



Needham Board of Health AGENDA

Friday December 8, 2017

7:00 – 9:00 a.m.

**Charles River Room – Public Services Administration Building
500 Dedham Avenue, Needham MA 02492**

- **7:00 to 7:05 – Welcome & Review of Minutes (November 9th)**
- **7:05 to 7:30 – Staff Reports (November)**
- **7:30 to 8:00 – Eversource Utility Redundancy Project**
- **8:00 to 8:20 – Update about Composting Operations at Needham RTS**
(Greg Smith, Superintendent of Solid Waste & Recycling Operations Division)
- **8:20 to 8:40 – Trash Hauler Regulation Review**
(Carolyn Dann, Municipal Assistance Coordinator, MA Department of Environmental Protection)
- **8:40 to 8:45 – Review of Tobacco Compliance Results**
- **8:45 to 8:50 – Update on Senior Housing: Affordability & Accessibility**
- **8:50 to 8:55 – New Grants Received**
- **8:55 to 9:00 – Other Items**
- **Next Meeting (tentatively Friday February 9th 7:00 – 9:00 a.m.)**
- **Adjournment**

(Please note that all times are approximate)

**NEEDHAM BOARD OF HEALTH
November 9, 2017
MEETING MINUTES**

PRESENT: Jane Fogg, M.D., Chair, Stephen Epstein, M.D., Vice-Chair, and Edward V. Cosgrove, PhD

STAFF: Timothy McDonald, Director, Tara Gurge, Assistant Director, Diana Acosta, Donna Carmichael, Catherine Delano, Maryanne Dinell Carol Read, Dawn Stiller, Tiffany Zike

GUEST: David Harrington, Fernandes Mini-Mart, Dave Krumack, Fernandes Mini-Mart, John Duffy, Fernandes Mini-Mart, Wayne Bartley, Regional Manager for Speedway

CONVENE: 5:30 p.m. - Public Service Administration Building (PSAB), 500 Dedham Avenue, Needham MA 02492

DISCUSSION:

Called To Order - 5:32 p.m. - Jane Fogg, Chairman

APPROVE MINUTES:

Upon motion duly made and seconded, the minutes of the BOH meeting of October 5, 2017, were approved as submitted.
The motion carried. The vote was unanimous.

STAFF REPORTS

- **Tara Gurge, Assistant Director, and Diana Acosta, Environmental Health Agent**

Ms. Gurge stated that the Annual Permit Renewals have been mailed. She and Ms. Acosta are processing the applications.

Ms. Gurge responded to the Chair's questions on Demolition Reviews/Approvals and the Pest Control Assessment. Ms. Gurge explained that once she signs the Pest Control Assessment Report, the sign off has a three month expiration period. She added that Building Department would flag the Pest Control Assessment Report if the expiration period has expired and would refer the builder back to the Health Department to submit an updated report. A general discussion followed.

Ms. Gurge also responded to the Chair's inquiry on the Dunkin Donuts (Highland Ave) complaint of drain flies present on site. Ms. Gurge stated that a site visit was conducted, and the store manager is required to have pest control come in to address the concern. Ms. Gurge added

that the store is also required to add a second full-time ServSafe certified food manager to be trained on site; prior to issuance of this year's food permit.

Ms. Gurge provided an update on Rosemary Town Pools. She stated that the Plan Review is still in process for the updated water features. She added that she and Mr. McDonald attend the weekly progress meetings.

Ms. Gurge reported that Sage Naturals (New Marijuana Dispensary) Food Plan Review is still ongoing. She stated there was a change of management and there are materials still pending. She added that Sage Natural is planning to open the end of November.

- **Nurses Report – Donna Carmichael and Tiffany Zike**

Ms. Carmichael and Ms. Zike presented their report on communicable diseases and animal bites. A general conversation followed on dog bites. Ms. Carmichael stated that she is working with Animal Control to determine where the dog bites are happening.

Ms. Zike stated that the Flu Clinics are done. Flu shots will now be administered by appointment only. The turnout was low.

- **Traveling Meals Coordinator Report - Maryanne Dinell**

Ms. Dinell reported that the Needham Community Council and the Needham Rotary would host the Annual Thanksgiving Day Dinner at the Needham Masonic Hall. Ms. Dinell stated that everyone regardless of age is invited.

Ms. Dinell also reported that the Traveling Meals Program received a \$1000 donation from a volunteer of the program.

Ms. Dinell spoke about procedures in place that volunteers have available to them should they encounter, upon a delivery of meals, a client on the program that may need medical assistance. A brief discussion followed. Dr. Cosgrove suggested that Ms. Dinell share brief vignettes with the Board of incidences with clients on the program as they occur.

- **Substance Use Senior Program Coordinator – Carol Read**

Ms. Read reported that on October 10 she and Ms. Zike presented the Needham Public Health Division programs and services to the Needham Rotary Club. The presentation included information on substance use statistics, Narcan overview as well as access, and prescription drug disposal.

Ms. Read also reported on the Community Crisis Intervention Team (CCIT), the Needham core group meeting. She noted that this was the first quarterly meeting. Ms. Read summarized goals and outlined community members who attended the meeting.

Ms. Read handed out data on the Pollard Middle School and Needham High School survey data from the 2016 MetroWest Adolescent Health Survey on Mental Health by Substance Use among Youth.

- **Senior Substance Use Prevention Coordinator – Catherine Delano**

Ms. Delano reported on the National Drug Take Back Day collections. A brief discussion followed on miscellaneous items that are often included in the weight of the collection.

Ms. Delano stated that she is working with Youth and Family Services and their Substance Abuse Awareness Program (SAAP) students. She stated this is a nice collaboration.

TOBACCO HEARINGS - Public Hearings Opened at 5:49 p.m.

Before the opening of the Tobacco Hearings, Mr. McDonald recapped the October 9, 2015, amendments to **ARTICLE 1: REGULATION AFFECTING SMOKING AND THE SALE AND DISTRIBUTION OF TOBACCO PRODUCTS IN NEEDHAM**. The Tobacco Hearings will address Tobacco Compliance Checks, which took place on October 20, 2017, in which tobacco products were sold to persons less than 21 years of age.

Ms. Gurge invited representatives from Speedway to join the meeting. After introductions, Ms. Gurge stated that the Needham Public Health Division conducted a compliance check on October 20, 2017, which involved sending a minor into Speedway, 207 Highland Avenue, to purchase tobacco products. Ms. Gurge stated that the minor was sold tobacco products and was not asked to show identification. Ms. Gurge recapped the compliance check that was conducted last year in which tobacco products from Speedway were sold to a person less than 21 years of age. Ms. Gurge gave representatives from Speedway an opportunity to express how the violation occurred and how to prevent it in the future.

A representative from Speedway spoke about the Speedway Termination Policy when an associate sells tobacco products to a person less than 21 years of age. The representative described procedures and training for all employees as outlined in the Speedway Operations Manual. The representative stated that he has the still photograph revealed that there were two decoys.

One was of age, and one was not. They were both together. One showed ID one did not. We could tell from our point of sale system that the bearded decoy was carded, the younger one was not. He went on to describe how the transaction could have been confusing for the sales clerk because one of the decoys went to a different register to make a purchase and that the sales clerk may have inadvertently pressed the id clearance for the older decoy. Representatives from Speedway, included an Attorney, a Regional Manager, a District Manager and the Store Manager. A discussion followed on the details of the transaction.

Mr. McDonald stated that the Board of Health revised **ARTICLE 1: REGULATION AFFECTING SMOKING AND THE SALE AND DISTRIBUTION OF TOBACCO PRODUCTS IN NEEDHAM** to include a graduated set of penalties. Mr. McDonald referred to the letter Speedway received which noted the second offense within 3-years would result in a two-week suspension. A brief discussion followed.

Motion and Vote

Edward Cosgrove moved, and Jane Fogg seconded the motion to suspend the Tobacco Sales Permit for Speedway #2472(Highland Avenue, Needham MA) for two weeks per **ARTICLE 1: REGULATION AFFECTING SMOKING AND THE SALE AND DISTRIBUTION OF TOBACCO PRODUCTS IN NEEDHAM**, and issue a \$300.00 fine.

The motion carried. The vote was unanimous.

Dr. Fogg stated that Ms. Gurge would outline the dates of the suspension.

Ms. Gurge invited representatives from Fernandes Mini-Mart to join the meeting. After introductions, Ms. Gurge stated that the Needham Public Health Division conducted a compliance check on October 20, 2017, which involved sending a minor into Fernandes Mini-Mart without an ID to purchase tobacco products. Ms. Gurge stated that the minor was sold tobacco products and was not asked to show identification. Ms. Gurge gave representatives from Fernandes Mini-Mart an opportunity to express how the violation occurred and how to prevent it in the future.

Store owners John Duffy, David Harrington and Dave Krumack approached the Board. Mr. Duffy stated that the employee involved was a new employee who was very remorseful and not terminated. Mr. Duffy stated that the employee had completed training and was working alone when the incident occurred. Mr. Duffy stated that there might have been a language barrier that could have impacted the employees understanding of procedures. A discussion followed on suggestions to improve the process for employees for whom English is not their first language as well as operational procedures.

Motion and Vote

Stephen Epstein moved, and Edward seconded the motion to suspend the Tobacco Sales Permit for Fernandes Mini-Mart for seven days per **ARTICLE 1: REGULATION AFFECTING SMOKING AND THE SALE AND DISTRIBUTION OF TOBACCO PRODUCTS IN NEEDHAM**, and issued a \$300.00 fine.

The motion carried. The vote was unanimous.

Dr. Fogg stated that this is the first violation for Fernandes Mini-Mart. Ms. Gurge will outline the dates of the suspension.

Public Hearing closed at 6:18 p.m.

OTHER ITEMS

- **Tobacco Compliance Checks**

A brief discussion on scheduling quarterly Tobacco Compliance Checks and follow-up with Tobacco Permit holders.

- **Budget**

Mr. McDonald stated that the budget was submitted the end of October for Health and Human Services. Mr. McDonald stated that for the Public Health Division he submitted extra budget requests: A full-time Emergency Management Coordinator, Expenses for the Council on Aging and Youth Services, and Health and Human Services staffing.

Adjournment -

Upon motion duly made and seconded, that the November 9, 2017, BOH meeting adjourns at 6:33 p.m.

The motion carried. The vote was unanimous.

Next meeting is scheduled for, Friday, December 8, 2017

Respectfully submitted: Cheryl Gosmon, Recording Secretary

Needham Public Health Department
November 2017
Assist. Health Dir. - Tara Gurge
Health Agents - Diana Acosta and Brian Flynn

Activities

<i>Activity</i>	<i>Notes</i>
Animal Permit renewals	1 –Animal permit renewal application received for: - Celldex
Annual Permit Renewal	Processing permit renewal applications for the following permits (on-going): - Coca-Cola Bottling permit - Food (retail/food service) - Tobacco - Septic Installers (w/ exam renewal letters) - Septic/Medical Waste/Grease Haulers - Hotel - Indoor Swimming Pools - Disposal of Sharps - Animal (Biotec) - Bodywork (Establishment and Practitioner)
Biotech Renewals	2 – Biotech renewal registrations received for: - <u>Celldex</u> - <u>Verastem</u>
Bodywork Establishments	2 – Bodywork Establishment routine inspections conducted for: - <u>Healing Hands</u> - <u>Seasons Day Spa</u>
Bodywork Establishment permit renewals	4 – Establishment permit renewal applications received.
Bodywork Practitioner permit renewals	14 –Practitioner permit renewal applications received.
Demo reviews/approvals	7 - Demolition sign-offs: • #111 Lincoln Street • #82 Deerfield Rd. • #222 Hillside Ave. • #67 Hunnewell Street • #62 Crescent Street • #66 Yale Road • #58 Livingston Circle
Disposal of Sharps permit renewals	6 – Disposal of Sharps permit renewal applications received.
Disposal of Sharps	5 - Disposal of Sharps routine inspections conducted for: - <u>Season's Day Spa</u> - <u>Chinese Acupuncture</u> - <u>Karla Barbeiri</u> - <u>Li Zheng</u> - <u>Otrada Adult Day Care</u>

Emergency/Fire Dept. Calls	1 – Emergency calls received from Fire Dept.: - Call received from Fire re: smoke coming from dish machine at PTC Kitchen. Site visit conducted. Met with store manager about concern. Will use back-up supplied 3-Bay sink, until repair completed. Follow-up site visit conducted. Dish machine repaired.
Food – Complaints / Follow-ups	3 – Food Complaints received for: - <u>Fresco</u> – Staff seen not wearing gloves and handling RTE foods. Manager was made aware of issue. - <u>Fresco</u> – Bug reported being seen on wall. Manager was made aware of pest issue and asked to provide copy pest control report. Will continue to monitor. - <u>Café Fresh Bagel</u> – Dead mouse reported being seen behind counter. Manager provided copy of pest control report and was asked to immediately bump up to a weekly pest control schedule until reported issue subsides. Also encouraged owner to work with his landlord in sealing up any open areas in foundation, etc. He will walk around with pest inspector on next weeks follow-up check to ensure he can address any areas that are found. (ON-GOING – Will continue to monitor.) 6 – Follow-Up Inspections conducted: - <u>Dunkin Donuts (Highland Ave.)</u> – Critical Violation of no hot water was checked. Upon follow up the hot water was repaired and running. - <u>PTC Kitchen</u> – Check on dishwasher after repairs. Met proper temperatures and are now available to use. - <u>Treat Cupcake</u> – Same comment as above. - <u>Acapulco's (x2)</u> – Had issues with water damaged ceiling tiles and cleanliness around trash area and in dry storage. They have been having a pest control operator come in weekly to monitor pest activity in and outside of the restaurant. Diana went on 2 follow up inspections to make sure the issues were addressed in a timely manner. They are continuing with their weekly pest control and sending in their reports and have improved as there has been less pest activity on the premises. Cleaning has also improved on site. - <u>St. Joseph's Elementary School</u> – Follow up conducted to check that proper signage on 3-Bay sink was added, thermometers were added to all cold-holding equipment, and sanitizer was mixed properly with testing strips available to confirm strength. All issues were resolved.
Food – New Permits Issued	1 – Annual Food permit issued: - <u>Mai Sushi (@ Sudbury Farms)</u>
Food – Needham Farmers Market Insp.	0 – Needham Farmers Market Inspections (On Sunday's) – Only farm fresh foods are being sold which does not require a permit. <u>NOTE:</u> Market's last day was on November 19th.
Food – Temporary Food Event Permits	17 – Temporary Food Permits issued to: - Needham Community Farm @ First Parish - Project Ezra – Thanksgiving meal - Pie in the Sky @ Coldwell Bank - (4) permits for Parks and Rec's Kid's Night out - (4) permits for Parks and Rec's TGIF Nights - Hillside PTC - Parent Talk – Winter Market Place at Powers @ Powers Hall - Needham Women's Club Holiday House Tour Market - Needham Lights - Community Dinner
Food – Plan Reviews/Follow-ups	4 – Food Permit Plan Reviews conducted for: - <u>The James (old Center Café)</u> – Received spec. sheets. Waiting for pre-operation inspection to be scheduled. - <u>French Press Bakery</u> – New kitchen layout plans received. In process of being reviewed. (On-going)

	- <u>Mai Sushi (@ Sudbury Farms)</u> – New retail sushi company replacing existing company. - <u>Sage Naturals</u> – Continued reviewing plan review materials submitted. (On-going)
Food – Pre-operation/ walk-through inspections	1 – Pre-operation/walk-through inspections conducted for: - <u>Mai Sushi (@Sudbury Farms)</u> – Stand located within Sudbury Farms; Pre-operation inspection conducted.
Food – Change of Owner	2 – Food Permit Change of Owner received: - Avery Manor/Avery Crossings is awaiting new management. Waiting for information to be sent over. (On-going)
Hotel	1 – Routine Inspection conducted for: - <u>Residence Inn Hotel</u>
Housing – Complaints/ Follow-ups	1 – Housing Complaints/Follow-ups (x2): - <u>#115 Wilshire Park</u> – Neighbors complained that there was a dilapidated shed and fence in backyard and had not seen home owner outside in 5 years. Worried about animal harborage in the area and if their neighbor was okay. Spoke to homeowner but was hesitant about discussing issues. Contacted the homeowner's son and daughter and the son will be trying to speak to his mother to address these issues. <u>UPDATE:</u> Site visit conducted. Letter sent. Have been in contact with owner's son and he has removed the fence and shed. Will conduct a follow-up inspection. (On-going)
Nuisance – Complaints/ Follow-ups	3 – Nuisance Complaints/Follow-ups. • <u>#54 Pleasant Street</u>- Neighbor at #37 Pleasant Street was leaving plates of food (most likely left-overs) for animals to eat. Complainant has seen possums & skunks in the area. Homeowner was contacted. • <u>Dunkin Donuts (Highland Ave)</u> – Pest control operator working for Sudbury Farms was finding he was live trapping rats daily near train tracks. He was able to see that the rats were in and out of the dumpsters at the Dunkin Donuts eating their trash (bags full of donuts) at 5 am. Site inspection was conducted and bite marks on dumpster lids were noted and area was covered in debris and leaf litter. Manager was instructed to have staff clean up area the same day and to have pest control set up more traps in the dumpster area as it was lacking enough traps. • <u>McDonald's</u> - No heat was on at this location. Manager was called and was aware of the situation. A repair man was already on the way to repair their heating system.
Pool Plan Reviews (Follow-ups)	3 – Follow-up Pool Plan Reviews conducted for: - <u>Rosemary Town Pools</u> –Tim, Diana and I in process of attending weekly progress meetings. (On-going.) - <u>Mill Creek/Moderna Complex (#692/744 Greendale Ave.)</u> – Will finalize remainder of requirements re: trellises over pool deck, etc. - <u>Second Ave. Residences Pool</u> - Additional pool plan review materials submitted for review/working with MA DPH on submitted pool design proposals. (In process.)
Pool Permit Renewals	5 – Indoor pool permit renewal applications received.

Pool - Complaints/Follow Up	2 – Complaints received for: - <u>Goldfish Swim School</u>- A parent called to say their child developed a rash after swimming at Goldfish. A follow-up inspection was conducted and the facility was checked. Management was on top of getting any issues with water quality and chemistry addressed. - <u>YMCA</u> – Complainant was concerned with the smell of chlorine. Follow-up inspection was conducted.
Pool – Routine Inspection	1- Routine Inspection - <u>Residence Inn Hotel</u>
Planning Board/Special Permit plan reviews	1 – Special Permit Plan Review conducted, comments sent to Planning Board re: - <u>#63-65 Parish Rd.</u> - Comments sent re: Notification of Demolition requirement.
Septic Abandonment Form	1 – Septic Abandonment Form received.
Septic Construction Permit/Trench permit	1 – Septic Construction Permit issued for: - <u>#29 Pine St.</u> (For septic system upgrade)
Septic Hauler Permit Renewals	18 - Hauler permit renewal applications received.
Septic – Soil/Percolation Tests	2 – Soil Tests observed and passed for properties located at: - <u>#100 Windsor Road</u> - <u>#745 Central Ave.</u>
Septic – Plan Review	1 – Septic Plan Review conducted for: - <u>#7 Aly Raisman Way</u> (Former #1242 South St.)

Septic – Installation inspections	5 – Septic Installation inspections conducted for: - #29 Pine St. (x5) - Septic installation inspections for upgraded septic system.
Subdivision Reviews	0 – Subdivision reviews conducted
Tobacco Insp. (Routine)	1 – Routine Tobacco inspection conducted.
Tobacco Compliance Checks	Compliance check set up for Friday, Dec. 1st.
Tobacco Permit Renewals	9 – Tobacco permit renewal applications received.
Tobacco Permit suspension/fine letters	2– Tobacco Permit suspension/fine letters sent to: - <u>Dunkin Donuts/Fernandes Mini Mart</u> (for one-week suspension and \$300 fine.) - <u>Speedway</u> (for two week suspension and \$300 fine.)
Well – Permits	0 – Well permits issued.
Zoning Board of Appeals Project reviews	0 – Zoning Board of Appeal reviews conducted.

Yearly

Category	Jul	Au	S	O	N	D	J	F	M	A	Ma	Ju	FY' 18	FY' 17	FY' 16	Notes/Follow-Up
Biotech	0	0	0	0	2	0	0	0	0	0	0	0	2	2	2	Biotech registrations
Bodywork	3	0	0	0	2	0	0	0	0	0	0	0	5	6	11	Bodywork Estab. Insp.
Bodywork	1	0	0	0	0	0	0	0	0	0	0	0	1	4	3	Bodywork Estab. Permits
Bodywork	3	0	1	0	0	0	0	0	0	0	0	0	4	13	10	Bodywork Pract. Permits
Bottling	0	0	0	1	0	0	0	0	0	0	0	0	1	2	1	Bottling Permit insp.
Demo	9	10	12	16	7	0	0	0	0	0	0	0	54	112	110	Demo reviews
Domestic Animal Permits/ Insp.	0/0	0/0	0	0	0	0	0	0	0	0	0	0/0		17/16	16	Animal permits/ Inspections
Food Service	11	12	19	22	19	0	0	0	0	0	0	0	83	198	209	Routine insp.
Food Service	1	0	10	4	1	0	0	0	0	0	0	0	16	37	35	Pre-oper. Insp.
Retail	3	3	10	6	7	0	0	0	0	0	0	0	29	69	71	Routine insp.
Resid. kitchen	0	0	1	2	1	0	0	0	0	0	0	0	4	7	11	Routine insp.
Mobile	0	0	0	1	0	0	0	0	0	0	0	0	1	15	9	Routine insp.
Food Service	6	3	3	11	6	0	0	0	0	0	0	0	29	51	50	Re-insp.
Food Service/ Retail	1	0	3	2	1	0	0	0	0	0	0	0	7	177	176	Annual/ Seasonal permits
Food Service	8/4	11/4	12/0	18/9	17/0	0/0	0/0	0/0	0	0/0	0/0	0/0	66/17	158/62	107/54	Temp. food permits/ Temp. food insp.
Food Service	0/40	0/24	2/24	0/12	0	0	0	0	0	0	0/0	0/0	2/100	7/33	9/16	Farmers Market permits/ Market insp.
Food Service	1/1	2/2	2/2	4/4	3/3	0/0	0/0	0/0	0/0	0	0	0/0	12/12	13/17	21/21	New Compl/ Follow-ups
Food Service	5	5	6	2	4	0	0	0	0	0	0	0	22	33	32	Plan Reviews
Food Service	0	0	0	0	0	0	0	0	0	0	0	0		0	3	Admin. Hearings
Grease/ Septage Haulers	1	0	0	0	0	0	0	0	0	0	0	0	1	24	29	Grease/ Septage Hauler permits
Housing	0/0	0/0	7/0	0/0	0	0	0	0	0	0	0	0/0		14/14	7/4	Annual

(Chap II Housing)																routine insp./ Follow-up insp.
Housing	7/7	2/2	2/2	3/3	1/2	0	0	0	0	0	0/0	0/0	15/16	7/11	18/37	New Compl./ Follow-ups
Hotel	0	0	0	0	1	0	0	0	0	0	0	0	1/0	3/0	3/0	Annual insp./Follow-ups
Nuisance	5/5	6/6	0/0	4/4	3/3	0/0	0/0	0/0	0/0	0/0	0/0	0/0	15/15	30/45	44/50	New Compl./ Follow-ups
Pools	0/0	0/0	0/0	0/0	1/2	0	0	0/0	0	0	0/0	0	1/2	13/8	9/3	Pool insp./follow-ups
Pools	0	0	0	0	0	0	0	0	0	0	0	0		9	9	Pool permits
Pools	2	2	2	3	3	0	0	0	0	0	0	0	12	19	8	Pool plan reviews
Pools	0	0	0	0	0	0	0	0	0	0	0	0		6	4	Pool variances
Septic	0	0	1	1	1	0	0	0	0	0	0	0	3	18	8	Septic Abandon Forms
Septic	0	1	0	0	0	0	0	0	0	0	0	0	1	5	9	Addition to a home on a septic plan rev/approval
Septic	4	0	0	0	5	0	0	0	0	0	0	0	9	43	23	Install. Insp.
Septic	0	0	0	0	0	0	0	0	0	0	0	0		0	3	COC for repairs
Septic	2	0	0	0	0	0	0	0	0	0	0	0	2	3	3	COC for complete septic system
Septic	5	4	4	6	5	0	0	0	0	0	0	0	24	62	61	Info. requests
Septic	0	0	0	0	2	0	0	0	0	0	0	0	2	6	8	Soil/Perc Test.
Septic	0	0	0	0	1	0	0	0	0	0	0	0	1	8	6	Const. permits
Septic	0	0	0	0	0	0	0	0	0	0	0	0		11	9	Installer permits
Septic	0	0	0	0	0	0	0	0	0	0	0	0		6	6	Installer Tests
Septic	0	0	0	0	0	0	0	0	0	0	0	0		7	3	Deed Restrict.
Septic	1	2	1	1	1	0	0	0	0	0	0	0	6	14	14	Plan reviews
Sharps permits/ Insp.	0	0	0	0	5	0	0	0	0	0	0	0	5	9	10	Disposal of Sharps permits/Insp.
Subdivision	0/0	0/0	0/0	0	0	0	0	0	0	0	0	0		3/1	3/0	Plan review- Insp. of lots /Bond Releases
Special Permit/ Zoning memos	1	0	1	2	1	0	0	0	0	0	0	0	5	12	16	Special Permit/ Zoning

Tobacco	0	0	0	1	0	0	0	0	0	0	0	0	1	12	13	Tobacco permits
Tobacco	0/0	1/0	2/0	4/0	1/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	8/0	25/6	25/7	Routine insp./ Follow-up insp.
Tobacco	0	0	0	11	0	0	0	0	0	0	0	0	11	34	48	Compliance checks
Tobacco	0/0	0/0	0/0	1/1	0	0	0/0	0	0	0	0	0	1/1	2/2	4/4	New compl./ Compl. follow-ups
Trash Haulers/ Medical Waste Haulers	0/0	0/0	0/0	1	0	0/0	0/0	0	0	0/0	0	0	1	26/2	30/2	Trash Hauler permits/ Medical Waste Hauler permits
Wells	0	0	0	1/0	0/0	0	0/0	0	0	0/0	0	0	1/0	7/3	6/0	Permission to drill letters/ Well permits

FY 18 Critical FBI Violations Chart (By Date)

Restaurant	Insp. Date	Critical Violation	Description
Boony Bunz	8/11/17	- Cold Holding	- Need to ensure that prep refrigerator cold-holding unit temp. is maintained at 41 deg F or below. Had refrigerator prep unit serviced. Work order submitted for our file.
Dunkin Donuts (Highland Ave.)	10/30/17	- Handwash Facilities.	- Need to ensure that there is sufficient hot water, min. 110 deg. F, at front hand wash sink ASAP. Repair made. Follow-up site inspection conducted.

November, 2017 Monthly Report
Maryanne Dinell- Traveling Meals Program Coordinator

Maryanne Dinell- Traveling Meals Program Coordinator

<i>Description</i>	<i>Reason</i>	<i>Notes/Follow-Up (ongoing, completed, etc.)</i>
Month of Nov., 2017	Residents of Needham, needing help with their daily meals.	40 clients on the Traveling Meals Program 26 Springwell Elder Services, Waltham clients 14 private pay clients - Needham residents
577 2- meal packages were delivered in June, 2017	18 Clients receive meals 5 times a week 21 Clients receive meals 3 days a week 1 Clients receive 7 meals within 5 day period	399 meals delivered to Springwell Clients 178 meal delivered to private pay residents Total #577 meals delivered @ 5.50 per meal =cost of \$3173.50
6 new client on the Program	1 Private Pay 5 Springwell	6 expected to be long term
2 Clients no longer need Program	Able to be on their own	Wife hospitalized, husband needed help with food. Wife returned home and both remained on program until they felt that they able to go back to caring for themselves

[illegible]

Category		Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY '17 Total	FY '18 Total	

Meetings, Events, and Trainings

BI	Type	Description/Highlights/Votes/Etc.	Attendance
Board of Health Meeting		Monthly meeting held at PSAP	9

Donations, Grants, and Other Funding [List any donations received, grants funded, etc. over the past month.]

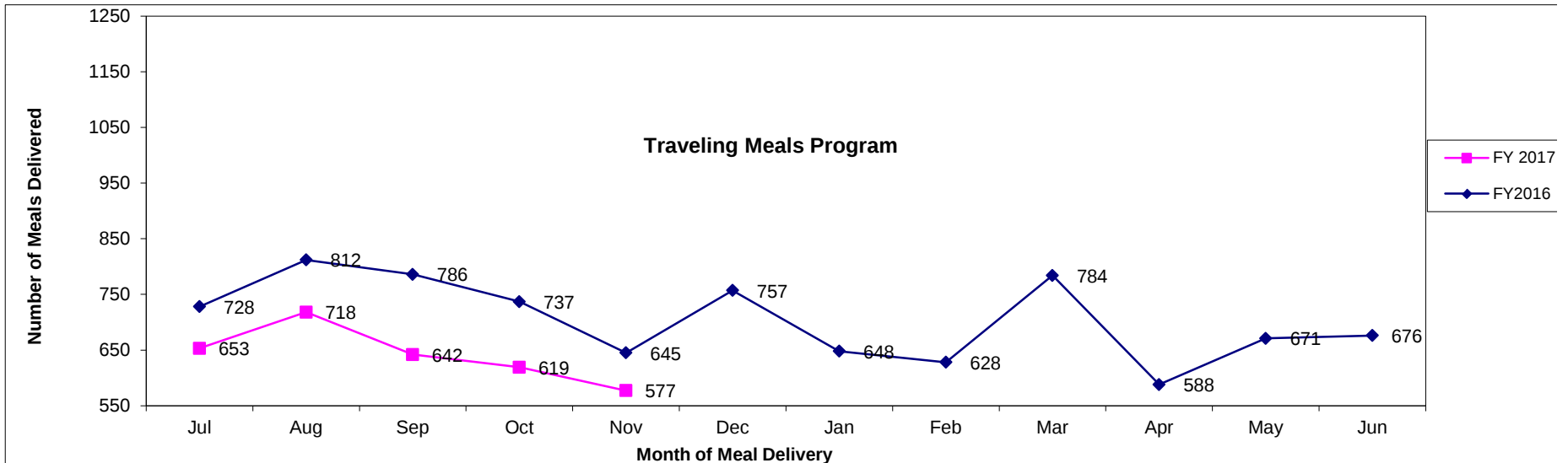
Description	Type (D,G,O)	Amount Given	Source	Notes

Traveling Meals Program

November, 2017 FY 18

Month	# Meals FY2017	# Meals FY2018	FY17 Cost	% Change # Meals
<u>Jul</u>	728	653	\$3,591.50	-10%
<u>Aug</u>	812	718	\$3,949.00	-12%
<u>Sep</u>	786	642	\$3,531.00	-18%
<u>Oct</u>	737	619	\$3,404.50	-16%
<u>Nov</u>	645	577	\$3,173.50	-11%
<u>Dec</u>	757			
<u>Jan</u>	648			
<u>Feb</u>	628			
<u>Mar</u>	784			
<u>Apr</u>	588			
<u>May</u>	671			
<u>Jun</u>	676			
Totals:	8,460	3,209		

Projected-12 Mo.	
\$	8,619.60
#	7,702



Needham Public Health Department

Catherine Delano, Senior Substance Use Prevention Program Coordinator
November 2017 Monthly Report

Section 1: Highlights

- Action team meetings
- Continued research on alcohol compliance
- Met with Kathy Pinkham to plan next SPAN meeting and discuss sustainability
- Continued meetings for Youth Diversion Program planning and created presentation for Senior Leadership
- Attended Dedham Juvenile court with Needham's Juvenile Court's Officer
- Assisted Youth and Family Services with SAAP two students weekly
- Assisted with SBIRT screening of over 30 students
- CCIT quarterly meeting

Section 2: Goals

- Find a central location for the Department to work
- Build SPAN capacity/community recognition
- Build youth coalition capacity
- Get approval by Town to implement Alcohol Compliance checks
- Plan Youth Diversion Program

Needham Health Department
Monica De Winter, Program Support Assistant
Karen Shannon, Program Support Assistant
November 2017 Monthly Report

Section 1: Summary

During the month of November our primary focus was the Needham Parents Care messaging planning for a potential spring event, Action Team meetings and SPAN brochure revisions to include the 2016 Metro West Health Adolescent Survey data.

Section 2: Activities

<i>Activity</i>	<i>Notes</i>
DEA Medication Take Back Day, 10/28 (this was omitted from October monthly report)	Assisted Needham Police to collect 45 Pounds at event for disposal. 6 months average of 69.8/month. Officer Vinny Springer, Officer Slowe, Tim McDonald, Karen Shannon, Barbara Singer, Dave Berkowitz. Drug Takeback flyer in Needham Times for October 26, 2017 Headline: "Don't let your unwanted or expired drugs fall into the wrong hands." and "drive-thru drop off"
SPAN Sustainability Plan, 11/1	Uploaded to DFCMe
SPAN brochure	Edited, revised the pamphlet to use current data and initiatives
Alcohol Compliance Regulations	Created a summary of an interview with Stephanie Moran of CT DMH & Addiction Services & Health Promotion Unit. Produced draft of a fillable form for Alcohol Compliance .

Section 3: Meetings & Conferences

<i>Title</i>	<i>Description</i>	<i>Attendance</i>
SPAN Steering Committee Leadership Team, 11/1	Discussion of sustainability of the DFC grant work beyond the expiration of the grant. Planning will be made for the next three (3) years. Group consists of leadership team members, action team leaders and public health staff.	12

Needham Parents Care Meeting, 11/9	NPC : continue Parent Messaging Campaign this month with Conflict Resolution and articles published in school newsletters for grades K-12. Did meeting minutes and more event planning.	6
Attended Prevention Team meeting, 11/14	Updates for the month	5
Attended PD Action Team Meeting, 11/17	Discussed strategic interventions for upcoming: educational awareness posters and email messaging campaign for NHS students, Hidden In Plain Sight, another drug prevention workshop for prescribers, possible speakers.	5
Conference: "Right Information. The Right Time," 11/20/17	Represented SPAN at Rep. Denise Garlick event and made available prevention packets	50
REACH Data Entry	Entered into Epiphany Community Service's REACH database our accomplishments	
ECS contract	Reviewed and provided input, 11/21	

Needham Public Health Department

November 2017

Substance Use Prevention & Education
Needham Coalition for Youth Substance Abuse Prevention ~ NCYSAP
Karen Mullen, Project Coordinator/Capacity Building

Section 1: Activities

Activity	Notes
Meetings:	
SPAN Steering Committee Meeting	Updated 3 year plan to include sustainability, meeting planning and work groups.
Substance Team Department Mtg. (2)	Discussed Alcohol Compliance project/next steps, Discussed SPAN brochure edits
Needham Parents Care Meeting	Discussed projects/responsibility/next steps
NPH Lunch Meeting	Discussed new building progress/updates
SALSA General Meeting/Training	Needham High School SALSA leaders taught refusal skills to peers (train the trainer)
SPAN MJ/Alcohol Action Team Meeting	Discussed upcoming projects, responsibility, next steps
HHS Staff Training Meetings (2)	Learned Communication skills and Safety skills (2 meetings)
Administration:	Prepare Monthly Report, process invoices, time sheets, vendor w9 forms, fundraising donations, expense reports
	SALSA Administration- Update New member info., confirm contact information, update community service learning hours for volunteers
Project Management:	Peer Leadership Conference Follow-up – Prepared and distributed press release for 10/15 trip.
	SALSA Training Prep for 11/3 and 11/20 training events - Prepare handouts, sign in sheets, collateral materials, PR, fliers, NHS announcements, SALSA leaders
	SALSA 11/6 & 11/7 Field Trip Prep- Recruit SALSA members, field trip request at NHS, field trip forms, transportation, collateral materials, lunch, rehearsal & trip reminders, community service hours, meeting room space
	SPAN Research- researched & communicated resources for Superintendents Spotlight cable program re: Chemical Health Policy
	SPAN Brochure- edited brochure/updated copy
	Denise Garlick Community Forum- Recruited SALSA volunteers to work at event
	SALSA Group Photo- Coordinated students for yearbook photo
	Alcohol Compliance Project Research

<i>Activity</i>	<i>Notes</i>
Events:	SALSA Training Event at NHS (11/3/17)- New SALSA members trained to teach refusal skills to Pollard Health Classes (12 students trained)
	SALSA General Meeting/Training at NHS (11/20)- New SALSA members trained to teach refusal skills to Pollard Health classes (10 students trained)

Substance Use Prevention and Education ~ Initiative Highlights

Needham NPHD, Needham SPAN and Substance Abuse Prevention Collaborative (SAPC) grant* collaboration with the towns of Dedham, Needham, Norwood and Westwood.

SAPC grant

Town coalition meetings:

Dedham Prevention coalition: November 7th Dedham Town Hall 9:00am

Impact Norwood coalition: No monthly meeting scheduled

Westwood Cares coalition: November 28th Westwood High School 10:00am

Needham SPAN coalition: No monthly meeting scheduled

SAPC program, capacity building and strategy implementation preparation:

(1) Coordination of TIPS trainings: Section 15 and Section 12 licensees (Off-site 4 hours/ On-Site 5 hours) Monday, November 6th Dedham American Legion, email outreach attendee reminders (2) Coordinate SAPC Youth Engagement candidate review and interviews (3) Community Awareness campaign: poster distribution, TIPS training flyers Maureen Doherty (4) Parent Survey comparison report (5) AlcoholEdu, Dedham and Norwood staff training (6) SAPC alcohol access task force, draft alcohol regulations and compliance check protocol and strategy tool kit DJ. Wilson, Tracy Desovich, Noreen Burke, Liz Parsons and Jessica Healy.

SAPC Leadership Team meeting: November 13th Review and discussion of the role of the SAPC Program Manager to enhance support for SAPC town public health departments, action plan initiatives and upcoming prevention events: TIPS alcohol server training *44 attendees* for Section 15 *12 attendees* and Section 12 licensees *32 attendees* Monday, November 6th (9:30am- 1:30pm) and (3:00pm-8:00pm), Dedham DFC grant application, Community Awareness posters, printed and distribution program (Social Host- Lock it Up PD and Risk is Real (not SAPC funded) AlcoholEdu strategic planning Norwood, Dedham and Westwood, Youth Engagement part-time position interview plan.

Training and Intervention Procedures for Servers TIPS: November 6th. Alcohol licensees: (2 sessions) Section 15 Off Site 9:30am- 1:30pm *12 attendees* Section 12 On-Site 3:00pm-8:00pm *32 attendees* Mike Marcantonio, Dram Shop Liability, LLC. Dedham (18 attendees) Needham (1 attendee) – Norwood (23 attendees) Westwood (2 attendees) *Overview report pending with attendee surveys*

Dedham Youth Services: November 7th Angela Osei- Mensah, Director, Riverside Emergency Services clinician. Review data related to Dedham youth substance use 2016 MWAHS and young adult opioid use triage. SAPC grant support resources for Dedham youth and families.

BSAS MassTAPP quarterly meeting: November 9th Training for SAPC, MOPSI and PFS state funded grant program managers. Presentation Rahul Bhargava, Hands On Approaches to Using Data- Story Telling. Founder DATA Basic, MIT Center for Civic Media and the Engagement Lab Emerson College. Scott Formica, MDPH evaluator, Fernando Perfas, Andy Robinson, Amal Marks, BSAS program managers. Tower Hill, Boylston.

BSAS- MassTAPP Alcohol policy work group: November 3rd and November 20th SAPC alcohol policy initiative, DJ Wilson, MMA/EDC consultant. Tracy Desovich, MPH and Noreen Burke EDC/SAPC TA providers. Review third draft of alcohol regulations (Section 12 & Section 15) review compliance check protocols for policy tool kit. Create capacity building strategies for SAPC Program Managers to introduce alcohol policy enhancements in cluster towns targeting access to alcohol. Liz Parsons, Melrose SAPC, Jessica Healy, Hudson SAPC.

SAPC Youth Engagement interviews: Four candidate interviews with Maureen Doherty. November 14th KB and KW (2 interviews) November 16th SA (1 interview) November 22nd BM (1 interview) Candidate resume presented to Tim McDonald, position offered, hiring pending Needham HR offer letter.

BSAS MDPH Recovery initiative: November 16th and November 17th (9:00am-4:00pm) *Ethical Considerations for Recovery Coaches*, training in conjunction with recovery coach education in compliance with the Connecticut Community for Addiction Recovery (CCAR) model. Linda Sarage and John Cromwell, trainers. Warren Conference Center, Ashland MA.

Needham Public Health (NPHD) Needham Substance Abuse Prevention Network (SPAN)

NPHD – SPAN initiatives:

NPHD programs meeting preparation outreach for research and resource gathering: (1) NPHD monthly report (2) CCIT November 8th quarterly meeting preparation (3) Rep. Garlick Community Forum support.

SPAN Steering Committee: November 1st. Facilitated by Dr. Kathy Pinkham, Director, Needham Public Schools Health Education. Review strategic planning process for Substance Prevention Alliance Needham, Director Catherine Delano, Project Coordinators Karen Shannon, Monica DeWinter, Summer Koop and Karen Mullen, SALSA. Officer Vin Springer, Alyssa Kence, BIDN, Dr. Janet Jankowiak, and Rev. Heike Werder, Congregational Church.

Needham Board of Health: November 9th Directors Report, staff public health initiatives, resident support programs, prevention reporting. Tobacco licensee compliance violation hearings. PSAB 5:30pm – 7:30pm

CCIT Community Partners: November 8th Quarterly community partners meeting Needham Police Department. Needham core group: Lt. Baker, Donald Anastasi, Donna Carmichael, Eddie Sullivan, Jessica Moss, Catherine Delano and John McGrath. community partners including: Kathy Davidson, BIDN COO, Dr. Mark Lemmons, NWH Emergency Medicine Director, Barbara Singer, Needham Public Schools Director of School Nurses, Jim McCauley, Riverside Trauma, Chia- Hsuan Wu, LMHC Assist. Program Director Riverside EST. Program goals, overview of community commitment and IACP One Mind Campaign pledge Needham Police 4 promising practices, Mental Health First Aid training and community collaboration over 12-36 months and quantitative data sharing.

Health and Human Services Department, IT Assessment: November 14th Council on Aging, Public Health and Youth Services division staff review and feedback on Town of Needham IT services.

Community outreach and support: November 15th Patti Forte, Panel participant Westwood Lodge Opioid Awareness Forum. Review support services for mental health, substance use and addiction for young adults and families. Connect to Norfolk County Prevention, DA Morrissey and Needham CCIT core team.

CCIT program/Resident support: November 15th Jessica Moss, LICSW. Review and discuss social worker home visit procedures and protocols in collaboration with Needham Police Department, CCIT goal for resident support and resource presentation for substance use disorder and mental health conditions.

NPHD Staff lunch: November 14th Brown Bag Bonding monthly meeting, staff networking.

Rep. Denise Garlick Community Forum: November 20th Rep. Denise Garlick, Anne Weinstein, Community Program Manager. *Right Information...The Right Time*. Keynote address: Commissioner Joan Mikula, MA Department of Mental Health. Panel participants: Dr. Alan Stern, Needham Pediatrics, Joanna Bridger, Riverside Trauma, Rev. Nick Morris - Kliment, Christ Church, Katy Colhart, Needham Youth Services, Jessica Moss Needham Council on Aging. Community resource partners: BIDN Hospital, Interface William James College, Charles River YMCA, Needham Community Council and Needham HHS Department, Health, Youth and SPAN resource table.

Health and Human Services Department, Staff meeting: November 21st Inaugural staff meeting: Council on Aging, Public Health and Youth Services divisions. Staff introductions and training session by Jon Wortman workplace communication eight (8) communication skills and implementation practices.

Resident Support: Respond to calls or meeting requests related to mental health conditions and/or substance use disorder. Referral to counseling, assessment, treatment and recovery resources. 3 requests: M 50 yrs. Grief resources holiday support – M 17yrs Marijuana chronic – F 61yrs. SUD/MH isolation

Respectfully submitted by Carol Read December 5, 2017

Veteran's Day and Thanksgiving holidays (2 days)
Vacation November 28th-30th (3 days)

*SAPC technical assistance calls, coordinator meetings, and compliance related to the SAPC grant program are extensively documented in the BSAS-SAPC online quarterly reports.

Tiffany Zike & Donna Carmichael

NEEDHAM PUBLIC HEALTH DIVISION

[illegible]

other														0	1	0
TOTAL BITES	2	3	0	6	0									11	22	10

Immunizations	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY18	FY17	FY16
B12	2	2	2	2	2								8	22	23
Flu (Seasonal)	0	0	0	337	164								501	674	816
TDap	0	0	0	0	0								0	1	0
Consult	19	11	19	9	9								67	592	475
Fire/Police	8	3	0	0	3								14	80	40
Schools	3	2	12	0	0								17	106	88
Town Agencies	6	4	6	6	5								27	246	216
Community Agencies	2	2	1	3	1								9	160	139

ASSISTANCE PROGRAMS													FY18	FY17	FY 16
Food Pantry	1	2	0	2	4								9	20	21
Food Stamps	0	0	0	0	0								0	4	6
Friends	0	0	0	0	0								0	0	1-\$300
Gift of Warmth	2	2	0	3	1								8 (\$2544)	11	17
Good Neighbor	1	0	0	0	0								1 (\$425.00)	8	5
Park & Rec	0	0	0	0	0								0	2	5
RTS	0	0	0	0	0								0	0	0
Salvation Army	0	0	0	0	0								0	0	0
Self Help	0	2	1	2	3								8	46	27
Water Abatement	0	0	0	0	0								0	0	2

Gift of Warmth Donation – Needham Resident - \$200.00

WELLNESS Programs

														FY18	FY17	FY16
Office Visits	22	46	31	40	41									180	481	447
Safte Visits	1	0	0	0	1									2	7	10
Clinics	0	0	0	0	0									0	0	31
Housing Visit	3	2	0	0	1									6	6	8
Housing Call	12	10	2	1	14									39	37	70
Camps-summer	3	8	8	0	0									19	50	72
Tanning Insp	0	0	0	0	0									0	0	0
Articles	0	0	0	1	0									1	3	2
Presentations	0	0	1	2	2									5	0	2
Cable	0	1	0	1	0									2	5	1

EMPLOYEE WELLNESS	July	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	FY18	FY17	FY16
BP/WELLNESS - DPW/RTS	12	16	12	15	14								69	169	120
FLU VACCINE	0	0	0	24	12								36	48	87
CPR/AED INSTRUCTION	0	0	0	0	0								0	31	26
SMOKING Education	0	0	1	0	0								1	14	9
HEALTH ED Tick Borne	100	20	12	0	0								132	90	67
HEALTH ED Mosquito Borne	100	20	12	0	0								132	80	80
HEALTH ED FLU	0	0	8	200	22								230	160	327
FIRST AIDE	5	4	3	3	2								17	61	34
GENERAL HEALTH EDUCATION	5	8	10	6	5								34	258	188
Police weights	0	0	0	0	17								17	43	33
TOTAL EMPLOYEE CONTACTS	222	68	58	248	39								665	954	1028

Emergency Planning

- NC7
- Region 4B
- LEPC Meeting
- EP Coordinator Meetings x2

Meetings, Events, and Trainings

<i>Title</i>	<i>Description/Highlights/Votes/Etc.</i>
Staff Mtg	Monthly Staff updates
DVAC Meeting	Monthly meeting and Co-Facilitator
Flu Clinics	Town Hall, North Hill, By apt in health office
SAPC Meeting	Meeting in Dedham with Carol and SAPC Group
COCA Call	Flu
CCIT	Monthly Meeting
Employee engagement	Onboarding group x 2
ITC Meeting	Assessment of ITC- CATH
Emergency Planning	Discussion of warming and cooling Centers with Rebecca (EP Coordinator)
All staff meeting	Communication
All staff meeting	Verbal De-escalation
Right Information Right Time	Hosted Health Dept table at Denise Garlick panel



NEEDHAM PUBLIC HEALTH



June 13, 2017

Rick Merson, Director
Needham Department of Public Works

&

Greg Smith, Superintendent
Solid Waste and Recycling Operations Division
Needham Department of Public Works
1421 Central Avenue
Needham, MA 02492

Dear Mr. Merson and Mr. Smith,

Thank you for providing information for the consideration of the Board of Health and Public Health Division about a pilot project that the Department of Public Works wishes to initiate at Needham's Recycling and Transfer Station (RTS). The information you provided was extensive, and it outlined a project by which the efficiency of composting of organic materials (both food waste and "yard" waste) might be enhanced through the implementation of new technologies and procedures.

The Needham RTS operates on Central Avenue because of its Site Assignment authorization,¹ the revised version of which was granted by the Needham Board of Health in November 1987. The acceptance of food waste at the RTS and its use in composting operations as an ingredient along with other organic materials ("yard waste") was authorized by the Board of Health as part of a series of pilot projects beginning in 2007. Both of those actions occurred based upon the Board of Health's authority as defined in [M.G.L. Chapter 111, Section 150A](#) and [Section 150A^{1/2}](#); further resident and commercial hauler use of the RTS is governed by Board of Health regulatory powers, including [Article #2 Regulations for the Disposal of Refuse](#).

Acting on behalf of the Needham Board of Health as its Agent, and with the authority granted to the Board under M.G.L. Chapter 111, I find that:

- The proposal submitted for consideration to increase the speed of composting operations is based upon a change in the technology used for composting and the types of procedures employed, rather than a modification to the type or volume of

¹ A copy of that Site Assignment authorization is available from the Board of Health or the Massachusetts Department of Environmental Protection under "Needham Solid Waste Disposal Facility (FMF#39961)".

organic materials accepted.

- This pilot project proposal fits within the scope of the Board of Health's previous pilot project approvals for composting operations at the RTS and, as a result, it is not subject to a new hearing before the Board of Health but rather is only subject to administrative review and approval by the Board's Agent.
- The pilot project is approved and may begin immediately, with the stipulation that this pilot project and the larger series of pilot projects focused upon food waste composting at the RTS will be the subject of a summary report, presentation, and discussion with the Board of Health at one of its public meetings during fiscal year 2018 at a date and time to be arranged by the Assistant Director of Public Health.

Please contact me if you have questions or concerns about this authorization.

Sincerely,

A handwritten signature in cursive script that reads "Timothy Muir McDonald".

Timothy Muir McDonald, Director
Needham Department of Health & Human Services

CC: Board of Health
Tara Gurge, Assistant Director of Public Health
Matthew Varrell, Director of Conservation
Dave Davison, Assistant Town Manager/Director of Finance



TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT
Recycling & Solid Waste Division
1421 Central Avenue, Needham, MA 02492
Phone (781) 455-7584, Fax (781) 449-9173
www.needhamma.gov/RTS



Date: May 10, 2017
To: Rick Merson, DPW Director
From: Greg Smith, Superintendent of Solid Waste and Recycling Operations
Re: Memorandum on Sustainable Generation's compost pilot program

The 3.5 acre compost site at the RTS presently makes approximately 4,500 to 5,000 cubic yards of compost annually. The feedstock (ingredients) used to make the compost is comprised of locally delivered (Needham's) brush, leaves, grass and food waste. This amount of compost is the average amount of compost that the RTS operation will make annually given the feedstock provided by Needham residents, businesses and the town's operations.

To take the compost to the next level- enabling the 3.5 acre site to produce more than 5,000 cubic yards of compost and increase the revenues generated from increased food waste tips fees and the sale of additional yards of compost via our contract with Agresource- will require staff evaluate alternative technologies that allow more compost to be made on site both faster and on a smaller footprint. Such technology exists. However, before we give consideration to what that technology will cost to deploy, it is important to ensure that the technology both works and is a suitable fit for the Needham compost site and its operations.

Sustainable Generations (Chelmsford, MA) is the provider of a unique composting system that uses the Gore Cover Liner (similar to a Gore-tex liner used in outdoor clothing) and an aerations system to make compost at a faster rate than traditional means used to make compost. The Compost Demonstration Project Proposal (attached) outlines the purpose, costs, schedule and equipment to be used by RTS staff for the pilot program.

The intent of the pilot program is to utilize this propriety technology and evaluate its ability to make compost at a much faster rate on a smaller footprint. The pilot will bear out whether the Gore liner and aeration system can make compost that is both as good as the compost currently made at the RTS, and if the system will repeatedly produce the same high-grade compost.

The cost of the 4 month pilot program is \$20,000. This sum shall be paid entirely from DEP Recycling Dividend Program funds that we receive from the DEP per the Sustainable Materials Recycling Program (SMRP). At present, there is \$38,900 that Needham has amassed from the SMRP program.

There is ample room on the 3.5 acre site to allow the pilot program to be held without interfering with ongoing composting operations. As the pilot is anticipated to conclude in mid-October, the site will be cleared of all Sustainable Generation's supporting equipment, thereby not interfering with the autumn yard cleaning season and Leaf Drop-off Sundays in November.

Part I	ADMINISTRATION OF THE GOVERNMENT
Title XVI	PUBLIC HEALTH
Chapter 111	PUBLIC HEALTH
Section 150A	SOLID WASTE DISPOSAL FACILITIES; MAINTENANCE AND OPERATION; APPLICATIONS FOR SITE ASSIGNMENT

Section 150A. As used in this section and in section one hundred and fifty A1/2 the following words shall, unless the context otherwise requires, have the following meanings:?

"Department", the department of environmental protection.

"Facility", a sanitary landfill, a refuse transfer station, a refuse incinerator rated by the department at more than one ton of refuse per hour, a resource recovery facility, a refuse composting plant, a dumping ground for refuse or any other works for treating, storing, or disposing of refuse.

"Refuse", all solid or liquid waste materials, including garbage and rubbish, and sludge, but not including sewage, and those materials defined as hazardous wastes in section two of chapter twenty-one C and those materials defined as source, special nuclear or by-product material under the provisions of the Atomic Energy Act of 1954.

"Maintain", to establish, keep or sustain the presence of a facility on a site, whether or not such facility is in operation and whether or not such facility has been closed.

No place in any city or town shall be maintained or operated by any person, including any political subdivision of the commonwealth, as a site for a facility, or as an expansion of an existing facility, unless, after a public hearing, such place has been assigned by the board of health of such city or town in accordance with the provisions of this section, or, in the case of a facility owned or operated by an agency of the commonwealth, such place has been assigned by the department after a public hearing and unless public notice of such assignment has been given by the board of health or the department, whichever is applicable.

The determination by the board of health, or the department in the case of a state agency, of whether to assign a place as a site for a facility, or for the expansion of an existing facility, shall be based upon the site suitability criteria established by the department in cooperation with the department of public health pursuant to section one hundred and fifty A1/2, and any site assignment shall be subject to such limitations with respect to the extent, character and nature of the facility or expansion thereof as may be necessary to ensure that the facility or expansion thereof will not present a threat to the public health, safety or the environment.

Any person desiring to maintain or operate a site for a new facility or the expansion of an existing facility shall submit an application for a site assignment to the local board of health and simultaneously provide copies to the department and the department of public health. A copy of the application for site assignment shall be filed with the board of health of any municipality within one-half mile of the proposed site. Any municipality within such one-half mile shall be afforded all the procedural rights of an abutter for the purpose of administrative review by

the department or public hearing by the board of health where the proposed site is located. The department shall, upon request by the board of health, provide advice, guidance and technical assistance to said board during its review of a site assignment application. The department and a board of health may enter into such other cooperative agreements in addition to those herein specified for the purpose of achieving an effective and expeditious review of the application. The board of health may charge a reasonable application fee to cover the costs of conducting a hearing and reviewing technical data submitted to the board. The application fee may also include a portion of the reasonable costs of other technical assistance. The application fee shall be established in accordance with rules and regulations promulgated by the department.

Within 60 days of receipt of the application, the department shall issue a report stating whether the proposed site meets the criteria established under section 150A1/2 for the protection of the public health and safety and the environment. Any such reports shall be made available to the public in a timely manner prior to any public hearing concerning the site application.

Within sixty days of receipt of said application, the department of public health shall review said application and comment thereon as to any potential impact of a site on the public health and safety. The department of public health may, in addition to its comment, make or cause to be made a public report, in writing, as it relates to an expansion of an existing facility or the assignment of a place as a site for a facility and provide said report with its written comments to the board of health. The department of public health shall coordinate and cooperate with a board of health on any matter relating to said public health report.

Within 30 days of the receipt of the department's report, the board of health shall hold a public hearing satisfying the requirements of chapter thirty A. Within forty-five days of the initial date of such hearing, the board of health shall render its decision on whether to assign a site for a facility, in writing, accompanied by a statement of reasons therefor and publish notice of said decision including determinations of each issue of fact or law necessary to the decision.

No assignment shall be granted by the local board of health unless the department's report affirms that the siting criteria of said section one hundred and fifty A1/2 have been met by the proposed site. The board of health shall consider the concerns, if any, relative to the public health and safety cited by the department of public health. A local board of health shall assign a place requested by an applicant as a site for a new facility or the expansion of an existing facility unless it makes a finding, based on the siting criteria established by said section one hundred and fifty A1/2, that the siting thereof would constitute a danger to the public health or safety or the environment.

Any person aggrieved by a decision of a board of health in assigning or refusing to assign a place as a site for a new facility, or expanding or refusing to expand an existing facility, except a resource recovery facility in operation or under construction prior to July first, nineteen hundred and eighty-seven, may, within thirty days of the publication of notice of such decision, appeal under the provisions of section fourteen of chapter thirty A. For the limited purposes of such an appeal, a local board of health shall be deemed to be a state agency under the provisions of said chapter thirty A and its proceedings and decision shall be deemed to be a final decision in an adjudicatory proceeding.

No facility shall be established, constructed, expanded, maintained, operated or devoted to any past closure as defined by regulation unless detailed operating plans, specifications, any public health reports and necessary environmental reports have been submitted to the department, the department has granted a permit for the facility and notice of the permit is recorded in the registry of deeds, or if the land affected thereby is registered

land in the registry section of the land court for the district wherein the land lies. Within 120 days after the department is satisfied that the operating plans, specifications and reports are complete, the department shall make a decision granting or refusing to grant a permit. The permit may limit or prohibit the disposal of particular types of solid waste at a facility in order to protect the public health, promote reuse, waste reduction and recycling, extend the useful life of the facility, or reduce its environmental impact.

Every decision by the department granting or refusing to grant a permit shall be in writing and shall contain findings with regard to criteria established by the department. Any person aggrieved by the action of the department in granting or refusing to grant a permit may appeal that decision under section 14 of chapter 30A. For the limited purposes of any such appeal, the department action shall be deemed to be a final decision in an adjudicatory proceeding.

Every person maintaining or operating a facility, including every political subdivision of the commonwealth, shall maintain and operate the same in such manner as will protect the public health and safety and the environment. Upon determination that the operation or maintenance of a facility results in a threat to the public health and safety or the environment, such site assignment decision by a board of health may be rescinded or suspended or may be modified through the imposition or amendment of conditions, at any time after due notice and public hearing satisfying the requirements of section eleven of chapter thirty A by the board of health of the city or town where such facility is located or by the department. Any person aggrieved by the decision of the board of health or the department in rescinding, suspending or modifying a site assignment may appeal said decision within thirty days of the publication of notice thereof pursuant to the provisions of section fourteen of chapter thirty A. For the limited purposes of such an appeal a local board of health shall be deemed a state agency under the provisions of said chapter thirty A and said decision shall be deemed to be a final decision in an adjudicatory proceeding and the decision of the department shall be deemed to be a final decision in an adjudicatory proceeding. The department may rescind, suspend or modify the permit upon a determination that the operation or maintenance of the facility results in a threat to the public health and safety or to the environment. Any person aggrieved by such decision of the department may, within thirty days of the publication of notice thereof, appeal said decision pursuant to the provisions of chapter thirty A.

If a facility is a landfill owned or operated by any person other than a town or agency of the commonwealth, such person shall pay to the town where the facility is located an amount in accordance with the provisions of section twenty-four A of chapter sixteen for each ton of solid waste which is disposed of in such landfill. On or before the twentieth day of each month every such person shall file a return subscribed under the penalties of perjury with the board of health of the town in which such facility is located, on such form as the commissioner of environmental protection shall require for determination of the fee imposed by this paragraph. Said fee shall be due and payable on or before the due date of the return. Notwithstanding the foregoing, however, no fee shall be required or collected from an owner of a privately owned facility used by the owner thereof for the sole disposal of refuse generated from his own premises, and no such return need be filed.

No person shall dispose or contract for the disposal of solid waste at any place which has not been approved by the department pursuant to the provisions of this section or other applicable law.

The department shall allow any unlined landfill, owned or operated by a municipality or a solid waste district, to continue accepting refuse in compliance with existing approvals after January first, nineteen hundred and ninety-four; provided, that said municipality or district files a statement of intent with the department on or before August fifteenth, nineteen hundred and ninety-three, as to its intent to continue in operation after January

first, nineteen hundred and ninety-four; provided further, that any landfill for which a statement of intent has been submitted shall operate in accordance with applicable federal and state statutes, regulations, existing approvals, and provisions included herein. For purposes of this paragraph, the term "existing approval" shall include any permit, site assignment, plan approval, condition of operation, or any other applicable order or rule governing the operations of a landfill issued or granted by a municipality, the department, or any other agency of the commonwealth, or for which an application was pending as of May first, nineteen hundred and ninety-three, when granted in accordance with applicable regulations; provided, that no such application shall be denied arbitrarily and capriciously. Any municipality or district which does not file such a statement of intent shall cease accepting refuse no later than January first, nineteen hundred and ninety-four, and shall commence closure of the landfill under its control subject to the approval of the department in accordance with regulations promulgated by the department. On or before October first, nineteen hundred and ninety-three, the department shall compile and publish a list of all landfills for which a statement of intent has been filed and classify separately, as supported by scientific data, those landfills which pose a significant threat to the public health, safety, or the environment, those landfills which pose a potential threat, and those landfills for which current scientific data demonstrate little or no present discernible threat or for which current data is inconclusive. In classifying landfills, the department shall utilize all available scientific data, including, without limitation, any scientific data submitted by the municipality or the district and any additional scientific data generated by the department relative to an assessment of the actual or potential migration of leachate or other contaminants off the site of the landfill. The department shall publish the list and accept public comment on said list. The department shall, if requested by November first, nineteen hundred and ninety-three, by the chief executive officer of a municipality or a district with a landfill on the list, participate in a public meeting in the municipality or district to be scheduled at mutual convenience within sixty days of such request. By February first, nineteen hundred and ninety-four, the department shall issue a final revised list taking into account any additional information generated or received through the comment and meeting process. The department shall work in conjunction with a municipality or a district to establish a schedule for the municipality or district to commence and complete closure of the landfill, considering the risks posed by the landfill and the fiscal capacity of the municipality or district to be incorporated in a consent order. If an agreement is not reached, the department may order any landfill which is classified as a significant threat to public health, safety or the environment to cease operations and commence closure, or take such other action as the department deems necessary; provided, that the municipality or district may request an adjudicatory hearing on such order pursuant to chapter thirty A. A municipality or district operating a landfill classified by the department as a potential threat shall no later than July first, nineteen hundred and ninety-four, install a groundwater monitoring system approved by the department, and shall report the results of such monitoring to the department no more than quarterly thereafter. A municipality or district operating a landfill for which the department has determined little or no present discernible threat exists or for which current data is inconclusive shall no later than January first, nineteen hundred and ninety-five, install a groundwater monitoring system approved by the department, and shall report the results of such monitoring to the department no more than quarterly thereafter. It shall be a violation of this section to falsify or falsely report any monitoring results. If the results of such groundwater monitoring or other site specific assessment indicate that a landfill does pose a threat to public health, safety or environment, the department shall work in conjunction with a municipality or a district to establish a schedule for the municipality or district to commence and complete closure of the landfill, considering the risks posed by the landfill and the fiscal capacity of the municipality or district to be incorporated in a consent order. If an agreement is not reached, the department may order the municipality or district to cease operations and

commence closure, or to take such other action as the department deems necessary; provided, that the municipality or district may request an adjudicatory hearing on such order pursuant to chapter thirty A. Nothing in this paragraph shall preclude the department from acting to address violations of this section, chapter twenty-one E or the regulations promulgated thereunder.

No site on which a facility was operated shall be conveyed or leased by the owner thereof, or be devoted to any use other than the operation of a facility, until notice that such facility was operated on the site is recorded in the registry of deeds, or if the land affected thereby be registered land, in the registry section of the land court for the district wherein the land lies. No site on which a facility was operated shall be used for any other purpose without the prior written approval of the department.

The department shall adopt and may from time to time amend rules and regulations, and the commissioner may issue orders, to enforce the provisions of this section. Any person, including any political subdivision of the commonwealth who violates this section, or any order issued pursuant thereto, or any rule or regulation promulgated hereunder (1) shall be subject to a fine of not more than twenty-five thousand dollars, or by imprisonment for not more than two years in a house of correction, or both, for each such violation; or (2) shall be subject to a civil penalty not to exceed twenty-five thousand dollars for each such violation. Each day each such violation occurs or continues shall be deemed a separate offense. These penalties shall be in addition to any other penalties that may be prescribed by law.

The superior court shall have jurisdiction in equity to enforce the provisions of this section upon petition of the department or any aggrieved person.

Ash produced from the combustion of coal, including but not limited to fly ash and bottom ash, shall not be construed as refuse, rubbish, garbage, or waste material under this section when used as a raw material for concrete block manufacture, aggregate, fill, base for road construction, or other commercial or industrial purpose, or stored for such use. A location where such use or storage takes place may be constructed, established, maintained, and operated without being construed as a facility or site for a facility under this section, and no assignment or approval from the board of health or the department shall be required for such construction, establishment, maintenance, or operation; provided, however, the department shall have jurisdiction to determine, after notice and hearing, that the establishment or operation of such a location has created a nuisance condition by reason of odor, dust, fires, smoke, the breeding or harboring of rodents, flies or vermin, or other causes, and to prevent or order abatement thereof; and provided, further, that no final disposal of ash produced by the combustion of coal may be accomplished by burial of such ash in the ground, other than as base for road construction or fill, unless the place where such disposal takes place has been assigned for such disposal by the board of health and plans for such disposal have been approved by the department pursuant to this section. The department may waive the requirements of the preceding paragraphs of this section and the application of any regulations, or portions thereof, promulgated under the preceding paragraphs of this section as they may apply to the disposal by burial of ash produced by the burning of coal, and shall review and may approve the plans, site and method of storage upon a determination that no nuisance is created and damage to the environment is minimal. Use of ash produced from the combustion of coal as intermediate cover material over rubbish at sanitary landfill facilities may be permitted by assignment of the board of health with approval of the department under this section.

Part I ADMINISTRATION OF THE GOVERNMENT**Title XVI** PUBLIC HEALTH**Chapter 111** PUBLIC HEALTH**Section 150A1/2** STANDARDS AND CRITERIA FOR SITING OF FACILITIES; RULES AND REGULATIONS

Section 150A1/2. The department of environmental protection, in cooperation with the department of public health, shall promulgate rules and regulations for the siting of facilities pursuant to the provisions of section one hundred and fifty A. Said rules and regulations shall establish site suitability standards and criteria and shall include, but not be limited to, the following considerations:

- (1) the location, nature and extent of any existing or potential sources of public or private drinking water supplies in relation to the site, including the recharge area of a sole source aquifer;
- (2) the relationship of the site to groundwater elevations;
- (3) the proximity of wetlands, as defined in section forty of chapter one hundred and thirty-one;
- (4) the proximity of surface water bodies;
- (5) the proximity of flood plains;
- (6) the nature and extent of residential areas in proximity to the site;
- (7) the availability and suitability of access roads to the site;
- (8) whether areas adjacent to the proposed site have been previously used for solid waste disposal;
- (9) the potential for adverse impact on air quality;
- (10) the potential for creation of a nuisance from noise, windblown litter, or the proliferation of rodents, flies or other vermin;
- (11) the potential for the adverse public health and safety impacts;
- (12) the potential impact on agricultural uses;
- (13) the potential adverse impact on wildlife or on wildlife habitat;
- (14) the potential impact of increased traffic volume on roads to the site;
- (15) the extent to which existing solid waste disposal facilities are located within a municipality. Site assignments for new facilities are preferred in municipalities without existing facilities;
- (16) the extent to which the solid waste disposal needs of the municipality in which the site is sought are met as a member of a regional refuse disposal district. Site assignments in municipalities not participating in regional refuse disposal districts are preferred.

(17) the potential adverse impacts on communities within one-half mile of the proposed site including the potential adverse impacts on the considerations stated within this section for which site suitability standards and criteria are established.

REVISED SITE ASSIGNMENT

LEA Group
D. Durbin

The Board of Health held a Public Hearing at the Stephen Palmer Senior Center, 83 Pickering Street, Needham MA to designate a Solid Waste Site Assignment for the Town of Needham.

Board of Health Members

Rachel E. Spector, Ph.D., R.N., Chairman
Saul Adams, M.D., Secretary
William A. Durbin, Jr., M.D., Member

Staff

Robert C. Heustis, Health Director
Melvin L. Zabar, Sanitarian
Camilla A. Broderick, Administrative Clerk

Mrs. Rachel Spector, Chairman of the Board of Health called the meeting to order at 7:00 P.M. She read the following notice:

"A Public Hearing will be held by the Needham Board of Health on Thursday, November 19, 1987 at 7:00 P.M. at the Stephen Palmer Senior Center, 83 Pickering Street Needham, MA for the purpose of assigning a 64 +/- acre site of the existing sanitary landfill, as a 'Solid Waste Disposal Facility', as shown on site plan entitled 'Town of Needham, Massachusetts, Municipal Sanitary Landfill, Revised Closure Plan', prepared by LEA, dated February 1987. This plan is on file with the Department of Public Works. The Hearing will be held pursuant to Section 150A of Chapter 111 of the Massachusetts General Laws."

ATTEST:

Rachel E. Spector, Ph.D., R.N., Chairman
Saul Adams, M.D., Secretary
William A. Durbin, Jr., M.D., Member

Mrs. Spector asked for the selectmen's presentation to explain the purpose of the hearing. Mr. Robert MacEwen, the Director of Public Works, spoke for the Selectmen. He stated that the project has been ongoing and that the D.E.Q.E. requires a public hearing to assign the sixty-four +/- acre existing sanitary landfill site as a Solid Waste Disposal Facility. He stated that the Board of Health has the responsibility for the site assignment.

Mr. MacEwen stated that LEA Group Incorporated, consultants for the project would explain to all present what will take place at the site after the sixty day waiting period required by the D.E.Q.E.

Mr. MacEwen introduced Mr. Wayne Perry of LEA Group, Incorporated who gave a video presentation of a similar transfer station. He explained that a metal building (Approximate size 60' x 80') for the transfer of solid waste will be built on the site. The building will be fully enclosed and have all essential support systems. He explained that the solid waste received at the landfill will be transferred to Milbury, MA in an efficient and economical manner.

Mr. Perry introduced Mr. Omesh Kumar, engineer for the project who presented architectural sketches of the location showing the building and landscape; and the manner in which dumping would take place.

Mr. Kumar explained that the site will have: 1) an area for re-cycling; 2) a drop off area; and 3) a landfill. He showed sketches of the site and the proposed steel building which will be built, and the drop off area with the roll-off containers. The roll-off container and commercial packers would discharge their contents into transfer trailers, which are parked in the pit below. He stated that the station and its operation will comply with all Town, state and federal regulations.

Mrs. Spector asked for a public voice either for/or against the assignment, from the group in attendance. There was no public voice in objection to the project. Mr. Robert MacEwen spoke in favor of the site and stated that it was important for the Board of Health to assign the site as soon as possible. He said there was no local opposition and that town officials are comfortable with the site.

Dr. Adams made a motion to grant the site assignment as described in the legal notice; Dr. Durbin second the motion. The board so voted. The vote was unanimous and in accordance with the General Laws Chapter 111, Section 150A to accept the site assignment.

Mrs. Rachel Spector motioned to adjourn the meeting at 7:45 P.M. Dr. Adams second the motion. It was so voted.

Submitted by

Camilla A. Broderick

Camilla Broderick
Clerk to the Board

Attendance for Solid Waste Disposal Facility

NAME	ADDRESS	REPRESENTING
RICHARD PILICIAN	354 HILLCREST RD	Self
ILLIARD BLISS	105 BROADMEADOW RD	Solid Waste Com.
Robert J. Lanigan	127 Livingston CR.	D.P.W.
Philip M. Wiggins	31 Green Rd.	Solid Waste Comm.
RICHARD MERSON	470 DEDHAM AVE	DEPT Public Works
Jayne Perry	75 Kneeland St BOSTON	LEA
Imel Kumar	LEA 75 Kneeland ST BOSTON	LEA
Lee Fox	27 Richard Rd	Self
Needham P. Phillips	44 Elliott St	Board of Selectmen
NEEDHAM TOWN	TOWN HALL	NEEDHAM D.P.W.
ROBERT A. MAC EWE	470 DEDHAM AVE	

LEGAL NOTICE
TOWN OF NEEDHAM
BOARD OF HEALTH
NOTICE OF PUBLIC HEARING

A public hearing will be held by the Needham Board of Health on Thursday, November 19, 1987 at 7:00 P.M. at the Stephen Palmer Senior Center, 83 Pickering Street, Needham, MA for the purpose of assigning a 64 +/- acre site of the existing sanitary landfill, as a "Solid Waste Disposal Facility", as shown on site plan entitled "Town of Needham, Massachusetts, Municipal Sanitary Landfill, Revised Closure Plan", prepared by LEA, dated February 1987. This plan is on file with the Department of Public Works. The hearing will be held pursuant to Section 150A of Chapter III of the Massachusetts General Laws.

ATTEST:
 Rachel E. Spector, Ph.D., R.N., Chairman
 Saul Adams, M.D., Secretary
 William A. Durbin, Jr., M.D., Member
 Needham Times 11/5, 11/12/87

LEGAL NOTICE
TOWN OF NEEDHAM
BOARD OF HEALTH

Results of the public hearing for the Solid Waste Disposal Facility, held on November 19, 1987:

The Board of Health, in accordance with 310 CMR 18.23 and Chapter III, Section 150A of the Massachusetts General Laws, voted unanimously to accept the Town of Needham's recommendation of the site on Central Avenue for the Solid Waste Disposal Facility.

In accordance with 310 CMR 18.23 and Chapter III, Section 150A, an appeal may be filed with either DEQE or the Town of Needham Board of Health, within 60 days of this notice if there is any objection to the above referenced assignment.

Attest:
 Rachel E. Spector, Ph.D., R.N., Chairman
 Saul Adams, M.D., Secretary
 William A. Durbin, Jr., M.D., Member
 (DT) No 24

History: Last year, Carolyn Dann was assigned to work with Needham's Health Department in response to their request for Technical Assistance in updating their Private Hauler regulations. The scope of work stated:

The Town of Needham has a Transfer Station used by about 50% of the residential households. The remaining residents use private haulers for curbside service. The Health Department's regulations for private commercial haulers were last updated in 1996 and have a number of shortcomings. One issue is that there are some businesses, multi-family complexes (MFC) that are not currently recycling. In addition, their regulations do not reflect the potential for trucks hauling food waste, and do not allow for inspections of the vehicles. The objectives of the assessment are to:

- 1) Address the need for private hauler regulations and mandatory recycling regulations.
- 2) Develop regulations that fit Needham
- 3) Develop enforcement methods that will achieve the goal of getting all businesses, including MFCs, to recycle.
- 4) Consider changes to hauler permit fees (possibly also transfer station fees) in order to encourage recycling by all haulers and ensure a fair system between haulers.

DEP MAC and the Town officials met approximately once per month to work on new regulations. The task was considerably easier thanks to the DEP "template" that included recommended language for this. The Town is currently collecting data from the private haulers on a quarterly basis with regards to the amount of solid waste and recycling tonnage they collect from local residents. This data will be used to evaluate the option of directing all solid waste haulers to deliver their tonnage to the TS. In our work, the Town accomplished Tasks 1-4. Then, the Town needed to put the project on hold in order to let the officials have time to gather and analyze the data and come to a decision about whether or not to require private haulers to deliver solid waste to the TS.

The DEP MAC developed draft regulations, a new renewal form and a "case for change memo" (See Attachments A, B, and C.) In order to pick this project back up at a later date, the DEP MAC also prepared a summary of outstanding issues (Attachment D).

DEP Resources used (<http://www.mass.gov/eea/agencies/massdep/recycle/reduce/mandatory-recycling.html>):

M.G.L. Chapter 111, Sections [31A](#) and [31B](#), authorize local boards of health to permit and regulate solid waste haulers. Some boards require haulers to provide recycling services to their customers. [M.G.L. Chapter 40, Section 8H](#) authorizes cities and towns to establish recycling programs and require residents, schools and businesses to separate solid waste for recycling. Many have adopted "mandatory recycling" regulations, bylaws and ordinances.

Best Practices for Municipalities Developing Private Hauler Regulations

MassDEP developed this document in response to requests from municipal officials who want to increase recycling by ensuring that private haulers operating within their communities are complying with the Massachusetts Waste Bans at 310 CMR 19.017. The document contains sample language that may be used or adapted to best address local circumstances.

Example of other municipalities following the same process: Kingston, MA

By [Kathryn Gallerani](#)

kgallerani@wickedlocal.com

Posted Mar 27, 2017 at 11:00 AM Updated Mar 28, 2017 at 11:17 AM

KINGSTON – New regulations will require that customers of private trash haulers in town have to recycle, just like residents who take their trash and recyclables to the transfer station.

The new regulations were adopted in November by the Kingston Board of Health, the town department that issues private hauler permits, and go into effect Saturday, April 15.

Health Agent Henny Walters said most cities and towns in the area have adopted similar regulations. The regulation applies to all contractors, firms and individuals operating as a solid waste disposal or private hauler collecting solid waste and recyclables from residential properties.

Walters said all six licensed private haulers in Kingston have been notified and sent copies of the regulations. The licensed private haulers are Howard Disposal of Plymouth, ABC Disposal of New Bedford, Republic Services of Fall River, Waste Management of Norton, Lombard's Waste of Plymouth and Dooley Disposal of Foxborough.

The regulations can be enforced by any member of the Board of Health, the health agent or their designee, such as transfer station workers. These enforcement agents can inspect collection vehicles and loads at reasonable times in order to ensure they comply with all state laws and local regulations.

The initial penalties are \$100 for a first violation, \$200 for the second violation and \$300 for the third violation. Additional fines or suspension or revocation of the hauler's license may also result if the Board of Health determines at a show cause hearing that there has been a subsequent violation. Enforcement of the regulation can become a criminal matter.

Recycling Committee Chairman Gene Wyatt said the real purpose of bylaw is to cut down on the amount of waste that's thrown away. It's getting more expensive to get rid of waste, he said, with landfills in most towns closed and the only options being to ship it out of state, find a landfill that will take it or send it to a waste-to-energy plant.

Why this is important

The Kingston Board of Health has adopted new regulations for private haulers for the collection of solid waste and recyclables from their residential customers in town. In effect, it requires that their customers recycle. The regulations go into effect April 15. The purpose is to increase recycling and reduce trash disposal costs.

"The bottom line is to help residents become more sustainable," he said.

Wyatt said it's also the case that the state Department of Environmental Protection requested that Kingston and other communities adopt a regulation requiring private haulers to offer recycling as part of their services to their customers.

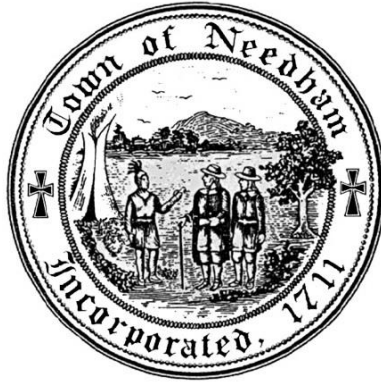
Kingston will be one of at least 75 communities in the state to adopt regulations for recycling for private haulers. Wyatt said that by implementing the regulation, Kingston can earn points toward grant money through DEP's Recycling Dividend Program.

Wyatt said in addition to increasing recycling and being grant-eligible, adoption helps with regulation compliance, specifically the state regulation on waste bans that prohibit certain items from being thrown into the trash.

Wyatt said most if not all the private haulers that are licensed in Kingston operate in other towns, including Plymouth and Hanson, with similar town regulations so it shouldn't be a major change. It does add reporting duties to the jobs they do when it's time to renew their permits.

"What it does is level the playing field for all the vendors," he said. "Most all of them do it anyway in other towns."

Waste haulers do have to submit detailed information to the Board of Health when they renew or apply for permits, including how they will inform their customers about how to comply with the requirements of the regulation.



Board of Health

Edward Cosgrove, PhD
Chair

Stephen Epstein, MD, MPP
Member

Jane Fogg, MD, MPH
Vice Chair

ARTICLE 2

REGULATIONS FOR THE DISPOSAL OF REFUSE

SECTION 2.1

DEFINITIONS

Refuse: is defined as all combustible and non-combustible rubbish, ashes and ordinary commercial wastes. Building or construction wastes and industrial wastes are not included within the term "refuse".

Rubbish: is defined as waste, refuse, broken or rejected matter.

Garbage: is defined as all waste animal, fish, fowl, fruit or vegetable matter produced from or resulting from the use or storage of food.

Salvaging: is defined as picking through, and or, picking through in order to remove, materials previously deposited in any refuse or recycling bin or container.

SECTION 2.2

PRIVATE COLLECTIONS

2.2.1 Private parties, firms or corporations may be authorized to collect refuse, providing such collection is performed in accordance with these regulations.

2.2.2 Private collectors, firms or corporations, shall be licensed by the Board of Health before engaging in the collection of refuse within the Town. (see Chapter 111, Section 31A. General Laws). There shall be a fee as per Article 17 of the Board of Health Regulations, Permit and License Fees, for each vehicle used in such service. Such license may be revoked by the Board of Health, upon receipt of evidence satisfactory to it that the license has not conformed with these regulations or such further regulations as may be adopted, relative to the collection and disposal of refuse.

SECTION 2.3

DISPOSAL OF WASTES

2.3.1 All refuse shall be disposed of at a sanitary landfill designated by the Board of Health and in accordance with these regulations.

2.3.2 Garbage, hazardous material or offensive material shall not be disposed of at any sanitary landfill. Building, or construction wastes generated from outside of Needham shall not be disposed of at any

sanitary landfill without written approval of the Board of Health. Said approval shall be subject to review of standard operating procedures for assuring no hazardous wastes are included in building or construction wastes. Approval may be rescinded if in the opinion of the Board of Health standard operating procedures have not been complied with, or a nuisance condition is created.

SECTION 2.4 MISCELLANEOUS

2.4.1 These regulations shall not prohibit the disposal of combustible refuse in any home or commercial establishment by incineration if no smoke or odors are thereby produced that are classed as nuisances or hazards.

2.4.2 All vehicles employed by licensed collectors of refuse shall be so equipped as to prevent any material from blowing or dropping onto the highways. Private persons transporting refuse to a sanitary landfill shall cover each load of refuse securely so as to prevent any part of said load being transported from blowing or falling upon a street or way.

SECTION 2.5 MAINTENANCE AND USE OF NEEDHAM TRANSFER STATION/TOWN SANITARY LANDFILL

(a) Operation of the sanitary landfill shall be conducted in accordance with federal and state regulations, including, but not limited to: the Massachusetts Department of Environmental Protection's Solid Waste Management Facility Regulations--310 CMR 19.000.

(b) Supervision of the dumping and disposal of refuse at the Town sanitary landfill shall be under the Public Works Department, including the right to collect a reasonable charge from licensed collectors as herein defined and all refuse shall be deposited under the direction of the person in charge.

(c) Only refuse originating in Needham, as hereinbefore defined, shall be deposited at the Town sanitary landfill, unless written approval is provided by the Board of Health.

(d) Promiscuous dumping, salvaging or burning is prohibited.

(e) Salvaging of material shall not be allowed except by permit issued by the Board of Health.

(f) The dumping hours shall be as set by the Department of Public Works. Dumping outside of those hours is prohibited.

(g) Trucks without proper covers will not be allowed to enter the dumping area.

(h) No private collectors, firms or corporations licensed under Section 3.2 hereof, shall deposit stumps, logs, trees, brush or other forestry residual material within the Needham Disposal Area.

(i) No persons shall deposit or leave refuse upon any of the approaches to the sanitary landfill or upon any part of the dumping area except that designated by the person in charge thereof.

(j) As a condition of using this facility, the owner, operator or other person in charge of a vehicle transporting refuse shall submit evidence of or answer any reasonable questions concerning the

origin of refuse contained in such vehicle as the person in charge of the sanitary landfill herein above referred to, may request. Failure to comply with these regulations or to furnish creditable information when requested shall be sufficient cause for the Board of Health to revoke a license of any licensee hereunder and the enforcement of any other penalties herein authorized.

SECTION 2.6 PENALTIES

2.6.1 Whoever violates any provision of these regulations shall be punished by a fine up to \$200 for each offense. Each day of violation shall be deemed a separate offense.

Adopted by the Board of Health: 5/2/52

Amended: 6/17/65, 10/23/67, 7/17/69, 7/21/76, & 5/28/96



NEEDHAM PUBLIC HEALTH

December 1, 2017



Tobacco Compliance Checks

The Needham Public Health Department, in conjunction with the Needham Police Department conducts quarterly tobacco compliance checks in the Town to enforce the Needham Board of Health Tobacco Regulation (Article 1). Under Article 1, no tobacco permit holder in the Town may sell to persons less than 21 years of age. Article 1 § D.3 reads, "Each person selling or distributing tobacco products shall verify the age of the purchaser by means of government-issued photographic identification containing the bearer's date of birth that the purchaser is twenty-one (21) years or older. Verification is required for any person under the age of 27." There are currently 11 permitted tobacco vendors in the Town. During the compliance checks, the Environmental Health Agent and a Needham Police Officer work with a local student under 21 years of age. The student attempts to buy tobacco products from each tobacco permit holder without an ID. If sales are made to the student, the tobacco permit holder is subject to the following penalties under Article 1 § S.:

- a) In the case of a first violation, a fine of three hundred dollars (\$300.00) and the Tobacco Product Sales Permit shall be suspended for seven (7) consecutive business days.
- b) In the case of a second violation within 36 months of the date of the first violation, a fine of three hundred dollars (\$300.00) and the Tobacco Product Sales Permit shall be suspended for fourteen (14) consecutive business days.
- c) In the case of a third violation within 36 months of the date of the first violation, a fine of three hundred dollars (\$300.00) and the Tobacco Product Sales Permit shall be suspended for thirty (30) consecutive business days.
- d) In the case of a fourth violation within 36 months of the date of the first violation, a fine of three hundred dollars (\$300.00) and the Tobacco Product Sales Permit shall be suspended for ninety (90) consecutive business days.
- e) In the case of a fifth violation or repeated, egregious violations of this regulation within a 36 month period, the Board of Health shall hold a hearing in accordance with subsection 4 of this section and shall permanently revoke a Tobacco Product Sales Permit.

For the December 1, 2017 compliance checks, a 20 year-old female student from Olin College assisted with the compliance check. There were **no** sales made to an underage buyer. Attached is a complete summary detailing each compliance check.



<u>Establishment:</u>	Roche Bros. Supermarket, Inc.
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Grocery Store
<u>Time:</u>	3:50 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked age?:</u>	No
<u>Sex of Clerk:</u>	Female
<u>Age of clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Marlboro Lights
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a buy of cigarettes.

<u>Establishment:</u>	7-Eleven #32485B, 845 Highland Ave.
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Convenience Store
<u>Time:</u>	4:35 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Blu E-Cigarette original
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and cigarettes.

<u>Establishment:</u>	Great Plain Ave. Gas, Inc.
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Gas Mini-Mart
<u>Time:</u>	4:04 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Blu E-Cigarette original
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and e-cig.

<u>Establishment:</u>	Tedeschi #37505H, 168 Garden St.
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Convenience Store
<u>Time:</u>	4:10 pm
<u>Purchaser asked for ID?:</u>	N/A
<u>Purchaser asked for age?:</u>	N/A
<u>Sex of Clerk:</u>	N/A
<u>Age of Clerk:</u>	N/A
<u>Type of tobacco asked for:</u>	N/A
<u>Outcome:</u>	N/A
<u>Notes:</u>	No compliance check was completed. This location appeared to be out of business. The store was emptied out and may be converted into a 7 Eleven in the future.

<u>Establishment:</u>	Needham Service Center, Inc.
<u>Type of Establishment:</u>	Independent
<u>Style of Establishment:</u>	Gas Mini-Mart
<u>Time:</u>	4:12 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Marlboro Lights
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and cigarettes.

<u>Establishment:</u>	Needham Center Fine Wine
<u>Type of Establishment:</u>	Independent
<u>Style of Establishment:</u>	Liquor Store
<u>Time:</u>	4:20 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Young Adult
<u>Type of Tobacco Asked:</u>	Cigar
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	Participant asked for cigar and clerk showed her the case where the cigars were kept. Manager came over to remind the clerk to check for ID before making a sale. Clerk then asked for ID.

<u>Establishment:</u>	Sudbury Farms
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Grocery Store
<u>Time:</u>	4:28 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Marlboro Lights
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and cigarettes.

<u>Establishment:</u>	7-Eleven #36044H, 173 Chestnut St.
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Convenience Store
<u>Time:</u>	3:55 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Young Adult
<u>Type of tobacco asked for:</u>	Blu E-cigarette original
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and e-cig.

<u>Establishment:</u>	Needham Heights Auto. Shell, 875 Highland Ave
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Gas Mini-Mart
<u>Time:</u>	4:37 pm
<u>Purchaser asked for ID?:</u>	Yes
<u>Purchaser asked for age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Marlboro Lights
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and cigarettes.

<u>Establishment:</u>	Speedway #2472
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Gas Mini-Mart
<u>Time:</u>	N/A
<u>Purchaser asked for ID?:</u>	N/A
<u>Purchaser asked for age?:</u>	N/A
<u>Sex of Clerk:</u>	N/A
<u>Age of Clerk:</u>	N/A
<u>Type of tobacco asked for:</u>	N/A
<u>Outcome:</u>	N/A
<u>Notes:</u>	This location was under suspension and had no tobacco on the premises.

<u>Establishment:</u>	Fernandes Mini-Mart
<u>Type of Establishment:</u>	Chain
<u>Style of Establishment:</u>	Gas Mini-Mart
<u>Time:</u>	4:50 pm
<u>Purchaser asked for ID?:</u>	No
<u>Purchaser asked age?:</u>	No
<u>Sex of Clerk:</u>	Male
<u>Age of Clerk:</u>	Adult
<u>Type of tobacco asked for:</u>	Blu E-Cigarette Original
<u>Outcome:</u>	No Sale Made
<u>Notes:</u>	The purchaser attempted a co-buy of candy and e-cig.

A group of approximately ten female students are standing in a line on a stage, each holding a microphone. They are dressed in casual attire, including jeans, sweaters, and jackets. Behind them is a large blue banner with the text 'NEEDHAM HIGH TAKES BACK THE NIGHT' in white and yellow capital letters. The students are looking towards the camera or slightly to the side. The setting appears to be an indoor event space.

TAKE BACK THE NIGHT
continued on page 9

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Holiday Gift Guide

TAKE BACK THE NIGHT continued from front page

cappella throughout the evening.

"Domestic abuse has always been prevalent in our society, but it is never talked about in public," said Lieutenant Belinda Carroll from the Needham Police Department. "Today, you turn on the news and it's like every day another victim is stepping forward. You are giving them the power to speak about abuse that has taken a part of their life. Domestic violence is a public epidemic."

After a performance from Needham High's Fernalta Nowhere, two speakers from BARCC told their stories of survival of childhood sexual abuse. The speakers welcomed questions and comments from the audience after they presented their stories, which helped begin a discussion on the many ways abuse and violence affects individuals.

"When we talk about sexual harassment and we talk about sexual assault, we're not talking about sex; we're talking about power and how power is used by some people over other people,"

Representative Denise Garlick reminded the audience, as she spoke about respect, courage, and power. "I think the way we need to empower each other is the courage to speak, the courage to listen, and the ability to look at each other with respect and dignity."

From REACH, one woman spoke about her choice to divorce her abusive husband, even though it meant living in poverty and in shelters for a period of time. A conversation afterward brought up the issues of humiliation and shame as a victim, and that there should not be any embarrassment from being a victim of abuse.

The evening welcomed another performance from Treble Rebels before beginning the silent witness exhibit. Lining one wall of the cafeteria were red cutouts of men and women's silhouettes. Stuck on each cutout was a piece of white paper with a homicide report on it.

"[The reports are] from Jane Doe, Inc., and it's basically the reports of people who were victims of an intimate relationship and we share their stories," explained senior co-chair Jenna Shaffer. "It just to reiterate the fact that it's a big issue and especially with everything going on in the news today, we're trying to bring awareness into our community."

The evening concluded with music by the Subway Dwarves, a march around the school, and a raffle for those in attendance.

Representative Denise Garlick speaks about respect, courage, and power in the community to combat sexual and domestic abuse.



Providing entertainment in between presentations from survivors were Needham's cappella groups, including Treble Rebels.



With an entire evening devoted to bringing attention to sexual and domestic abuse, Needham High proved that they are impassioned to help victims and survivors. And that the community will always fight to end sexual assault and violence.



Lieutenant Belinda Carroll of the Needham Police Department has spoken at Take Back the Night for the past 11 years to show her support for raising awareness for sexual and domestic abuse.



THESE HANDS
AREN'T FOR
HURTING

Students to Take Back the Night

Weekly 11/16/12

Needham High School's Take Back the Night Club and the Needham Domestic Violence Action Committee have announced the 11th annual Take Back the Night event. The 11th anniversary event will take place Thursday, November 16, from 6-9 p.m. in the Needham High School cafeteria. Everyone is invited and encouraged to attend this free event.

Take Back the Night is dedicated to raising awareness about domestic violence and sexual assault and its prevention, as well as working to give a voice to those who do not have one. Their mission is to end domestic violence in the community and promote healthy relationships. Planned and put on by Needham High School students, the event will feature live music, guest speakers, free food, give aways, and more.

Seasonal flu clinics by appointment

Weekly 11/16/12

The Needham Public Health Division will provide 2017-2018

seasonal flu vaccination by appointment only at Needham Town Hall (2nd floor, Public Health Division) on Wednesdays and Thursdays from 8-9:30 a.m. throughout November.

The clinic is for those 18 years and older. The Public Health Division will be administering the quadrivalent vaccine only.

Attendees are asked to bring insurance cards, as insurance will be billed.

All clinics are by appointment – call (781-455-7500, x511) to schedule.

Times 11/16/12
Take Back the Night: 6 to 9 p.m. Nov. 16 at the Needham High School cafeteria, 609 Webster St. Planned and put on by Needham High School students, the free event will feature live music, guest speakers, free food, giveaways and more. Take Back the Night

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CATHOLIC MEMORIAL SCHOOL

AN ACADEMIC FAITH COMMUNITY FOR BOYS GRADES 7-12



INFORMATION NIGHT

WED., NOV. 15TH 2017 • 6:30PM - 8:30PM

Pre-Register at CatholicMemorial.org or call 617-469-8019



DA hosts Needham at Peer Leadership Conference



Needham High School was among 15 schools participating in Norfolk DA Michael W. Morrissey's day-long Peer Leadership Conference at Gillette Stadium last month, kicking off the DA's year-long "Team Rival" challenge to promote healthy choices and supportive, strong schools across Norfolk County.

The Needham Peer Leaders, several of whom were at their second conference, also collected a check for \$1,500 from the DA's office to support Needham's prevention programs and work.

"The safest high school communities are those where the students themselves, and peer

become even more effective and make their voices even more strong."

The coming events involve drug and alcohol abuse prevention, preventing distracted driving, crashes and building trust and community through the "Adventures in Respect" program. The two schools who participated in 100% of last year's slate of events - Needham and Avon - were each awarded \$1,500 checks during the conference to support prevention efforts at their schools - a recognition that will continue next year.

"Two major sources of injury to young people in Norfolk County are substance misuse and car crashes - whether due to substances or distraction," DA Morrissey said. "If we can change school cultures in those two areas, we will be saving lives while preventing tragedies and crimes."

The conference included a presentation from Joe Halus, of the Hockomock Area YMCA. Halus showed a video, followed by a discussion, illustrating how snap judgments and initial perceptions can lead in the wrong direction. It

also shaped how the students see what kind of leader they already are, and what kind of leader they can be in their communities.

The day began with the presentation of two county-wide awards. The Sam Berns Courage Award for Peer Leadership, named for the Foxboro teen who gained international notoriety as he overcame obstacles associated pre-mature aging disease, was awarded to Sharon's Jeremie Glassman. The Haley Cremer Do-Unto-Others Award, named for a young Sharon woman who lost her life to a distracted driver at age 20 - not long after earning one of the first "Peer Leadership" awards for her work against bullying and distracted driving while at Sharon High School.

Each award was presented by the parents of the award's namesake. "I have to thank Marc and Ivie Cremer, and Sam's parents, Scott Berns and Leslie Gordon, for being part of the conference," DA Morrissey said. "Their connection to the students in the room, not too different in age from the children they have lost, was very powerful."