

**Harvard Board of Health Meeting Minutes**  
**Tuesday, February 13, 2018**  
**Approved: February 27, 2018**

*BoH Members present:* Sharon McCarthy, Chair; Libby Levison; Tom Philippou.

*Attending:* Ira Grossman, Health Agent, Nashoba Associated Boards of Health (“NABH”); Alison Flynn, Board of Health (“BoH”) Clerk.

*Ms. McCarthy called the meeting to order at 2:06 p.m.*

**PUBLIC COMMENT-** None.

**NEW BUSINESS-**

- a. Prepare comments for draft groundwater protection overlay district bylaw- The BOH members reviewed the draft bylaw and identified three comments to be shared with the Town Planner: Please substitute a referral to the Board of Health for a manure management plan in Section G(1)(i), and consider including a minimum threshold of cubic yards of manure below which the regulations would not apply; the BOH strongly recommends that Section K (4)(b)[4] be removed as it is difficult or nearly impossible to know down-gradient groundwater monitoring locations without a groundwater study; and the BOH would also suggest that in Section E(3) the bylaw be applied only to the portion of the property within the district. Ms. Levison indicated that she may also supplement these comments after she has the opportunity to review the draft more thoroughly.
- b. Report from the Transfer Station/SMART Committee/SMART - Ms. Levison and Mr. Philippou reported that the Committee met for the first time today and had a successful meeting.. The committee drafted their charge which will be presented to the Selectmen on 2/27.
- c. Discussion of information to be posted on website- The BOH members considered adding to the BOH website recently received information from the CDC on asthma in children and the flu, and two e-mails citing recycling resources. The members agreed that the CDC information may be of interest to the residents, but that they would like to post more relevant recycling information than that received. Ms. Levison will reach out to the Bromfield Green Team to inquire whether students might be interested in taking on the task of preparing a document regarding what materials can be recycled in Harvard.
- d. Review of comments from Craftsman Village developer in response to BOH comments to the ZBA- The BOH members reviewed Mr. O’Hagan’s response to the BOH comments to the ZBA and found no need to prepare additional comments. As Ms. McCarthy is unable to attend the rescheduled ZBA meeting on 2/28/18, it was agreed that Ms. Levison will represent the BOH.

e. Review stable permit applications- permits applications were reviewed for the following properties:

- 243 Old Littleton Road, Susan Rajuna
- 32 Prospect Hill Road, Julia & Cy Radford

Ms. Levison moved to issue a stable permit for each of the properties; Mr. Philippou seconded. A vote was taken; all were in favor.

f. Update from Health Agent & BoH Clerk-

- Mr. Grossman reported that he discussed the recent change in the state Building Code with Mr. Bragan and confirmed that Mr. Bragan has no intention of changing the current permitting process in Harvard.
- Ms. Flynn reported that the Sierra Club sent an e-mail requesting the BOH prepare a press release and/or letter to the editor regarding its support of the initiative to control emissions from gas pipelines. The BOH members decided it was more appropriate to include this on the BOH website, linking the BOH letter to Governor Baker, and suggesting residents prepare a similar letter of their own.
- Ms. Flynn reported that the BOH office received correspondence from the MA Department of Agricultural Resources, Apiary Program, describing services available. She was asked to forward the documents to the Agricultural Committee Chair and Paul Willard.

#### **OLD BUSINESS-**

a. Continued review of 2018 waste hauler permit applications- Ms. Flynn described her recent telephone conversation with Irene Congdon, DEP Municipal Assistance Coordinator, and Irene's advice on how to handle hauler applications as they adapt to the new regulations considering the newly uncertain market for recyclables. In accordance with Ms. Congdon's advice, the BOH members decided to issue permits to the haulers who have provided all required documentation and are in the process of converting to bundled services (i.e. EL Harvey, Republic and Fiore Trucking), noting that the BOH will expect full compliance and any additional necessary documentation of the same by August 1, 2018.

Ms. Flynn also reported communication with Erin McBee who expressed frustration that the landlord of her office building is still not providing recycling services. The BOH members asked that Ms. Flynn write Ms. McBee describing the advice of Ms. Congdon, providing a copy of the letter to EL Harvey issuing a permit and requesting full compliance by August 1, 2018, and suggesting she prompt her landlord via letter to provide recycling services.

The members also discussed Ms. Congdon's suggestion that the BOH provide the haulers with a handout listing alternative recycling locations for the haulers to distribute to commercial generators who are reluctant to convert to bundled services. Ms. Levison will contact Tessa Davis of MassToss to identify whether such a handout is available.

b. Seasonal conversions & local upgrade approval conditions guidance documents: Status- Ms. Flynn reported that Ms. Doucet finalized the web-form for the local upgrade approval conditions form, as

requested. Ms. Flynn will add a link to the web-form, along with the guidance document, to the BOH website.

- c. Continued discussion re PHEP Region 2's request for scheduling of Facility Set Up Drill- The Emergency Dispensary Site ("EDS") trailer inventory and select documents from the PHEP EDS Plan were given to the BOH members for their review in preparation for the drill. Ms. Flynn advised that confirming e-mails were sent out to Dr. Dwight regarding access to the school, and Chief Sicard and Pat Natoli regarding access to the emergency trailer. The members discussed the importance of having Chief Denmark present at the drill to discuss traffic flow patterns, in particular. Ms. McCarthy will reach out to him to see if he will attend for a brief period.

Ms. McCarthy described an e-mail she received from the Worcester MRC coordinator which attached the protocol for initiating the MRC. Mr. Grossman will reach out to the MRC coordinator to advise that her presence is not needed at the drill.

Mr. Philippou reported that he has investigated further the possibility of including satellite phone docking stations at the Incident Command Center and the EDS, and hopes to report back next week with the expected costs.

- d. Review action points from last meeting- Action points from the last meeting were reviewed.

**PERMITS-** The septic permit application for the following property was reviewed and issued:

- 71 Lancaster County Rd.- D-box replacement.

**APPROVAL OF MINUTES-**

- January 30, 2017 - Draft minutes were reviewed and revised. Ms. McCarthy moved to accept the minutes as revised; Mr. Philippou seconded. A vote was taken; all were in favor.

**ADJOURNMENT-** Ms. McCarthy moved to adjourn the meeting at 3:36 p.m.; Mr. Philippou seconded. A vote was taken; all were in favor.

***Respectfully submitted,  
Alison Flynn, Clerk***

***Documents Referenced:***

- Draft groundwater protection overlay district bylaw
- CDC information: "CDC Says: 'Take 3' Actions to Fight the Flu", "Flu and You", and "Asthma in Children: Working together to get it under control"
- Sierra Club article "Remedial Education: How to Recycle"
- Earth911 homepage

- EDS trailer inventory and select pages from the PHEP EDS Plan
- Craftsman Village Harvard, LLC's, response to the ZBA to BOH comments provided to the ZBA
- Stable permit application for 243 Old Littleton Road, Susan Rajunas
- Stable permit application for 32 Prospect Hill Road, Julia & Cy Radford