



BOARD OF HEALTH

MINUTES

Tuesday September 25, 2012 7 p.m.
Hildreth House

Thomas Philippou, Chair Lorin Johnson Sharon McCarthy

This meeting was called to order at 7:00 p.m. by Chairman Tom Philippou at Hildreth House. Board members Lorin Johnson, Sharon McCarthy and Tom Philippou were in attendance. Also present were Sydney Blackwell, The Harvard Press and Paige O'Brien, clerk.

Hearing: Approval of Amendments to the Code of the Town of Harvard, Chapter 145, Board of Health Bylaw Rules

With no discussion from the public, Mr. Philippou made the motion to formerly adopt Article VII, Requirement for Electronic (Digital) Submissions. Mr. Johnson seconds, vote is aye, unanimous.

Fee Structure Review

The Board discussed the draft of Article VI, Fees, authored by Mr. Philippou. Edits will be reviewed at the October 9th meeting and the hearing will take place on October 23rd. Ms. O'Brien will place a Legal Hearing Notice in the Harvard Press.

EEE & WNV

Mr. Philippou confirmed that there was a second Massachusetts fatality as a result of EEE. Ms. McCarthy stated that reports show there have been fewer positive hits of infected mosquitoes than there had been during previous weeks. Mr. Philippou believes that a plan for data collection needs to be devised and implemented as soon as possible. Ms. McCarthy feels that the town needs to vote on whether or not to enroll in CMMP's program before efforts go into collecting information from residents and businesses. She stated that this is a very large data management project requiring a substantial time investment. Mr. Philippou made several suggestions on how to start to gather data (newspaper notice, cable notification, and survey on the town's website) and stated that it would be best if the vehicle for data collection was decided now instead of in a reactionary state. In the meantime, the Board agreed that a priority is continuing efforts to keep the community informed and educated on personal protection and prevention. New MDPH mosquito brochures have arrived and will be distributed to various public places (police station, General Store, school nurses, public library, Hildreth House, etc.). Ms. O'Brien will contact Harvard Cable regarding the display of a banner featuring website information. Ms. McCarthy shared a recent revelation that mosquito prevention programs fall under the responsibility of the Agricultural Committee.

BOH Website

The Board reviewed a list of FAQ and brainstormed for additional topics. Discussion continued with ways to make the interface user-friendly and efficient (basic categories linking to more specific questions).

Town Center Sewer Commission Rules & Regulations

The Board has not heard any official updates regarding this document. The next Commission meeting will be on September 26. Discussions will include an update on system construction and connection schedule; review of draft package for district residents regarding connection process; review of draft letter to district residents regarding availability of system for connection.

Retention Plan

Mr. Philippou filled out a request for destruction of records that Ms. O'Brien will complete and submit to the Supervisor of Records.

MAHB Membership Renewal, Website Update and Annual Certificate Program

Ms. O'Brien submitted a payment request to renew membership to the Massachusetts Association of Health Boards. Board members should go onto the MAHB website to update their profiles. Sharon will be attending their annual certificate program on either November 3 in Marlborough or November 10 in Taunton.

Permit

25 Hynes/Zimmer/Presby Upgrade/not signed; put on hold until a letter requesting variance is received

Approval of Minutes of August 28 and September 11, 2012

Minutes were voted approved with amendments.

Other Business

5-year Strategies and Objectives – the Board worked on “report card” for FY12 and discussed the need to update document for FY13. Ms. O'Brien will revise document and send to Board for edits and additions to be discussed at next meeting, October 9th.

Ms. O'Brien reported that Chief Denmark came and opened a locked metal supply closet that no longer had a key. The contents were items to be used during an emergency event. Ms. O'Brien will take inventory and create a spreadsheet of what is contained in the closet.

Adjournment

Mr. Philippou made a motion to adjourn meeting at 8:40, motion seconded by Mr. Johnson. Vote: aye, unanimous.

**The next scheduled board meeting is Tuesday, October 9, 2012
7 p.m. at Hildreth House.**

Documents cited:

- 2.1 **Article VII, Requirement for Electronic (digital) Submissions**
- 3.1 **Article VI, Fees DRAFT**
- 4.1 **MDPH Mosquito Bite Prevention Brochure**

Respectfully submitted by Paige O'Brien, clerk