

**Minutes of the Carlisle Board of Health
January 26, 2016**

Bills Administrative Reports Minutes 1/12/2016 Community Septic Loan Application <ul style="list-style-type: none">• Application• Cost Estimates DISCUSSION ITEMS Horsley-Witten Groundwater Study – discussion <ul style="list-style-type: none">• Draft report• Table & Map Town Staff Management –discussion (Risso) Malcolm Meadows –Loft Area Photo (Galligan) <ul style="list-style-type: none">• Letter from Trustees 1/25/16• BOH letter to Trustees 1/21/16• BOH letter to Saylor 1/21/16 Benfield Farms – <ul style="list-style-type: none">• FAST & Perc-Rite maintenance reports 9/11/15• Non-compliance issue: weekly testing Annual Compliance Review of Permit Conditions <ul style="list-style-type: none">• List of Deed Restricted Properties
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The meeting was called to order by the Chairman at 7:30 pm at Carlisle Town Hall. Present were Board members Bill Risso (Chairman), Lee Storrs, Catherine Galligan, Todd Thorsen and Donna Margolies. Also present Linda Fantasia, Health Agent, and Alex Brewster (Carlisle Mosquito)

BILLS – Invoices submitted included two phone call follow ups from Emerson Home Care, and Notary Supplies and MHOA training workshop registration for Fantasia. **It was moved (Galligan), seconded (Thorsen) and unanimously voted to approve payment of the invoices submitted. Motion passed 5-0-0.**

ADMINISTRATIVE REPORTS

A Clearer Code: Regulatory Review – The state is conducting a regulatory review of the Code of Massachusetts Regulations (CMR). Citizen comments are welcome. A website has been set up. The link will be sent to Board Members.

Vector Disease Control International submitted a cost proposal for a program that would include education, surveillance, disease testing and larvicide treatments. The town would choose the service to be provided. Monitoring and surveillance would cost \$14,950; a larval management program would cost \$39,900. The Board noted that town meeting rejected similar programs on several occasions. The Board agreed not to pursue the offer at this time.

Zika Virus – Mass. Dept. of Public Health issued a Clinical Advisory on the Zika Virus. Virus infections have been reported in travelers returning to the United States. The Advisory includes travel recommendations for areas with active disease.

Reporting Protocols for Bomb Threats – The Board received an advisory from the state due to a number of recent bomb threats in schools. The advisory provided recommendations on proper reporting of threats.

Carlisle Public Schools Waste Water Plant – December testing results: Total Nitrogen was 24.79 mg/L; limit allowed is 10 mg/L. The tanks were pumped just prior to testing and there was reduced flow as a result of the

holiday break. It is expected that the process will return to normal. Risso noted that the plant rarely has issues. He would not be concerned about a single spike.

COMMUNITY SEPTIC LOAN APPLICATION – Owners of 239 Lowell Street, Craig and Gail MacLeod, appeared before the Board to request a loan under the Community Septic Loan Program to upgrade their failed system. They presented the Board with three installation estimates ranging from \$28,750 to \$52,200. The Finance Director had approved the financial eligibility. The system failed a Title 5 Inspection on 11/20/14. Installation of a system will be difficult due to site constraints. They are requesting a loan of \$40,000 which would be paid back to the town through a 10-year betterment at 5%.

The Board explained that Carlisle is withdrawing from the program. There is only about \$20,000 remaining in the fund and the town does not intend to request any additional monies since the cost of managing the program increased since due to a reduction in the loan assistance available and the interest cost of the loan to the town has increased from 0% to 2%. Administering the program requires staff time to do the quarterly and annual reporting which the Board has had to take on. The Board has asked for additional staff time to meet its current workload but the Finance Committee is uncertain whether to fund it. Owners have the option of obtaining a bank loan. The Finance Director has indicated that the town would step forward for truly needy homeowners.

Gail MacLeod explained that the system will be in the rear of the property. It requires a lengthy force main run through very rocky soils. It will be a difficult job and expensive to do. They recently renovated the basement as a rental unit but do not yet have a tenant. They had planned on moving but now want to stay in town as they are longtime residents with family nearby. There are sometimes sewage odors from the failed system. Fantasia said this is a sign of breakout which makes the upgrade a priority under the loan criteria. The work should be done as soon as possible. The Macleods said they plan to start in March.

Risso said he agreed with the Finance Director's position to discontinue the program but would approve loaning out the remaining funds. Galligan felt that there are other priorities that need to be worked on given the limited staff time. She would not support the loan because of this need. Storrs was concerned that the Board has the responsibility of doing the financial reporting to the state but recognized the environmental risk a delay would impose. Thorsen said he would approve the loan due to threat to wetlands and drinking water supply. Margolies agreed.

It was moved (Storrs) and seconded (Margolies) to approve a loan of up to \$20,000 under the Community Septic Loan Program to Craig and Gail MacLeod for the upgrade of a failed septic system at 239 Lowell Street, Carlisle MA upon execution of a Betterment Agreement. Vote: Yes – Risso, Storrs, Margolies, Thorsen; No – Galligan; Motion passed 4:1.

MINUTES

It was moved (Galligan) and seconded (Margolies) to approve the minutes of 1/12/16 as amended. Motion passed 5-0-0.

DISCUSSION ITEMS

Horsley Witten Groundwater Study – Risso has been working with Scott Horsley and Steve Hinton to review the town's existing septic and well regulations and to provide a technical analysis of the hydrogeologic conditions in town. The Board was given a draft of the report and asked to send comments to Risso. Based on his data, Horsley is leaning towards using a 50-foot width flow path with a 600-foot setback between a system and well to meet water quality standards. Horsley provided a spreadsheet using Long Term Acceptance Rate (LTAR) to compare standard Title 5 requirements, Carlisle regulations and his recommendations for a typical three bedroom house. The LTAR is a calculation of the wastewater that can infiltrate through a particular soil. In addition to sewage the Board is concerned about the impacts to groundwater from pharmaceuticals and personal care products (PPCPs) in the wastewater. Horsley has agreed to present his report at the Board's 3/15/16 meeting. All of the land use departments will be invited.

Town Staff Management – At the request of the Board of Selectmen, Risso and chairmen from other elected boards met to discuss a reorganization of personnel. Under the new personnel system, department heads would work under the town administrator as well as their respective boards. This will provide a more efficient way of tracking hours and improving functions through better coordination. The next step will be to prepare an organizational chart following which the Town Administrator will meet with department heads and then submit the plan to each board for approval. A board can opt out at any time and there will be checks and balances to prevent abuse.

Malcolm Meadows - At the last meeting the Board approved a request to finish a room in the basement of one of the units (#11) conditional upon submitting a unit floor plan and obtaining a letter of verification on the resident population from the Trustees. The Board was concerned about the potential for the units to exceed the septic capacity and trigger the need for a Public Water System (PWS) due to an increase in resident population. Malcolm Meadows was developed under a Senior Residential Open Space Special Permit. The condominiums are limited to two bedrooms and two people per unit for a total population of twenty-four people. Twenty-five or more residents for a minimum of 60 days per year requires a PWS. One of the factors in the Board's decision to approve the finished basement was a determination that a second floor loft area did not meet the definition of a room (minimum 70 sf with 7'0 ceiling height). Galligan had obtained a photo of a similar loft from a real estate listing and Board members agreed it was different than originally described. The Board agreed that it would like the Building Inspector to do a walk-through of the unit in question and determine ceiling height. The Board also wants a floor plan for Unit #11 that indicates ceiling height. The Board noted that other units had undergone interior renovations and been approved by the town but without Board of Health review.

In order to avoid violating the Special Permit conditions, the Board agreed to notify the Trustees in writing that any change in the number of rooms in a unit could trigger a rescission of the Special Permit design flows back to standard Title 5 flows and if the resident population exceeds 24 people the well can no longer be classified as private and will need to be reclassified as a PWS. This advisory should be included in the Homeowners Association Rules and Regulations so all condo owners are clear about the limitations. The Board agreed that the current trustees are very involved in maintaining compliance, but there is no guarantee that this will be the same for future trustees.

Benfield Farms Development – Just prior to the meeting the Board received December testing results. The Board found the reports to be incomplete and difficult to understand. The Board agreed that Benfield continues to be a problem meeting the conditions set by the Board for compliance. Since the summer the Board has asked for weekly testing with lab reports. The submissions have been intermittent and difficult to interpret. The shed is still not installed and the system continues to fluctuate in nitrogen readings. Board members agreed that it was time to take stronger enforcement action. Under the town's bylaw, the Board has the ability to fine up to \$300/day for violations of Title 5 or the State Sanitary Code. The missing test results date back to 8/25/15 which could result in a hefty fine. Galligan offered to work with Fantasia on a Notice of Non-Compliance which will spell out the potential for fines. The Board will make its decision at the next meeting. NOAH will be invited to attend.

Installers Meetings – scheduled for 2/25/16 at 7 pm. Invitations are being sent out to all licensed installers.

There was no further business. Meeting voted to adjourn at 9:25 p.m.

Respectfully submitted,

Linda M. Fantasia
Recorder