

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

**Minutes**  
**May 2, 2013**

**Present:** Paul Tedesco, Jim Palmer, Matthew Schmid, Barbara Roth-Schechter, Tim Holiner, Mary Hable, George Giunta

**Absent:** Angela Wilson-Taylor, Steve Kruskall, Mike Francis, Jay Walsh, Diane Fielding

**1. Review and Approval of the Minutes of April 18, 2013 meeting**

Minutes of the April 18, 2013 meeting were approved unanimously.

**2. DPH Internship Summer 2013 Planning - All**

The first dragging for the repeat study of tick density in sunny versus shady transects will occur on May 27th. George and Jim will teach Julie the dragging method on May 22nd. The committee discussed installing signs at the drag sites marking them as areas under study by the BOH-LDC. Two signs—one on either end—will demark each drag site and help generate awareness of committee activities with the townspeople. Having Julie conduct a simple survey and provide tick information at trail sites was also discussed, though no decisions were made yet for this activity.

**3. Review of LDC 'Data' Archive – Mary, All**

Mary presented a consolidated list of documents to be considered for inclusion in the LDC data archive based on input she received from committee members since the last meeting. Document ideas were grouped into three categories including: General Committee Documents, Deer Management Information, and Other Reference Information. Next steps include setting up the archive infrastructure, locating the electronic documents, and populating the archive.

**4. Organization of LDC – Barbara, All**

Barbara submitted to the Committee a list of potential functions for individual LDC members to own and perform. She noted that since the LDC is so active, a bit more structure within the group will help improve efficiency and better distribute tasks among members. Functions on her list included Internal Communications, External Communications I Local, External Communications II Regional and Beyond, Website, Database/Archive Manager, Summer Intern Manager, Inter-Town Representation and Communication, and Deer Management. Initial assignments were made as follows: Internal Communications and External Communications I Local – Mary, External Communications II Regional and Beyond – Barbara, Website – Matthew, Database/Archive Manager – Tim, Deer Management – Jim and George. Paul Tedesco indicated his desire to resign from the Committee. Further discussion about this new structure will commence at the next meeting.