

**Lyme Disease Committee
of the
Board of Health
Dover, MA**

**Minutes
October 29, 2009**

Present: Marlayne Brace, Steve Kruskall, Barbara Roth-Schechter, Matthew Schmid, Paul Tedesco, Tim Holiner

Absent: William Herd, Diane Fielding

1. Approval of Meeting Minutes of 10-15-09

2. LD Weblink Progress Report: Clarifications/ revisions with Tim and BoH – Tim volunteered to follow-up with Bill

3. Finalizing of documents for LD Forum

A. The town-wide survey – is presently being printed; expected to be complete by Monday Nov 2; Betty Brady will get it to the Post Office in time for Nov 18 delivery

B. Handout for the Forum

- Review and Approval of 3-page handout – Marlayne will send out a Final draft to be approved at the Nov 5 LDC meeting

4. Advertising activities in preparation of Forum – Review

A. News releases to local papers and Boston Globe West – Steve’s circulated draft was finalized; he will attend to timely submission to both the Local Papers and the Boston Globe

B. Cable availability and performances – Arrangements were made with John O’Keefe (Barbara) and discussions for final timing will be completed with Mike Klein – Tim

C. Lawn Banner in front of town house – The Banner is functional and will be placed on the Town Hall lawn at the earliest possible date – Diane, Barbara

D. Sandwich Boards – are ready to be placed and will be placed at the earliest possible date - Paul

E. “Newsblast” Middle School, ES, HS – Completed

F. Handouts for Library and other locations (8X11) - a draft of the wording was circulated and the final presentation will be circulated via email and approved at the Nov 5 mtg – Tim

G. Collection Boxes for the survey cards will be placed inside town Hall between Nov 19 and Nov 25 – Barbara (Carl)