

ANDOVER BOARD OF HEALTH
MINUTES
MONDAY, OCTOBER 19, 2015, 6:00 P.M.
FIRST FLOOR CONFERENCE ROOM
36 BARTLET STREET

The Board of Health Meeting was called to order at 6:05 p.m. Present were Chairman Gopala K. Dwarakanath, M.D., Ms. Pamela Linzer, Vice Chairman, Ms. Carolyn Dymond, Clerk, Mr. Thomas G. Carbone, Director of Public Health, and Ms. Joanne Martel, Assistant Health Director.

I. Approval of Minutes

- **September 14, 2015**

Motion by Ms. Linzer, seconded by Ms. Dymond, to approve the Minutes of September 14, 2015. Unanimous approval.

II. Appointments & Hearings

- **6:00 p.m. Jeff Serowik for Pro Ambitions Hockey – Show Cause Hearing to Consider whether a 2016 Camp License will be Issued** – Present were Mr. Jeff Serowik, Mr. Reggie Hebert, Ms. Emily Field, and Mr. Mark Concanon. Mr. Carbone informed the Board that Pro Ambitions Hockey Camp has been run in Andover for approximately fifteen years. The season started with a new organizer, Jeannine Donato, who did fairly well with the paperwork. However, on August 19 and 20 of this year, we found many issues of concern with operations when we conducted our inspection. Medical records were not readily available or complete, the first aid kit was not in the building, the Health Care Supervisor had not reviewed the medical records and was not aware that at least one of the campers had a medical condition, the Roster was not on site, and there were problems with the check-in process.

Mr. Serowik stated that he has run the camp for the last 25 years; not all in Andover. He explained that Ms. Donato is a nurse and got overwhelmed. Pro Ambitions Hockey Camp has 25 locations in Massachusetts and has an impeccable reputation. However, during the last week of summer, Mr. Serowik admitted that they did have sloppiness on their part. He hired Emily Field full-time to assist Ms. Donato. He stated that there are five or six things they will be improving going forward.

Mr. Serowik admitted that they dropped the ball because normally they do a two hour camp but used extra ice time which turned it into a full day camp. Therefore his staff became overwhelmed with the increase in the amount of kids coming in. He will be using this opportunity to make some new policies to help them with all their camps. Dr. Dwarakanath asked what they proposed to do. Ms. Field informed the Board that every Sunday they will have a conference call or Skype session with all the Camp Directors and Health Care Supervisors in Massachusetts to review with them any campers who may have issues. She

will be taking a class with the Natick Board of Health and has signed up with another staff member for the American Camp Association training to become Camp Directors. Also, for orientation this year, they are going to make sure all the staff is CPR and First Aid Certified instead of just a few head coaches.

Ms. Martel stated that the issue of check-in had come up in 2009 when someone was not at the front desk to check all campers in. Mr. Concanon stated that he was there for check-in this year and was doing so on the computer. Mr. Hebert stated that he had left the first aid box in the car in error and that would not happen again. Dr. Dwarkanath stated that the main goal is that the children do not get harmed. He stressed that the regulations should be followed completely so that every camper is safe and accounted for. Ms. Linzer was most concerned about the medical records and making sure all staff was aware of any medical issues the campers may have. Ms. Dymond wanted to make sure the nuts and bolts of the reviewing process and the medical records were being addressed.

Mr. Serowik stated that besides having a conference call to all the head coaches, he was going to hire someone at the desk just to check in the children, make sure the medical kit is there and be a runner to the camps. Mr. Concanon stated that they also need to reiterate with staff how important it is to have the medical kits available. Ms. Field assured the Board that she was involved with the reviewing process last year and could deal with that in the future. Ms. Martel pointed out that all regulations need to be followed and that the Board of Health has local regulations as well requiring more than one Health Care Supervisor, Medical Director, and Camp Director, because we have had camps where one of those key people was off site. Mr. Carbone stated that Mr. Serowik had the beginnings of an action plan. Dr. Dwarkanath stated that since this camp has been operating for a long time with good experiences, but there has been some dangerous slips this year, he would like to give them another chance next year with the hopes that there are no major issues.

Motion by Dr. Dwarkanath, seconded by Ms. Linzer, to allow Mr. Serowik to run the 2016 Pro Ambitions Hockey Camp, with the requirement that he rectify the problems and follow the action plan they stated has already been prepared.

Mr. Carbone suggested that the Staff should review and work with Mr. Serowik on the action plan.

Dr. Dwarkanath amended his motion to include a requirement that Mr. Serowik submit a plan of action in writing to the Health Division for review.

Vote taken: Dr. Dwarkanath, Aye; Ms. Linzer, Aye; Ms. Dymond, Aye. Unanimous approval.

- **6:15 p.m. – Joanne Martel, Assistant Health Director** – Ms. Martel informed the Board that she has worked at the Town of Andover in different capacities for twenty-eight years. She started out in the Code Administrator's position doing all the inspections. She is a Certified Pool Operator, Soil Evaluator, Food Manager, and has a Nursing Degree. When

the job of Assistant Health Director was developed as a clinical position, she took it. Ms. Martel takes care of the Clinical work and she shares her office with Public Health Nurse Jane Morrissey. She is involved with other organizations on a statewide level to bring representation from Andover and to increase what is done here for our residents. A big part of that is the Medical Reserve Corps (MRC). Andover is part of the Greater River Valley MRC along with seven other communities and Ms. Martel is the Director of that organization. Their job is to supplement local public health in emergency and non-emergency situations. The MRC volunteers help at the flu clinics and have done trainings on shelter preparedness, mass vaccination clinics, and clinics for the dispensing of other medicines.

In 1988, the Town of Andover was part of the pilot program for billing for Flu reimbursement. Local Boards of Health can now get reimbursed for the Flu Clinics via Medicare payments and has grown to include other insurances as well. We now bill through Medicare, all the senior managed plans, plus other health insurances for adults and children for all immunizations. Ms. Martel started a great Shingles Zostavax Vaccination Program through Grant money from the Andover Home for Aged Persons. We now do Flu vaccinations in all the schools in Andover in October and hope to see the absentee rate improve because of this.

Mr. Carbone explained that there have been a number of statewide and national Advisory Boards Ms. Martel has participated in. She worked for a year with the State's Lyme Disease Commission. She served on one of the NACCHO (National Association of County and City Health Officials) Boards during the H1N1 Flu outbreak. She is on the Executive Board for Mass Health Officers Association. She served some time on the Mass Nursing Association Board also. Ms. Martel stated that she is very involved with immunizations and is on the Mass. Adult Immunization Coalition. Mr. Carbone stated that everything that Ms. Martel gets involved in shines a light on Andover.

III. Discussion

- **Approval of 2016 Fee Schedule** – Mr. Carbone explained to the Board that the fees are reviewed every year. He tries to alternate between Food and Construction Permits to increase the fees. He has proposed to increase the Food Permits by \$25.00 for each category except for Mobile Food (Prepackaged) and Temporary Food Service. Dr. Dwarakanath asked if there was no fee in the past for Mobile Food. Mr. Carbone explained that this is a new fee; at this time a truck that handles low risk food such as popcorn or ice cream pays the same fee as a food truck that does cooking on the truck. Therefore Mr. Carbone wanted to separate that out as a new Mobile category. Motel, Tobacco, Suntanning and Motel fees were to increase by \$25.00 each also.

Motion by Ms. Linzer, seconded by Ms. Dymond, to approve the 2016 Fee Schedule increases as outlined in the Agenda Packet. Unanimous approval.

- **Training – Swimming Pool Inspections** – Mr. Carbone informed the Board that this training will be postponed to the next Board of Health Meeting of November 9, 2015.

Old Business

- N/A

IV. Subdivision Preliminary Plans

- **180/182 Jenkins Road – Preliminary Subdivision** – Mr. Carbone informed the Board that this was the horse farm on the North Reading Town line where the barn collapsed this past winter. Mr. Carbone has some concerns with how things are set up and is unclear what the water supply will be. There is now a private well on the site. Dr. Dwarkanath asked if there is no town water supply, how many houses would need wells. Mr. Carbone stated that a community well could be used to provide water to all the houses, or they could each do individual private wells. Certain testing has to be done. Mr. Carbone recommended the Board deny the Preliminary Subdivision for 180-182 Jenkins Road based on his Memo of 10/16/2015.

Motion by Ms. Dymond, seconded by Ms. Linzer to deny approval of the 180/182 Jenkins Road Preliminary Subdivision for the following reasons as listed on Mr. Carbone's memo of October 16, 2015:

- 1. The plans give no indication of how drinking water will be supplied. Individual wells on each lot will require the advancement of wells to assess the hydrogeology of the area prior to any subdivision approval. If a shared water supply is proposed, it will have to comply with the provisions of the Massachusetts Department of Environmental Protection (MDEP), which regulates shared water supplies.*
- 2. Beyond identifying an area for a shared subsurface disposal area for wastewater, there are no details provided for this project. Depending upon wastewater flow, a package treatment plant may be required, and jurisdictional oversight may become MDEP's instead of ours locally. Prior to issuance of subdivision approval, a hydrogeology study must be completed and MDEP will need to provide a preliminary approval of the wastewater design.*
- 3. There are no details provided for storm water management.*
- 4. There is a water supply well located at the campground for Harold Parker State Forest; the applicant must determine if the proposal is within any well head protection zone of that well, and if the development will have an impact on that water supply.*
- 5. Depending upon water supply locations in the area, the applicant will need to address nitrogen loading standards set forth in Title 5.*
- 6. The existing dwelling at 178 Jenkins Road is owned by the proponent and is located on an undersized lot with a septic system that was granted numerous LUA's for installation.*

Consideration should be given to expanding the lot area of this property and including it in any shared water and wastewater systems.

7. *Wetlands located across Jenkins Road must be identified on the site plan. Additionally, a determination should be made by the Conservation Commission if the property will fall under the Rivers Act.*

Vote taken: Dr. Dwarkanath, Nay; Ms. Linzer, Nay, Ms. Dymond, Nay.

V. Plan Review

- **DWRP – Variances/Local Upgrade Approval**
 - **36 Sagamore Drive – LUA to allow the use of Sieve Analysis in Lieu of Percolation Test** - Mr. Carbone explained that this property owner brought in fill and filled in the back yard with 6’ of fill, burying the existing septic system. The depth to natural soil makes it unsafe to conduct a percolation test so a sieve analysis is needed. Mr. Carbone recommended that the Board grant the LUA.

Motion by Dr. Dwarkanath, seconded by Ms. Dymond, to approve the LUA to allow the use of Sieve Analysis in lieu of Percolation Test at 36 Sagamore Drive. Unanimous approval.

VI. Staff Reports

A. Director’s Reports:

- **Important Dates:**
 - September 25, 2015, at 9 a.m. – Senior Center Open House
 - October 17, 2015, at 10 a.m. to 1 p.m. – Fire Department Open House
 - October 19, 2015, at 6 p.m. – Board of Health Meeting
 - November 9, 2015 at 6 p.m. – Board of Health Meeting
 - December 14, 2015 at 6 p.m. – Board of Health Meeting

B. Nurses’ Report for September, 2015 – The Nurses’ Report for September, 2015, was for informational purposes only.

C. Inspectors’ Reports for September, 2015 – The Inspectors’ Reports for September, 2015, were for informational purposes only.

VII. Board Members Reports:

VIII. Adjournment :

Motion by Dr. Dwarkanath, seconded by Ms. Linzer, to adjourn at 7:17 p.m. Unanimous approval.