



BOARD OF HEALTH

MINUTES

Tuesday August 14, 2012 7 p.m.
Hildreth House

Thomas Philippou, Chair

Lorin Johnson

Sharon McCarthy

This meeting was called to order at 7:05 p.m. by Chairman Tom Philippou at Hildreth House. Board members Lorin Johnson, Sharon McCarthy and Tom Philippou were all in attendance. Also present were Ira Grossman, RS, NABOH and Paige O'Brien, clerk.

Fee Structure Review – Discussion

Reference to a document Ira sent to The Board: Groton Fee Structure

Phase-in for Requirement of Electronic Plans – Discussion

The Board reviewed points for a working draft proposal submitted by Mr. Philippou:

- September 1, 2012 – Draft is approved and a notice is sent to firms giving them 30 day heed before implementation.
- October 1, 2012 – The Board would begin accepting plans electronically. After a grace period of 6 months (April 1, 21013) this would become a requirement.
- The preferred format would be PDF. If other formats are submitted a compatible viewer would need to be provided also.
- Submission to both Harvard BoH and NABOH may be on disk (CD or DVD), flash drive, aka 'thumb drive', or by email.
- "Hardship" provisions will be further discussed for firms unable to comply.
 - 12-month waiver
 - Must be requested in writing
 - Must reapply to continue for an additional 12 months
 - Must determine financial or technical hardship
- Hard copy plans would still need to be submitted to NABOH until further notice. (Mr. Grossman receives two copies, one of which is delivered to Harvard BoH office for filing.)

Mr. Philippou will work draft points into a formal document and seek edits and/or revisions from rest of The Board. A final draft will be presented at the August 21st meeting for approval.

Town Center Sewer Commission Rules & Regulations – Discussion

Mr. Philippou met with Cindy Russo, Chair to respond to the Commission's request for input data within the proposed Rules & Regulations. He reported that he and Ms. Russo had a positive discussion. Mr. Philippou invited her to attend a scheduled Board meeting to further discuss any issues of concern.

Mr. Grossman and Mr. Johnson attended the August 2nd public meeting of the Sewer Commission.

Per Mr. Philippou's request, Mr. Grossman created and sent a document that lists the technical requirements to abandon the current septic system.

ZBA Applications

Mr. Philippou discussed applications for the following addresses:

- 63 Slough Road – Special Permit; Section 125.3 – Existing Structures and Uses; Addition to pre-existing, non-conforming structure
- 204 Bolton Road – Special Permit; Section 125-3A; Additions to pre-existing, non-conforming structures

Camp Permits

A recent phone call from a town police officer inquiring about the legal compliance of a travelling camp prompted Mr. Philippou to review the procedure for camp registration. (A camp is defined as an event lasting 4+ days and including 5+ participants.) Anyone wishing to run a camp in Harvard must complete the proper paperwork with NABOH. Registrations will be delivered to BoH through the agent (Mr. Grossman).

Mr. Philippou suggested that The Board implement a system of communication that requests applicants of the previous year to re-register. Mr. Grossman commented that most established camps consistently and appropriately register themselves, but some of the itinerant soccer camps aren't as compliant.

Sewage Disposal Works Construction Permits

- 4 Scott Road – SRC - signed
- Lovers Lane Lot 102 – NEW- signed

Approval of Minutes

Ms. McCarthy made a motion to approve the minutes of July 24, 2012, seconded by Mr. Philippou. Vote: aye, unanimous.

Adjournment

Chairman Philippou moved to adjourn the meeting at 7:30, motion seconded by Ms. McCarthy. Vote: aye, unanimous.

The next scheduled board meeting is Tuesday, August 28, 2012
7 p.m. at Hildreth House.

Documents cited:

1. **Groton Fee Structure**, 8 page document saved on BoH Office Laptop libraries/documents/fee structure/Groton fee structure
2. **Technical Requirements to Abandon the Current Septic System**, authored by Ira Grossman, saved on BoH Office Laptop libraries/documents/sewage commission/abandonment harvard draft1

Respectfully submitted by Paige O'Brien, clerk