

Board of Health Meeting Minutes

March 21, 2013

Present: Rich Maccagnano, Karen McManamon, Eric Dickinson and Ann McCobb.
Rich called the meeting to order at 7:00 p.m.

Public Comment

None

Approval of Minutes

A motion was made by Rich and seconded by Eric to approve the 3/7/13 minutes. All in favor.

Approval of Bills

The following bill was approved and signed:

Norfolk Ram Bill- Covanta Compliance Officer	\$210.00
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Health Director's Report

Purchased from Region 4A funds, we received a defibrillator for the lower level of Town Hall and two A-frame signs for flu and rabies clinics. There is no Region 4A funds left.

Online: Vaccine ordering will be on-line now. And contagious disease surveillance is also on-line.

Tobacco control is offering to train the local town's 12 tobacco vendors on rules for sale to minors.

Rabies clinic is scheduled for April 6th from 9:00 to 11:00 AM at the Highway building on Arch Street. We will be using the new signs, and request the Police Departments electric sign.

441 Washington Street – Dunkin' Donuts

Bert Corey, engineer for Schofield Brothers who is working for Dunkin' Donuts, and Rich Westcott, PE, were present to discuss the septic permits for Dunkin' Donuts.

Rich Westcott said Cape Cod Environmental (CCE) is responsible for the effluent being tested and the latest test results shows that the septic system is operating ok when the grease trap is pumped every other week. He recommended that CCE be allowed to extend the time period between testing incrementally, up to the maximum of quarterly testing, as long as the test results are acceptable.

It was agreed that the Certificate of Compliance on the leach field permit was able to be signed with a statement of complying with DEP Operations and Maintenance requirements. Ann said we still need the Installer (D.J. Morris) and Engineer Certificates. The other permit for modification to the septic tank also needs the Installer (Harry Kampersal) and Engineer Certificates.

Rich Maccagnano questioned if the septic system really complies. Rich Westcott said it does comply if it is pumped regularly. If the system shows poor test results, the fall back position is pumping every other week.

CCE will be doing the ongoing monitoring of the system. They are thinking of improvements they can try with the system. Westcott recommended leaving it to CCE to decide the appropriate frequency of testing, not to exceed quarterly. The test results will always be sent to Bert and the BOH. Bert said he will continue working on this project.

Ann was concerned about who would get the alarm notification if CCE is not local. Bert said CCE is getting 24 hour notifications, and are getting the T Comm data now. Bert will get Ann the name of the lab that CCE is using, to be sure it is a Massachusetts certified lab.

Ann inquired about the spikes in the effluent water. Bert said some were Pod spray downs into the tank, but other spikes he didn't have a reason for. Bert will get Ann the water meter readings. Bert will also drop the question of increasing the design flow from his letter.

Ann wants to be sure we are protecting future buyers of this site. Westcott and Corey both said that the Advan Tex I/A system is recorded in the deed.

Ann and Rich Westcott will draft the wording for the permit approval and will send it to Bert.

Health Director's Report, continued

Tight Tank Title 5 Revisions:

Ann asked Rich Westcott if he was familiar with the State DEP's Title 5 proposed revisions regarding tight tanks. Westcott was aware of the T5 proposed revisions, but hadn't read the tight tanks proposed revisions.

Ann explained to Westcott the situation with the High School Concession Stand project wanting septic capability and not being able to tie into the High School's septic system. Westcott said the State is against use of tight tanks because they can be neglected.

Westcott recommended getting a portable trailer with bathrooms that can be rented during the seasonal use and go away when not needed. Ann said that the proposed concession building is 140 feet long, and the trailer solution may not be adequate, because a food area is planned in addition to toilets and ticket booth.

A tight tank would be the common sense solution to this seasonal use application, and the State is passing off some responsibilities to the local boards of health. Drafting a comment to the DEP requesting a tight tank for this application might get the desired change. Westcott left at this point.

Rich Maccagnano wanted to draft a comment to the DEP regarding municipal, seasonal, tight tank use. Ann had copied Brad Jackson, Superintendent of Schools, and Keith Buday, School Business Manager on the State DEP's proposed T5 changes request for comment, but no one had commented.

The Board agreed that Ann will draft a letter to DEP requesting using a tight tank for this municipal concession stand and playing field with sanitary waste capabilities not to exceed a to be determined amount. The DEP will still maintain control of the school's septic.

Town Meeting Warrant Articles: Ann requested a copy of the Warrant draft to be sure that the 3 bills due for SEA are on the warrant. The bills are listed on the Motion to the Warrant that isn't written yet. Ann will email Paul to assure that the bills will be paid.

Sharps Disposal Program: Michelle Zeamer will discuss continuation of the pilot Sharps Disposal Program with the Finance Commission, and get back to us.

Vault Storage Record Retention Policy: The Health Department vault storage is under capacity with files being stored in boxes on top of the 13 file cabinets. The Town Clerk office got a new filing system that increased their capacity. They have the 3 cabinets adjacent to the Health Department's cabinets. Ann requested use of those cabinets, but was denied and told that some other space would be come available. Ann is requesting that space and may see if the Town Clerk would move to that space so that our files would be continuous in proximity.

Reducing the amount of records we retain was also discussed. The State requires that we retain one copy of the current septic plan. We retain two copies of current plans and one copy of all historic documents. Ann said the historic plans provide important soil information. Rich requested that we do a survey of surrounding town to see what documents they retain. This discussion will be taken up at the next meeting.

Covanta Compliance Officer: Ann presented the Covanta Compliance Officer contract for FY 2014.

Motion: Rich motioned to accept Norfolk Ram as the Covanta Compliance Officer for FY 2014. Karen seconded and it passed unanimously.

Animal Inspector Nomination: Ann presented the animal inspectors for nomination.

Motion: Rich motioned to accept the nomination of Donald Kramer (primary), Ann McCobb (second), and Cheryl Rudolph (third) as animal inspectors for FY 2014. Eric seconded and it passed unanimously.

Board Member Comment

None

Rich Maccagnano motioned to adjourn the meeting. Karen seconded, and passed unanimously.

Respectfully submitted:

Ann Adams, Health Department Clerk

Approval Date: 4-4-13