

Requirements and Procedures for Scheduling and Conducting Septic System Variance Hearings During the COVID-19 Pandemic

Adopted April 9, 2020

These new requirements are necessary to enable the Sterling Board of Health to effectively conduct Septic System Variance Hearings with public input during the period that the Sterling Municipal Building is closed to the public as well as the system designer.

1. Variance hearings will only be conducted at the regularly scheduled monthly meeting of the Board of Health which occurs on the second Thursday of the month at 6:30 PM. (Note: This does not represent a change from the present policy.)
2. The process of prior notification of abutters by the septic system designer remains unchanged. However, this notification must include the following additional requirements:
 - A. The system designer must deposit 4 copies of the of the full-size plans in the drop box outside the Sterling Municipal Building at 1 Park Street by 9 AM on the Monday before the scheduled Thursday hearing. Failure to comply with this requirement will result in the Board of Health cancelling the scheduled hearing.
 - B. The public may participate in the meeting by linking through Zoom or by telephone conferencing. The system designer must provide the BOH with the email address and phone number (usually a cell phone) of each abutter wishing to participate in the hearing by 9 AM on the Monday before the scheduled hearing. It should be noted that the Town hasn't always been successful with logging into Zoom. If a problem occurs with logging into Zoom then only telephone conferencing will be available.
3. The normal hearing protocol will remain in effect. The system designer will speak first, followed by comments and questions from individual BOH members, which will then be followed by questions and comments from members of the virtual audience.