

**BOARD OF HEALTH  
MEETING MINUTES  
Tuesday, January 19, 2021  
7:00 PM  
Remote Participation**

Join Zoom Meeting

<https://us02web.zoom.us/j/83166602293>

Meeting ID: 831 6660 2293

7:00 Minutes

7:15 PH 49 Concord Road (Sillers) – upgrade of failed septic system requiring waivers.

**DISCUSSION ITEMS and NEW BUSINESS**

- 60 Garnet Rock Lane – septic system installation
- FY22 Budget Request
- Personnel Requests

7:40 Benfield Farms – Report from Meridian Engineering on Septic System Upgrade

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*Attendance members: Tony Mariano Chairman, Jean J Barry, Catherine Galligan, Donna Margolies, Todd Thorsen*

*Attendance nonmembers: Linda Fantasia Health Agent, Dave Erickson, Mal Nelson, Emily Smith (Carlisle Mosquito), Phil Giffie, Sylvia Sillers, Susan Blankenship, Paul Kirchner*

The meeting was called to Order at 7:00 pm.

1. **Minutes**—minutes from 9/11/20, 12/15/20, and 1/5/21 were approved with corrections which will be emailed to Fantasia who will update the minutes accordingly.
2. **PH 49 CONCORD ROAD – Septic System Upgrade. It was moved (Galligan) and seconded (Barry) to open the public hearing. Motion passed unanimously.** Paul Kirchner of Stamski & McNary attended on behalf of the applicant Sylvia Sillers. Since the plan was still under review by Rob Frado, Kirchner asked for a continuance to the next meeting. It was moved (Barry) and seconded (Galligan) to continue the hearing until 2/2/21. Motion passed unanimously.
3. **Benfield Farms – present Phil Giffie (NOAH), Mal Nelson (Property Manager)**

Mariano moved Benfield farms up on the Agenda since Giffie and Nelson were already present, and it was not a public hearing. The plans and narrative had only recently been emailed to the Board. Mariano said he had not had time to look at it and since Beaudry was not present, he proposed delaying the Benfield report until 2/2/21. Mariano raised the question of the timely submittals so that Rob Frado has enough time to do his review. Fantasia said an initial review takes 14 days even for a conceptual plan. Giffie said that a lot of work has been done but more discussion with Frado is needed. It was suggested that the BOH hold a special meeting as soon as possible so work can begin in the spring. Mariano said that it was important to coordinate with the ConsComm. Galligan noted that Frado’s role is to review the design, not help create it. As the consultant for the local approving authority (the Board) he cannot be involved in the design work. Discussion of conceptual plans should happen with the Board. Mariano is looking for specific timelines for

the final design. The Board is concerned that NOAH does not appreciate the urgency of the situation. Giffie assured the Board that NOAH wants the problem resolved as soon as possible.

Fantasia asked about the moisture problem. Nelson had a contractor come out last Thursday (1/14/21) who said that based on what he saw the door needs to be replaced. The threshold has already been replaced in-house. There is also a leveling issue, the contractor needs to determine how best to prevent pooling and ensure that water drains--he should have a proposal by Friday 1/22/21. Mariano asked whether there is an issue at this time or whether it is a band aid solution. Nelson said that yes it may be a short term solution but there have been two storms with no leaking on the first storm and some leaking on the second storm. Nelson will look at what else can be done until they can get the contractor out. Galligan noted that both storms had a lot of wind and the fact that there was only leakage on the second storm suggests they are going in the right direction. Giffie said that once the leakage has been resolved any inside problems (plaster, damage to 2<sup>nd</sup> floor ceiling, etc.) resulting from the leakage will be corrected. There was no further discussion. Nelson and Giffie left at 7:46pm.

#### 4. **60 Garnet Rock Lane**

Fantasia has not heard from the installer for 2 weeks. The septic installation was to have been completed by December 15 but so far, they only have the bottom of the bed has been dug and approved. The homeowner needs to pump every week which is clearly not sustainable, especially since there are no guarantees that nothing is going out from the septic tank. Galligan observed that the history of winter installations is that timely completion is promised but frequently doesn't happen. Nevertheless, completion of this system needs to be resolved quickly.

Sending a warning letter/reprimand to the installer was discussed; this warning would be a first step before taking the installer off the BOH list of approved contractors. After one warning the Board can pull the license to install systems in Carlisle, but since it would be important to finish any outstanding jobs any action on pulling a license would likely be delayed until next year. Since the bed is in place, the recommended course of action is to allow 2 weeks for completion or converting to a tight tank. The number of people living in the house is unknown. Two alternative courses of action were discussed, an enforcement order which requires due process, or an advisory letter spelling out the conditions – 2 weeks for a certificate of completion or revert to a tight tank. To addresses the installer's performance, Fantasia suggested saying that we are going to discuss issuing a warning letter at the next meeting. Mariano provided some history—this installation involved the COVID-related extension of the winter shut down. The installer was supposed to start by Nov 17 and finish by Dec 15. Because of a personal situation the installer was allowed to start after November 1st. The installation progressed only as far as digging out and approval of the bottom of the bed again being delayed for personal circumstances of the installer.

**Galligan moved and Barry seconded that an advisory letter be sent out requiring a Certificate of Compliance within 2 weeks or conversion to a tight tank. Passed unanimously.**

#### 5. **COVID-19**

There are currently 135 total cases, up from 117 on 1/5/21. Carlisle currently has a 3.53% positivity rate (which includes Carlisle residents who got tested elsewhere), the State's rate is 5.9%.

We did have the clinic in Concord for EMS on 1/14/21-1/16/21 and it brought up some issues that need to be resolved. There were close to 194 vaccinations on Thursday and a somewhat lower numbers on Friday and Saturday. One issue that became clear was that it would be much better to have the vaccination list arranged

by appointment time rather than alphabetically. With an alphabetic list it was necessary to repeatedly scan the list to estimate counts and attendance whereas if it have been arranged by time it would have been possible to go line by line.

Fantasia completed MIIS (Massachusetts Immunization Information System) and vaccine agreement today. This was done electronically and was approved immediately. Forms for ordering the vaccine will follow later. Carlisle is now eligible to receive vaccine and hopes s to receive vaccine in Jan. Fantasia is looking into hiring a clinic technician/administrator, who would be responsible for opening and closing clinics, managing supplies, and serving as a general resource throughout the clinics. Barry and Jen Derkerzarian are taking care of recruiting volunteers and Burt Rubenstein will train vaccinators. We will start using our own EMTs who are trained in doing injections. The structures for vaccinations should ship today or tomorrow, we did need make a modification of using abutment blocks rather than 39 stakes to hold it down (The Congregational church would probably not appreciate stakes driven into their parking lot). The structures should be here in a week or 2.

For towns doing clinics, the state is requiring participants to do all clinics for the duration of the program, not just sub-groups. Fantasia has had some discussion with other health directors regarding doing single-town or regional clinics. No one feels they can manage a regional clinic for all 5 towns, but we might want to partner with Concord (or other subgroup). Barry, the medical director, is the only unpaid member of staff . On the question of regionalizing or going it alone we should consider that after first responders we must eventually do the entire town, which raises the question of capacity. Galligan suggested that towns could reach out to the state and object to the all-or-nothing policy--the state has changed policy based on feedback before (such as the definition of occupational groups). It's also possible that the job will become easier since CVS and Walgreens may have significant capacity by July. Barry noted that we are assuming that we will do clinics until completion, but the burden may lessen if some residents don't want the vaccine or get it at work or elsewhere. It might not be as big a burden as it seems.

In terms of the clinic administrator, another candidate was recommended by Barry. Fantasia is looking for someone able to carry tables and set up chairs but also has educational experience. A second volunteer could be useful for doing inventories and financials needed for CARES Act reimbursement. Thorsen plans to work 8 hrs/ week and he volunteered to help manage the clinic administrator(s).

Roles and duties for the administrator and others were briefly discussed and will be formalized. Fantasia sees us starting off with paid town staff for the clinics then transitioning to volunteers, ensuring that they are properly trained. That is Concord's approach; they are only using town employees until they see and resolve any problems.

Fantasia discussed that the BOH has primary responsibility for the vaccination program (i.e., MA DEP has given responsibility for carrying out COVID vaccine clinic duties to local Boards of Health) and this is managed by the Agent (Linda, Kris-back up) with the Medical Director's input and BOH support. Linda is getting directives from both the LEPC and the Vaccine Advisory Committee (VAC), which needs to be resolved. Linda will reach out to LEPC and VAC about moving the VAC to the BOH instead of the LEPC. Barry and Mariano will draft a memo clarifying that BOH has responsibility for vaccinations for it at the next LEPC and VAC meetings.

Other Covid related points:

Thorsen noted that the Moderna vaccine is the likely vaccine for Carlisle because of user-friendly storage requirements. Baker announced that Massachusetts is getting about 44000 doses of Moderna vaccine per week. This week 10,000 doses are going to CVS/Walgreens--mostly to Fitchburg and Worcester high impact areas. Next week there will be a roll out to supermarkets—Wegmans and Stop & Shop. This follows the flu vaccine administration model.

Carlisle has a number of decisions to make for its clinics, such as accepting insurance for administering the vaccine (\$17 shot #1, \$28 for shot #2) or having a wait list (feature in PrepMod).

**6. FY22 budget request**

The BOH FY22 request for additional staffing was put off again, the selectmen will send a list of questions for the BOH to answer. So far, those questions have not been received. The Board discussed their general feeling that Health employees had been unfairly attacked at the BOS meeting and it was agreed to submit a letter to the Select Board objecting to this sort of behavior in public meetings.

The meeting adjourned at 21:36. There is a meeting with Fincom on 1/25 at 5:00pm, a special BOH meeting on 1/26, and the next regular BOH meeting on 2/2/21.

Respectfully submitted,

David Erickson,  
Recorder

**(All documents discussed are available for review in the office of the Board of Health)**