

ANDOVER BOARD OF HEALTH
Minutes
April 10, 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 – Show Cause Hearing for TMI Argyle Street Andover LLC – Failure to make corrections as ordered at 7 Argyle Street, Unit 10, and Common Area.** Representing TMI Argyle Street Andover LLC: Mr. Patrick Wolfgang, Executive Vice President, Ms. Kathleen O’Neil Gibbons, Property Manager, and Attorney Vladimir Nechev. Mr. Carbone informed the Board that he received pictures this morning of a repair to the overhang in the common area. Mr. Carbone will re-inspect the property to verify that the work has been completed. Mr. Carbone explained that there is one outstanding item that is scheduled to be repaired on Tuesday, April 11, 2023; once repaired 7 Argyle Unit 10 would comply with the orders. Mr. Carbone commented that communication between Taymill Partners and the Health Division has improved over the past few months. Dr. Linzer reviewed the appeal process along with an explanation of the information the Health Division would require to be able to extend a timeline for compliance.

Motion by Dr. Linzer to continue the Show Cause Hearing for 7 Argyle Street, Unit 10 and common area, to the May 15, 2023, Board of Health meeting. No attendance is required if work has been completed and verified by the Health Division, seconded by Dr. Enegess. Unanimous approval.

- **#2 – Show Cause Hearing for Andover Place Prop LLC – Failure to make corrections as ordered at 700 Bullfinch Drive, Unit 406.** Mr. Carbone informed the Board that this order was appealed in November 2022 and that a follow-up inspection has not been conducted. Mr. Carbone explained that a new tenant now occupies unit #406 and he has suggested a representative from Taymil Partners file an affidavit stating the work was complete. Mr. Wolfgang stated that he had submitted the documentation of the sealing work completed in September 2022 and that the current tenant has not expressed any rodent issues. Dr. Linzer accepted the documentation of the work completed and asked Mr. Wolfgang, in the future, to please notify the Health Division when the work is completed.

Motion by Dr. Linzer to close the Show Cause Hearing for 700 Bullfinch Drive, Unit 406, no further action required, seconded by Dr. Enegess. Unanimous approval.

- **#3 – Public Hearing – Carl McFadden for SNL Football LLC Camp, to be exercised at Bancroft School, 15 Bancroft Road.** Mr. Carbone informed the Board that SNL Football LLC Camp is a new camp to be permitted by the Health Division. Mr. Carl McFadden, President, and Ms. Kerry Weidden, Administrative Assistant represented SNL Football Camp were present. Mr. McFadden explained to the Board that he has operated this camp as a clinic in conjunction with the Andover Recreation Department for the past 7 years with over 5,000 children participating. Mr. McFadden informed the Board the camp would be held at the Bancroft School. Mr. McFadden has contacted Fire Prevention Lieutenant Beal to conduct an inspection at the end of the school year and has been working closely with Ms. Crafts, Health Inspector, to complete the application and required documents.

Motion by Dr. Linzer to approve the application for SNL Football LLC Camp pending final approval from the Health Division staff, seconded by Dr. Enegess. Unanimous approval.

II. Approval of Minutes

- **# 4 – March 20, 2023**

Motion by Dr. Linzer to approve the minutes dated March 20, 2023, seconded by Dr. Enegess. Unanimous approval.

III. Discussion Items

- **#5 – Meeting Schedule for the remainder of 2023.** Mr. Carbone proposed meeting dates for the remainder of the calendar year. The dates were accepted by the Board.
- **#6 – Review of 2023 Annual Town Meeting Warrant.** Mr. Carbone presented a memo to the Board highlighting articles that may have a public health impact. Mr. Carbone is pleased to report that the 2024 Annual Budget calls for level funding. The Board chose to take no votes on any articles.

IV. Old Business

- **#7 – Community Health Assessment Update.** Mr. Carbone updated the Board that the Community Health Assessment workshops are now complete. The next step will be bringing the advisory board back for a final meeting. Dr. Enegess commented that it was remarkable to learn how much the town offers to the residents, however, many residents may not know what services are available to them or how to access the services the town provides. Mr. Carbone stated that there is a definite need to do a better job of informing the residents of the programs and services offered. The final report is on schedule to be completed by the end of June 2023.

V. Subdivision Definitive Plans

- #8 - N/A

VI. Septic System Variances/Local Upgrade Approval

- #9 – 77 Harold Parker Road – LUA to allow the SAS to be 4’ above the SHWT, 5’ required.

Motion by Dr. Linzer to approve the LUA for 77 Harold Parker Road to allow the SAS to be 4’ above the SHWT where 5’ is required, seconded by Dr. Enegess. Unanimous approval.

- #10 – 11 Garfield Ln. East – LUA to allow the SAS to be 4.5’ above the SHWT, 5’ required.

Motion by Dr. Linzer to approve the LUA for 11 Garfield Lane East to allow the SAS to be 4.5’ above the SHWT where 5’ is required, seconded by Dr. Enegess. Unanimous approval.

VII. Staff Reports

- #11 – **Director’s Report**– Mr. Carbone had the opportunity to participate in the Leadership Academy program offered by the town. Mr. Carbone enjoyed educating the town residents about the important work of the Health Division.
- #12 – **Community Health Report** – Mr. Carbone distributed the Community Health Reports for March 2023
- #13 – **Environmental Health Reports** – Mr. Carbone distributed the Environmental Health Reports for March 2023

VIII. Board Member Reports

- N/A

IX. Adjournment

Motion by Dr. Linzer to adjourn the Board of Health Meeting at 6:47pm, seconded by Dr. Enegess. Unanimous approval.

- **Important Dates:**

- May 1st & 2nd – Annual Town Meeting
- May 15th @ 6PM- Board of Health Meeting
- June 12th @ 6PM – Board of Health Meeting

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. Memo from Mr. Carbone to BOH dated April 5, 2023 and supporting documents – 7 Argyle St., Unit 10 & Common Area.
3. Memo from Mr. Carbone to BOH dated April 5, 2023 and supporting documents – 700 Bullfinch Dr., Unit 406.
4. Memo from Mr. Carbone to BOH dated April 5, 2023 – SNL Football LLC Camp
5. Draft minutes from March 20, 2023 BOH Meeting.
6. Memo from Mr. Carbone to BOH dated March 5, 2021 – Covid-19 Update.
7. Memo from Mr. Carbone to BOH dated March 5, 2021 – LUA Request
8. Community Health Report – February 2021
9. Environmental Health Report – February 2021