



TOWN OF TOPSFIELD
Topsfield Board of Health
Meeting of Thursday September 18, 2008
Town Hall Meeting Room

The meeting was called to order at 7: 40 p.m. with a quorum present: William Hunt, Chair; Sheryl Knutsen; Vincent Guerra; Deborah Colbert (8:41 PM)
Also Present: John Coulon, Health Agent; Catherine Tinsley, Minutes Secretary;

Abbreviations used:
TBOH- Topsfield Board of Health

Public information:
Agenda

I. APPOINTMENTS

33 Gail Street; Hayes Engineering; Gordy Rogerson - Variance request: To construct a Leach Field less than 20 ft from foundation; and leach field less than 4 feet above seasonal high ground water (keeping mandated 200 gallons per day per bedroom)

Mr. Rogerson reported to the Board that two observation holes and perc tests were completed with a rate of 11 minutes an inch. Mr. Rogerson noted that this design complies with the local regulation. Variance letter of request is a part of these minutes.

Ms. Knutsen made a motion to grant variance for 33 Gail Street as requested in a letter dated Sept 9, 2008. The motion was seconded and carried unanimously.

95 Wenham Road; Tom Manna - Variance Request: Variance from the percolation rate be in minutes for the water to drop from seven inches to six inches and the maximum allowable percolation rate shall be 20 minutes. Mr. Manna identified that the Presby System will be used according to the Bylaws of the town; this is a four bedroom home.

Mr. Coulon explained the perc test results and a discussion of understanding of the Presby system followed. An agreement for maintenance will be signed with the homeowner. The detail of the maintenance plan for the system was a part of the discussion.

Ms. Knutsen made a motion to grant the variance as request for 95 Wenham Road in the letter dated September 11, 2008. The motion was seconded and carried unanimously.

12 Boston Street, English Commons –Question of variance for leach field

Selectman Nancy Luther and Selectmen Richard Gant
Larry Beals, Beals Associates, Inc; Alan J. Berry, Contractor

Mr. Hunt began this discussion by saying that the town meeting voters were not informed prior to their vote to accept Senior Housing District (SHD) of the definitions of senior housing district as related to the septic variances required and that in his opinion, the town was not well served by the moderator at the town meeting. He went on to say that although the residents voted for the SHD and the BOH will not stand in the way of the process.

In response the Selectmen present noted that there were public hearings and informational meetings regarding this purpose.

The design flow was talked about at the state level with DEP; it is up to the local board to determine

150 per day per unit; Title V at the State level do not supersede local Boards.

The BOH is being asked to grant a variance for the 150 per day per unit with pretreatment and filters and extra leach fields

The BOH discussed that this district was voted by the town and that the BOH reverts to title V state regulations of Title V of 150 gallons per day per unit.

The Agent reviewed that the BOH can grant variance to the local regulations that is not less than the state standard ranging 400-150 gallons per day /per unit.

It was questioned and discussed if the BOH can vote without an approved design submitted.

It was agreed that although this is not preferred, because of the size of this project the Board agreed that they proceed with consideration of the variance.

The Beals Associated stated they were comfortable with just a consensus of the BOH.

The Board was polled and it was the unanimous consensus of the Board for the septic to be designed for 150 gallons per unit per day.

The BOH is unanimous that the design flow of 150 gallons per unit per day will be approved in an otherwise compliant design.

A design will be presented to the BOH for approval.

The size of the unit was a concern as related to the variance; this variance is for two bedroom units as defined by State standards and approved by Town Meeting Vote for Elderly Housing.

Referenced: 310 cmr 15.03

Topsfield Shopping Center Septic

Larry Beals; Beals Associates, Inc.

The Agent reported that the BOH approved an Engineering plan in August 2007 for the revision of the shopping center septic; it is questioned if there is another plan being used.

It was noted that the Rail Trail, Building at 7 Grove Street with unresolved issues and the septic. The abutting projects have factored in to the owner breaking ground for the septic system installation.

Mr. Beals referenced site plans for all three projects and reviewed the information with the TBOH.

He identified differences between project plans e.g. grade variances noting that the septic design is an approved plan

Beals Associates was the seventh company approached for scope of services; Beal's Associates is working on the Rail Trail and it is the Agents recommendation to award the contract to Beal's dated September 9, 2008.

It was confirmed that the services of Beal's Associates will be paid for out of the Town's Professional Services Account.

A lengthy discussion of understanding followed.

It was suggested that grading differences are out of the jurisdiction of the BOH.

It was noted that surface grading and drains can be reconciled after installation of the septic system.

It was suggested that a legal agreement be sought between the parties when it is resolved.

The Zoning Board of Appeals is the acting Board.

Ms. Knudsen Accept the scope of services for Beals Associates as written in the proposal letter dated September 9, 2008 regarding construction and inspection of the TVSC Septic system. The motion was seconded and carried unanimously.

II. HEALTH AGENT'S REPORT

Mr. Coulon updated the Emergency Preparedness / Medical Reserve Corp.

An informational table will be reserved at the Topsfield Fair. The consultants are receiving good support and have 2500 postcards printed. The board will assist the Agent in manning the table during the ten day fair. This is done in collaboration with the State and other local Corps.

Regarding the congregational Church cooking turkey's for the dinners provided at the Fair
The Board reviewed the previous system to provide turkey's at the Fair. Charlie Itz, a member of the Church will submit a written plan outlining a new procedure to cook the turkeys at the church and transport to the Fair to Emerson Kitchen to be carved and delivered to the booth. Mr. Coulon referred to HACCP – Hazard Analysis and Critical Control Point guidelines.

The Agent also reviewed how the fair food booths will be inspected, noting that one permit for all departments is being used i.e. health, fire, etc.

The goal is to inspect all booths prior to the Fair opening and that two meetings are held for orientation prior to opening day.

It was noted that there are approximately 134 vendors to be inspected at the Fair. Mr. Coulon explained that a risk level is assigned to each food vendor with 1 being the lowest risk i.e. fried dough, fudge, popcorn.

Mr. Coulon noted that the housing trailers, trash, septic, animal's health are all under the umbrella of responsibilities of the Health Department during the Fair.

Review of September and October schedules

Mr. Coulon reviewed that October will mostly be working on the Fair; the Topsfield Shopping Center septic system is expected to begin at any time and ground breaking will begin when the tanks are in route. There will be no open holes during this time as according to the new laws requiring the holes to be backfilled, attended, or covered for public safety.

Beal's Engineering submitted a scope of services to represent the town in overseeing the installation of the septic system in the Center. The BOS has approved this request.

III. NEW BUSINESS

Vote: Review and approve March, April, June, and July 2008 meeting minutes.

It was noted that the minutes listed have been approved.

IV. FINANCIALS

Review and Sign Bill Warrants

V. COMMUNICATIONS

Fluoride Documentation - **There was no update.**

Executive Session

10: 19 pm - Mr. Guerra made a motion to go into ex and that they return to open session for the purpose of adjournment. The motion was seconded and carried by unanimous roll call vote.

10:58 PM – Ms. Colbert made a motion to return to open session. The motion was seconded and carried by unanimous roll call vote.

10:58 PM – Ms. Colbert made a motion to adjourn and it was unanimous to adjourn.

Respectfully submitted by:

Catherine Tinsley