asked the Board to vote on a Board of Selectmen Request for this purpose.

VOTE: Mr. Mannelta made a motion for a Board of Selectmen Request to approve Valerie Nelson and Kate Kokko as Alternate Health Agents for the purpose of general public health activities including but not limited to food inspections at the Topsfield Fair. Dr. Guerra Seconded and the motion carried in a unanimous vote.

CORRESPONDENCE:

MAVEN Report – The Board reviewed the MAVEN report provided by Beverly Salate RN BSN of VNA Care. Ms. Knutsen and Dr. Guerra described some of the illnesses listed on the report and answered questions from Board Members.

OTHER:

- Tobacco Control: Ms. Knutsen reminded the Board that Mr. Coulon should produce a press release for the Tri Town Transcript regarding the updating of the Tobacco Regulations in Topsfield and the increase in the age to purchase tobacco products from 18 to 21.
- Concert on the Common: Dr. Guerra informed the Board that a concert will be held on the Topsfield Common to raise awareness about gun violence. He informed the Board that across the nation, 90 people are killed by gun violence today, making this a Public Health issue.
- Ms. Knutsen informed the Board that she and Mr. Coulon recently attended the Activist Lab at Boston University Graduate School of Public Health. This is an effort by the University connecting students in the Public Health program to Practicing Public Health Professionals to learn about actual activities in Local Public Health. Question 4 on this year's election ballot and the history of Recreational and Medical Marijuana in the US were covered in depth during a live debate. Ms. Knutsen also informed the Board that there is a 67 page document that will become binding legislation if approved on the ballot. She will send a link about this topic to all Board Members.

VOTE: Dr. Guerra made a motion to adjourn. Ms. Knutsen seconded and the motion carried in a unanimous vote.

The meeting adjourned at 8:24 pm.

Respectfully submitted,

Susan Winslow, Minutes Secretary