



BOARD OF HEALTH
Topsfield Town Offices
8 West Common Street, Topsfield, MA 01983

Minutes of Thursday, November 29, 2018
7:30 PM

Board Members present were Vice Chairman Gerald Topping PE and Board Members Vincent Guerra MD, Thomas Mannelta CE and Anthony Alley RN. Chair Sheryl Knutsen RN was not in attendance. Health Agent John Coulon RS and Senior Administrative Assistant/ Recording Secretary Susan Winslow were in attendance. Residents Paul and Elizabeth Dierze and Healthy Communities Tobacco Control Director Ron Beauregard were in attendance.

COMMONLY USED ABBREVIATIONS:

ADA: Americans with Disabilities Act

BOH: Board of Health

BOS: Board of Selectmen

CDC: Centers for Disease Control and Prevention

CEU: Continuing Education Unit

CEMP: Comprehensive Emergency Management Plan

COIN: Community Outreach Information Network

DPH: Department of Public Health

EDS: Emergency Dispensing Site

ESHW: 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 Epidemiologic 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

CALL TO ORDER

Vice Chair Gerry Topping called the meeting to order at 7:35 PM.

APPOINTMENTS

Request to Remove Title V Bedroom Count Deed Restriction

Elizabeth and Paul Dierze of 29 Colrain Road appeared before the Board to request the removal of the Title V Bedroom Count Deed Restriction from their home because they have upgraded their septic system. The Dierzes informed the Board that there is a total of 6 rooms in their home.

VOTE: Mr. Topping made a motion to approve the removal of the 3-Bedroom Title V Deed Restriction at 29 Colrain Road subject to the Health Agent's confirmation that there are only 3 bedrooms as defined in the title V Bedroom Count Deed Restriction. Seconded by Mr. Mannelta. The Board approved the motion in a vote of 4-0.

MINUTES

October 25, 2018

VOTE: Mr. Topping made a motion to approve the October 25, 2018 Meeting Minutes as amended.

Seconded by Mr. Mannetta. The Board approved the motion in a vote of 3 in the affirmative with Mr. Alley abstaining.

NEW BUSINESS

R:1-6 Regulations Restricting Youth Access to Tobacco

Ron Beauregard from Healthy Communities Tobacco Collaborative addressed the Board with information on Juuls, Vaping and the FDA raid that has resulted in Juuls 'voluntarily' ceasing shipments of their product to stores that are not specifically Vaping stores. Mr. Beauregard also informed the Board about Tobacco/Vaping regulations promulgated in neighboring municipalities.

The Board discussed the following items for future review:

- review of the mission to restrict youth access to tobacco products
- adding Vaping to the definitions of tobacco and the possibility of instituting flavor restrictions
- the possibility of adding a cap to the number of tobacco permits issued in Topsfield
- instituting a non-transferability clause to tobacco permits
- change in the tolling period following a violation to 2 years (currently 1 year)
- restrictions sale of flavored blunt wrappers

The Board will continue this topic at the next Board of Health Meeting in preparation for a future Public Hearing in 2019 if the Board decides to make revisions to the Regulations.

OLD BUSINESS

Topsfield Village Shopping Center

Mr. Coulon recently followed up on a complaint from Ms. Leslie Voss, owner of Francie's Boutique. Mr. Coulon visited Francie's Boutique on 11/29/18 and determined that the nature of the complaint did not fall under Board of Health purview.

Mr. Coulon met with Topsfield resident Don Cragg on 11/29/18. Mr. Cragg is a resident who is interested in the future of the Topsfield Village Shopping Center.

HEALTH AGENT REPORT

Hidden In Plain Sight

Mr. Coulon informed the Board that he volunteered at this event, hosted by the Tri-Town Coalition at the Fairgrounds on November 28 and 29, 2018. The event is geared toward educating parents and caregivers on detecting risky behavior and substance abuse in children and teens.

Open Gym

Mr. Coulon will be volunteering at Open Gym nights for Tri-Town youth again this year on Friday nights in the Masconomet Regional High School field house.

December 1, 2018 Flu Vaccine Clinic

Mr. Coulon was able to secure space at Keller Williams Real Estate to host a no-cost flu vaccine clinic during the Holiday On The Green celebration on December 1, 2018.

Presentation at Essex County Beekeepers Association

Mr. Coulon will conduct a presentation at the annual meeting of the Essex County Beekeepers Association on Saturday, December 8, 2018 on the topic of Pollinators and Public Health. Mr. Coulon has coordinated

additional speakers for the event from the Massachusetts Department of Agricultural Resources and the Northeast Massachusetts Mosquito Control Board. Susan Winslow will assist.

Council On Aging Coffee and Conversation

Chair Sheryl Knutsen and Mr. Coulon participated in the Council On Aging Coffee and Conversation on November 29, 2018.

Facebook Posts

Mr. Coulon informed the Board that he was contacted by a concerned resident who saw a posting on Facebook about the sale of drug paraphernalia at Country Farms in downtown Topsfield. Mr. Coulon informed the Board that he followed up with a visit to Country Farms and spoke to the owner about the wisdom of displaying drug paraphernalia within full view of children. However, Mr. Coulon determined the items in question did not fall under the purview of the Board of Health.

Cape Ann Collaborative

The Collaborative is working with the Metropolitan Area Planning Committee and Massachusetts Municipal Association to investigate the possibility of sharing regional services. Mr. Coulon reported that they not yet developed a working model.

Public Safety Committee

Mr. Coulon distributed notes on the Public Safety Committee meeting he attended on November 29, 2018.

Thank You to Thomas Mannelta, CE

Mr. Coulon thanked Board Member Tom Mannelta for stepping in to assist with Inspections during Mr. Coulon's Grand Jury service.

CORRESPONDENCE

University of Massachusetts Medical School/Commonwealth Medicine letter dated October 23, 2018 and Business Agreement

The Board reviewed the document related to the obligations of the business associate to abide by HIPAA Rules and protect health information during the life of the evergreen contract (and beyond any termination) between UMass Medical School/Commonwealth Medicine for the purpose of Vaccine Reimbursement.

ADJOURN

VOTE: Mr. Topping made a motion to adjourn at 9:33 pm. Seconded by Mr. Mannelta. The Board approved the motion in a vote of 4-0.

Respectfully submitted,
Susan Winslow
Recording Secretary

DOCUMENTS

1. Agenda
2. Letter from Paul and Elizabeth Dierze dated 11/9/2018
3. Instrument of Restriction for 29 Colrain Road
4. R:1-6 Regulations Restricting Youth Access to Tobacco
5. Letter from University of Massachusetts Medical School/Commonwealth Medicine dated 10/23/18
6. Business Associate Agreement relating to Vaccine Reimbursement Services Provided by the University of Massachusetts Medical School to Town of Topsfield
7. Flyer for "Hidden In Plain Sight"
8. Topsfield Public Safety Meeting Notes
9. Draft Minutes: November 29, 2018 TBOH Meeting

These Minutes were accepted at the January 10, 2019 Board of Health Meeting.

TBOH Meeting Minutes – 11/29/2018

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Pursuant to the 'Open Meeting Law, G.L. c. 30A, §18-25, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.