

Meeting Notes  
Thursday, March 9, 2023  
Town Hall  
8:30 a.m. and by Zoom

**Members present:**

Paula Filias, Peter Colarusso, Joan Cottler, Dr. Martin Hahn

**Members absent:**

None

At 8:30 a.m. Ms. Filias called the meeting to order.

She welcomed Town Moderator Alan Wilson to present his plans for Town Meeting.

Mr. Wilson said that for this Town Meeting, he had prepared Covid guidance, not protocols.

He thanked Dr. Hahn for reviewing the document and providing feedback.

Dr. Hahn joined the meeting at 8:32 a.m.

Ms. Filias asked if members had any questions.

Ms. Hansbury asked Mr. Wilson if he could highlight his suggestions.

Mr. Wilson provided the following information:

- 1.) No social distancing as is not necessary, and all available space is needed
- 2.) Will provide an optional mask area

Ms. Filias, noting that Mr. Wilson is doing the best he could do, asked again if anyone had any questions. Mr. Wilson asked the Board if they had any idea of how large an area might be needed for optional masking. Dr. Hahn felt the requirement would be small but asked about the elderly participation numbers at Town Meeting. Mr. Wilson replied that the elderly have a high participation in the meeting. Both Dr. Hahn and Ms. Filias suggested that 25% of the space be allotted for optional masking. Mr. Wilson agreed to adjust the space as needed.

Ms. Filias, noting that there were no further questions, thanked Mr. Wilson for coming to the Board and allowing the members the opportunity to participate in the discussion.

Mr. Wilson asked that the members vote on supporting his proposal. Ms. Filias made a motion to support Mr. Wilson's Town Meeting Covid Guidance Document. Dr. Hahn seconded the motion. Members, by roll call vote were unanimous to approve the motion:

Dr. Hahn, in favor

Ms. Cottler, in favor

Mr. Colarusso, in favor

Ms. Filias, in favor

Mr. Wilson left the meeting at 8:37 a.m.

## **Comprehensive Emergency Management Plan**

Ms. Filias welcomed Police Chief Todd Fitzgerald to the meeting to continue the discussion on the Town's Comprehensive Emergency Management Plan ("CEMP"). Chief Fitzgerald informed the Board that the plan had been drafted over several months by himself, Manchester Fire Chief Jason Cleary, and Mass Emergency Management Agency ("MEMA") representative Matt Kolhonen. He said they had taken a MEMA format, updated it for Manchester and sent it out to stakeholders for questions and edits. He noted that he had heard back only from the Board of Health and would be gathering response from the rest of the stakeholders before editing the plan. Mr. Kolhonen introduced himself to the Board as the local MEMA Coordinator. He said that he works with local communities on all hazards plans to bolster each community's response to hazards. Ms. Filias asked for an example. Mr. Kolhonen replied that he has worked with the Town on flooding across the Town and specifically in the Town Hall parking lot. He stated that he provided review including relocation plans, generator power, backup systems and memorandums of understanding. Ms. Filias asked if the work allows for a place to go and generators to use should Town Hall not be available and relocation to the Manchester Essex Regional High School be required. Chief Fitzgerald replied that the high school is the backup spot and has generators. Mr. Colarusso asked about the funding for any needed supplies. Chief Fitzgerald said that the Manchester Fire Department has a fund for emergency supplies, although the Board of Health may need medical supply money. Ms. Hansbury went over information on funding, supply source, and both State and regional reimbursement. Chief Fitzgerald noted the Town got Covid spending 90% reimbursed through federal funds. Dr. Hahn said that the logistics had been explained well in the CEMP. Noting that some emergencies have no warning, he questioned if the Town should have some supplies on hand, asking if there was an allowance and storage for same. Mr. Kolhonen said that every community is different with each identifying their own specific needs. Further that allows for the supplies being able to be adapted to the community. Ms. Cottler asked if Town approval is needed for supplies. Mr. Kolhonen replied that Chief Fitzgerald is the Town's Emergency Management Director, that the Town has their own supplies, as well as assistance available from mutual aid and from MEMA.

Ms. Hansbury noted that at the national level there are supply chains including for lights, gloves, and sanitizer. She shared that those existing supplies could get to the Town quickly, within hours as the supply is in the region. Ms. Cottler asked about harbor and beach related emergency plans and if they allow for water response. Chief Fitzgerald said that water related response is both in the pan and response is available thru local, State and Federal agencies. Mr. Kolhonen added that those systems are already built in, explaining that Manchester police and fire would respond, have mutual aid available as well as assistance from other agencies including the Coast Guard. Ms. Filias asked if there is anything the Board of Health can do to assess the need. Chief Fitzgerald said that up next is going thru the existing supplies the Town has on hand. He said he would be working together with the Department of Public Works, Council on Aging and Board of Health.

Ms. Cottler asked if the regional response would hinder response, Chief Fitzgerald said that it provided for more response. Dr. Hahn suggested that for sheltering (including a response to something like a train derailment) it would be good to have a list of things needed for 20-30 casualties and have the items in storage as part of the plan, to allow for six hours until supplies could arrive. Ms. Cottler referenced a 1991 train accident in Beverly, wondering if the Town learned anything from responding to that event. Ms. Hansbury stated that so much had been learned since the 2000's, including from Covid response and after-action reports. She suggested that the last 2-3 years of focus will help learn a lot. Ms. Colarusso, noting that electrical outages are frequent in the Town said the Town was doing a good job responding to heating and cooling needs during the outages. Chief Fitzgerald said that in the last 20-30 years, available shelter was only used by residents two times, with 1-2 persons each time. Ms. Filias asked if anyone had questions for Chief Fitzgerald, everyone replied no. Chief Fitzgerald said that no Board of Health signature is needed at the time, that he will return to the Board in the future.

Ms. Cottler asked if there was a list of practicing doctors and medical people in Town. Ms. Hansbury gave an overview of the Medical Reserve Corp ("MRC") and said that she would be doing a reset on the MRC listings for Manchester. In response to Ms. Cottler's question on how to get people to sign up for the MRC, Ms. Hansbury asked the Board if they wanted to push information out on thru advertising and notifications.

#### Manchester Essex Conservation Trust Proposed Regulation

Members reviewed a memorandum from Ms. Hansbury regarding water regulations proposed by the Manchester Essex Conservation Trust ("MECT"). Dr. Hahn made the following motion:

- to adopt the memorandum regarding the MECT proposed regulations (that were reviewed by the Water Quality Task Force),
- that the Board not adopt or pursue the regulations at this point.
- Further noting that the Board may in future adopt relevant guidelines related to groundwater, wells, and Title 5.

Ms. Cottler seconded the motion. Member, by roll call vote, were unanimous to approve the motion:

Ms. Filias, in favor  
Dr. Hahn, in favor  
Ms. Cottler, in favor  
Mr. Colarusso, in favor

#### **Mosquito Control Plan 2023 Review**

Members agreed to schedule their review of the Mosquito Control 2023 Management Plan for Thursday, April 20<sup>th</sup> at 6:00 p.m. Ms. Hansbury asked for the chance to discuss prior with the Board. Ms. Filias noted the need to address residents' concerns, including one identified in the fall, regarding resident allowance for spraying. She said that she will put together a memo for the Board regarding what the Board feels is appropriate response. Ms. Filias, noting the loss of a Town member to Eastern Equine Encephalitis, said that she takes the matter very seriously.

### **Vaccine Revolving Fund**

Members discussed the Annual town Meeting, including a Board of Health-related warrant article seeking approval of a proposed vaccine revolving fund. Discussion included the choice for funding levels, if the existing budgeted amount or FY2023 receipts would be placed in to the fund, and what the upper limit to the fund would be set at. Ms. Filias agreed to speak to Town Administrator Greg Federspiel regarding the warrant article, with Dr. Hahn joining her if he is available.

Ms. Filias suggested having a Board member workshop at the April meeting, following the mosquito control plan review.

### **Pickleball**

Ms. Hansbury shared that there is a Town Meeting warrant article requesting community preservation funds for screening and fencing at Town's pickleball courts.

### **Public Water Supply Compliance**

Ms. Hansbury said the Board of Health, at a high level, looks over reports available on the public water supply. Further, that she had reviewed the recent report and found no issues.

### **Landfill Construction Report**

Ms. Hansbury said that the Board of Health, at a high level, looks over reports for the construction project at the Town landfill. Further, that all looked good on the report.

### **Region 3D, HMCC (Coalition)**

Ms. Hansbury reported she attended yesterday's Region 3D HMCC meeting.

She said that the Board would be receiving a new utility cart, as well as a pocket translator from the group. She explained the concurrence vote on the Public Health Emergency Preparedness funds. Members asked about the need those items. Nurse Crehan clarified that she had gone to all of these coalition meetings prior to Ms. Hansbury's hiring, that she had participated in the group's prior purchasing discussions and votes, including the last vote, which was for the purchase of vaccine coolers. Ms. Hansbury stated that now the Board had her attending, with a loud voice. Ms. Filias suggested that Chief Fitzgerald could use the new cart in his emergency

response trailer. Ms. Hansbury explained the Coalition deliverables changes, including going beyond EDS for the next fiscal year including for the following: expansion to Mass Care, updates of MRC lists by Liisa Jackson, ICS staff training updates. She also shared that the recent FEMA tabletop exercise had been cancelled.

Ms. Filias noted that Essex has a robust reserve corps in general, including the fire department, as they have small departments. Ms. Hansbury stated that Essex has CERT teams, and that perhaps Manchester did as well in the past. Ms. Filias noted that emergency planning had not been touched on in the past.

### **Public Health Nurse Report**

#### **Covid**

2 Covid cases, documented by pcr

38% of Town fully vaccinated for Covid under current definition

April Covid clinic will include blood pressure checks during the last hour of the clinic.

Pressures will be taken manually, and the automatic blood pressure cuff will also be set up. She mentioned that she is trying to alternate with the Council on Aging, who have VNA blood pressure clinics on the 1<sup>st</sup> and 3<sup>rd</sup> week of each month. She expected that Town employees would return to participating as they had in the past. She said she was Working with Tiffany Marletta to advertise the clinics and also her April diaper drive.

#### **N.S. Visiting Mother's Group**

Nurse Crehan said she looked in to participating in the North Shore Visiting Mother's Group. She estimated the cost to start participating in the program to be \$2,000, which would Include start up supplies and courses. She reported Manchester had 19 births in 2019. She explained that the program includes a one-time visit to new mothers. Ms. Cottler felt that participation was not a bad idea. Ms. Crehan said she would continue to gather more information for the Board to review.

Ms. Filias asked what other programs that might be out there would serve a greater population of Manchester residents.

Ms. Hansbury said there was the benefit of access and exposure, noting the Board has the ability to connect people to resources. She mentioned the increased number of grandparents caring for grandchildren. She agreed that the birth numbers were low but felt positive about asking new mothers if they needed resources.

Ms. Hansbury asked Nurse Crehan about the behavior health centers opening up in the area. Ms. Filias stated that providing one two-hour visit is like taking a shot at a dart board and wondered if there was something else that might have greater odds.

Ms. Cottler was surprised at the birth numbers given the number of mothers with young children she sees around town. She asked if birth number information is available. Nurse Crehan replied that the information is available from the Town Clerk.

### **Substance Abuse Prevention Coalition (SAPC)**

Nurse Crehan reported that the regional substance abuse coalition had returned to their pre Covid monthly meetings. She said she attended her first meeting this past month. She noted the group focus is on mental health and substance abuse.

### **Health Director Report**

#### **Complaint**

Ms. Hansbury informed the Board that the Board had received two complaints related to prior dumping at the land now owned by Cell Signaling. Mr. Colarusso said that he had been contacted by a resident who said that a third party had information on dumping at the site. Ms. Hansbury said that the third party has not contacted the Board of Health office with any information.

#### **2 Smith's Point Road**

Ms. Hansbury stated that construction has started on the septic system upgrade at 2 Smith's Point Road.

#### **Zoning Changes**

Ms. Hansbury stated she had received questions from a resident regarding proposed zoning changes and sewer tie ins.

#### **Mass Behavior Help Health Line**

Ms. Hansbury asked Nurse Crehan if she had an update on same, Nurse Crehan replied no.

#### **Food Establishments**

Ms. Hansbury updated the Board members on two recent food inspections. She provided the following information and updates, which were included in her 03/09/23 memorandum to the Board:

##### 1<sup>st</sup> Establishment

Needed updating to food preparation procedures and staff training.

##### 2<sup>nd</sup> Establishment

Ms. Hansbury will be going back out to inspect on Monday or Tuesday of next week. She said that the nature of the violations are such that the next steps may be to bring the operator before the Board with more details.

Ms. Cottler asked if at some point, Ms. Hansbury would close the establishment.

Ms. Hansbury replied no that she would try to work with them. She said that they had closed for a broken pipe and reopened, that they had no reports in the Maven system, no incidental reports, no red flags. She said she tries instead to work with people.

Mr. Colarusso asked if either establishment had restaurants in other towns. Ms. Hansbury replied yes. Ms. Cottler asked if the inspections were public information. Ms. Hansbury replied yes, it is a public record, but she is being vague to try and be sensitive. She said she can discuss the written findings with anyone.

### **Mental Health**

Mr. Colarusso asked if there was any information on substance abuse medical response to the town schools. Ms. Hansbury said that she can get response information from the Town. She also referenced the 2020 Youth Risk Behavior Surveillance (YRBS) study information available and noted that a 2022 study will likely be done soon. Ms. Cottler and Nurse Crehan agreed that bullying is a big problem in all schools. Ms. Hansbury noted that bullying includes cyber bullying and person to person bullying and that it happens at all levels and the Board can provide help and support. She noted that the Public Health Excellence Grant (PHE) is starting some of that work, but having trouble getting in to Manchester High School. With no one having any further questions, Ms. Filias moved on to the next item on the agenda.

### **9 Eaglehead Road, Revision to Approved Septic System Plan on File**

Ms. Filias informed the Board that the change to the approved septic system design plan on file is a positive change. She explained that the approved plan was originally done by the prior owner for the sale of the property. She explained that the buyer of the property was making improvements to the plan design, including moving components to the street side of the site. Ms. Filias, noting review of Ms. Hansbury's plan review comments, made a motion to approve the revised plan, dated 02/21/23 and revised on 03/01/23 as submitted by Williams and Sprague Engineering. Mr. Colarusso seconded the motion. By roll call vote, members were unanimous to approve the motion:

Ms. Filias, in favor

Dr. Hahn, in favor

Ms. Cottler, in favor

Mr. Colarusso, in favor

### **Septic Loan Program**

Ms. Hansbury reviewed information related to the Septic Loan Program, including a request from the Town Treasurer and the State to decide whether to push the availability of the funds or to relinquish the funds. Members agreed that they wanted to keep the funds available, especially given the recent rise in interest rates for private loans.

### **Minutes**

Ms. Filias made a motion to approve the minutes of February 23, 2023, and March 2, 2023 as presented. Dr. Hahn seconded the motion. Members, by roll call vote, were unanimous to approve the motion:

Dr. Hahn, in favor  
Ms. Cottler, in favor  
Ms. Filias, in favor  
Mr. Colarusso, in favor

At 10:01 a.m. Ms. Filias made a motion to adjourn the meeting. Dr. Hahn seconded the motion. Members, by roll call vote were unanimous to approve the motion:

Dr. Hahn, in favor  
Ms. Cottler, in favor  
Ms. Filias, in favor  
Mr. Colarusso, in favor

As submitted,

Ellen D. Lufkin  
Administrative Assistant

Approved by the Board of Health on March 23, 2023