

**BOARD OF HEALTH  
Topsfield Town Hall  
MINUTES  
8 West Common Street, Topsfield, MA 01983  
\*\*\*VIDEO/TELE CONFERENCE\*\*\***

<b>Date:</b>	Wednesday, October 19, 2022
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**ATTENDANCE:**

<b>BOARD MEMBERS</b>	
Sheryl Knutsen RN Chair	Yes
Mark Rizza	Yes
William Hunt Esq.	Yes
Ellen Eaton RN	No
Amy Lischko MSPH, DSc	Yes

<b>STAFF MEMBERS</b>	<b>PRESENT</b>
Health Director Wendy Hansbury	Yes
Susan Winslow, Minutes Secretary	Yes

**VISITORS PRESENT:** Boxford/Topsfield Cable Television, Julia Lobel RN, Mark Carleo REHS, William Mitchell, Daniel McLaughlin, Christopher Erickson, Topsfield Cable Television

**OPENING**

The meeting of the Topsfield Board of Health was called to order at 6:30 pm on October 19, 2022 by Chair Sheryl Knutsen.

**ANNOUNCEMENTS**

Chair Sheryl Knutsen made the following announcements:

*Pursuant to Chapter 20 of the Acts of 2021, this meeting/public hearing will be conducted via remote means. Members of the public who wish to access the meeting may do so in the following manner: Zoom Meeting – see connection information below to join the meeting by Zoom videoconference or calling in by phone. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Topsfield Town Website, at [www.topsfield-ma.gov](http://www.topsfield-ma.gov). You may also reach out to the Topsfield Board of Health at [health@topsfield-ma.gov](mailto:health@topsfield-ma.gov) or 978-887-*

*1520 for information/assistance. No in-person attendance of members of the public will be permitted, and public participation in any public hearing conducted during this meeting shall be by remote means only.*

- The Recording Secretary is taking Meeting Minutes and this meeting is being recorded by Topsfield Cable Television.

## **MOMENT OF SILENCE**

Chair Knutsen led the Board and Visitors in a moment of silence.

## **APPOINTMENTS**

### 69 Parsonage Lane – Variance Request for Irrigation Well

Homeowner Christopher Erickson presented the following information to request a variance from Topsfield R1:1 Rules and Regulations Relative to the Installation and Maintenance of Private Well Water Supply which states that a well must be 100' from the septic system:

- The proposed well is for irrigation purposes only.
- The proposed well will be 46' from the septic and will not be used for potable water.
- The proposed well will not be connected to the house.
- Mr. Erickson reported his sump pump ran well into the summer despite drought conditions and he believes the water table is high at his address.
- Health Director Hansbury confirmed that the property is most likely on a perched water table, and she has observed water running out of the ground and down the driveway even during summer months.
- Ms. Hansbury informed the Board that, at present, the Board of Health regulations pertain to drinking water wells, but she, Ms. Eaton and Ms. Lischko have been working on updating the regulations to include irrigation and geothermal wells in the future.

Chair Knutsen thanked Mr. Erickson for the presentation and asked if there were further questions from the Board or the public. Determining that there were none, the Chair called for a motion.

*VOTE: Mr. Rizza made a motion to approve the request for a variance from Topsfield R1:1 Rules and Regulations Relative to the Installation and Maintenance of Private Well Water Supply from 100' to 46' to the septic system for the proposed well to be used for irrigation only at 69 Parsonage Lane. Seconded by Ms. Lischko.*

*Chair Knutsen called for a roll call vote:*

*Lischko – yes*



*Rizza – yes*

*Hunt – yes*

*Knutsen - yes*

*The motion passed in a vote of 4-0.*

### 68 River Road Amended Correction Order

## TOWN OF TOPSFIELD

### Board of Health

8 West Common Street, Topsfield, Massachusetts 01963  
(978) 887-1520/Fax (978) 887-1521  
health@topsfeld-ma.gov; www.topsfield-ma.gov

### AMENDED CORRECTION ORDER

Issued under the provisions of  
The State Sanitary Code, Chapter II, Minimum Standards of Fitness for Human Habitation  
105 CMR 410.000

Date: September 14, 2022

To: Daniel and Rachel McLaughlin      **Property Location: 68 River Road, Topsfield**  
204 Garrison Lane  
Osterville, MA 02655

VIA RETURN RECEIPT REQUESTED: 7022 0410 0002 2702 3664

An authorized re-inspection was made on September 13, 2022 of your property at the above address following the May 27, 2022, Correction Order and Condemnation.  
This inspection revealed violations of the State Sanitary code, Chapter II, as listed below:

Regulation #	Description	✓ if conditions may endanger or impair health, safety or well-being	Time limit for compliance
105 CMR 410.500, 410.501, 410.480	Main Building has multiple locations that are not weathertight, not in good repair, and not secured, including windows, broken windows, roofs, heavy vegetation growth on roof, stairs, and entryways.		30 Days
410.500, 410.501, 410.480	Servants' building has multiple locations that are not weathertight, not in good repair, and not secured, including windows, roof, opening in roof, and entryways.		30 Days
410.500, 410.501, 410.480	Cottage building has multiple locations that are not weathertight, not in good repair, and not secured, including windows, roof, collapsed portion of roof, collapsed walls, stairs and entryways.		30 Days
410.500, 410.452,	Garage has multiple locations that are not weathertight, not in good repair, and not		30 Days

Order for Correction – 68 River Road      September 15, 2022      1

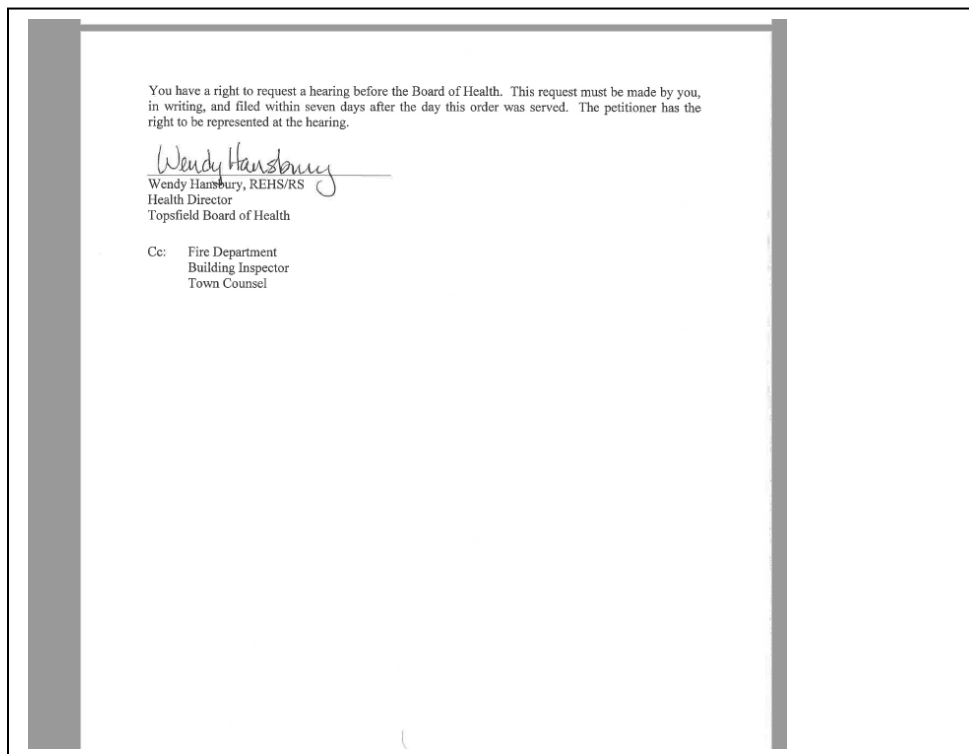
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410.480	secured, including windows, roof, stairs and entryways.		
410.500, 410.452	Kennel has collapsed roof and floor, is not weathertight, not in good repair, and not secured.		30 Days
410.500, 410.452	Pool house has collapsed roof, walls, and floor, is not weathertight, not in good repair, and not secured. Drain pool and keep dry.		30 Days
410.602	Broken glass, building materials, and debris in and around the Main building, Servants' building, kennel, garage, pool house, cottage house, and the property		30 Days
410.500, 410.353	Hazardous materials, lead paint and asbestos, may be present.		Prior to Occupancy Allowed
410.482	No smoke alarms or CO detectors		Prior to Occupancy Allowed
410.500, 410.501	Rotted wood, deteriorated brick, stone, mortar, and foundations around all buildings		Prior to Occupancy Allowed
410.100, 410.180, 410.190, 410.350, 410.351	Kitchen does not function, no stove or fixtures, no potable water		Prior to Occupancy Allowed
410.150, 410.180, 410.190, 410.350 410.351	No water, potable water or hot water available, bathrooms do not function no intact fixtures. No plumbing connections.		Prior to Occupancy Allowed
410.300 310 CMR 15.00	No sewerage disposal; failed Title 5 on record in 2000		Prior to Occupancy Allowed
410.250, 410.251, 410.252, 410.253	Electrical, light fixtures, outlets are non-functional.		Prior to Occupancy Allowed

You are hereby **ORDERED** to correct these violations within the noted time limit. Failure to comply within the allotted time period, or subsequent violations, may result in a criminal complaint against you.

Compliance means meeting all the requirements of 105 CMR 410.000. It shall also mean correcting any violations of 105 CMR 410.000 in a work-personlike fashion and restoring all parts of the dwelling, or unit thereof, to the condition they were in before occurrence of any such violations. Compliance shall also mean in those cases where licenses or permits are required to perform work necessary to correct the violations, such as, but not limited to building, plumbing and wiring that the appropriate official certifies that the work has been completed in accordance with applicable laws and regulations.

Order for Correction – 68 River Road      September 15, 2022      2



Health Director Hansbury reminded the Board that on September 14, 2022 she issued an Amended Correction Order for 68 River Road to Daniel McLaughlin and project manager William Mitchell (see above).

At the September 21, 2022 meeting, the Board voted to require Mr. Mitchell and Mr. McLaughlin to prepare a timeline to be presented at the October 19, 2022 meeting with specific dates for the completion of each item on the Order. In response, Mr. Mitchell and Mr. McLaughlin presented the following timeline to the Board:

## Minutes October 19, 2022

Workbook Views   Show   Zoom   Window   Macros									
B34	Roof/Kitchen Damage Repair								
	A	B	C	D	E	F	G	H	I
4	Building	Tasks	Progress	Time Completed/Possible Schedules	BOH Code Violation for UnOccupied Dwelling				
5									
6	Mansion (Building A)								
7		First Floor Boarding	Completed	Summer of 2022					
8		Second and Third Floor Boarding	To Be Scheduled	Fall of 2022					
9		Former UST Removal	Completed	By MIT with No Contamination					
10		Meeting with BOH and MassDEP Concerning Progress	Completed	29-Sep					
11		Removal of Two 330 Gallon Fuel Oil Tanks	Completed	29-Sep					
12		Asbestos Abatement Plan Basement & Collapses Room	Completed	Summer of 2022					
13		Basement Removal Friable Asbestos Abatement	Completed	Summer of 2022					
14		Collapses Room Removal Friable Asbestos Abatement	Completed	Summer of 2022					
15		Asbestos Monitoring Report for the above	Completed	Fall of 2022					
16		Asbestos Inspection First, Second, Third Floor	To Be Scheduled	Fall/Winter 2022					
17		Removal of Asbestos if Redeveloped/Demo	To Be Scheduled	Winter 2023					
18		Soft Enclosure Converted to Hard Structure	Completed	Fall of 2022					
19		Immediate Response Action Plan to MassDEP	Completed	Summer of 2022					
20		Immediate Response Action Assessment	Underway	Continue					
21		Immediate Response Action Soil/Groundwater Removal	To Be Scheduled	Fall/Winter 2022					
22		Clean Gutters	To Be Scheduled	Fall of 2022					
23		Redirect Rain Water Away from the Front of the Dwelling	Scheduled	October 20th					
24		Roof Repair	To Be Scheduled	Fall of 2022					
25		Abandon Believed Cesspools (Western Portion)	To Be Scheduled	Fall of 2022					
26		Back Stair Removal	To Be Scheduled	Fall of 2022					
27									

	A	B	C	D	E	F	G	H	I
28	Cottage (Building B)								
29		Asbestos Inspection First, Second Floors	To Be Scheduled	Fall/Winter 2022					
30		Window Boarding	Completed	Summer of 2022					
31		Two Propane Tanks	Completed	Summer of 2022					
32		One 275 Gallon Oil Tanks	Completed	Summer of 2022					
33		Fence or Demo	To Be Scheduled	Fall 2022					
34		Roof/Kitchen Damage Repair	To Be Scheduled	Spring 2023					
35									
36	Servants' Quarters (Building C)								
37		Two 275 Gallon Oil Tanks	Completed	Summer of 2022					
38		Two Propane Tanks	Completed	Summer of 2022					
39		First Floor Boarding	Completed	Summer of 2022					
40		Asbestos Inspection Basement and First Floor	To Be Scheduled	Fall 2022/Winter 2022-2023					
41		Rubber Roof Repair from Tree Damage	To Be Scheduled	Fall of 2022					
42									
43	Kennel								
44		Asbestos Inspection	To Be Scheduled	Fall/Winter 2022					
45		Fence or Demo	To Be Scheduled	Fall/Winter 2022					
46									
47	Garage (Building D)								
48		Roof Tree Damage (Rubber Repair)	To Be Scheduled	Fall/Winter 2022					
49		Board up Street Windows	Completed	Summer of 2022					
50		Boarding Other Windows							
51		Asbestos Inspection	To Be Scheduled	Fall/Winter 2022					

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	A	B	C	D	E	F	G
52		Remove Three Propane Tanks	To Be Scheduled	Fall/Winter 2022			
53		Former Gasoline UST Removed with Cleanup	<b>Completed</b>	When MIT Owned the Property			
54		One 275 Gallon Oil Tanks	<b>Completed</b>	Summer of 2022			
55							
56	<b>Pool House (Building E)</b>						
57		Asbestos Inspection	To Be Scheduled	Fall/Winter 2022			
58		Fence or Demo	To Be Scheduled	Fall/Winter 2022			
59		Punch a 4 " Hole Through the Bottom of the Conconcrete Poc	To Be Scheduled	Fall 2022			
60							
61	The above is depended on regulators approvals. Mainly MassDEP Asbestos Group operates via direct oversight and approval.						
62	Abestos Abate is approved by MassDEP and on there schedule.						
63	The BOH order makes it clear the structures need to be water tight which is impossible.						
64	Discharge clean rain water away from the mansion will be conducted to attempt to control groundwater within the basement of the Mansion.						
65	Sump pump may also be required within the old collaspes room with an open crawl space.						
66	Conservation Commission will allow added work under a Request of Determination of Applicability with no Notice of Intent. All will help with delays.						
67							
68	What is the Massachusetts State Sanitary Code?						
69	Also known as 105 CMR 410, the state sanitary code sets the standards by which shelter in the Commonwealth is to be judged. Its official title is " <b>Minimum Standards of Fitness for Human Habitation.</b> "						

Ms. Hansbury expressed concern that the dates submitted in the timeline from Mr. Mitchell were in general terms instead of specific dates requested by the Board.

Mr. Mitchell explained that the 30-day timelines were impossible to meet due to the extensive and long term damage to the property, but they are making progress.

Mr. Mitchell informed the Board that they will be going before the Topsfield Conservation Commission at the October 26, 2022 meeting with an RDA Request to continue the oil spill clean-up at the site.

Mr. McLaughlin addressed the Board to inform them of the following:

- He has paid taxes on the property for twenty years.
- The conditions at the property have been present for a long time and he wanted to know why the Board of Health was involved at this point.
- Ms. Hansbury informed Mr. Mitchell that the Board of Health was contacted by the Topsfield Police Department after complaints about vandalism at the property, and the Board of Health responded to the complaint.
- Ms. Hansbury explained that the State requires that the building must be structurally safe and water-tight.
- Mr. Mitchell informed the Board that he was going to include the state statutes in the timeline, but in his opinion, the housing code refers to properties for human habitation and he doesn't believe the Massachusetts State Housing Code statutes pertain to this particular house because it is not currently habitable.
- Mr. McLaughlin informed the Board that he originally purchased the property without a pre-purchase inspection, and subsequent inspection of the brick façade indicated that power washing had damaged the structural integrity of the bricks.
- Mr. McLaughlin informed the Board that he considered demolishing the property at that time, but 'entities in Town' told him he could not do that. When Board Members asked if Mr. McLaughlin had approached Town Boards or Commissions with that a demolition request, he replied that he had not and he did not specify who the 'entities' were.

- Ms. Hansbury pointed out that each of the violations listed on the original Condemnation and Correction Order as well as the Amended Correction Order includes a reference to the applicable Massachusetts State Housing Code violation.
- Ms. Hansbury informed Mr. McLaughlin that the State mandates damaged and deteriorated buildings such as the mansion and the structures on the property must be made water tight and secure, or demolished.
- Mr. McLaughlin took issue with the description of one structure described as a kennel. Ms. Hansbury informed him that the structure has the attributes of a kennel, and has a hole in the floor that could be a danger.
- Mr. McLaughlin took issue with the requirement that the pool must be drained. Ms. Hansbury informed him that abandoned pools are required by the Northeast Massachusetts Mosquito Control to be empty, as the pool could be a breeding ground for mosquitoes during mosquito season.
- Mr. McLaughlin informed the Board that his plan for the property is to demolish the house and rebuild it to look the same on the outside, so he doesn't want to spend a lot of money on the issues listed in the Amended Correction Order. However, he has not, as of this meeting, submitted an application to the Building Department for demolition.
- The Board responded that future plans do not change the current situation at the property, and the items in the Amended Correction Order must be addressed.
- Mr. McLaughlin questioned the Massachusetts Housing Code citations for the violations listed in the timeline submitted. Ms. Hansbury informed Mr. McLaughlin that the Correction Order and Amended Correction Order contain citations from the Massachusetts Housing Code for each violation noted.

Chair Knutsen asked if there were further comments or questions from the public or Board Members. The Board determined that, in response to Mr. McLaughlin's concerns about the applicability of the Massachusetts Housing Code to the condition of the property and Board of Health response to the complaint at 68 River Road, Mr. McLaughlin should speak directly with a representative from the State. Ms. Hansbury will send Mr. McLaughlin the contact information for the State. Chair Knutsen called for a motion:

*VOTE: Mr. Rizza made a motion that Mr. McLaughlin will work to contact the State to figure out how state regulations apply to the case as it relates to the Correction Order issued by the Health Department and come back to our Board at the next meeting.*

*Seconded by Ms. Lischko*

*After determining that there were no further comments or questions, Chair Knutsen took a roll-call vote:*

*Mr. Rizza – yes*

*Mr. Hunt – abstain*

*Ms. Lischko – yes*

*Ms. Knutsen – yes*

*The motion carried in a vote of 3-0-1*

*Mr. McLaughlin requested that Ms. Hansbury send him a copy of the Motion on October 20, 2022. Ms. Hansbury will do so along with contact information for the State.*

#### Report from Mark Carleo

Tri Town Public Health Inspector Mark Carleo presented the following information to the Board:

*Good evening, I'm Mark Carleo the environmental health specialist for the Tri-Town region.*

*I'd like to begin tonight by talking a little bit about what I've been doing for Topsfield and the region.*

*The majority of my time since starting has been taken up by Perc Testing and Soil Evaluation. Title 5 is not new to me per se, but I'm certainly not steeped in it the way Wendy has been. She's been a great teacher and I can always reach out to her for answers when something unusual comes up. I'm getting to know the engineers working in the area, and building a rapport with them. Perc testing creates an interesting challenge in scheduling other activities. You never know how long a perc test will take. I've had some that took 7 to 8 hours, and some that take 2 minutes.*

*I recently conducted a plan review for a replacement system serving a single family dwelling. This was my first plan review for Topsfield and I'm hoping there will be more of those. It's the only way to prepare for the inspections that come during and after the install.*

*In sum, I'm learning a new language, that is Title 5, and I'm looking forward to more.*

### *Summer Inspections*

*We got through our summer activities, that includes pools and camps. We had no compliance issues here and inspections all went smoothly. I was able to rest easy this summer knowing that the camps and pools are well versed in health and safety requirements. That's likely due to years of outreach prior to permitting.*

### *Food Safety*

*I've only taken a very early look at the FDA Program Standards for the Town. I have some ideas for where to go next that I've discussed with Wendy. This involves conducting a self assessment of where we stand with all 9 standards. There is grant money which we'll be applying for when it becomes available next fall. Once the self assessment is done we will start a comprehensive strategic improvement plan that will guide us along our path to success.*

*As for the food inspections, these are ongoing. My goal with the initial round of inspections is mostly to meet and greet, begin building a rapport and then I evaluate for major food safety hazards. So far, in general, I've met some wonderful people who genuinely care that the food they serve is safe. I've not had one adversarial inspection so far.*

### *Topsfield Fair*

*What an event that was! We started off with applications. Booth owners provided us with applications. I reviewed these for completeness including a food protection manager certification and an allergen certification.*

*Next were the pre-operational inspections. Booth owners are required to get their booths opened and ready to serve in the days prior to the fair. Assisting me on these inspections is Erin Hull. She worked with us last year as well. She is an REHS, has a masters in public health from Northeastern and has years of experience in local regulatory programs. We conducted just shy of 100 pre-operational inspections. Everyone who needed an inspection, got one.*

*Once the fair opens, we have a goal of each booth receiving at least one inspection while operational. We believe we reached that goal as well. During our inspections, we noted some violations. I combed through the inspection reports and compiled them into categories. They are:*

### *Improper Cooling Methods*



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*Handwashing at improper sinks*

*Dirt floors*

*Handsink Obstructed/inaccessible*

*Water service turned off*

*Blue Boy full*

*Failure to wash hands*

*Improper hot holding temperatures*

*In use utensils in stagnant water*

*No lab report for frozen dessert machine*

*Waste water improperly disposed of*

*Unapproved menu expansion*

*Delta 8 offered for sale*

*PIC not knowledgeable*

*Excessive flies*

*When we note violations, we work with the Person in Charge of the booth to make immediate corrections whenever possible. Sometimes, that isn't possible, and a booth must be temporarily closed. This happened twice during our inspections, and fortunately was short term.*

*I'm still working on recommendations for next year, but one idea I thought of while sorting through the applications – There are organizations running multiple booths, 12 in one example. There is one food protection manager certified individual overseeing all 12 booths. I say no way is that possible, its beyond their manageable span of control. We want more educated food handlers. So perhaps a policy which allows multiple locations sharing a CFPM certification to do so if they provide one or two certified food handlers in each booth in return. This is an early thought, I haven't fully vetted this, but it would certainly help reduce conditions which lead to foodborne illness. Also I wanted to leave you all with some food for thought.*

*And with that, I'm happy to answer any questions.*

Board Members thanked Mr. Carleo for his fine work and presentation.

#### Report from Julia Lobel RN

Tri-Town Public Health Nurse Julia Lobel RN presented the following information to the Board:

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## Topsfield BOH Update from Tri Town Public Health Nurse / PHE Grant 10/19/22

### COVID update:

Thinking back to early in the pandemic, we are at the point now we talked about starting to be in at the beginning of the pandemic...

- Disease severity has lessened overall
- Vaccines are readily accessible, and can now be updated to target circulating variants
- Testing is readily accessible

variants may continue to arise, omicron (BA5 strain) is the predominant strain now, which has shown to be more transmissible, but the severity of disease continues to decrease. The SARS component of COVID will likely dictate future guidance. Otherwise COVID is being treated like other respiratory illnesses. COVID is not ever "going away"... COVID is here to stay with us long term and we will continue to see waves.

Over 1 million total deaths from COVID in the US, long covid continues to affect heart, lungs, and neurological systems.

### TTU / Masco Schools:

Spofford Pond Elementary had its first cluster in third grade in September. The nurse used a notification process when 2 cases came through in a 5 day period, then sent out additional notice provided by LBOH (just more detailed) when 30% of the class was positive. Overall, parents seemed much calmer this year with the notification, some parents tested students when the first notice was sent which prompted more positive tests, headache and low fever was the most common complaint. Letter gives my contact info in addition to schools and 1 parent did reach out at night with questions and was thankful to reach me. (no yelling or swearing!)

Hand, Foot, and Mouth disease is going around, and have received reports from Fuller meadow in Middleton, Daycare in Topsfield and Masco Middle School of several cases. Not reportable to public health, but we have been contacted about all of the cases because of the relationships we have developed through the pandemic. Schools sent out general notifications to families.

We are back to seeing all the various / regular viruses and illnesses without the primary prevention strategies in place that were routinely used during the pandemic. IE masks, hand hygiene, social distancing, cleaning, ventilation.

### COVID Vaccination Updates:

CDC recommends everyone stay up to date with COVID-19 vaccination, including all primary series doses and boosters for their age group:

- Individuals over 6 months of age should get all COVID-19 primary series doses.
- Individuals ages 5 years and older should get all primary series doses, and the updated BIVALENT booster dose recommended for them by CDC, if eligible.

**Bivalent Booster** was approved by the CDC and FDA 10/12/22 for pediatric 5-11 age groups. GCACC received updated standing orders and received vaccine shipment 10/14/22 in time for use at Masco HS vaccine clinic. 12 doses were administered.

Refer people to town websites for links, or direct link for clinics:

Greater Cape Ann Community Collaborative: <https://capeannclinic.com/>

Statewide sites: <https://vaxfinder.mass.gov/>

Everyone is eligible for boosters - current thought is COVID vaccines will be annual like Flu vaccine - need to determine individual risk factors for people to get vaccinated, but vaccination is a safe and easy way to reduce the severity of the illness and reduce the spread of disease. Another thought is if variants do not mutate long term immunity may exist with vaccination and natural immunity. Still to be determined... We just don't know how long current vaccines last yet.

I created an FAQ document for distribution to health directors, schools, public safety, COA, etc. based on numerous questions I was receiving from everyone. (See attached)

### MA Vaccine Data link to data:

<https://www.mass.gov/info-details/massachusetts-covid-19-vaccination-data-and-updates/weekly-covid-19-municipality-vaccination-data>

### Tri-Town Specific Data (See attached)

Low numbers for first booster for 5-19 age group

Low numbers for second booster for 50+ age group

Consistency & visibility with public health outreach / clinics is important.

### Senior Group Age 75+ Proportion of Town with second booster dose

Boxford	19%
Middleton	24%
Topsfield	27%

### Senior Group Age 65-74 Proportion of Town with second booster dose

Boxford	29%
Middleton	31%
Topsfield	29%

### Pediatric Group Age 5-11 Proportion of Town with booster dose

Boxford	13%
Middleton	11%
Topsfield	21%

Vaccine fatigue raises concerns for the upcoming COVID & flu season and the need for boosters does exist within our communities.

We need consistent messaging from public health and community leaders, encouraging vaccines and making sites readily accessible to the public. As CVS/Walgreens and PCPs are not readily available to residents in Topsfield & Boxford, making public health sites vital. More CVS type sites are available in the Middleton area, but still limited.

We added vaccine clinic signage to Masco HS Sign. Working on more consistent messaging through schools, COA, TTC, Town websites, etc.

Overall, towns that are part of GCACC have higher vaccination rates than those that are not part of regional community collaboratives.

### Upcoming Tri-Town COVID Vaccine Clinics:

Clinics are scheduled to run through December at this time, COVID vaccine funding from the federal and state government will determine GCACC future.

### Boxford:

Masco High School Cafeteria - 2 Friday afternoons per month Sept / Oct, 3pm to 5pm

Fri - September 16th (64 people vaccinated)

Fri - September 23rd (100 people vaccinated)

Wed - Oct 5 Four Mile Village - (66 people vaccinated)

Fri - October 14th (77 people vaccinated)

Fri - October 21st (68 registered as of 10/19)

Fri - November 18th

Fri - December 16th

### Middleton:

First Library Conference rooms A&B, fourth Thursday of each month, 3pm to 5pm.

Thur - Aug 25th (17 people vaccinated)

Thur - Sept 22nd (50 people vaccinated)

Thur - Oct 27th (37 registered as of 10/17)

Thur - Nov 17th

Thur - Dec 2nd

### Topsfield:

Town Hall, Public Hall, third Thursday of every month, 2-5pm

Thur - August 18th (31 people vaccinated)

Thur - Sept 15th (67 people vaccinated)

Thur - Oct 20th (138 registered as of 10/17)

Thur - Nov 10th

Thur - Dec 15th

### Homebound Residents:

Topsfield 10/12/22 - 11 visits 14 COVID vaccines, 9 flu vaccines administered

Boxford 10/19/22 - 3 visits 4 COVID vaccines, 2 flu vaccines administered

Middleton 10/26/22 - 2 visits planned

### Tri-Town Vaccine Data for Infant Group (6 months - 4 years)

Infant Group Age 0-4 years, Proportion of fully vaccinated individuals

Vaccination began in June, Historically Public Health does not vaccinate this age group but there was a significant need.

Boxford	18%	Comparatively in surrounding area in same age group:	
Middleton	8%	Danvers	9%
Topsfield	17%	Beverly	6%
		Salem	12%
		Lynn	2%
		Georgetown	8%

### COVID Test Kits:

More free test kits have been made available to local public health - we have PLENTY!

Health COVID self-tests expiration dates have all been extended 3-6 months and will likely be extended again based on more research on stability.

DPH states tests kits may be used off-label for children under 2 years

### Influenza Vaccine Clinics:

Southern hemisphere is experiencing the worst flu season in the past 5 years, which should serve as a warning for the northern hemisphere.

Vaccination and primary prevention remain the best protection for both flu and COVID.

Middleton Public Health Flu Clinic Howe Manning Sat 10/15 ages 5+ (Vaccinated 60 people)

Middleton Public Health School Staff - (vaccinating 10/24 - approx 40 people)

Boxford COA had Conleys - approx 50 people

Boxford TTU School Staff - Joan Vaccinating 10/17 & 10/25 - approx 60 people

Masco MS/HS Staff - had Walgreens - approx 60 people

Topsfield Public Health Flu Clinic Thur 10/13 ages 5+ (Vaccinated 133 people)

Topsfield TTU School Staff - None, no takers usually

### Topsfield Fair:

Chief Collins-Brown / Topsfield Fire department requested assistance through the Public Health Department staffing a triage table outside of the Public Safety Building at the Topsfield Fair. The goal was to have volunteers who would be the first point of contact and identify what the need was from the person and activate EMS if needed. The majority of people that come to the table do not require EMS. This was done last year but was very haphazard, not fully staffed, as there were a lot of moving parts at the fair, especially during a pandemic. Last year there was a vaccination outreach booth in the trade center and many volunteers were needed for that and to hand out masks at the indoor buildings due to the mask ordinance in place. So this year, without those other pieces, public health nurses could focus only on staffing the public safety triage table with volunteers. I reached out to Lisa Jackson, MRC volunteer coordinator, Essex Tech Medical Assisting Program teacher for seniors, and to Masco High School Principal and School Nurses with the following message:

"Topsfield Health Department is looking for MRC and student volunteers to assist at the Triage Station at the Topsfield Fair. This role will support the Topsfield Fire Department and Topsfield Police Department by offering initial contact and triage to fair goers with basic first aid supplies such as band-aids, ice packs, directions to the souvenir shop (to purchase common OTC meds), and will request further medical treatment from first responders when appropriate.

## Minutes October 19, 2022

Topsheld Fair is America's Oldest Fair. Over 500,000 people come through the gates of the fair over the course of the 11 days. Volunteers are an integral part of this event assisting the Fire and Police Dept. The fair runs from Friday, Sept 30th through Monday, October 10th. Two volunteers are requested per shift, there are two shifts per day; the morning shift from 10 or 11am until 3pm, and the afternoon shift, from 3pm until 8pm."

I was able to fill every shift with MRC volunteers, or students from Essex Tech. Unfortunately, I did not receive any response from the principal or either nurse at Masco High School.

I set up a "Self Help First Aid Station" fully stocked with bandaids, alcohol wipes, ice packs, COVID test kits, and masks. People could help themselves for minor injuries that did not require EMS intervention.

The final day of the Topsfield Fair I was able to review the log book with the students and we broke down each encounter and came out with the following data:

10/10/22	Examination on hand	YES - referred to EMS - visit	26
10/11/22	Request for knee pain - evaluation	YES - referred to EMS - visit	27
10/12/22	what had requested	Obstruction/abscess	
10/12/22	from new parts, didn't show up on site	Referred to source took	
10/12/22	request for laptop	Referred to source took	
10/12/22	request for electronic equipment	Referred to source took	
10/12/22	from old equipment	NO - Self Service Station	27
10/12/22	request for adult	Referred to source took	
10/12/22	request for adult	Referred to source took	
10/12/22	from old request	NO - Self Service Station	28
10/12/22	from old request	NO - Self Service Station	29

198 - total unique encounters with MHC students  
199 - total unique encounters with MHC students  
200 - utilized self-care station (Appendix C, 10 pages, 40)

27 - referred to EMS for further evaluation  
28 - needed directions  
29 - referred to insurance broker  
3 - other - refused or referred to vendor



(Ayanis Velez, Essex Tech Senior, Medical Assisting)



(Julia Lobel & Hazel Knof, MRC Volunteer, from Rowley, MA)

also had the opportunity to visit the trade center to see how the area was looking at the one year post COVID. Last year, the left side of the trade center was empty and I had 3 booths set up to offer vaccination outreach and was there every day and performed COVID tests on workers when needed. We also had MRC volunteers assisting at the triage booth and handing out masks at the indoors areas when masks were "required". There were a lot of strong opinions on vaccines and masks at the fair last year and the MRC volunteers and myself received a lot of commentary from people all over the spectrum thanking us for being there to caling some of the volunteers handing out masks "sheep", it made a lot of uncomfortable situations to say the least.



(Trade Center Public Health Vaccination Booth at Topsfield Fair 2021)

This year I had the pleasure to meet Ken Michienzi, who was set up in the exact spot where I was vaccinating people last year. He is the founder and CEO of The Merrimack Company, a start-up company based out of Lawrence MA that manufactures apparel and accessories using eco-conscious, organic and recycled materials. Needless to say, I bought a sweatshirt!



(Julia Lobel & Ken Michienzi, 2022)

**Avian influenza:**

[illegible]

Initially only post on Social Media

Signs put up Sunday



Additional sign made by children of poultry owners - I was very happy to see this, even if it had a coronavirus on it, I think it made it relatable and made it more clear it was affecting the birds only.

### Senior at-risk task force in Topsfield

During homebound visits for COVID/Flu boosters I encountered 2 significant hoarding situations and safety issues that residents expressed they would like assistance.

Wendy called meeting 10/17/22 to discuss needs

Present at meeting:  
COA Director Kathleen Barabisi  
Chief Collins Brown  
Capt Daniel Bell  
Health Director Wendy Hansbury  
Tri-Town Public Health Nurse Julia Lobe

Residents are known to COA and public safety, have been reluctant or resistant to help in the past and have turned away help.

Senior Care is stretched thin, with minimal resources and staffing like many places right now.

Discussion included:  
 Determine legal scope of Public Health when Public safety is involved in hoarding situations  
 Determine funding sources available  
 Kathleen has list of private services for seniors with financial means  
 Develop a volunteer list that can assist seniors with projects

Next meeting set two weeks - 10/31/22 at 1pm in Selectboard Room Topsfield Town Hall

**Monkeypox Update:**  
 Case follow up/monitoring & contact tracing is within jurisdiction of LBOH. PHN can call into state ep's for add guidance. IE same contact tracing process in place by PHN as we had been doing for COVID.

No confirmed cases in Tri Town, some suspects have come through MAVEN, then revoked. Tri-Town is a LOW RISK COMMUNITY.

**Monkeypox Risk in Schools:**  
 Discussed at TTU meeting after Boston Public Schools made a very public announcement of the first monkeypox case in Boston Public School. This announcement did not sit well with me. Discussed with state ep's, and the bottom line was they (school) couldn't agree on risk factors involved in the situation so they took a broad approach to notify. Careful contact tracing is critical! Proves the need for good communication and a coordinated approach between public health and public schools if/when a case does come through Tri town. Monkeypox does NOT spread easily and there are other privacy issues to consider when notifying an entire community about a case of monkeypox in a school setting.  
 Do not need exposure notifications for close contacts to violate HIPAA or infringe on personal privacy, but also must balance that with public health needs. Goes back to "WHO NEEDS TO KNOW AND WHY". Vast majority of monkeypox cases to date (59%) have been in gay or bisexual men. So you may be "telling someone" at the same time of sending out exposure notifications. Can be a complex social and mental health issue on top of a public health issue. Isolation period for a positive case is very long (approx 21 days) and that in and of itself could identify the person as having monkeypox for being out of school/work for so long. Collaborative coordinated and consistent messaging in Tri town is important and performing careful contact tracing with a positive case and determining actual risk factors involved in each situation vs knee jerk reflexes to notify everyone in the same room. Monkeypox is not a new disease and we know a lot about how it behaves.

<https://www.nbcboston.com/news/local/first-monkeypox-case-at-boston-public-schools-district-announces/203112/>

**Statement from CDC on Monkeypox in Schools:**  
 At this time, the risk of monkeypox to children and adolescents in the United States is low. Monkeypox virus can infect anyone – including children – if they have close, personal, often skin-to-skin contact with someone who has monkeypox. In this outbreak, most cases of monkeypox have been associated with sexual contact. Although less common in the current outbreak, monkeypox may also spread by touching contaminated objects (such as toys or eating utensils), fabrics (clothing, bedding, sleeping mats, or towels), and surfaces that have been used by someone with monkeypox. (IE DAYCARES, PRE-K OR SPORTS TEAMS COME TO MIND AS HIGH RISK)

**Monkeypox Overview:**  
 Monkeypox is not a new disease, the virus has been around since the 1970's. Recognized outside of non endemic countries in May 2022. Information is changing rapidly as data is gathered.  
 World Health Organization (WHO) declared Monkeypox a public health emergency on July 23  
 The Biden Administration declared monkeypox a public health emergency on Aug 4 to raise awareness and speed up funding and treatment

- As of 8/15 per CDC (TTU School Readiness Report, numbers continue to grow)
  - In 85 countries throughout the world
  - Over 31,799 cases worldwide
  - Over 9,491 cases reported in US
  - Over 228 reported case in MA
- As of 9/27 per CDC (TTU Update, see comparison to TTU School readiness report)
  - In 106 locations throughout the world
  - Over 66,551 case worldwide
  - Over 25,341 cases reported in US
  - Over 390 reported case in MA
- As of 10/18 per CDC (Topsfield BOH Meeting, numbers on the decline)
  - In 109 locations throughout the world
  - Over 73,762 case worldwide
  - Over 27,558 cases reported in US
  - Over 426 reported case in MA

From MA DPH webinar 9/19/22 - cases are dropping significantly! Partly due to messaging? Behavior?

**Monkeypox Cases in MA**

Monkeypox is a viral illness that begins with flu-like illness, lymph node enlargement, and rash. Transmission occurs by exposure to bodily fluids, sores, or respiratory droplets.

- Symptoms start with viral prodrome – fever/chills, headache, myalgia, sore throat or cough, lymphadenopathy. Rash starts within 5 days of symptom onset. Rash more often on face and extremities than trunk.
- Virus enters the body through respiratory tract, mucous membranes, or broken skin.
- Prolonged face to face contact with large respiratory droplets (not airborne), direct contact with bodily fluid or indirect contact with contaminated materials (clothing, bedding).
- Overwhelming majority of cases have reported sexual or other direct, very close contact.
- Causal contact not known to be a risk factor

- High proportion of gay, bisexual or other MSM. NOT restricted to this population. Virus introduced into this social network
- The virus does not spread easily between people
- No evidence at this time that people transmit before symptom onset.
- Origins from central and west Africa. Rodents are likely reservoirs, through bites or scratches from rodents and small mammals, wild game, or having contact with an infected animal or possibly animal products.
- First recognized as spillover in monkeys in 1958
- First human case recognized in 1970s
- Prior to 2022, most cases outside endemic area where related to travel or 2003 US outbreak linked to prairie dogs

**Testing:**  
 PCR test by swab of lesions, or fluid or crusts from lesions are best  
 No test currently available for people without a rash

**Isolation / contagious period lasts 2-4 weeks - All lesions must have scabbed over and scabs fallen off to discontinue isolation.**  
 No requirement for close contacts to quarantine unless symptomatic.  
<https://www.cdc.gov/poisonatmonkeypoxcommunity/schoolfaq.html>  
<https://www.cdc.gov/poisonatmonkeypoxresponse/2022/us-mwp.html>

**Wastewater:**  
 The topic of wastewater surveillance has come into the news a lot since the start of the pandemic and we talk about it a lot in our TTU updates. Its fascinating, emerging technology and becoming a common public health tool to monitor waves, and surges with diseases like COVID, influenza, and RSV. Wastewater surveillance even looks for emerging diseases and variants, detects polio (originally what wastewater surveillance was used for), antibiotic-resistant bacteria, and can gauge opioid usage in communities. This info can really help direct public health initiatives and funding efforts. The caveat with wastewater surveillance is that communities serviced by septic systems are obviously bypassing treatment plants where samples are collected, so Tri-town is never represented in MRWA lab/dot data.

I have spoken with Dr Morrison and Steve Clifford about this topic as it is of interest to them as a school district. But there are still many limitations with septic systems. They explained that Masco HS has its own wastewater treatment plant on site. Thinking ahead long term, this could be a place to do this type of long-term wastewater surveillance for the Tri-town. It would need A LOT of further review, investigation, etc, by the towns, but Masco HS could potentially give a good overview of what is happening locally in the Tri-town. A lot of colleges and universities use the technology but that is as much as I know. Example of looking forward: opioid surveillance and seeing a sudden spike in wastewater can direct opioid intervention programs such as naltrexone. Or seeing RSV/influenza waves in lower elementary schools can guide public health vaccination programs.

Article from Boston Globe on Polio detected in wastewater in New York:  
 The first polio case in nearly a decade was identified in July in New York state. Officials said an unvaccinated man in Rockland County was infected by a virus that had been shed from someone who received the oral polio vaccine, which has not been administered in the United States since 2000. The oral vaccine is safe but contains small amounts of weakened live virus that can circulate and strengthen if communities are unvaccinated.

In August, New York City officials said they had identified polio in the city's wastewater. On Friday, state health officials announced that they had identified polio in 57 samples collected from several downstate counties between May and August. The majority of the samples were collected in Rockland County, and 50 of them were genetically linked to the case of the Rockland resident."

Full Article here from Boston Globe:  
[https://www.bostonglobe.com/2022/09/09/nation/governor-hochul-declares-polio-state-emergency-new-york/?p=1&BSearch=Overlay\\_Results](https://www.bostonglobe.com/2022/09/09/nation/governor-hochul-declares-polio-state-emergency-new-york/?p=1&BSearch=Overlay_Results)

Good podcast/article on Wastewater Surveillance:  
[Public Health On Call: 451 - How COVID-19 Became a "Watershed" Moment for Wastewater Surveillance](https://www.watershednews.org/2022/09/19/how-covid-19-became-a-watershed-moment-for-wastewater-surveillance/)

**What else am I working on?**

Ongoing Trainings/Projects

**MA DPH Ongoing Webinars for Public Health Nurses**  
 Bi-Monthly Updates on Topics such as COVID, Influenza, Epidemiology & Surveillance Overview, Foodborne & Enteric (Gastrointestinal (GI)) Disease, Tick Borne Disease, Hepatitis A, Hepatitis C, Pertussis (Whooping Cough), Monkeypox and emerging disease such as Ebola outbreak in Uganda.

**Ebola Update:** As of October 6, 2022, a total of 44 confirmed cases, 10 confirmed deaths, and 20 probable deaths of EVD have been identified in Uganda. To date, no suspected, probable, or confirmed cases of Ebola have been reported in the United States and the risk of Ebola domestically is low. Beginning the week of October 10, the U.S. government will funnel U.S.-bound air travelers from Uganda through five U.S. airports: JFK International Airport, Washington-Dulles, Newark, Chicago-O'Hare, and Atlanta. Airlines will collect and transmit passenger information to CDC for public health follow up for all passengers boarding a flight to the U.S. who were in Uganda within the previous 21 days. CDC will share the contact information with U.S. state and local health departments to follow-up with arrivals in their jurisdiction.

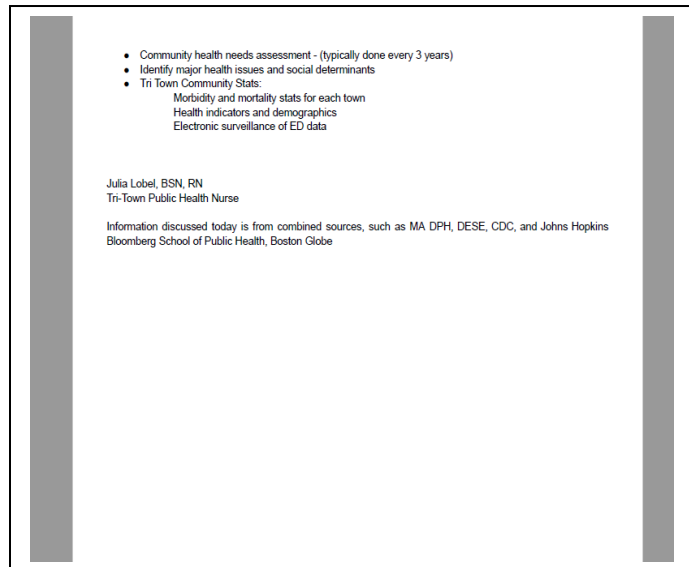
**GCACC Meetings - Bi-monthly Updates on COVID Vaccine Clinics**  
 MAVEN Coverage - Coverage for school aged children and interim coverage for Middleton while they work to hire PHN to cover 8 hours per week.  
 MHS - Onboarding completed for all 3 towns

**Working on:**

- Trailer buildout
- Determining Needs Assessment and Community Resources
- Veterans Group Outreach

**Review Deliverables for Region 3A:**

- NEW After Action Report - need to find out what this is still???
- Narrative report due 10/31
- Capacity Assessment - Health Dept
- Review each towns emergency plans (e-COMP) and EDS sites
- MOUEDS - Modifying the clinical plans for EDS sites to incorporate the experience gained through the vaccine clinics are another item, when the deliverables are outlined in the near future.
- Solve/plan for the future - some of the tri-ops we had with COVID. Access to services, food, senior



The Board thanked Ms. Lobel for her hard work and comprehensive report.

## MEETING MINUTES

### September 21, 2022

Chair Knutsen asked the Board Members if there were any corrections/comments/questions regarding the Meeting Minutes of September 21, 2022. There were none.

*VOTE: Mr. Rizza made a motion to accept the Meeting Minutes of September 21, 2022 as written. Seconded by Ms. Lischko. After determining that there was no further discussion, Chair Knutsen called for a roll-call vote.*

*Rizza – yes*

*Lischko – yes*

*Hunt – yes*

*Knutsen - yes*

*The motion was approved in a vote of 4-0.*

## OLD BUSINESS

### PHE and ARPA Grants

Director Hansbury reported the following:

- The first quarter PHE Reporting has been accepted.
- A Tablet and software for food inspections have been purchased with PHE funds.

## Minutes October 19, 2022

- The Tri-Town agreement requesting Middleton to add Mark Carleo as an employee will be heard by the Middleton Select Board on November 1, 2022.
- ARPA funds have been approved for the landfill irrigation well and it is hoped that they will also be used for any repairs required for the irrigation system when it is tested in the Spring of 2023.
- Information on the use of ARPA funds may be found on the Topsfield town website at [www.topsfield-ma.gov](http://www.topsfield-ma.gov).

### Landfill

- Charles Rollins Well Drilling Company of Boxford, MA has been awarded the well drilling project at the landfill.
- The irrigation system will be tested in the Spring of 2023 to determine if/where repairs will be required.
- The post-closure Landfill Monitoring Plan included changing flares to passive vents.
- The application to DEP to remove private well testing on Wilmor Road from the monitoring plan and change the location of the groundwater monitoring wells was submitted in January, 2022. It has taken an unusually long time for a response and the possibility exists that it is being held up at DEP due to future regulations on PFAS testing.

### Trash Information

- The next meeting of the Trash Committee will be November 4, 2022. Because Ms. Hansbury will have left Topsfield, she has asked Conservation Agent Heidi Gaffney to attend the meeting, and she requested that a Board of Health member attend as well.
- The Town is hoping to extend the existing JRM/Republic contract by one year.
- The online Compost ticket program has been successful. The compost facility will close for the season in mid-November.
- 'Trash' will remain a standing Agenda item.

## **NEW BUSINESS**

### Board of Health Chair Sheryl Knutsen RN to be Honored

Chair Sheryl Knutsen has been awarded the 2022 Curtis H. Hilliard Award from the MHOA. The Topsfield Board of Health nominated Ms. Knutsen for her many years of service to the Town of Topsfield as well as the greater Public Health and Public Health Emergency Preparedness communities. Ms. Knutsen will be honored at the MHOA Meeting during the week of November 24, 2022. Board Members congratulated Ms. Knutsen on this prestigious award.

### Health Director Wendy Hansbury REHS/RS Resignation

Ms. Hansbury announced to the Board that as of October 14, 2022, she has submitted a letter of resignation to Town Administrator Kevin Harutunian. The Board expressed regret at this news, but wished Ms. Hansbury well in her new position in Manchester-By-The-Sea.

### Financial Update

- Board Members reviewed Revenue since the September 21, 2022 meeting in the amount of \$31,045.15. Of this, \$17,380.00 was due to Fair food permits and \$8,828.00 was due to COVID vaccine reimbursement.
- Board Members review bills paid since the September 21, 2022 Meeting.
- The Board extended thanks to Mark Rizza for his continued assistance with the finances related to vaccine reimbursement.

### Topsfield Elementary Schools Teacher-Parent Organization (TESTPO) Request for Temporary Food Permit Fee Waiver

The Board reviewed a temporary food permit application and letter requesting a fee waiver from TESTPO for the Trunk or Treat event on October 29, 2022. They will be selling bagged popcorn. The Board determined that, due to the fact that the organization is a registered 501 c3 charitable organization, they meet the criteria for a fee waiver.



*VOTE: Mr. Hunt made a motion to grant a fee waiver for the Temporary Food Permit for TESTPO for the Trunk or Treat event on October 29, 2022. Seconded by Ms. Lischko. After determining that there were no further questions or comments, Chair Knutsen called for a roll-call vote:*

*Rizza – yes*

*Lischko – yes*

*Hunt – yes*

*Knutsen – yes*

*The motion was approved in a vote of 4-0.*

#### FY24 Budget Planning

Health Director Hansbury reported the following:

- Ms. Hansbury extended thanks to Mr. Rizza for his assistance with the FY24 Budget.
- The Board of Health now has two Capital items: the Emergency Preparedness Trailer and the LED Mobile Sign
- The FY24 Budget season will get underway mid-November.
- Grant salaried positions must be accounted for in the FY24 Budget Narrative.
- Mr. Hunt offered to present a request for a Board of Health Revolving Fund to the Select Board for FY24 consideration.

#### **HEALTH DIRECTOR REPORT**

- Health Director Hansbury responded with Fire Chief Jenifer Collins-Brown to a housing/hoarding/elderly situation at 13 Ross Road. The elderly residents were transported to the hospital. Ms. Hansbury and Julia Lobel RN will be following up with the Senior At-Risk Task Force.
- The next reporting for the PHE Grant deliverables will be in December, 2022.
- Meetings continue with Department Heads, Public Safety Committee, 3A Coalition, GCACC.
- The FY22 Annual Report is underway.
- Building permit reviews, Title 5 Inspection Report reviews, soil testing, system installations and repairs continue.
- The Inspectional Services Department has hired a new Administrative Assistant.

#### **CORRESPONDENCE**

- The Board of Health has received the Chapter 40B Comprehensive Permit Application that was submitted to the Zoning Board of Appeals for 10 High Street. The binder is available for public review at the Board of Health office and is posted on the Zoning Board of Appeals web page on the Town website at [www.topsfield-ma.gov](http://www.topsfield-ma.gov).

#### **ADJOURN**

*VOTE: Mr. Hunt made a motion to adjourn at 9:40 pm. Seconded by Mr. Rizza. Chair Knutsen called for a roll-call vote:*

*Rizza – yes*

*Hunt – yes*

*Lischko – yes*

*Knutsen – yes*

*The motion was approved in a vote of 4-0 and the meeting adjourned.*

Minutes respectfully submitted by Susan Winslow.

Per the Open Meeting Law, the documents that were either distributed to the Board of Health before the meeting or introduced at the meeting were:

- October 19, 2022 Agenda
- September 21, 2022 Meeting Minutes
- 69 Parsonage Lane: Letter from Christopher Erickson requesting Variance for Irrigation Well
- Topsfield Board of Health Regulations Chapter R:1 Rules and Regulations relative to the installation and maintenance of private well water supply
- 68 River Road: Amended Correction Order dated September 14, 2022
- 68 River Road: Timeline submitted by Bill Mitchell of Clean Soils
- 68 River Road: map of buildings submitted by Bill Mitchell of Clean Soils
- Report: Julia Lobel RN
- Report: Mark Carleo
- Nomination of Sheryl Knutsen RN for Curtis H. Hilliard Award 2022
- Letter of Resignation – Health Director Wendy Hansbury REHS/RS
- Letter requesting Fee Waiver from TESTPO
- TESTPO Temporary Food Permit Application for Trunk or Treat Event
- Bill Lists
- Revenue Sheet

*These Meeting Minutes were approved at the November 16, 2022 Board of Health Meeting.*

*Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Committee 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 Committee as to the completeness or accuracy of such statements.*