

**ANDOVER BOARD OF HEALTH**  
**Minutes**  
**February 13, 2023, 6:00 P.M.**  
**2nd Floor Conference Room, Andover Town Offices**  
**36 Bartlet Street**

The Board of Health Meeting was called to order at 6:00 p.m. Present were Pamela Linzer, Ph.D., Chair, Deb Enegess, M.D., Clerk, and Mr. Thomas G. Carbone, Director of Public Health.

**I. Appointments & Hearings**

- #1 – N/A

**II. Approval of Minutes**

- # 2 – January 23, 2023

*Motion by Dr. Linzer to approve the minutes dated January 23, 2023, seconded by Dr. Enegess. Unanimous approval.*

**III. Discussion Items**

- **#3 – Adopt Sewer Regulations Amendments.** Mr. Carbone informed the Board that no one appeared at the January hearing. Mr. Carbone has not received any verbal or written comment on the sewer regulation amendments. Mr. Carbone highlighted one significant change in the new regulations regarding the inclusion of the inflow and infiltration requirements. Mr. Carbone explained the regulations in more detail to the Board. Mr. Carbone had asked Town Counsel to review the document which he has approved as to form. Mr. Carbone recommends that the Board adopt the sewer regulations as written.

*Motion by Dr. Linzer to adopt the Sewer Regulations Amendment dated February 13, 2023, seconded by Dr. Enegess. Unanimous approval.*

- **#4 – Regulation Update Discussion.** Mr. Carbone has engaged Ms. Susan Sawyer to assist with the process of reviewing, updating, and enhancing the Board’s regulations. Prior to her retirement, Ms. Sawyer was the Public Health Director for the town of Tewksbury, and she held the same position in the town of North Andover. Ms. Sawyer will be working remotely on a limited contract to begin in the spring.
- **#5 – Community Health Assessment Update.** Mr. Carbone informed the Board that the focus groups are completed. Mr. Carbone met with the town’s social services

Department Heads to begin discussing some of the early data received regarding behavioral health. Mr. Carbone commented it was a productive conversation. The committee will concentrate on 4 items surrounding different aspects of behavioral health across all age groups. Mr. Carbone is reaching out to the APHC, Academic Public Health Corp. to assist with gathering research on programs that we could incorporate into the initiative. Mr. Carbone mentioned the Advisory Committee will hold its first meeting on Wednesday, February 15, 2023.

#### IV. New Business

- **#6 – EMO Health.** Ms. Anita Jedwabski attended the Board meeting. Ms. Jedwabski represents EMO Health, a nonprofit organization whose mission is to provide innovative medication services that engage, educate, and empower our community to keep people in needed care and treatment. EMO Health is comprised of a group of pharmacists that provide multiple services including prevention, and education surrounding substance use disorders working with residential communities to provide a safe community.

#### V. Subdivision Definitive Plans

- **#7 - N/A**

#### VI. Septic System Variances/Local Upgrade Approval

- **#8 – N/A**

#### VII. Staff Reports

- **#10 – Director’s Report**– Mr. Carbone informed the Board that the inspectional staff attended an all-day training pertaining to the new housing code. Mr. Carbone further explained that the housing code was last updated substantially approximately 55 years ago. Mr. Carbone asked the Board for feedback regarding housing orders with specific dates specified for compliance. Mr. Carbone proposed a new disclosure on all housing orders stating that the property will be added to the Board of Health meeting agenda that would coincide with the timeline for compliance. The disclosure would state that the owner or property management contact person would need to appear before the Board unless the violation had been corrected and inspected by the Health Division. The Board agreed with the proposed plan.
- **#11 – Community Health Report** – Mr. Carbone presented the Community Health Report for January 2023
- **#12 – Environmental Health Reports** – Mr. Carbone presented the Community Health Report for January 2023

## VIII. Board Member Reports

- N/A

## IX. Adjournment

*Motion by Dr. Linzer to adjourn the Board of Health Meeting at 6:25pm, seconded by Dr. Enegess. Unanimous approval.*

- **Important Dates:**

- March 4, 2023 – Budget Overview 9:00am-1:00pm, Memorial Hall
- March 20, 2023 – Board of Health Meeting @ 6:00pm
- March 28, 2023 – Annual Town Election
- April 10, 2023 – Board of Health @ 6:00pm

Per the New Open Meeting Law, the following is a list of the documents that were either distributed to the Andover Board of Health before the meeting in a packet, or at the meeting.

1. Board of Health (BOH) Meeting Agenda.
2. Draft minutes from January 28, 2023 BOH Meeting.
3. Memo from Mr. Carbone to BOH dated February 6, 2023 – Sewer Regulations Amendments
4. Memo from Mr. Carbone to BOH dated February 8, 2023 – Regulation Update
5. Memo from Mr. Carbone to BOH dated February 8, 2023 – Community Health Assessment Update
6. Community Health Report – January 2023
7. Environmental Health Report – January 2023