

MINUTES OF THE
CARLISLE BOARD OF HEALTH

Tuesday, June 10, 2020

7:00 PM

REMOTE PARTICIPATION

The meeting was called to order at 7:00PM via Remote Zoom Meeting ID #: 848-6879-4481. Present were: Todd Thorsen (Chairman), Donna Margolies (Vice Chair), Cathy Galligan (Treasurer), Lee Storrs, Tony Mariano, and Linda Fantasia (Health Agent). In virtual attendance also: Judy Hodges (Recorder and Health Assistant); Kris Gines (Health Assistant); Holly Mansfield, Director of Recreation; Amy Smack, Recreation Commission; Lori Bruce, Director of Student Support Services, Carlisle Public School; Lauren Sawyer, School Nurse, Carlisle Public School; Cynthia Sorn (Carlisle Mosquito); Maureen Deery; Frank Vasquez; and Michael Pottey.

MEETING MATERIALS: Agenda; Draft Minutes of June 2, 2020; 2020 Carlisle School Summer Program; and Benfield Startup Report. Online presentations were provided by Lori Bruce (Carlisle Public School Summer Program), Holly Mansfield (Summer Fun Program) and Cathy Galligan (BOH Fee Schedule).

AGENDA:

- Draft Minutes – June 2, 2020
- Carlisle Public School Summer Program
- Carlisle Summer Fun Program

Discussion Items:

- Board of Health Fees
- Staffing Update
- Benfield Status Report

Topics Added:

- Infectious Diseases Webinar
- New Board Candidates Update
- Benfield Farms' Resident Emails
- Well Update – 53 East Street
- Oil Contamination at Transfer Station – Clean Harbors/DEP
- Kimball's Ice Cream Opening
- Update on HVAC System at Town Hall
- Town Hall Staffing Update

Draft Minutes of June 2, 2020: Cathy Galligan proposed accepting the Minutes as edited by her and Hodges, the scribe, to which all other BOH members agreed.

Carlisle Public School Summer Program: Lori Bruce, Director of Support Services, Carlisle Public School presented the proposed 2020 Summer Program for students online during the Zoom session. Bruce said they planned to recruit 17 staffers, including Lauren Sawyer, the school nurse. In terms of the curriculum, grades 5 through 8 would be involved in a research project, whereby they had to reach out to people via phone or email. Protective equipment had been identified and already purchased. The health and safety guidelines used would be those recommended by the CDC, including situation-specific protocols. Both staff and student training with regard

to general health practices for daily attendance is planned. The staff will be regularly monitoring students for COVID-19; parents need to do wellness checks on their children early each morning. Pullout services will be limited, but the program will have some. With respect to infection control, hand sanitizer will be provided in each classroom, plus staffers and children will have their own bathroom(s) to use at the school. When social distancing at six feet is not possible during the program, children will be required to wear masks. Transportation/pickup/drop-off by parents is fore-planned; parents will be required to stay in their cars. With regard to individual services related to IEP, a physical therapist will be participating in the program for children in need. Galligan inquired who will conduct the staffer's training and was told by Sawyer that the State will provide it. Fantasia added that Trisha McGee, the PHN, will be working with the school in any case where Covid-19 might be suspected. Bruce said, for the smaller children, they have simple stories to go over, such as how to wash their hands properly, so they will learn what is expected of them while participating in the program.

Thorsen said he did not see any major issues with the school's summer program, as was presented. Galligan said she thought the program's directors had done a good job in putting together detailed plans of how students can/will interact, while abiding by virus-related safety procedures. Storrs said he thought all that had been presented appeared well thought-out and was very thorough. All board members expressed their full support for the program.

In closing, Galligan said that it would be important that any work conducted by the PHN with regard to the school's summer program be recorded by the BOH as a "deliverable" when we report back to Community Chest. It's important to demonstrate that their funds provide lasting value.

Carlisle Summer Fun Program: Holly Madison said that fifteen (15) families had registered for the program in March. Now, following a letter sent out to parents, only one family that had preregistered is unhappy with the planned program. The Summer Fun Program is to be held outdoors and is scheduled to run from Monday to Friday, from July 6 through August 7 (five weeks), from 9AM to 3PM on Spaulding Field under tents. If it rains, they hope to be able to use the school; they will be using the school restrooms during the program. However, there will be a Porto-Potty onsite for emergency situations, which will be kept locked when not in use. Two counselors will be responsible for the activities of every ten (10) children grouped in a pod. Tennis as well as other sports and games will be offered. When dropping off their children, parents must stay in their cars. If a child should test positive for Covid-19, all children that interacted with him/her in the same pod cannot return to the program for 14 days and until they show no signs of the virus. All children in the program will be asked to wear a mask when moving from one location to another. Galligan said she believed it is important not to simply state something in the presentation such as 'what studies show' when highlighting virus-related content, but to support any such statements with citations. Mansfield said they will encourage parents to conduct tick checks of their children who will be out most of the day on the playing field.

Storrs asked what procedures would be taken in the event that a child should contract the virus. Mansfield said the child would need certification from their doctor that they were cleared of infection before returning to the program. Fantasia said the BOH will have final say about whether a child is virus-cleared and able to return to interact with others. Galligan asked Mansfield if the program had a nurse to support it with regard to any health concerns. Mansfield said they have no nurse. Fantasia said it is expected that Lauren Sawyer, the school nurse, would likely have some overlap time; while she is supporting the Carlisle Public School Summer Program, she can also support the Summer Fun Program. In closing, Storrs said he believed that a sufficiently thorough plan for the program had been presented to the Board. Fantasia said the BOH should issue a formal certification to the Recreation Commission about its approval of the program that she will soon compose.

CCYBS Softball League Summer Clinic:

Amy Smack said that she just had been contacted by the CCYBS Softball League about their summer clinic, which they hope to conduct on the Banta-David playing fields. Smack said she will plan to send their document to Fantasia who could then circulate it to BOH members for their commentary. Thorsen commented that she should plan to get the topic on the next meeting agenda.

Board of Health Fees: Galligan said there are two ways to post engineering fees collected by the BOH, either in the (1) 53E Account or (2) General Fund. Via an online presentation, she identified the various types of engineering services provided including septic tank replacement, septic redesign, soil testing and registration, as well as fees for service providers. She then pointed out the current fee for each and what she proposes for a fee increase, if any. She also reiterated to the Board what she had explained at the prior meeting: for every two hours of assistant time, one hour of engineering time is apportioned, or a ratio of 2:1, when configuring the new fees.

When calculating town-wide services such as those provided by septic system installers, haulers and pumpers who were currently charged an annual fee of \$125.00, Galligan proposed a fee increase to \$200.00 annually. Galligan suggests the BOH add a fee for the rescheduling of appointments for engineering site visits. She also proposed that town-wide services (i.e. benefit all residents) should be applied to the General Fund and that what she termed as 'special services' such as those benefiting an individual or small groups should be applied against the 53E Account. Thorsen asked what other towns were charging for fees, as he said he is concerned about potential pushback from residents and service providers with regard to fee increases. Galligan said she did investigate the fees charged by other towns last fall and said they all seem to 'balance out' as some charged more or less for the same type of fees. Fantasia said in researching other towns' fees that it was hard to make any direct comparison with Carlisle since all the town's residents have septic systems and wells. Storrs asked about the one-half hour engineering management time to which Galligan responded that Rob Frado breaks out his engineering time separately from his management time (or "indirect" time) on the invoices he submits. In closing, Galligan voted to approve the new fee schedule as presented, Storrs seconded; all were in favor.

Staffing Update: Fantasia stated the Selectmen approved the assistant health agent position on a temporary basis until the FY21 Budget is approved at the Fall Town Meeting She has put in a request to Tim Goddard to permit Kris Gines to start the following Monday, June 15, as a 'temporary' assistant. Judy Hodges' last day of work is officially Friday, June 12; she has agreed to complete Meeting Minutes for three preceding meetings as her last work of behalf of the BOH. Fantasia thanked Hodges for writing the Minutes in recent weeks, as did board members.

Galligan added that the BOH would have to absorb the COLA increase of 2%. Fantasia said it would be taken into account in next year's budget, that is, FY21.

Benfield Farms Status Report: Fantasia informed that the septic system startup was successful. Apparently however, Clearwater Industries is no longer under contract with NOAH, as she is now aware. A system operator will be required at Benfield, as reporting on the system cannot be left up to NOAH. NOAH has proven itself to be non-compliant in reporting consistently as the BOH had requested and to which they had originally agreed.

Storrs said they are now waiting for the septic tank to fill up, which takes a while. He said after the tank fills, the pumping operation should start. He believes it is important to ask NOAH who is their licensed system operator for their septic system? Galligan said she feels the only leverage the Board has at Benfield is to have them go back to a tight tank if events should not progress in the right direction. Storrs said a system operator needs to be fulfilling his responsibility or his license to operate could be jeopardized. Fantasia asked what the situation might be if Benfield does not have a septic system operator. Galligan inquired if there is a way to file a case with the State about Benfield's non-compliance with regard to the Board's reporting requests. Mariano asked if the BOH had received the latest monitoring results as yet. Fantasia said she would check into the matter. Galligan said in the future the Board should more clearly express its expectations for turn-arounds, such as monthly with the report submitted by the last day of the month.

Topics Added:

Infectious Diseases Webinar: State Bureau of Infectious Diseases Webinar on Tick Disease and Eastern Equine Encephalitis (EEE): Fantasia attended the recent Webinar presented by Katie Brown, State Epidemiologist on Ticks and WNV activity. She learned ticks and EEE are anticipated to be very prevalent this year and that prevention of infection is stressed by the Bureau of Infectious Diseases and Laboratory Sciences. Brown said Massachusetts had one of the highest number of cases of EEE in the country last year.

Update on New Board Candidates: Fantasia said Jean Barry has withdrawn as a candidate for the Board and suggested that members may want to reach out to her to see if she might reconsider.

Benfield Farms Update: Fantasia reported that several residents had sent emails to the BOH about the septic system situation. She said she would follow up by ???

Well Update – 53 East Street: Fantasia said the BOH has no record that the well at the property had been replaced. Mariano said it would be helpful to know if the well had been encased on bedrock. Fantasia said she would try to learn if this is the case, or not.

Oil Contamination at Transfer Station: Fantasia reported she had not heard back from the DEP about a biohazard cleanup that will be required at the transfer station due to contaminated waste oil analyzed by Clean Harbors. She said Clean Harbors had reported, just the prior evening, of an issue with PCBs (contaminants) found in the waste oil, following a flood. Storrs asked if the BOH would be monitoring the situation. Galligan asked if Carlisle is permitted to dispose of waste oil at Minuteman Services in Bedford, to which Fantasia responded that Carlisle would be charged by Minuteman for oil disposal.

Fantasia said the BOH is still hoping to sponsor a Hazardous Waste Day collection with Clean Harbors on Saturday, October 24.

Kimball's Ice Cream Stand Opening: Fantasia said the BOH conducted its inspection of Kimball's on June 9. Kimball's will allow window service, but only one cashier will be available. No soft-serv ice cream will be sold at this time. Patrons will be allowed to sit at picnic tables to enjoy their ice cream, but only a party of six (6) can sit at each table; tables will be greater than six feet apart. Galligan commented that it is good that Kimball's will be hiring back college students that had previously worked at the ice cream stand. They know the layout of the stand and operation so it is likely they will more easily be able to add in the COVID-19 protections.

Update on HVAC System at Town Hall: Storrs said that Bill Risso has informed him that the HVAC system will not likely be able to handle the #14 filters as had been previously discussed, as they would overburden the system. Another consideration could be a germicidal ultraviolet irradiation system that cleans the air; Fantasia added the LEPC had briefly discussed the pros and cons but had taken no action.

Town Hall Staffing Update: Fantasia said contractors are continuing to get into Town Hall though it was planned that they were not to enter the building without express permission from an employee working within. She suggests that the building department may be granting entry to these individuals. Overall, she said the staggered schedule created by staffers seems to be working. Some meetings have been held out on the patio. The meeting rooms are booked in advance via the use of Outlook for scheduling and are disinfected following each meeting.

Fantasia said a photo shoot was conducted at Town Hall relative to the awarded grant.

Next Meeting(s): The next meeting is scheduled for **Tuesday, June 23 at 7:30PM via ZOOM.**

Meeting Adjournment: The meeting closed at 9:31PM with Storrs moving first, Galligan second; all were in favor.

Respectfully submitted by,

Judy Hodges (Health Assistant)