



TOWN OF TOPSFIELD  
Topsfield Board of Health  
Meeting of Thursday October 23, 2008  
Town Hall Meeting Room

The meeting was called to order at 7: 38 p.m. with a quorum present: William Hunt, Chair; Sheryl Knutsen; Deborah Colbert (left at 8:30pm); Wade Goldman  
Not Present: Vincent Guerra  
Also Present: John Coulon, Health Agent; Catherine Tinsley, Minutes Secretary;

Abbreviations used:  
TBOH- Topsfield Board of Health  
sqft – square feet

## I. APPOINTMENTS

143 Main Street – Jim Scanlon, Scanlon Assoc.

The proposal is for variances necessary to replace the septic system with tank and pump chamber in the front yard. Mr. Scanlon explained that the system has been reduced in size and height of finish grade in order to replace the turn out of the driveway due to safety reasons.

Mr. Scanlon identified that he is seeking the following waivers:

- Topsfield R: 1-2 Section 18 required leach
- field to be 200 sqft per bedroom proposing system based on title V with leach field 4460 sqft
- Top R 1-2 section 8 a requires the flow rate of 100 gal per person per day proposing system based on Title V with flow rate of 55 gal per person per day
- 310CMR15.212 requires 5 ft set back between the soil absorption proposing reduction from 5 ft to 4 ft separation between bottom of stone and ESHGW to maintain the elevation of the driveway

Mr. Scanlon referenced a plan showing the setbacks, wetlands, buffer zone and limitations of the property i.e. property lines, slopes, set backs, etc.

He showed that a larger field will put a portion of the system under the driveway. It was noted that the turn around can be on top of the system with the installation of a vent.

The BOH discussed their preference for a larger field or making the field longer and asked for the design to be changed to show an expanded field.

*Ms. Colbert made a motion that the septic design for 132 Main Street is approved as presented and that the waiver of local regulations as requested per the letter of October 17, 2008 is granted, with the exception that the field will be designed to 600 sq f and that this is approved contingent on the Health Agent's review.*

## II. HEALTH AGENT'S REPORT

### Emergency Preparedness/Medical Reserve Corp. - Update

Mr. Coulon reported that the informational table set up each day during the Fair was very successful. He also reported on the Topsfield Public Safety meeting of 10-23-08.

### Tick Borne Illnesses - Update

The TBOH discussed a recent complaint of tick disease present in town. A lab report from an autopsy related to a specific case has not made available to the TBOH to date for confirmation of tick borne illness.

### Review of Topsfield Septic System Regulations

Mr. Coulon gave a brief synopsis of the ongoing changes and updates of the Regulations.

### **2008 Topsfield Fair (preliminary report)**

Mr. Coulon reported that the health permitting and inspections of the vendors went well this year and that the steps taken in the previous year to organize the process for all departments was successful. The permitting fees were a part of the update and discussion.

Mr. Coulon reviewed that in 2006 – 102 permits were issued; 2007 – 134 permits were issued; and 2008, approximately 150 permits were issued.

He went on to say that the changes made in the preparation and cooking of the turkeys for the Topsfield Congregational Church booth went very well. Church Manager, Charlie Itz was recognized for his cooperation in working with the Health Agent to comply.

Due to the holidays, the TBOH will meet November 20<sup>th</sup> and December 18<sup>th</sup>.

8:30 PM - Ms. Colbert left the meeting.

### **III. NEW BUSINESS**

Vote: Review procedure and establish fee for Residential Kitchen.

#### Distribute Keys

The Board members were issued keys to the Town Hall and Health Department Office.

#### Proposed Health Agent Alternates

Mr. Coulon informed the Board that he will be out of the office on vacation from Oct 29 through November 12<sup>th</sup> and identified the people scheduled to cover for him, as Health Agent while he is on vacation.

Mr. Coulon reviewed the specific tasks assigned to each person to the Boards satisfaction.

*Mr. Goldman made a motion that while the Health Agent (John Coulon) is out of the office that the three individuals identified, Alex Parker, Leo Cormier, Sheryl Knutson and the tasks associated with each person, fill in as necessary and that the names submitted, until otherwise determined be considered available for future vacancy needs. The motion was seconded and carried unanimously.*

#### Water Dept. Forthcoming notice of Coliform exceedance

Mr. Coulon reported to the Board that in August 2008, the town's water system violated the total Coliform rule. He noted that this was not an emergency and referred to a notice distributed by the Water Department dated October 24, 2008. Mr. Coulon went on to say that the town is allowed one exceedance by DEP per month; the town had five. The town is required to notify residence and is issuing notice tomorrow.

It was noted that this is likely due to hydrant work in Hamilton during the (Asbury Street) bridge construction

Water Dept. Mr. Coulon said that the Water Department has on going shut off policy of water service due to nonpayment. The BOH office is notified. Two addresses where the water has been shut off for a significant time have been identified as vacant. Mr. Coulon expressed that this is a public health concern. The law was referenced to provide water to a dwelling Chapter 2 of the State Sanitary Code does not differentiate occupant as owner or renter. He went on to say that the property owner must provide water to occupants and has the option of separate metering. When the water is shut off, this is a violation and can deliver an order letter that water is immediately turned back on.

In the situation where a property is not owner occupied and does not pay the water bill the tenants will have their water turned off and it is at this time the BOH can intervene.

#### **Topsfield Village Shopping Center (TVSC) - update**

Mr. Coulon presented the pumping records for the TVSC as requested saying that it appears pumping is being done a minimum of three times a year.

Mr. Coulon noted that there are two factors to consider regarding the installation of a septic system during the winter; the stone needs to be double washed and the system goes deeper than the frost line (4ft).

The tanks are on order at Shea concrete; equipment and some materials are on site and it appears preparation to start construction is underway.  
A discussion of understanding followed.

#### **IV. FINANCIALS**

Review and Sign Bill Warrants

#### **V. COMMUNICATIONS**

Fluoride Documentation -update

Mr. Coulon said that the person pursuing that the TBOH support that Fluoride not be added to town water is requesting the TBOH follow through with public support. The Board discussed briefly the controversial addition of Fluoride in town water. The TBOH talked about the information to date. A lengthy discussion of understanding followed.

Mr. Coulon noted that there are additional groups and people who will help the town pursue informing the public e.g. ADA, state personnel.

This discussion will continue when Vincent Guerra can participate in the determination of whether or not to pursue this issue.

**9:50 PM - Ms. Knutson made a motion to adjourn and it was unanimous to do so.**

Respectfully submitted by:

Catherine Tinsley