

TOWN OF HARWICH



BOARD OF HEALTH

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**TOWN OF HARWICH BOARD OF HEALTH
TUESDAY, OCTOBER 17, 2023- 6:30 P.M.
HARWICH TOWN HALL – DONN B. GRIFFIN ROOM
MEETING MINUTES**

BOARD OF HEALTH MEMBERS PRESENT: Chairwoman Sharon Pflieger, M.S., Vice Chairwoman Pamela Howell, R.N., Clerk Ronald Dowgiallo, D.M.D., Member Kevin DuPont, R.N. & Member Matt Antoine

BOARD OF HEALTH MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Health Director Carrie Schoener, R.S., C.H.O. & Executive Assistant Stephanie Johnson

OTHERS PRESENT: Senior Health Agent Meredith Ballinger

ONLINE: Susan Ladue

As required by law, the Town may audio or video record this meeting. Any person intending to either audio or video record this open session is required to inform the Chair.

I CALL TO ORDER

Chairwoman Pflieger called the meeting to order at 6:30 p.m.

II PUBLIC COMMENT

There was no public comment.

III MINUTES OF PREVIOUS MEETINGS (Regular Meeting Minutes)- None

IV OLD/UNFINISHED BUSINESS – None

V NEW BUSINESS

A. MODIFICATION OF A SUBDIVISION – 2, 6, & 10 Dorset Avenue

Susan Ladue from Eastward Companies presented on behalf of the 3 Lot residential subdivision proposing to modify the drainage easement located on Lot 1 and shift the location of the easement

approximately 70-75' to the West along the lot frontage on Dorset Drive. This relocation would not change any of the building lots, configuration of the size, and or shape of the lot. It is to be served by Town water and sewer. Ultimately, the proposed shift would allow Eastward Companies to better locate the home on the lot.

Motion: Mr. Dowgiallo moved to approve the modification of a previously approved subdivision.

Second: Mr. Antoine seconded the motion.

Vote: Approved 5-0-0

Exhibits as filed for 2, 6, & 10 Dorset Avenue: Variance Application, Abutters Notification, Abutters List, Letter to Board of Health, Site Plan.

B. BOARD GUIDELINES FOR SEWER CONNECTION WAIVERS

Chairwoman Pflieger asked for the areas in the document that referenced the Barnstable County loan Program be uniform throughout the document to eliminate any confusion. Health Director Carrie Schoener explained that the documents provided are instructions for applicants and the application. Chairwoman Pflieger asked if we wanted proof of Aquifund loan program. Ms. Schoener further explained that the application was for a hardship extension and age of the system, that the policies and instruction sheet were different based on the different filings. Filings for extensions based on the age of the system will be reviewed at a staff level. Applicants for a hardship will need to start with the Aquifund.

Exhibits: Board Policy for Sewer Connection Extension- Hardship Document, Board Policy for Sewer Connection Extension- Age of System Document, Sewer Connection Extension Application, Sewer Connection Extension Approval Letter- Hardship Example, Sewer Connection Extension Approval Letter- Age of the System Example.

Motion: Mr. Dowgiallo moved to accept the guidelines for sewer connection waivers.

Second: Mr. Antoine.

Vote: Approved 5-0-0

C. PROPOSAL TO EXTEND ORDER TO UPGRADE FOR FAILED SEPTIC AND RET TRANSFER

Health Director Schoener explained the purpose for the request for an extended timeframe to connect to sewer. Instead of being given 45 days after closing, the buyer will be granted the timeframe for the original order letter. The buyer will be taking financial responsibility to connect to the sewer once available.

Exhibits: Board Policy for order to upgrade for failed septic and RET transfer Document.

Motion: Mr. Dowgiallo moved to accept the extended timeframe for order to connect to follow the original connection order.

Second: Mr. Antoine seconded the motion.

Vote: Approved 5-0-0

VI REPORT OF THE HEALTH DIRECTOR- Health Director Report for October 2023

Carrie Schoener presented the Health Director's report as provided in the packet. No action was taken.

Exhibits: Report of the Health Director.

VII CORRESPONDENCE

There was no correspondence this month to report.

VIII PERMITS

ESTABLISHMENT	ADDRESS	TYPE
FOOD SERVICE		
*Bella Cannoli	Wilmington	Single Event
*Bittersweet Herb Farm	Wilmington	Single Event
*Buffy's Ice Cream/Chatham Ice Cream Bars	Chatham	Year-Round Events
Dennis Harwich Lions Club	Harwich	Year-Round Events
Dogana Olive Oil	Harwich	Event: Farmer's Market
Harwich Athletic Association	75 Oak Street	Food Service/Take Out
*Holly's Heavenly Creations	Middleboro	Single Event
Judcraft Specialty Foods	Chicopee	Year-Round Events
Lighthouse Keeper's Pantry	Old Chatham, NY	Single Event
*Healthy Express	Norton	Single Event
*The Gourmet Cup Board	Springfield	Year-Round Events
RECREATIONAL CAMP		
*Cape Cod Soccer Camp	75 Oak St. Harwich	Camp
MASSAGE PRACTITIONER		
*Jihan Elayache	11 Pleasant Lake Ave	Massage Therapist
MASSAGE ESTABLISHMENT		
*Spa a La Mer	11 Pleasant Lake Ave	Massage Establishment
POOL		
Wychmere Village Condo	767 Rt 28	Pool
SEPTIC INSTALLER		
Jason C. Ellis	Eastham	Septic Installer
Ken McIntire	Chatham	Septic Installer
* DENOTES 2023 NEW LICENSE		

Motion: Mr. Dowgiallo moved to approve the permits as printed.

Second: Mr. DuPont seconded the motion.

Vote: Approved 5-0-0

IX OTHER- None**X BOARD OF HEALTH WORK SESSION**

A. DISCUSS BOARD OF HEALTH CHARGE FOR SUBMISSION TO SELECT BOARD

Chairwoman Pfleger explained to the Board the purpose of the charge versus the charter and noted changes to the charge to better reflect the Board's responsibilities and to distinguish what the Board of Health staff is responsible for.

The Board will discuss the charge they want to be presented to the Select Board for approval. There was also discussion on the process to approve an alternate member for the Board of Health. Chairwoman Pfleger also proposed revisions to the Board of Health home page.

Motion: Mr. DuPont moved to approve the Board of Health Charge with revisions noted by Chairwoman Pfleger.

Second: Mr. Antoine seconded the motion.

Vote: Approved 5-0-0

B. DISCUSS AN ADOPTION OF A RETAIL FOOD EXCELLENCE AWARD PROGRAM FOR LICENSED FOOD ESTABLISHMENTS

Health Director Schoener explained to the Board that the department wanted to enact a food excellence program to monitor health violations and reward the establishments that scored low, which demonstrates limited health code violations. Mr. DuPont mentioned the potential of implementing a similar program for tobacco establishments as well as the fact the Board is still reducing tobacco permits.

Motion: Mr. Dowgiallo moved to approve and support the Retail Food Excellence program.

Second: Mr. Antoine seconded the motion.

Vote: Approved 5-0-0

XI ADJOURN

Motion: Mr. Antione motioned to adjourn the meeting at 7:23pm.

Second: Mr. Dowgiallo seconded the motion.

Vote: Approved 5-0-0.

Respectfully Submitted,

Stephanie Johnson

Next meeting is November 21, 2023, at 6:30 p.m.