

Manchester Board of Health  
Meeting Minutes  
September 14, 2023 at 8:30 a.m.  
Town Hall  
Room #7 and by Virtual Zoom Platform

**Members present:**

Peter Colarusso, Joan Cottler, Leah Peavey

**Members absent:**

Dr. Martin Hahn, Paula Filias

At 8:31 a.m. Mr. Colarusso called the meeting to order.

**Private Well Regulations**

Mr. Colarusso, noting there had already been discussion, asked if anyone had questions regarding the distribution of the proposed private well regulations.

Ms. Hansbury read the following statement that was prepared by Mr. Colarusso:

The procedures for adopting local board of health regulations suggests that the board's motivation for promulgation proceed any action or discussion.

The current private Well Regulation was adopted on October 30, 1989. The regulation details construction parameters. The regulation does not address any water quality requirements once the well is operational. The DEP has suggested that private wells meet the same water quality standards as public drinking water. The document before you is the model regulation from the DEP with some edits.

The vote before you this morning is whether or not to distribute this document to other boards, committees, town departments and to residents upon request.

There will be a public hearing at the end of September to consider content of the regulation. Comments on edits will be considered at that meeting prior to a vote on adoption.

Ms. Cottler made a motion to distribute the well regulation draft. Ms. Peavey seconded the motion.

Members, by roll call vote were unanimous to approve the motion:

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

### **Household Hazardous Waste**

Members reviewed available options for the collection of household hazardous waste. Noting large increases in set up and disposal costs, members discussed charging participating residents a copay of \$25.00 to offset the increased costs.

Ms. Cottler made a motion to set the copay at \$25.00 per participant.

Ms. Hansbury noted that the Board still has \$1,000 of available funds. She questioned if the Board could charge nearer to \$50.00. She also suggested use of available professional services money to assist with payment of the bill, noting the Board did not want people to improperly dispose of the waste.

Ms. Peavey seconded Ms. Cottler's motion to set the copay at \$25.00 per participant.

Members, by roll call vote were unanimous to approve the motion:

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

Members discussed available dates for the household hazardous waste collection day.

Ms. Cottler made a motion to recommend April 6, 2024 as the next household hazardous waste collection date.

Ms. Peavey seconded the motion.

Members, by roll call vote, were unanimous to approve the motion.

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

### **Manchester Public Library**

Members received a request to waive the \$25.00 temporary food license application fee for the Manchester Public Library event on September 29, 2023.

Ms. Cottler made a motion to approve the fee waiver

Ms. Peavey seconded the motion

Members, by roll call vote, were unanimous to approve the motion.

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

### **Update on Health Director Review**

Mr. Colarusso said there was a meeting with Town Administrator Greg Federspiel regarding the review.

He said the Ms. Hansbury will supply a quarterly update, as all department heads do as standard procedure. He noted that Ms. Hansbury would have a performance review for raises and that would happen prior to the budget. Ms. Cottler shared she had attended the review meeting and that her understanding was that there would not be another meeting until December.

Mr. Colarusso said the personnel review is prior to December, around the director's hiring date.

Ms. Cottler repeated that she did not remember hearing of that. Ms. Hansbury questioned if Mr. Federspiel had heard the same.

### **Proposed State Paint Recycle Bill**

Ms. Hansbury said she had received a call from an area resident who wanted to collect signatures supporting a paint recycling bill. He was specifically asking to collect signatures at the Boards household hazardous waste collection day. Ms. Hansbury said that subsequently she had received a call from retired State recycling coordinator and Cape Ann resident Sharon Byrne-Kishida, who was working on the matter. Ms. Byrne Kishida, who was working with that area resident, suggested that instead of collecting signatures at the household hazardous waste event, she would like to ask Manchester to host a Cape Ann stakeholders meeting, to encourage letters be written to State representative Ann Margaret Ferrante.

Ms. Hansbury said that Ms. Byrne-Kishida said the recycling program would run at no cost to the Town.

She listed support of other politicians, but also noted that Representative Ferrante had not swayed in support of the proposed bill. Mr. Colarusso asked if Ms. Byne-Kishida was asking to come before the Board of Health to make a presentation. Ms. Hansbury replied that Ms. Byrne-Kishida asked if the Town would invite other stakeholders, such as Gloucester or Ipswich.

Ms. Peavey made a motion to host a presentation on the proposed paint stewardship bills.

Ms. Cottler seconded the motion.

By roll call vote, members were unanimous to approve the motion:

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

### **Tobacco Sales Violation**

Ms. Hansbury advised the Board that a local store had a tobacco sales violation and a tobacco license violation.

She noted that the Board needs to update the tobacco sales regulation to include license suspension. Also, that the office was working getting the license fee from the establishment.

### **Restaurant Consultant Report**

Ms. Hansbury reported that the restaurant consultant hired by the local restaurant had gone in to see the establishment, that there was a whole new group on site, the establishment had been turned around, and that set up and process are all different and good.

Ms. Cottler asked Ms. Hansbury how often she would check on the establishment. Ms. Hansbury replied that after August 15<sup>th</sup> she had not been into the establishment.

Additionally, Ms. Hansbury said she was starting the second round of food inspections now, as it was too hot to inspect over the summer. She said she expects to go into the establishment in mid-October.

Ms. Cottler asked the status of Jamie's Roast Beef. Ms. Hansbury replied that the owners had building permits, their Board of Health applications are in, she is waiting for their HAACP plan, and response on other plan review items. At Ms. Cottler's request, Ms. Hansbury explained what HAACP plans were.

Ms. Cottler asked if anyone had gone to were familiar with Elsie's in Harvard Square.

### **Welcome Committee**

Ms. Hansbury said the Welcome Committee invites new residents to events and goes over Town clubs and committees. She said she had the opportunity to speak to the new chair of the Welcome Committee and realized there is a place for the Board of Health to provide information on wells, septic systems, flu clinics and the public health nurse – to supply a municipal piece.

Ms. Hansbury said there is a Get to Know Your Town event on November 8<sup>th</sup>. She suggested that information could include public safety, Swift reach, and signing up elderly persons for the emergency system.

Members asked Ms. Hansbury if there were funds available to produce a Board of Health services brochure Ms. Hansbury said she was squished for time, but that funds were possibly available for same.

### **Mass Health Officers Association "MHOA"**

Ms. Hansbury shared that the MHOA had sent out the American Public Health Corps "APHC" invitation for services. She explained that the APHC developed during Covid and was a collaboration with six

colleges. She said that the invitation for services is asking – do you have a project? Ms. Hansbury suggested that she ask APHC to do graphics for a Board of Health services brochure. Members agreed to proceed with that request.

Ms. Hansbury suggested that the APHC could also assist Police, Fire and Council on Aging with a database of special needs people during an emergency, to complete data collection and contact information for those persons.

Mr. Colarusso advised caution regarding privacy issues, to be careful not to offend people.

Ms. Hansbury said that was part of the project.

Ms. Cottler asked if data on age groups was available. Others replied that that information is available from the Town Clerk. Mr. Colarusso said he heard that 36% of Manchester residents were over the age of 65 years. Ms. Cottler noted the high attendance at the recent Elder Brethren event.

### **Planning Board Draft Regulation**

Ms. Hansbury said that the Planning Board had sent out a flood plane bylaw draft. She said she was told that it is likely to be held over for the spring Town meeting. She informed members that the Planning Board would be holding a September 25<sup>th</sup> flood plain discussion meeting. She said that while the Planning Board has asked all boards to comment, that she did not believe the Board of Health has a place to comment.

Mr. Colarusso said that the Planning Board wants the Board of Health to oversee sewer, water, and flood plains. He noted that the Board of Health already oversees septic systems and private wells, so have 50% of those items covered. He said that he believes the Board of Health has no oversight on public water or sewer.

Ms. Cottler asked if you can even get septic in a flood plain. Ms. Hansbury replied not if it is underwater, that septic tank tightness is reviewed, and that a high-water table in general does not allow for a septic to be placed there due to required separation to ground water. Mr. Colarusso pointed out that septic systems have one-way valves in them to prevent back up into homes. Ms. Hansbury said the concern is regarding release to the groundwater. She noted that the Planning Board had withdrawn the Board of Health-related items for now.

### **Review of Regulations and Topics**

Mr. Colarusso asked that this agenda item be held over for a future meeting where there would be a full Board of Health in attendance.

### **Tobacco Update**

Ms. Hansbury asked if given the current issue with tobacco sales and the related need to update the existing regulations if she should she pull information together to send to the Board. She added that she was taken aback by the volume of tobacco updates. Mr. Colarusso acknowledged the need to update but asked that Ms. Hansbury break up the information for the members.

### **Public Health Nurse Report**

Ms. Hansbury said that the report had been sent to all of the members. She asked if there were any questions. Members had no questions. Ms. Hansbury said the QR code for signing up for the flu clinics would be published on October 4<sup>th</sup>.

### **Minutes**

Mr. Colarusso made a motion to approve the minutes of July 13, 2023 as presented. Ms. Peavey seconded the motion. Members by roll call vote were unanimous to approve the motion:

By roll call vote, members were unanimous to approve the motion:

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

### **Health Director Report**

- 1.) Town Clerk has arranged for a board members workshop on September 18<sup>th</sup>.

Members Colarusso and Peavey said they had signed up to attend

- 2.) Met with Manchester Stream Team and reviewed items from the DPW's Management Plan.
- 3.) Beach Testing is done for the year. Only Tuck's Point Beach was closed  
Mr. Colarusso said that was bizarre. Ms. Hansbury and Ms. Lufkin said it was not unusual.
- 4.) Working on fat, solids, grease program with D.P.W.
- 5.) Manchester Sailing was out of compliance with their camp license, including not submitting the required camp binder. Ms. Hansbury has sent emails to Todd Cooper regarding the binder and an unreported mid-season replacement of the Camp Director.
- 6.) Emergency Planning  
MRC trailer looked at, Liisa Jackson inventoried the trailer, considering reenlivening the Medical Reserve Corp again, spring exercise to stand up a shelter to help get an understanding of the system.

Mr. Colarusso asked if there were still regional drills. Ms. Hansbury replied yes that there were various. She said that in working with MAPC and police and fire, there was a need to bring disparate groups together prior to an emergency.

Mr. Colarusso asked if Mr. Kehoe was in charge of same. He was advised that Chief Todd Fitzgerald was in charge. Ms. Hansbury noted that public health had been left out of emergency response, but that Covid showed that public health is needed to gather food and stand-up food delivery.

Mr. Colarusso pointed out that occupancy permits following a flood need Board of Health approval. Ms. Hansbury said the Board of Health looks at different things, including some public health things that are silly. She called to attention the needs following hurricane Katrina. She said that we are working towards a group effort to become cohesive.

- 7.) Will be meeting with police, fire, and accountant to review available opioid settlement funds.
- 8.) Will be working on Swift Reach and sign up for local emergency system. September 20 there will be an ice cream social by the Council on Aging from 1:30 – 3:00 at the chapel. Will plan on going as I want these people signed up for the Swift Reach, want to get people signed up.

Mr. Colarusso asked those present on the Zoom link if they wished to speak to the Board. There was no reply.

At 9:43 a.m. Ms. Cottler made a motion to adjourn the meeting. Ms. Peavey seconded the motion.

Members, by roll call vote were unanimous to approve the motion to adjourn the meeting:

Ms. Cottler, in favor

Ms. Peavey, in favor

Mr. Colarusso, in favor

As submitted,

Ellen D. Lufkin

Administrative Assistant

