

TOWN OF HARWICH



BOARD OF HEALTH  
732 Main Street Harwich, MA 02645  
508-430-7509 – Fax 508-430-7531  
E-mail: [health@town.harwich.ma.us](mailto:health@town.harwich.ma.us)

TOWN OF HARWICH BOARD OF HEALTH  
TUESDAY, MAY 19, 2020-6:30 P.M.  
HARWICH TOWN HALL – REMOTE MEETING

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

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Harwich Board of Health is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

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- I **CALL TO ORDER**
- II **MINUTES OF PREVIOUS MEETING (Regular Meeting Minutes)** – April 21, 2020  
*Minutes shall be reviewed; proposed changes shall be possible; and a vote to approve with any noted changes shall be taken.*
- III **6:30 PM - BOARD OF HEALTH WORK SESSION-** *Vote to accept/deny/take this under consideration*
  - A. **Continued review of draft Town of Harwich Nutrient and Pesticide Control Bylaw/Education (continued from April 21, 2020 Board of Health meeting)**
  - B. **COVID-19 Update from Health Director-** *Vote to accept/deny/take this under consideration*
- IV **NO EARLIER THAN 7:00 PM-OLD/UNFINISHED BUSINESS-** *Vote to accept/deny/take this under consideration*
- V **NEW BUSINESS-** *Vote to accept/deny/take this under consideration*
  - A. **Hearing-Delory/Murnane, 113 Brooks Road,** to consider a variance request to upgrade a Title 5 septic system prepared by Moran Engineering, Associates, LLC.  
Variances from 310 CMR 15.211: Minimum Setbacks
    1. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 6.5' from the North property line where 10' is required. Variance request of 3.5'.
    2. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 6' from the East property line where 10' is required. Variance request of 4'.
    3. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 16' from the crawl space where 20' is required. Variance request of 4'.
    4. Per 310 CMR 15.211(1): To allow a proposed septic tank invert to be 0.3' to high groundwater where 1' is required. Variance request of 0.7'.

5. Per 310 CMR 15.211(1): To allow a proposed pump chamber invert to be 0.2' to high groundwater where 1' is required. Variance request of 0.8'.

Variance from Harwich Board of Health Regulation 1.210

1. Per Harwich Board of Health Regulation 1.210: To allow a proposed soil absorption system to be 83' from the edge of wetland where 100' is required. Variance request of 17'.

**B. Hearing-Jaworski, 113 Bank Street,** to consider a variance request to upgrade a Title 5 septic system prepared by Down Cape Engineering, Inc. - *Vote to accept/deny/take this under consideration*

Variances from 310 CMR 15.211: Minimum Setbacks

1. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 12.7' from a foundation where 20' is required. Variance request of 7.3'.

**VI REPORT OF THE HEALTH DIRECTOR (April 2020) - *Vote to accept/deny/take this under consideration***

**VII CORRESPONDENCE- *Vote to accept/deny/take this under consideration***

**VIII PERMITS- *Vote to accept/deny/take this under consideration***

ESTABLISHMENT	ADDRESS	TYPE	TYPE	TYPE
<b>FOOD ESTABLISHMENT</b>				
Allen Harbor Breeze Inn *	326 Lower County Road	1-30 seats		
Belmont Beach Club *	1 Belmont Road	61-150 seats		
Georges Place Fish Market *	30 Kildee Road	Retail: Less than 5000 sf	Shucking	Take Out
Good Times Ice Cream *		Mobile Food Service		
Perks *	545 Route 28	31-60 seats		
School House Ice Cream *	749 Route 28	1-30 seats	Froz. Des.	
Sundae School *	606 Route 28	31-60 seats		
Sweet Daisies *		Event Permit		
<b>BATHING BEACH</b>				
Great Sand Lakes Assoc*	Clearwater Beach/Bucks Pond			
Great Sand Lakes Assoc *	Vacation Lane Beach/John Joseph Pond			
Great Sand Lakes Assoc *	Pleasant Park Circle Beach/Bucks Pond			
Great Sand Lakes Assoc *	Lakeside Terrace Beach/John Joseph Pond			
Stone Horse Yacht Club *	2 Harbor Road/Nantucket Sound			
Wequassett *	2173 Route 28/Pleasant Bay			
<b>SEPTIC INSTALLER</b>				
Cape Cod Septic Services *				
Earth & Stone, LLC *				
<b>RECREATIONAL CAMP</b>				
Pleasant Bay Com, Boating *	2287 Route 28			
<b>MOTEL</b>				
Cape Cod Wishing Well Motel *	212 Route 28			
<b>POOL</b>				
Allen Harbor Breeze Inn *	326 Lower County Road			
Belmont Condo Trust *	1 Belmont Road			
Cape Cod Wishing Well Motel *	212 Route 28			
Red River Condo *	1011 Route 28			
Wequassett *	2173 Route 28			
Wyndemere Condo Assoc. *	405 Lower County Road			

* 2020 Renewal				
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**IX**     **OTHER** - *Vote to accept/deny/take this under consideration*

**X**     **ADJOURN**- *Vote to accept/deny/take under consideration*

Authorized posting officer:

Posted by:

Jennifer Clarke  
Signature

Date

Town Clerk

Date

*Per the Attorney General's Office: The committee may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following "New Business." If you are deaf or hard of hearing or a person with a disability who requires an accommodation, contact the Selectmen's Office at 508-430-7513*

TOWN OF HARWICH



BOARD OF HEALTH

732 Main Street Harwich, MA 02645

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**TOWN OF HARWICH BOARD OF HEALTH  
TUESDAY, APRIL 21, 2020-6:30 P.M.  
HARWICH TOWN HALL- REMOTE MEETING  
MINUTES**

PLEASE NOTE THAT THIS MEETING WAS HELD REMOTELY BY ALL PARTICIPANTS

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Harwich Board of Health is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

BOARD OF HEALTH MEMBERS PRESENT: Chairwoman Pamela Howell R.N., Vice Chairwoman Sharon Pflieger, Member Ronald Dowgiallo, D.M.D & Member Matthew Antoine (all remote)

STAFF MEMBERS PRESENT: Health Director Meggan Eldredge & Executive Assistant Jennifer Clarke (all remote)

OTHERS PRESENT: Paresh Patel (all remote)

*Recording & Taping Notification: 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 Howell called the meeting to order at 6:30 p.m.

**II MINUTES OF PREVIOUS MEETING- March 17, 2020**

Ms. Pflieger moved to approve the minutes of the March 17, 2020 as amended, 2<sup>nd</sup> by Mr. Dowgiallo. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo and Mr. Antoine all voting aye by roll call.

**III 6:30-7:00 PM- BOARD OF HEALTH WORK SESSION**

**A. Continued review of draft Town of Harwich Nutrient and Pesticide Control Bylaw/Education-ALL DISCUSSION WILL BE CONTINUED UNTIL THE MAY 18, 2020 BOARD OF HEALTH MEETING**

Mr. Dowgiallo moved to continue the review of draft Town of Harwich Nutrient and Pesticide Control Bylaw/Education until the May 18, 2020 Board of Health meeting, 2<sup>nd</sup> by Ms. Pflieger. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo and Mr. Antoine all voting aye by roll call.

**B. Health Director Update on COVID-19**

Health Director Eldredge informed the Board that the state reported numbers for today are 1,556 new cases for a total of 41,199 cases in Massachusetts. In Barnstable County, there are 672 positive cases. In Harwich, we remain at 29 cases. Governor Baker has reiterated that we are in the surge of the virus which is reflected by hospitalizations and deaths. The cases are known to climb because we are doing more testing, but it is the deaths and hospitalizations that tax the health care system. 97.5% of all deaths are in people that have pre-existing conditions and most of them are in the 80-90 year old age group. In Harwich, there is one nursing home and one assisted living facility and neither have any cases. Governor Baker has announced today that Massachusetts schools will be closed for the remainder of the school year, and that goes for child care facilities as well. Child care facilities for essential employees will remain operating.

Ms. Howell stated that thankfully a lot of people are testing and receiving results within 24 hours and there are a lot more negative results than positive. Health Director Eldredge stated that a lot of people that are testing positive are asymptomatic.

Mr. Dowgiallo asked if the town is going to start testing on a regular basis or if they have to have symptoms. Health Director Eldredge responded that testing is up to medical providers. She is not aware of any plans to do testing through the Health Departments. There is a home kit that has been FDA approved and also requires a doctor's order.

As far as town wide updates, Health Director Eldredge stated that she has been working with Interim Town Administrator Joe Powers to do some different policy type openings and closures for government operation so that staff can be protected as well as the public. Over the last couple of weeks, changes have been made to Town Hall, Brooks Library, Community Center and the Transfer Station. Hopefully the surge is coming down and we will be able to re-asses to have more staff in the building. Health Director Eldredge worked with Lincoln Hooper regarding operations at the Transfer Station. The c & d, manure and yard waste areas were closed down for a week in order to reduce the number of staff needed. Those have since been opened up with new traffic patterns to allow for socially distancing. The library is still closed and the Council on Aging is operating as much remotely as possible while still providing meal services for seniors and delivering groceries and doing pharmacy shopping for residents who cannot get out themselves. The Town Nurse is also working remotely as much as possible. Harwich's Youth Services Coordinator is holding therapy and behavioral health counseling mostly by video conference.

Health Director Eldredge asked for the Board's opinion on wearing gloves and masks when out in public.

Based on her experience, Ms. Pflieger feels that anyone going out right now should be wearing a mask. We don't know enough about COVID-19 to know how it will behave. It would make a lot of sense for everyone to wear masks considering we don't really know how many people have been infected. Ms. Pflieger feels that we should have a regulation requiring everyone to wear a mask when they are outside. Gloves are not as important as a mask because with gloves, you can still contaminate yourself or someone else. This is where hand washing and cleaning comes into play.

Mr. Dowgiallo stated that he doesn't see the point of wearing a mask if no one is around. If you are in company with other people, then yes, wear a mask. Getting fresh air is important. Ms. Pflieger agreed that if you are by yourself, then you don't have to wear a mask, but you should have one with you. There have been studies that are showing if you walk past someone and they happen to cough, the droplets hang in the air a lot longer than originally thought. Ms. Pflieger thinks the changes are remote, but they are there.

Mr. Antoine stated that if you are entering a structure, then you should put a mask on. If you are outside, you should at least have a mask with you. Most people are not trained to use gloves properly, so they are going to misuse them. He believes that masks are the critical point as well as frequent hand washing.

An e-mail from Robert Gaston was read into the record. Mr. Gaston had comments regarding wearing masks in public as well as policies going forward with respect to sanitizing rental properties in between tenants.

Health Director Eldredge read into the record an email from another citizen who had comments regarding wearing masks in public.

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Health Director Eldredge stated that as of now, rentals are ordered closed by the Governor. Right now rentals are a non-issue, but when it becomes an issue, we should have guidance from the state.

The CDC recommends that all people in public wear a face covering. Health Director Eldredge feels that the majority of people want there to be a mandate on wearing a face mask, but is not sure who would enforce it. The Health Department receives a large amount of phone calls and e-mails about people not wearing masks now, and there is no regulation. The Health Department could have a local ordinance stated that the Board of Health strongly recommends the wearing of a face covering when out in public.

Mr. Dowgiallo and Ms. Howell agreed that we should have a local ordinance, not a regulation. Ms. Howell suggested having posters make for establishments to post at their entrances, stating that the Board of Health strongly suggests wearing masks in public places.

Ms. Pflieger would like to see a regulation created rather than a local ordinance. Ms. Howell responded that we may want to consider a regulation as we get closer to summer. Right now, we should increase signs to encourage people to wear masks.

Health Director Eldredge stated that we could do a reverse 9-1-1 call to urge all residents to wear face coverings when they are out in public as well as a PSA on Channel 18 and provide information on the town's website. The Board agreed with these ideas.

**IV OLD/UNFINISHED BUSINESS (NO EARLIER THAN 7:00 P.M.)**

**A. Request for Extension of Board of Health Condition-** Request from 21 Plus Smoke Shop, 1421 Orleans Road, to extend the deadline of their approved tobacco application until April 30, 2020

Paresh Patel was present remotely.

**Mr. Dowgiallo moved to extend the deadline of the approved tobacco application for 21 Plus Smoke Shop, 1421 Orleans Road, until June 30, 2020, 2<sup>nd</sup> by Mr. Antoine. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo and Mr. Antoine all voting aye by roll call.**

**V NEW BUSINESS**

No new business was discussed.

**VI REPORT OF THE HEALTH DIRECTOR (March 2020)**

Health Director Eldredge stated that March 2020 was all COVID-19 related. She reported that we did receive funding from the state to cover the majority of our contact and case tracing through the Visiting Nurse Association. Our VNA contract for FY20 is \$4,000 for regular communicable disease case follow up. At the beginning of March, we had about \$1,300 left in the budget and our March bill for COVID-19 only expenses was about \$2,400. Harwich is receiving about \$12,000 in relief funds which should cover our COVID-19 infectious disease tracing bill.

Ms. Howell stated that she was of the understanding that COVID-19 cases are referred to the Department of Public Health. Health Director Eldredge responded that their doctor may refer them to the VNA as well. When a positive test results goes into the infectious disease database, it starts an investigation. Some towns have a public health nurse, however Harwich does not, so we contract with the VNA.

Mr. Dowgiallo asked what the feeling of the Selectmen is with respect to face coverings. Health Director Eldredge responded that the Selectmen are taking guidance from her regarding COVID-19 and that they have been very supportive of her opinions.

**VII CORRESPONDENCE**

Board of Health-April 21, 2020

No correspondence was discussed.

**VIII PERMITS**

ESTABLISHMENT	ADDRESS	TYPE	TYPE
<b>MOTEL</b>			
A Beach Breeze Inn *	169 Route 28		
Commodore Inn *	30 Earle Road		
Inn on the Beach *	16 Bank Street		
<b>BATHING BEACH</b>			
Belmont Condominium *	1 Belmont Road	Nantucket Sound	
Inn on the Beach *	16 Bank Street	Nantucket Sound	
Old Mill Point Assoc. *	Strandway	Nantucket Sound	
Old Mill Point Assoc. *	Sea Way	Nantucket Sound	
<b>UTILITY INSTALLER</b>			
Peter McIntire and Sons, LLC (2020 New)			
<b>TITLE 5 INSPECTOR</b>			
David D. Flaherty, Jr. *			
<b>FOOD</b>			
A & W *	297 Route 28	61-150 seats	Frozen Dessert
Cape Farm Supply *	1601 Factory Road	Limited Food	
Dockside Seafood Shack	715 Route 28	31-60 seats	
The Family Pantry *		Mobile Food	
The Weatherdeck *	168 Route 28	61-150 seats	
<b>POOL</b>			
Commodore Inn *	30 Earle Road		
Seascapes Condo *	231 Route 28		
* 2020 Renewal			

Ms. Pflieger moved to approve the permits as per list dated March 17, 2020, 2<sup>nd</sup> by Mr. Antoine. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo and Mr. Antoine all voting aye by roll call.

**IX OTHER**

No other items were discussed.

**X ADJOURN** -The meeting adjourned at 7:35 p.m.

Ms. Pflieger moved to adjourn the meeting at 7:35 p.m., 2<sup>nd</sup> by Mr. Dowgiallo. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo and Mr. Antoine all voting aye by roll call.

Respectfully Submitted,

Jennifer Clarke

Next meeting is Monday, May 18, 2020 at 6:30 p.m.

Documents included in April 21, 2020 Board of Health Meeting Packet:

- April 21, 2020 Board of Health Agenda
- Draft Board of Health minutes dated March 17, 2020
- Memo from Health Director regarding COVID-19 dated April 10, 2020
- Board of Selectmen update regarding COVID-19 dated April 9, 2020
- Total number of cases in Harwich dated April 13, 2020
- COVID-19 cumulative cases in Barnstable County dated April 13, 2020

Board of Health-April 21, 2020

- Statewide curve dated April 13, 2020
- Masks and gloves for general public memo
- Statement regarding employees at essential businesses open to the public
- Request from 21 Plus Smoke Shop dated March 16, 2020
- Any other documents submitted for/at the April 21, 2020 Board of Health meeting

DRAFT



111-B

**Harwich Health**

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**From:** Luke Chapman <lukechapman@thisisdelmar.com>  
**Sent:** Thursday, April 23, 2020 4:43 PM  
**To:** Harwich Health  
**Subject:** COVID-19: Local Policy for Short Term Rentals & cleaning standards (Harwich)  
**Attachments:** COVID-19\_Mass 2020 Short Term Rentals\_Health Standards.pdf

Hello Meggan,

By way of introduction, I'm on the Board of Health in Orleans MA.

I'm sure you are buried with COVID-19 planning - so I will keep this short. Once we are on the other side of this health crisis, and travel of any sort commences, it is important to have equal treatment for all short term rentals (hotels, inns, and vacation homes). I've compiled a protocol [**see Attached**] which outlines recommended universal cleaning standards. These standards I think should be posted in every unique 'unit' for guests and staff awareness.

Would you please consider distributing this proposal to your staff and provide as a write-in letter to the board of health for your next meeting? It is crucially important that state DPH and local regulations and Boards of Health are fair and equitable towards all businesses and lodging types as travel restrictions are lifted.

As Governor Baker said yesterday:

"It is less about essential and non-essential and more about what are the criteria for your business to open safely"

For my local business, we have a full and detailed health and safety plan to meet the needs of our guests, homeowners and staff.

Thank you for your consideration and I look forward to hearing back from you.

Stay healthy and safe!

**Luke Chapman**  
**President & Director of Business Development**

**Del Mar Vacations**  
*Rented. Easier.*

**e:** [LukeChapman@thisisDelMar.com](mailto:LukeChapman@thisisDelMar.com)  
**p:** 508.247.0395  
**w:** [www.thisisDelMar.com](http://www.thisisDelMar.com)



## *2020 Recommendations for Health Standards for Short Term Rentals (Hotels, Inns, Homes)*

### **Mass 2020 Short Term Rentals COVID-19 Standards**

Contact: Luke Chapman 508 247 0395 Ext. 701  
Business: Del Mar Vacations  
Biz Bio: local Cape Cod employer of 50+ residents from  
Dennis to Provincetown  
lukechapman@thisisdelmar.com

#### **Summary**

- Hotels, Inns and Homes should be treated with equality under any state or local guidelines.
- Vacation rental homes professionally managed often provide added health & safety advantages.
- Cleaning and disinfecting standards should be posted and adhered to by all short term rental businesses.
- The economic impact of deterring the tourism industry for a season, to include the rental of vacation homes, would be unbearable.

#### **Standard Treatment for All**

- As the public health crisis subsides, it is important that short-term rentals of all types (hotels, inns, B&Bs and vacation homes) exist on a level playing field in terms of local and state public health guidelines. Many vacation rental businesses employ huge #'s of local staff to service the guests, the property and the homeowner's needs. These staff include housekeeping, maintenance, customer service, landscaping, laundry service and administration. Without the rents to justify the expense, most if not all of these local employees will be unemployed.
- From a public health perspective, there are safety advantages to vacation rentals and thus any unfair guidelines would not be based in health standards but in biased and unsupported rulings who's legal authority will be challenged.

#### **Safeties That Vacation Homes Afford**

- Natural family-centric social distancing
- Private kitchens & private leisure space
- Fewer communal spaces
- Long average stays with few turnovers

#### **Economic Impact**

- Vacation rental homes contribute to thousands of local jobs
- Vacation rental homes directly contribute to \$1billion in the state economy
- Vacation rental homes contribute to hundreds of millions of local and state tax revenue

#### **Recommended Cleaning & Disinfecting Standards for all types of short term rentals**

- Conduct a two part process to include A. Cleaning, B. Disinfecting (a similar process to a brewery)

#### **CLEANING**

- Staff wears gloves & masks
- Windows & doors opened to air out living space for 10 minutes
- All surfaces are cleaned with ammonia or bleach. This should include door knobs, light switches, remote controls, furniture knobs among other major and minor surfaces
- All trash removed from inside and outside of the property in between every renter
- Linens to include sheets, towels, bathmats and kitchen towels are exchanged without renter involvement
- Refrigerator and cupboards completely emptied of all consumables
- Full vacuum and surface cleaning throughout every livable room
- Full deep clean of all bathrooms, kitchens and exterior living spaces

#### **DISINFECTING**

- Upon completion of the cleaning list, use commercial grade disinfectant on all hard surfaces & wipe down.
- On cloth surfaces like furniture, carpets and mattresses or quilts, use a fogging device to distribute disinfectant or steam clean.



**Town of Harwich  
Board of Health**

732 Main Street Harwich, MA 02645  
508-430-7509 – Fax 508-430-7531  
E-mail: [health@town.harwich.ma.us](mailto:health@town.harwich.ma.us)

Hello Harwich residents

This is Meggan Eldredge, Health Director with a very important public health update about the coronavirus that is spreading rapidly and now present in Harwich.

This virus is spread through the air from respiratory droplets contained in a person's breath, sneezes and coughs. A person can become infected by having close contact with someone who has the disease. Close contact includes being within 6' of someone for a prolonged period of time. Another way to contract COVID-19 is indirectly through frequently touched surfaces that have been contaminated. The virus is able to live on surfaces for several days and can be transferred by touching the surface with your hands and then touching your face or an item that will be put in your mouth.

Some people can carry the disease and not show any symptoms or even know they have it. It is still possible to spread the disease to others during this time. Until we are able to provide more testing options, it is vital to maintain social distancing and frequent handwashing for this very reason.

As of March 20, 2020, there are 413 confirmed cases and 1 death in Massachusetts due to COVID-19, the disease caused by the coronavirus. In Harwich, there are currently 2 confirmed cases and many people are under self-quarantine due to being a close contact of a confirmed case.

As the days and weeks of testing continue, I expect more cases in our Town. I understand the innate desire to know who and where the positive cases are, however this is private medical information and does not change the precautions each of us are currently taking. Whether it is a neighbor or a stranger you passed inside the grocery store, my advice to you is the same: keep 6' from each other, wash your hands often and if you are sick stay home. If you develop symptoms of COVID-19, stay home and call your doctor who will advise you of further instructions.

If you are in need of emotional support during this stressful time, call 2-1-1 or visit [www.mass211.org](http://www.mass211.org). More information is provided on this rapidly changing public health emergency on the town's website at [www.harwich-ma.gov](http://www.harwich-ma.gov)

Thank you for doing your part to slow the spread of coronavirus. We, as your Town leaders are taking steps to limit person to person interactions by closing municipal buildings to the public. Together we can make a difference, take care of yourself and each other.

**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #6**

**First presumptive positive case in Harwich**

Thursday, March 19, 2020

**NOTICE TO THE GENERAL PUBLIC:**

The Town of Harwich announces its first presumptive positive case of COVID-19. Due to privacy requirements, the demographics of this case will remain anonymous. The close contacts of the positive case have been notified by the Visiting Nurse Association and are following CDC guidelines for self-quarantine.

With increased testing capabilities and community spread of COVID-19, having a positive case in Town was inevitable. This increased testing will result in more cases throughout Cape Cod in the coming days and weeks.

This is a crucial time in infection control. Maintaining social distancing, limiting exposure to others, avoiding crowded places and vigilant handwashing are vital steps in slowing the spread of this disease.


Information about coronavirus, the virus that causes COVID-19 can be found at the Massachusetts Department of Public Health website and also by calling 2-1-1 or visiting <https://mass211.org/> where you are able to live chat with a person.


Please rely upon the following information resources for key updates and recommendations:

- [www.harwich-ma.gov](http://www.harwich-ma.gov)
- **Channel 18**
- **These guidance documents as they are released.**

We will continue to share information to ensure you all are updated as broadly and quickly as possible. Please continue social distancing and personal hygiene efforts.

Respectfully submitted,

  
Joseph F. Powers  
Interim Town Administrator

  
Meggan M. Eldredge  
Health Director

April 10, 2020

Hello, this is Meggan Eldredge, Health Director for the Town of Harwich with an important update regarding the coronavirus health emergency. The number of cases in Harwich has reached 25, including 1 death while the total cases in Massachusetts is 18,941 with 503 deaths.

Public Health experts anticipate that Massachusetts will see a surge in the number of cases of COVID-19, the disease caused by the coronavirus, during the time between April 11<sup>th</sup> and April 20<sup>th</sup>. With the increase in the number of cases comes an increased risk of coming in contact with someone who is infected. This period of time will also put an increase in demand on emergency responders and our healthcare system.

It is for these reasons that I am asking everyone to remain home as much as possible during this critical time. If you must leave your home for essential reasons, such as groceries and medication, please wear a mask, stay 6' away from others, use hand sanitizer and make sure to wash your hands frequently.

In order to do our part, the Town of Harwich is greatly reducing government operations during this period. Specifically, all inspectional services will be suspended and the transfer station will be accepting household waste and recycling only. The transfer station will be enacting a new traffic flow pattern to allow for proper social distancing, this new process will require longer wait times, please plan accordingly.

We will be re-assessing this work processes on April 15<sup>th</sup> in order to decide if we are able to resume our current staffing plan.

These actions are not taken lightly and are intended as an effort to broaden social distancing efforts while, as much as practicable, striving to continue municipal government operations in support of our community.

COVID-19 is transmitted through respiratory droplets that enter your body through your eyes, nose and mouth. Take special care to remain at least 6' away from other people, not touch your face and wash your hands often. Together we are making a difference.

For more information on coronavirus and town operations during this time, please visit our website.

[www.harwich-ma.gov](http://www.harwich-ma.gov)

Thank you and take care.

**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**EFFECTIVE IMMEDIATELY AND UNTIL FURTHER NOTICE**

**RECOMMENDED PROCEDURE FOR PUBLIC MEETINGS DURING THE DECLARED CORONAVIRUS (COVID-19) EMERGENCY**

Effective **Thursday, March 12, 2020 and throughout the week of March 16, 2020**: All meetings of public bodies should be scheduled in the Donn B. Griffin Room to ensure live broadcasting to ensure public access via broadcast. Given the limited times and the potential number of meetings to occur, preference will be given to all regulatory and policy-making bodies including but not limited to all elected boards, Planning, Zoning, Health, Conservation and Historic District/Historical Commission. Additional bodies related to Town Meeting preparation including Finance Committee and the Capital Outlay Committee will also be given preference above all other bodies not referenced here.

All other public bodies are advised, if practicable, to postpone meetings during the week of March 16, 2020. As we progress into a workable procedure, efforts will be made to incorporate all public bodies into this process.

**ENSURING "SOCIAL DISTANCING" WHENEVER POSSIBLE**

The CDC defines social distancing as "remaining out of congregate settings, avoiding mass gatherings and maintaining distance (approximately 6 feet) from others when possible."

Another facet of public meetings is the presence of the public body's membership, related parties and the general public. Efforts will be made to ensure ample space exists within the Griffin Room to allow for maintaining the recommended distance while still conducting the business of government. This will also allow for necessary cleaning efforts to occur in this central location before and after each meeting occurs.

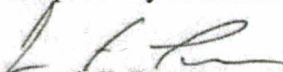
While these efforts may seem extreme, they are necessary given the added efforts of staff required to create a safe, effective, and clean environment within which to conduct business.

This procedure is meant to aid in those efforts to minimize potential exposure to a present and concerning public health emergency and will be evaluated on an ongoing basis.

We must all strive to support the uninterrupted business of municipal government.

Thank you for your attention to this matter and your ongoing collaborative efforts.

Respectfully submitted,

  
Joseph F. Powers  
Interim Town Administrator

**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**UPDATED GUIDANCE AND ANNOUNCEMENTS ON CLOSURE OF CERTAIN TOWN OF HARWICH FACILITIES**

Effective Friday, March 13, 2020 at close of business (4:00pm) and until further notice, the Town of Harwich is enacting the following actions and closures:

**Brooks Free Library, 739 Main Street**

**Closed to the general public until further notice.** Book exchanges to cease until further notice. Staff shall work as scheduled. Please seek guidance from your Department Head.

**Community Center, 100 Oak Street**

**Closed to the general public until further notice.** Services related to public health shall remain in operation. These services include: town nurse clinic, COA meals, one-on-one appointments with prior notice, and meals on wheels. Regularly scheduled transportation to grocery stores and pharmacy will remain intact. Staff shall work as scheduled. Please seek guidance from your Department Head.

**Cultural Center, 204 Sisson Road**

**Closed to the general public until further notice.** **EXCEPTIONS** - after school programming is relocated to the cultural center gym instead of the community center gym. Art studios will be closed to the general public while tenants will have access to their studios. Staff shall work as scheduled. Please seek guidance from your Department Head.

**Town Hall, 732 Main Street**

Town Hall will remain operational during regular business hours as usual until further notice. Public meetings will be conducted by remote participation as outlined in Governor Baker's *Order Suspending Certain Provisions of the Open Meeting Law, G.L., c. 30A, §20* effective March 12, 2020 which nullifies the previously released procedure on public meetings. Staff shall work as scheduled. Please seek guidance from your Department Head.

These actions are based upon Governor Baker's recent *Guidance regarding the order by the Governor prohibiting assemblages of more than 250 people* and in concert with the decision of the Monomoy Regional School District to remain open until further notice.

These decisions have been made in an effort to protect the most vulnerable population from infection as well as to slow the spread of COVID-19.

All persons are urged to maintain social distancing (approximately six feet away from other people) whenever possible and to continue to wash their hands, utilize hand sanitizer and practice proper respiratory etiquette. All higher risk individuals should avoid large gatherings. Higher risk individuals include older adults, anyone with underlying health conditions, such as heart or lung disease, diabetes, anyone with weakened immune systems and anyone who is pregnant.

We will continue to update guidance as events warrant.

Respectfully submitted,

Joseph F. Powers  
Interim Town Administrator

Meggan M. Eldredge  
Health Director

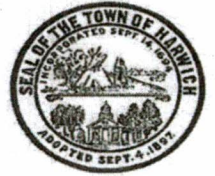
**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #3**

**EFFECTIVE IMMEDIATELY AND UNTIL FURTHER NOTICE**

**ALL RECREATION AFTERSCHOOL PROGRAMS CANCELLED**

Sunday, March 15, 2020

This Guidance Document nullifies a portion of the "Closures" Guidance Document released on Friday, March 13, 2020.

Specifically, the Recreation Afterschool Programs relocated to the Cultural Center Gymnasium at 204 Sisson Road are *cancelled* following the closure of all public schools until further notice.

**The gymnasium at the Cultural Center at 204 Sisson Road is closed until further notice.**

Staff should remain available for work as needed and report to the Recreation Department Head for further information.

Joseph F. Powers  
Interim Town Administrator



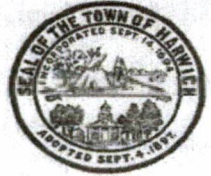
**OFFICE OF THE TOWN ADMINISTRATOR**

Phone (508) 430-7513

Fax (508) 432-5039

Joseph F. Powers, *Interim Town Administrator*

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #5**  
**Harwich Public Safety Complex – Restrictions and Guidance**

Monday, March 16, 2020

Based on Harwich COVID Guidance #4, ordering “municipal buildings are hereby closed to the general public effective at 4:00 pm DST today, Monday, March 16, 2020 and until further notice.” The following guidance will address the services provided at the facility by the Police and Fire Departments

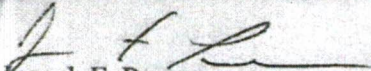
**POLICE DEPARTMENT:** For questions contact (508)-430-7541

- **POLICE RECORDS REQUESTS:** If you are in need of a police record or have a police records request please email the records department at [jjudge@harwichpolice.com](mailto:jjudge@harwichpolice.com) or call 508-430-7541 x 5516 as we are attempting to limit in person requests to keep people healthy.
- **FIREARMS LICENCING PROCESS:** New Applications: For Harwich residents/business owners looking to apply for a new firearms license please mail or email your initial application and safety course certificate. We will get the process started by entering your application and call you at a later date to complete the process in person for fingerprints, photos and payments. Applications may be mailed to Harwich Police Attn: Firearms Licensing 183 Sisson Rd Harwich, MA 02645 or emailed to [jjudge@harwichpolice.com](mailto:jjudge@harwichpolice.com). *If you can hold off on beginning your new LTC request that is the preferred response at this time!*

**Renewing your License:** If you currently have an appointment to renew your license please email your license application [jjudge@harwichpolice.com](mailto:jjudge@harwichpolice.com) and mail your check to the Harwich Police Department 183 Sisson Road Harwich, MA 02645. Once your application is received the clerk will start the process of your renewal and complete it once your payment is received.

**FIRE DEPARTMENT:** For questions contact (508)-430-7546

- Both Fire Stations are restricted to Fire Department personnel. The public will have access to the combined lobby at 175 Sisson Rd and the vestibule at 1464 Orleans Rd.
- Any member of the public showing potential COVID-19 symptoms; fever, coughing, shortness of breath, should not access the Public Safety Facility, but call for assistance.
- Applications for inspections are in the lobby with instructions, they should be left in the kiosk in the lobby. Inspections are being done on a limited basis, essential inspections will be completed in a timely manner. Some inspections will be delayed.
- It is no longer necessary to purchase a burn permit at the fire station. Open burning regulations will be posted, citizens wishing to burn should follow the instructions and call on desired burn days.
- Routine Blood Pressure checks will still be performed in the Public Safety Lobby

  
Joseph F. Powers

Interim Town Administrator

**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #6**

**First presumptive positive case in Harwich**

Thursday, March 19, 2020

**NOTICE TO THE GENERAL PUBLIC:**

The Town of Harwich announces its first presumptive positive case of COVID-19. Due to privacy requirements, the demographics of this case will remain anonymous. The close contacts of the positive case have been notified by the Visiting Nurse Association and are following CDC guidelines for self-quarantine.

With increased testing capabilities and community spread of COVID-19, having a positive case in Town was inevitable. This increased testing will result in more cases throughout Cape Cod in the coming days and weeks.

This is a crucial time in infection control. Maintaining social distancing, limiting exposure to others, avoiding crowded places and vigilant handwashing are vital steps in slowing the spread of this disease.

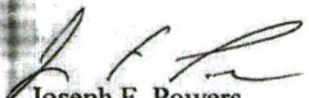
Information about coronavirus, the virus that causes COVID-19 can be found at the Massachusetts Department of Public Health website and also by calling 2-1-1 or visiting <https://mass211.org/> where you are able to live chat with a person.


Please rely upon the following information resources for key updates and recommendations:

- [www.harwich-ma.gov](http://www.harwich-ma.gov)
- Channel 18
- **These guidance documents as they are released.**

We will continue to share information to ensure you all are updated as broadly and quickly as possible. Please continue social distancing and personal hygiene efforts.

Respectfully submitted,

  
Joseph F. Powers  
Interim Town Administrator

  
Meggan M. Eldredge  
Health Director

OFFICE OF THE TOWN ADMINISTRATOR

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #7**  
**EFFECTIVE IMMEDIATELY AND UNTIL FURTHER NOTICE**

**REMOTE PARTICIPATION OF PUBLIC BODIES IN PUBLIC MEETING**

March 20, 2020

**[THIS GUIDANCE DOCUMENT NULLIFIES GUIDANCE DOCUMENT #2]**

All public meetings of public bodies will be conducted by remote participation only. Only essential public bodies (Board of Selectmen and all regulatory bodies) will be permitted to meeting during the weeks of March 23, 2020 and March 30, 2020. This action is necessary to ensure adequate staff coverage to provide necessary services in support of the Board of Selectmen and the regulatory bodies.

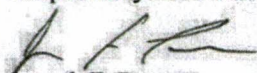
Any presiding officer of any public body not allowed to meet under this guidance should reach out to the Interim Town Administrator to articulate the urgent need for their public body to meet during this timeframe.


Necessary steps for public bodies to take to effect a meeting are:

1. The public will not be allowed into a Board/Committee meeting, even where there are any members of the public body and/or Harwich Town staff or official(s) physically present at the meeting location during the meeting.
2. Any person deemed to be a "presenter" at an allowed public meeting must be identified by the presiding officer (Chair) and will be provided appropriate meeting access information.
3. The general public will be provided with alternative access through which they can watch or listen to meetings "in real time," and meeting notices will specify the manner in which members of the public may access audio or video of the meeting as it is occurring.
4. If, despite our best efforts, our technological capabilities do not adequately support public access to virtual or remote meetings, the Town of Harwich will ensure that an audio or video recording, transcript, or other comprehensive record of the proceedings at the meeting is posted on the Town of Harwich's website as soon as possible after the meeting.
5. Every effort should be made to forgo Executive Session discussions during this timeframe.
6. Meeting notices will still be posted at least 48 hours in advance (not counting Saturdays, Sundays, or legal holidays), unless it is an emergency meeting as defined under the Open Meeting Law (in which event, the meeting notice will be posted with as much advanced notice as is possible in the circumstances). Minutes will still be taken.

Please refer to the Town Clerk's website for additional guidance and protocols. Go to: <https://www.harwich-ma.gov/town-clerk> or call 508-430-7516 ext. 5

Respectfully submitted:

  
Joseph F. Powers  
Interim Town Administrator

  
Anita N. Doucette  
Town Clerk

**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-  
Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #8**

**EFFECTIVE 4:00PM EST, MARCH 20, 2020 AND UNTIL FURTHER NOTICE**

**TOWN OF HARWICH INITIATING MINIMUM REQUIRED STAFFING LEVELS FOR  
ALL PERSONNEL IN ALL LOCATIONS  
(EXCLUDING POLICE & FIRE); MANY SERVICES WILL BE LIMITED**

March 22, 2020

**[THIS GUIDANCE DOCUMENT NULLIFIES GUIDANCE DOCUMENT #4]**

Out of an abundance of caution for our employees, effective as of the close of business on Friday, March 20, 2020, the Town of Harwich initiated minimum required staffing levels for all personnel in all locations (excluding Police & Fire).

Employees should remain in contact with and seek direction from their Department Head or supervisor on work assignments and other protocols.

We ask the public to remain patient as we continue efforts to ensure government operations and processing within this new guidance.

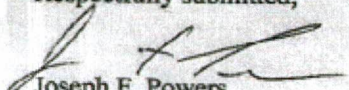
Please be aware that many standard government programs and services will be limited or curtailed during the week of March 23, 2020. Staff is working diligently on creating new procedures and protocols for processing work and services to enact as soon as practicable.

These steps are necessary to ensure adequate staffing resources for all departments as well as redeploy certain personnel in support of critical services and programs in support of individuals in highly susceptible demographics including vital efforts on caring for homebound individuals.

Please see the Town of Harwich's website at <https://www.harwich-ma.gov/> and/or Channel 18 as more information becomes available. Specific information on how to access government services will be released as soon as possible.

While these steps cause inconvenience for some they are intended to provide critical care services to our most needy citizens. These are times when community is redefined and our commitment to each other is of paramount importance.

Respectfully submitted,

  
Joseph F. Powers  
Interim Town Administrator

**OFFICE OF THE TOWN ADMINISTRATOR**

Phone (508) 430-7513

Fax (508) 432-5039

Joseph F. Powers, *Interim Town Administrator*

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #9**  
**EFFECTIVE IMMEDIATELY AND UNTIL FURTHER NOTICE**

**TRAVELERS FROM NEW YORK CITY METROPOLITAN AREA (CT, NJ, NY)**  
**URGED TO SELF-ISOLATE**

The White House Coronavirus Task Force and the Town of Harwich urge residents who return to their Harwich homes or are visiting from New York City or the greater NY metropolitan area (New Jersey, New York, Connecticut) to self-isolate themselves for a period of 14 days in their homes.

This voluntary self-isolation, out of an abundance of caution, recognizes that New York City is the current epicenter of the COVID-19 pandemic in the United States, with more than 15,000 confirmed cases in New York City alone. Self-isolation for 14 days will help curb the spread of the disease in Harwich and Barnstable County and lessen the stress on our critical infrastructure, including, First Responders, Hospitals and Health Care.

We strongly urge new arrivals to take special steps to distance themselves when buying groceries or undertaking other essential activities in our community; many local stores offer food and essential items delivery directly to your home. Please practice social distancing by staying at least 6 feet away from others, avoid group gatherings, monitor your health, and contact your Health Care Provider should you feel ill.

For more information about testing and how to protect yourself and others from this highly contagious disease, please refer to any one of these websites:

- <https://www.harwich-ma.gov/>
- <https://www.barnstablecounty.org/>
- <https://www.mass.gov/resource/information-on-the-outbreak-of-coronavirus-disease2019-covid-19>
- <https://www.cdc.gov/>

Thank you for your cooperation during this difficult time. Questions regarding this guidance document can be directed to the Health Department at [health@town.harwich.ma.us](mailto:health@town.harwich.ma.us) or 508-430-7509.

Joseph F. Powers  
Interim Town Administrator

## **HARWICH COVID-19 GUIDANCE DOCUMENT #10**

Town initiating greatly reduced operational capacity during anticipated surge period

FRIDAY, APRIL 10, 2020

### **NOTICE TO THE GENERAL PUBLIC:**

Whereas public health experts are saying that Massachusetts will see a peak in the number of cases of COVID-19 as well as the number of people requiring hospital services due to the virus during the time between April 11th and April 20th, the Town of Harwich is greatly reducing government operations during this period to do as much as possible to reduce the risk of infection for our staff and the public.

Please go to the main page of the town's website to access each department's operational plan in detail.

<https://www.harwich-ma.gov/>

Specifically, all inspectional services will be suspended and the transfer station will be accepting household solid waste and recycling only. The transfer station will be enacting a new traffic flow pattern to allow for proper social distancing. This new process will require longer wait times, so please plan accordingly.

We will be re-assessing this expanded work processes on April 15th in order to decide if we are able to resume our current staffing plan.

We are trying to do our part to reduce the strain on EMS and healthcare staff during this time because they will be very busy. By staying home, we are staying out of their way and staying healthy by reducing our exposure to others.

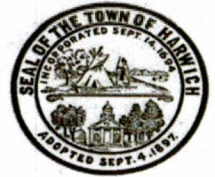
**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #11**  
**REDUCED OPERATIONAL CAPACITY EXTENDED**

FRIDAY, APRIL 17, 2020

**NOTICE TO THE GENERAL PUBLIC:**

This document is a follow-up to Guidance Document #10 which was released last Friday, April 10, 2020. Given that Governor Baker has confirmed that the Commonwealth of Massachusetts is in the midst of a surge in COVID-19 cases, hospitalizations, and sadly, fatalities, it is necessary to continue at reduced operational capacity.

As such, the Town of Harwich will continue with reduced government operational capacity for the week of April 20, 2020 with the noted exceptions outlined below. We will also reassess our operational capacity based on the state of the Commonwealth on April 22, 2020 to inform our decision-making going beyond April 27, 2020.

We are resuming the following government services as they have been deemed essential services by Governor Baker:

- Effective Monday, April 20, 2020, the Transfer Station for the Town of Harwich will resume all services including the collection of yard waste, manure and construction material and debris. The current traffic schematic will be extended throughout the Transfer Station property to effect social distancing. Anyone accessing the Transfer Station is urged to take all safety precautions including wearing face coverings for the protection of all; and
- Effective Tuesday, April 21, 2020, the Town of Harwich will resume remote inspectional services related to essential construction projects.

We also take this opportunity to remind the public that, given that Monday, April 20, 2020 is a recognized state holiday (Patriots Day), all municipal departments with the exception of public safety and the Transfer Station will be closed. This holiday is a timely opportunity for all of our town employees to take a much needed break from their exceptional efforts during this unprecedented public health crisis.

Thank you for your patience, cooperation and understanding as we all work through this crisis on a day by day basis with the hope of being able to resume our daily lives as soon and as safely as possible.

Respectfully submitted,

Joseph F. Powers  
Interim Town Administrator

Meggan M. Eldredge  
Health Director

**OFFICE OF THE TOWN ADMINISTRATOR**

Joseph F. Powers, *Interim Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



**HARWICH COVID-19 GUIDANCE DOCUMENT #12**

**TOWN OF HARWICH RESUMES MINIMUM STAFFING  
LEVELS AT ALL LOCATIONS; NO CHANGE TO CURRENT  
TRANSFER STATION OPERATIONS**

FRIDAY, APRIL 24, 2020

**NOTICE TO THE GENERAL PUBLIC:**

Effective, Monday, April 27, 2020, government operations will return to minimum staffing levels in all locations as outlined in Guidance Document #8 which was released on March 22, 2020. All municipal buildings remained closed to the public.

Employees should remain in contact with and seek direction from their department head or supervisor on work assignments and other protocols.

Current transfer station operations, implemented on April 20, 2020, remain in effective.

We continue to urge everyone to follow CDC guidelines and wear cloth face coverings in public settings where other social distancing measures are difficult to maintain; for example, in grocery stores and pharmacies.

In short, we are reaffirming our community engagement while urging social distancing measures in these unprecedented times. We urge everyone to take every effort to do the same. We will be a stronger community once we get through this difficult time together.

Respectfully submitted,

Joseph F. Powers  
Interim Town Administrator

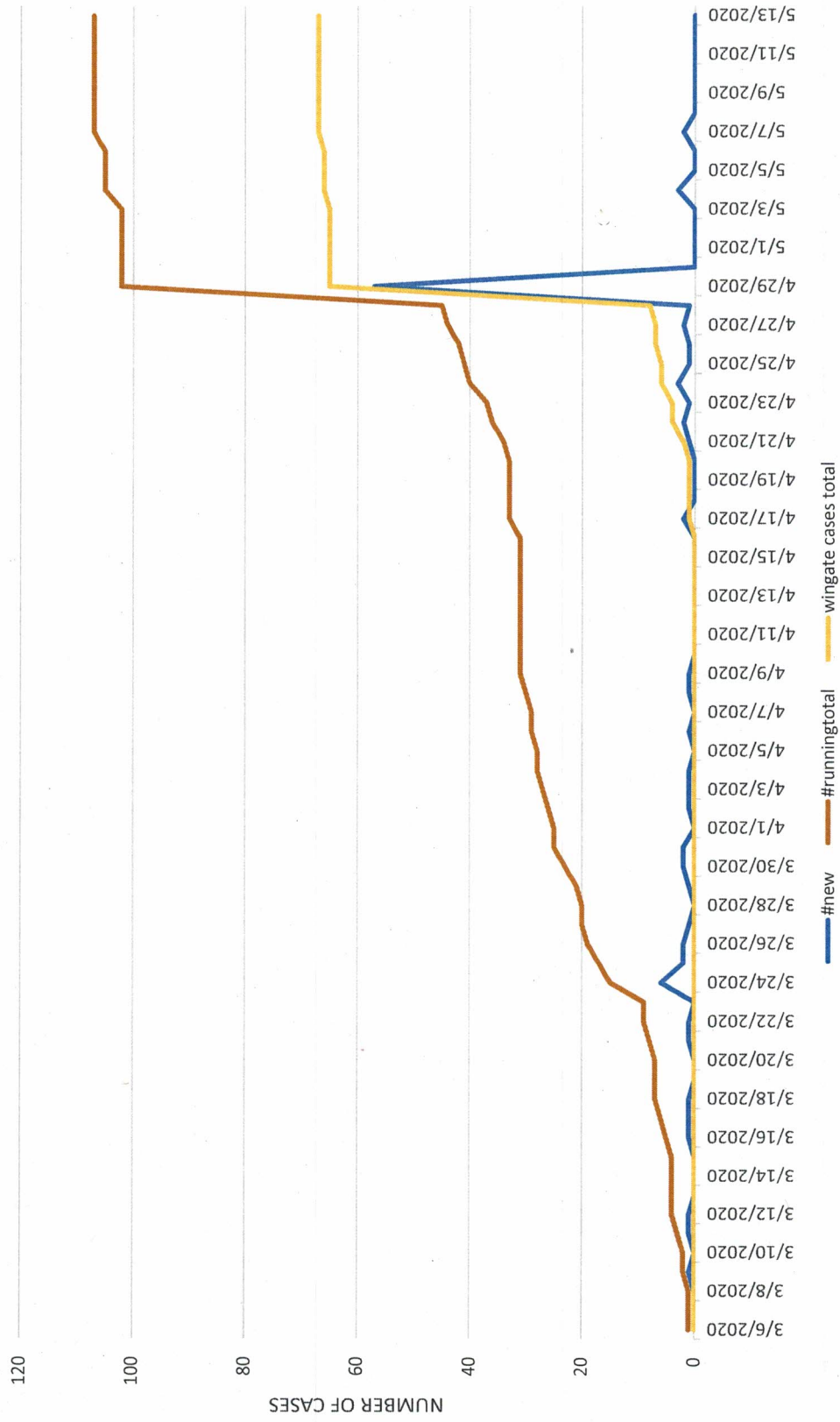
Meggan M. Eldredge  
Health Director



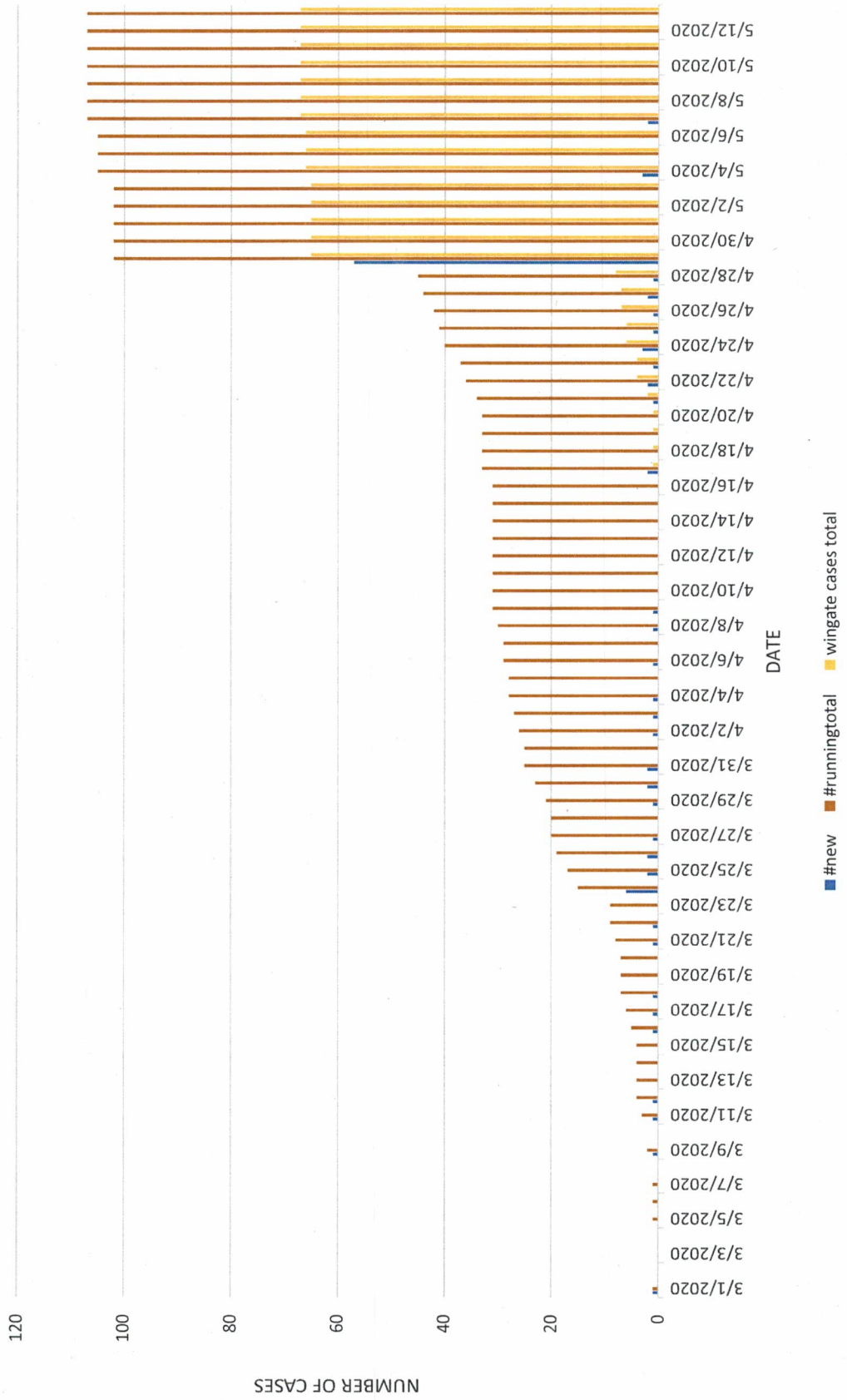
# HARWICH COVID-19 CASE DATA

5.13.2020

TOTAL CASES: 107      CASES AT WINGATE 67



HARWICH COVID-19 CASE DATA  
5.13.2020



V-A.

MAY 19, 2020  
BOARD OF HEALTH MEETING

To: Board of Health  
From: Meggan Eldredge, Health Director  
Applicant: Joseph Delory  
Engineer: Moran Engineering Associates, LLC.  
Address: 113 Brooks Road

On behalf of the owner, Moran Engineering Associates LLC. is applying for variances from Harwich Board of Health Regulation 1.210 & 310 CMR 15:000, the State Environmental Code, Title 5 as follows:

Variances from 310 CMR 15.211: Minimum Setbacks

1. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 6.5' from the North property line where 10' is required. Variance request of 3.5'.
2. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 6' from the East property line where 10' is required. Variance request of 4'.
3. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 16' from the crawl space where 20' is required. Variance request of 4'.
4. Per 310 CMR 15.211(1): To allow a proposed septic tank invert to be 0.3' to high groundwater where 1' is required. Variance request of 0.7'.
5. Per 310 CMR 15.211(1): To allow a proposed pump chamber invert to be 0.2' to high groundwater where 1' is required. Variance request of 0.8'.

Variance from Harwich Board of Health Regulation 1.210

1. Per Harwich Board of Health Regulation 1.210: To allow a proposed soil absorption system to be 83' from the edge of wetland where 100' is required. Variance request of 17'.

The existing 4 bedroom dwelling is currently served by a cesspool. No construction or alterations to the dwelling are proposed. This project received approval from the Conservation Commission at their April 2, 2020 meeting.

The Engineer has provided an alternative location for the SAS in the front of the dwelling which would provide greater separation to the wetland and reduce the number of variance requested from 6 to 4. The variances that would be needed for this alternative location include the invert to high groundwater for the pump chamber and the tank and setbacks to the dwelling's crawlspace.

The downside of the alternative location is the height of the wall. If placed in the front yard the wall is proposed to be 3.8 feet above existing grade and 6.5 feet from the dwelling. Due to zoning requirements, structures such as walls like this must remain 15 feet from side and front property lines.

In order to achieve maximum feasible compliance, the plan should provide variances to setbacks to property lines and cellar walls before setbacks to wetlands.

Allowing the SAS to be 83 feet from the edge of the wetland where full compliance is possible is a decision of the Board. I recommend incorporation of alternative technology if this decision is rendered. Otherwise, I recommend denial of these variances requested as there is an alternative that allows for maximum feasible compliance.

CONTINUED ON NEXT PAGE

A-1

Should variances be approved, I further recommend the following conditions:

1. Property shall be restricted to a maximum of 4 bedrooms.
2. No alterations or additions without further review of the Board of Health.
3. If alternative technology is incorporated, yearly testing requirements and an operation and maintenance agreement is needed per the Town of Harwich Regulations.
4. Variances and conditions to be recorded at the Barnstable Registry of Deeds.

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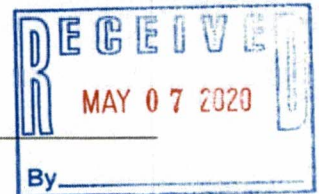


**Town of Harwich  
Board of Health**

732 Main Street Harwich, MA 02645  
508-430-7509 – Fax 508-430-7531  
E-mail: health@town.harwich.ma.us

Office Use Only	
Filing Fee Paid/Amount:	\$ 125-
Check #/Cash:	3459
Date App Received:	5/7/2020
Meeting Date:	5/14/2020
Date Approved:	_____
Date Denied:	_____
Reason for Denial:	_____
_____	_____
_____	_____

**Application for Board of Health Variances**



Date: 5/2/20

Property Address: 113 Brooks Road

Map: 12 Parcel: L4

Book: 11423 Page: 68 Land Court No: \_\_\_\_\_

Name of Applicant: Joseph Delory

Applicant Mailing Address: 35 Milkyway Rd.

Troy NY 02180

City State Zip Code

Applicant Telephone Number: 518-527-1103

Applicant E-Mail Address: JOMD@lundbeck.com

Owner(s) of Record: Joseph Delory and Joanne Murnane

Owner(s) Mailing Address: 35 Milkyway Rd.

Troy NY 12180

City State Zip Code

Design Engineer/Sanitarian: Daniel Croteau

Firm/Company Name: Moran Engineering Assoc., LLC

Mailing Address: PO Box 183

So. Harwich MA 02661

City State Zip Code

Telephone Number: 508-432-2878

Design Engineer/Sanitarian E-Mail Address: moraneng@gmail.com

**Please Choose Application Type:**

Voluntary Upgrade: X Addition/Alteration: \_\_\_\_ Failed System: \_\_\_\_ EIR: \_\_\_\_  
 Other: \_\_\_\_\_

Conservation Commission Approval Required: No: \_\_\_\_ Yes: X Date of CC Hearing: 4/2/20

**List All Variances from State & Local Codes**

<b>Title 5, Section # Variance Requested From</b>	<b>Description of Variance(s):</b>
310CMR:15.211(1)	Dist. Between SAS and North Lot Line: 10' req., 6.5' proposed; 3.5' variance
310CMR:15.211(1)	Dist. Between SAS and East Lot Line: 10' req., 6' proposed; 4' variance
310CMR:15.211(1)	Dist. Between SAS and Crawl space: 20' req., 16' proposed; 4' variance
310CMR:15.227:(5)	Dist. Between ST Invert to High GW: 1' req., 0.3' proposed; 0.7' variance
310CMR:15.227:(5)	Dist. Between PC Invert to High GW: 1' req., 0.2' proposed; 0.8' variance
<b>Harwich Reg. #</b>	<b>Description of Variance(s):</b>
Harwich BOH Reg 1.210	Dist. Between SAS and Watercourse: 100' req., 83' proposed; 17' variance

In addition to this form, 8 packets of the following must be submitted by 4:00 p.m. on the filing deadline date:

- Letter to Board of Health
- Letter to abutters (bring certified mail receipts to the meeting)
- Copy of certified abutter list
- Existing variance letter (if applicable)
- Floor plans (all floors/existing & proposed)
- Site plan
- Filing Fee \$125.00 (Variance)/\$300.00 (EIR)

# MORAN ENGINEERING ASSOCIATES, LLC

941 ROUTE 28, HARWICH

P.O. BOX 183  
South Harwich, MA 02661

moraneng@gmail.com

O: 508-432-2878  
F: 508-432-3501

May 6, 2020

Harwich Board of Health  
732 Main Street  
Harwich Center, MA 02645

**Re: Septic System Upgrade Variance Request for 113 Brooks Road, Harwich Port, MA.**

Dear Member of the Harwich Board of Health,

On behalf of property owners Joanne and Joseph Delory, I respectfully request review of the following variances for the purpose of installing a new Title 5 septic system to replace the existing cesspools at the locus property.

Variations From 310 CMR 15.211 (1) Minimum Setback Distances:

1. Per 310 CMR: 14.405 (1) (a): S.A.S. to north property line: 10' required; 6.5' available.  
(Variance request of 3.5')
2. Per 310 CMR: 14.405 (1) (a): SAS to east property line: 10' required; 6' available.  
(Variance request of 4')
3. Per 310 CMR: 14.405 (1) (b): SAS to Crawl Space Wall: 20' required; 16' available.  
(Variance request of 4')

Variations From 310 CMR 15.227 (5): Minimum Separation Distance:

4. Per 310 CMR: 14.405 (1) (j): Septic Tank Invert to High Groundwater: 1' required; 0.3' available.  
(Variance request of 0.7')
5. Per 310 CMR: 14.405 (1) (j): Pump Chamber Invert to High Groundwater: 1' required; 0.2' available.  
(Variance request of 0.8')

Variations From Harwich B.O.H. Reg. 1.210:

6. Distance Between S.A.S. and Watercourse (BVW) : 100' required; 83' available.  
(Variance request of 17')

This request is for the purpose of upgrading the existing cesspool systems to a Title-5 septic system only. There are no alterations to the building as part of this proposal.

Sincerely,

  
Daniel Croteau, PE

# MORAN ENGINEERING ASSOCIATES, LLC

941 ROUTE 28, HARWICH

P.O. BOX 183  
South Harwich, MA 02661

moraneng@gmail.com

O: 508-432-2878  
F: 508-432-3501

Re : 113 Brooks Road, Harwich Port, MA  
Assess. Map 12, Parcel L4  
Owner: Joseph Delory

May 2, 2020

Dear Abutter of 113 Brooks Road, Harwich Port

This letter serves to notify you, as an abutter, that there will be a hearing before the Harwich Board of Health for # **113 Brooks Rd., Harwich Port.** The owner is proposing to install a new Title-5 septic system to replace the existing cesspools to service the existing building and is requesting local upgrade approvals as stated below.

Variances From 310 CMR 15.211 (1) Minimum Setback Distances:

1. Per 310 CMR: 14.405 (1) (a): S.A.S. to north property line: 10' required; 6.5' available.  
(Variance request of 3.5')
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(Variance request of 4')
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Variances From Harwich B.O.H. Reg. 1.210:

6. Distance Between S.A.S. and Watercourse (BVW) : 100' required; 83' available.  
(Variance request of 17')

This request is for the purpose of upgrading the existing cesspool systems to a Title-5 septic system only. There are no alterations to the building as part of this proposal.

You are being notified, per Harwich Board of Health Regulations, as an abutter of the property.

The hearing is scheduled for Tuesday, May 19th, 2020 at 7:00 pm.

**Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Harwich Board of Health is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. The agenda, including dial-in instructions, will be posted on the Town of Harwich website: [www.town.harwich.ma.us](http://www.town.harwich.ma.us)**

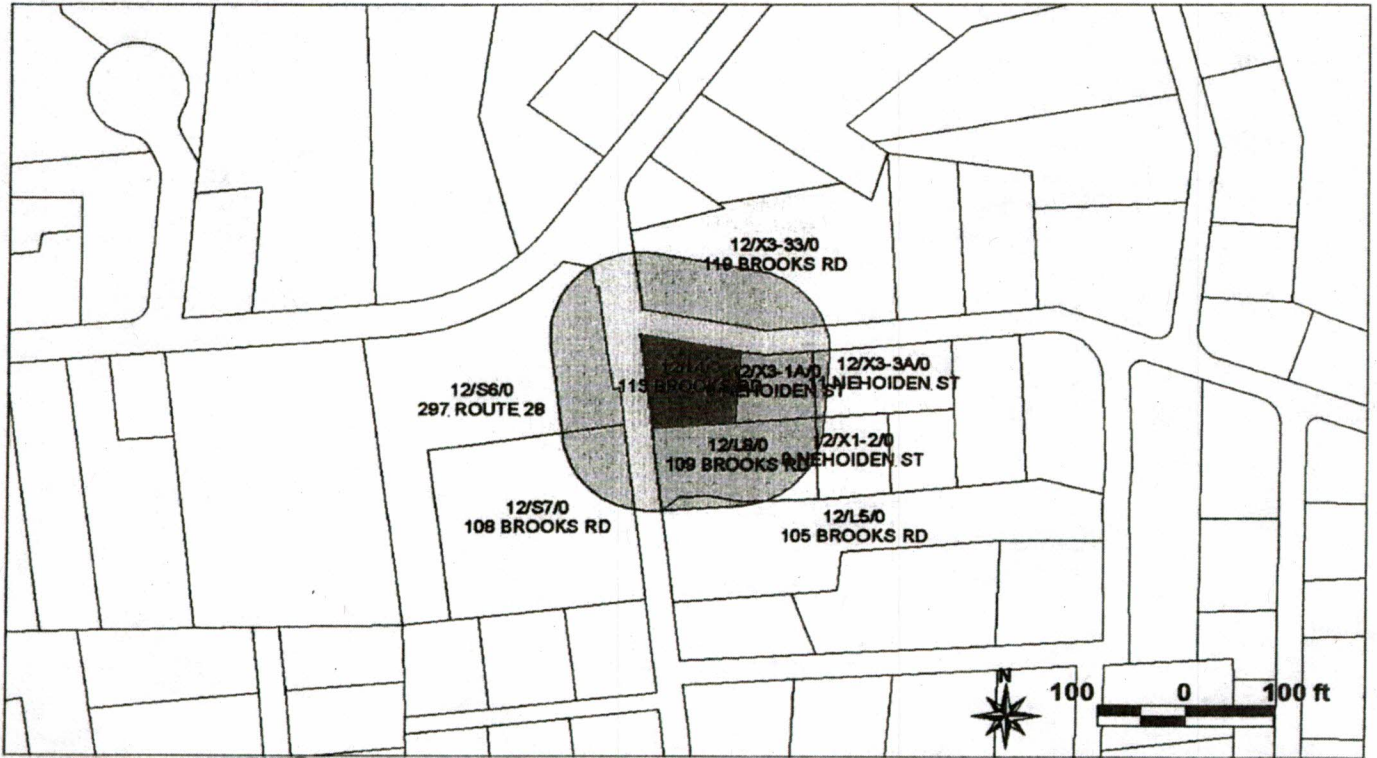
Sincerely,  Daniel Croteau, PE



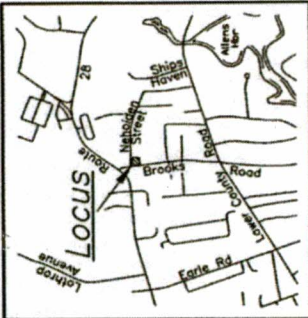


TOWN OF HARWICH, MA  
 BOARD OF ASSESSORS  
 732 Main Street, Harwich, MA 02645

Abutters List Within 100 feet of Parcel 12/L4/0



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
8264	12-L4-0-R	DELORY JOSEPH M ET AL MURNANE JOANNE	113 BROOKS RD	35 MILKYWAY RD	TROY	NY	12180
8267	12-L5-0-R	RICHARDSON THOMAS W LIFE ESTAT RICHARDSON JACQUELINE F LIFE E	105 BROOKS RD	100 SOUTH HIGH ST	FOXBORO	MA	02035
1394	12-L8-0-R	CUMMINGS ROBERT M ET AL CUMMINGS PAUL F	109 BROOKS RD	109 BROOKS RD	HARWICH PORT	MA	02646
1370	12-S6-0-R	WEST HARWICH REALTY TRUST A & W DRIVE INN	297 ROUTE 28	297 ROUTE 28	HARWICH PORT	MA	02646
1474	12-S7-0-R	KEPPEL EDWARD A ET ALS	108 BROOKS RD	C/O LINDA HARJU 108 BROOKS RD	HARWICH PORT	MA	02646
1666	12-X1-2-0-R	DAMICO THEODORE & GOZIER YVETTE	0 NEHOIDEN ST	350 ARBORWAY	JAMAICA PLAIN	MA	02130
7955	12-X3-1A-0-R	FRANKLIN BARBARA ANN TR BALLINACURRA TRUST	5 NEHOIDEN ST	71 LOVELL RD	WATERTOWN	MA	02472
8500	12-X3-33-0-R	THE ASHWOOD REALTY TRUST	119 BROOKS RD	119 BROOKS RD	HARWICH PORT	MA	02646
1639	12-X3-3A-0-R	DAMICO THEODORE & GOZIER YVETTE	11 NEHOIDEN ST	350 ARBORWAY	JAMAICA PLAIN	MA	02190

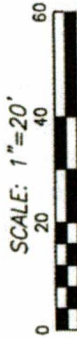


**LOCATION MAP**  
 Assessors' ID: 12-L4  
 Deed: Bk. 11423, Pg. 68  
 Plan: See Bk. 98, Pg. 127



**SYSTEM DESIGN CALCS.**

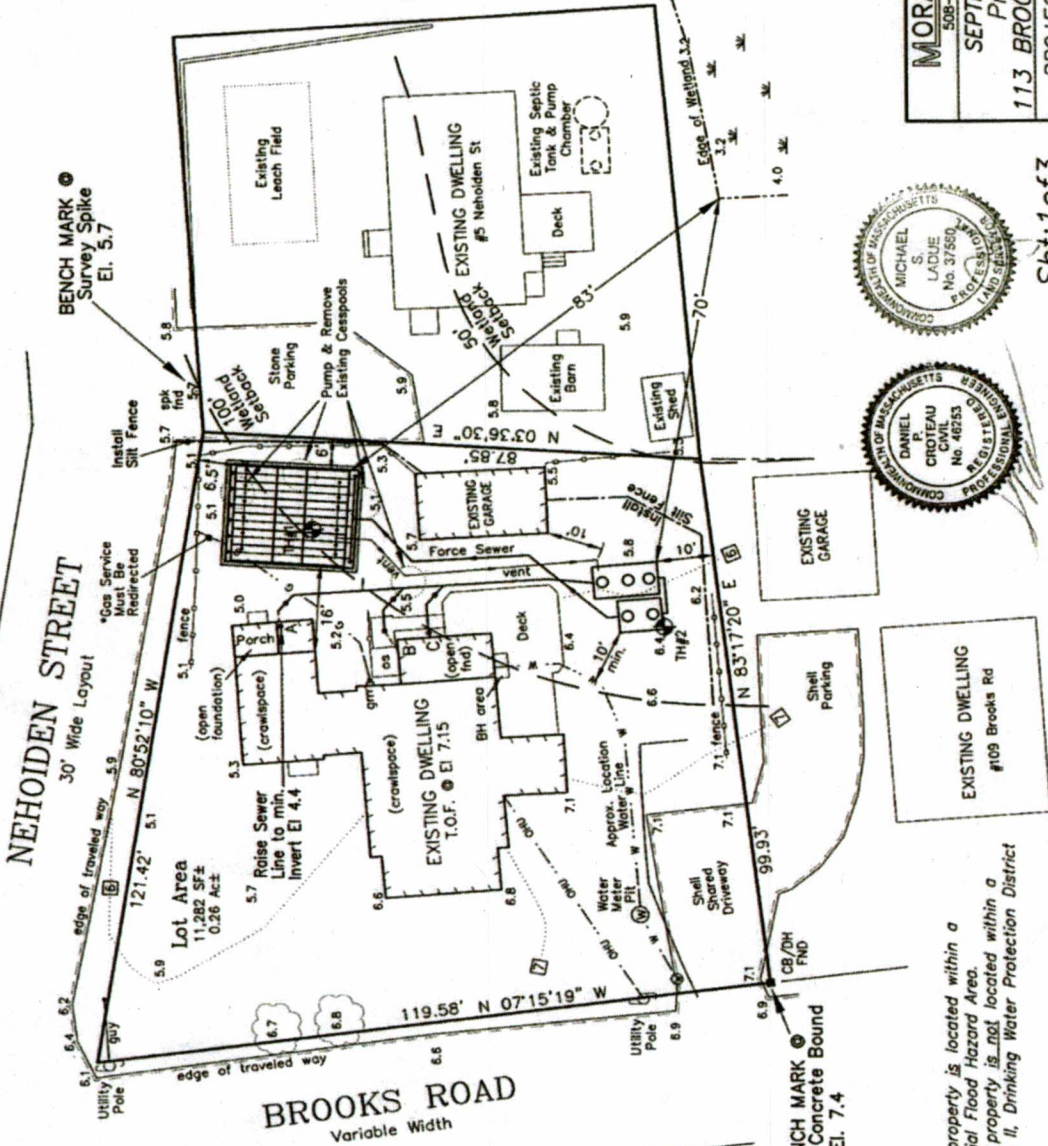
**Design Flow:**  
 4 bedrooms @ 110 gal/day = 440 gal/day  
 Septic Tank: 440 gal. x 200% = 880 gal.  
 Use: Monolithic 1500 Gal. 2-Compartment (1000/500) H-20 Septic Tank  
 Pump Chamber: Monolithic 1000 Gal. H-20  
 Leaching Facility: 6 Rows of Cultec-100 Chambers,  
 Proposed Layout: 20' Long, cut to length  
 6 x 20 LF of Chamber x 5.0sf/lf = 600 sf  
 Capacity: 600 sf x 0.74 gal/1sf = 444 gal/day  
 \*Per Mass.DE.P Certification For General Use  
 NOTE: Garbage disposal is not permitted with this design.



**MORAN ENGINEERING ASSOC., LLC**  
 508-432-2878 941 ROUTE 28, HARWICH, MA

**SEPTIC SYSTEM DESIGN PLAN IN HARWICH**  
 Prepared For: Joseph M. Delory  
 113 BROOKS ROAD HARWICH, MA

PROJECT: 19-254 DATE: 3/2/2020  
 Rev: 3/25/2020



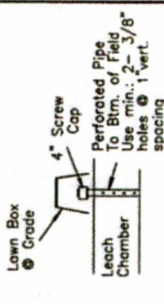
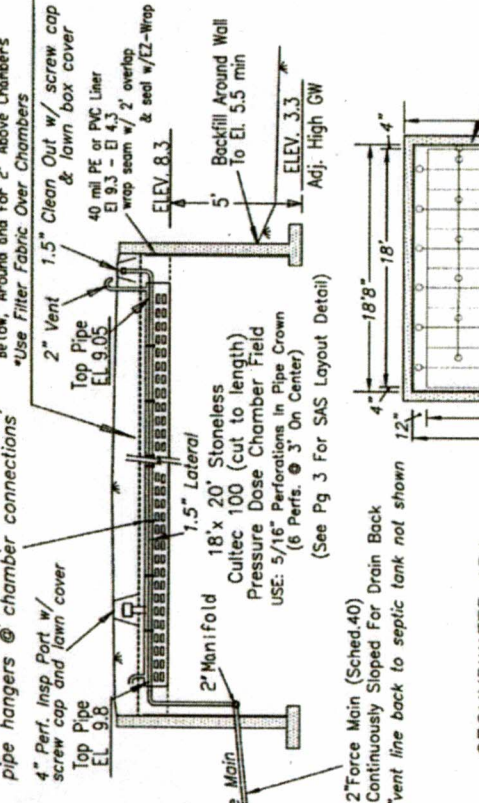
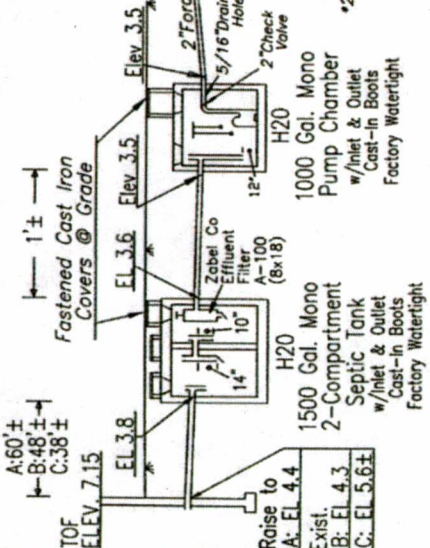
Sht: 1 of 3

**NOTE:**  
 \* This property is located within a Special Flood Hazard Area.  
 \*\* This property is not located within a Zone II, Drinking Water Protection District

# SYSTEM PROFILE

N. T. S.

\*\* LATERALS, MANIFOLD, AND FORCE MAIN ARE TO BE SLOPED TO DRAIN BACK INTO PUMP CHAMBER AT THE END OF EACH PUMP CYCLE.



## SAS INSP. PORT DETAIL



- 1.) ALL COMPONENTS ARE TO MEET TITLE 5 MATERIAL AND CONSTRUCTION REQUIREMENTS.
- 2.) SYSTEM COMPONENTS ARE TO BE SET ON A STABLE COMPACTED BASE.
- 3.) \*CONFIRM ALL EXIT FLOW AT TIME OF SYSTEM INSTALLATION\*

## GROUNDWATER ADJ.

Groundwater Found: El. 2.3  
 Index Well: ISW-89  
 Zone A  $(2/20, 11.2') = +1.0'$   
 Adj. High GW Depth = El. 3.3

## TEST HOLE 1 El. 5.0

Depth	Horizon	Texture	Color	Other
0-12"	A	Loomy Sand	10YR3/2	
12-24"	B	Loomy Medium Sand	7.5YR3/4	V. Friable
24-72"	C	Medium-Coarse Sand	2.5Y5/4	Loose

Blm El. -1.0 Groundwater Found @ 32" (El. 2.3)

## TEST HOLE 2 El. 6.4

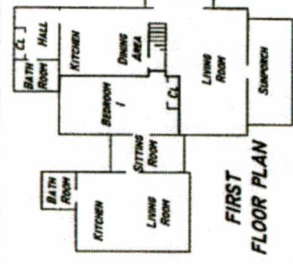
Depth	Horizon	Texture	Color	Other
0-6"	A	Loomy Sand	10YR3/2	
6-30"	B	Loomy Medium-Coarse Sand	7.5YR5/6	V. Friable
30-72"	C	Medium-Coarse Sand	2.5Y5/4	Loose

Blm El. 0.4 Groundwater Found @ 48" (El. 2.0)

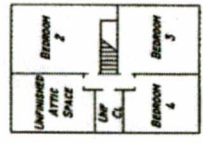
Date: 2/26/20  
 Performed By: Daniel P. Croteau, PE, SE481  
 Witness: K. Tenaglia, HA

## PERC. TEST @ TH #2

Time Drop  
 2min 00sec 12-9"  
 3min 57sec 9-6"  
 @ Depth Of 25"  
 Perc & Design Rate =  $\leq 2$  min./in.

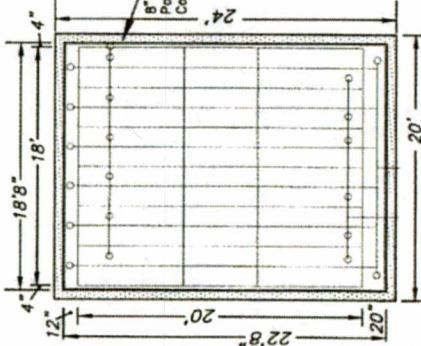


## FIRST FLOOR PLAN



## SECOND FLOOR PLAN

## RETAINING WALL DIMENSIONS



Sht:2of3

**MORAN ENGINEERING ASSOC., LLC**  
 508-432-2878 941 ROUTE 2B, HARWICH, MA  
**SEPTIC SYSTEM DESIGN PLAN IN HARWICH**  
 Prepared For: Joseph M. Delory  
 113 BROOKS ROAD HARWICH, MA  
 PROJECT: 19-254 DATE: 3/2/2020

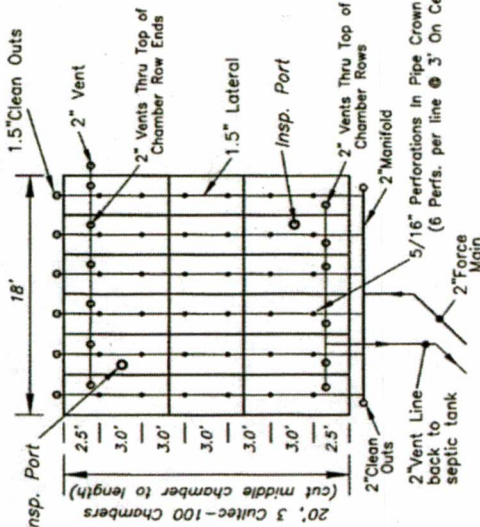
Rev: 3/25/2020

## PUMP NOTES

- Submersible Pump—Liberty FL50 Series 1/2 hp
- 2" Force Main to drain back into pump chamber at the end of each pumping cycle. Use 5/16" Drain Hole following 2" Check Valve.
- Alarm Panel - SJE Rhombus Tank Alert Alarm To Be Visible and Audible From Both Living Units.
- Alarm is to be on a separate circuit from the pump
- Pump Sequence:
  - Pump off El 0.2 (1' Off Tank Btm.)
  - Pump on El 0.7 (1.5' Off Tank Btm.)
  - Alarm on El 1.2 (2' Off Tank Btm.)
- Pump to be set on blocks to avoid bottom debris.
- Quick Disconnect Fitting to be installed on horizontal line of force main for use when servicing or removing pump.
  - \*Disconnect must be accessible from pump manhole without entering chamber.
  - Electrical Permit is required. Electric wiring is to be installed in conduit.

## SAS LAYOUT DETAIL

- All Piping is To Drain Back Into Pump Chamber at End of Pump Cycles
- Use Clean Medium Sand Around and for 2" Above Chambers
- Use Filter Fabric over Chambers



## GENERAL NOTES

- INSTALL SILT FENCE/ WORK LIMIT LINE PRIOR TO THE START OF EXCAVATION.
- EXISTING SEWER ELEVATIONS ARE TO BE VERIFIED PRIOR TO THE INSTALLATION OF NEW SYSTEM COMPONENTS.
- EXISTING CESSPOOLS ARE TO BE LOCATED, PUMPED AND REMOVED, ALONG WITH ALL CONTAMINATED SOILS WITHIN 5' OF THE PROPOSED SAS.
- SEWER LINES ARE TO BE REPLACED BACK TO ORIGINAL PVC OR CAST IRON DRAINS. INSTALL 4" PVC CLEAN OUTS TO GRADE AT PIPE CHANGES IN DIRECTION PRIOR TO THE SEPTIC TANK.
- SEPTIC TANK AND PUMP CHAMBER ARE TO HAVE CAST-IN PLACE RUBBER BOOTS AT INLET AND OUTLET HOLES. ALL TANK INLETS, OUTLETS, SEAMS, COVERS, AND RISER SEAMS ARE TO BE SEALED WATERTIGHT WITH BITUMINOUS SEAL OR HYDRAULIC CEMENT.
- A 5' UNSUITABLE SOIL OVER-DIG IS REQUIRED TO UNCOMPACTED B SOIL LAYER (LOAMY MEDIUM SAND). DESIGNER SHALL BE NOTIFIED FOR INSPECTION PRIOR TO THE PLACEMENT OF TITLE 5 FILL.
- CAST IRON ACCESS COVERS ARE TO BE SET AT FINISHED GRADE ON SEPTIC TANK OUTLET AND PUMP CHAMBER OUTLET MANHOLES. COVERS AT GRADE ARE TO BE FASTENED TO PROTECT AGAINST UNWARRANTED ENTRY. LEACHING AREA INSPECTION PORTS (2) ARE TO BE SET AT GRADE WITH IRRIGATION CONTROL BOX COVERS AT GRADE.
- PERFORATED 1.5" LATERALS ARE TO BE PREPARED IN SHOP TO INSURE HOLE UNIFORMITY. USE 5/16" PERFORATIONS AT 3' SPACING. USE 6 PERFS. PER LATERAL.
- ALL PLASTIC BURS ARE TO BE CLEANED FROM HOLES AND PIPES.
- LATERALS ARE TO BE INSTALLED WITH PERFS. AT PIPE CROWN.
- LATERALS, MANFOLD AND FORCE MAIN ARE TO BE SLOPED TO DRAIN BACK INTO PUMP CHAMBER AT THE END OF PUMP CYCLES.

## REQUIRED INSPECTIONS

- DESIGN ENGINEER TO STAKEOUT SEPTIC COMPONENT LOCATION.
- DESIGN ENGINEER TO CERTIFY UNSUITABLE SOIL REMOVAL PRIOR TO SYSTEM INSTALLATION.
- DESIGN ENGINEER TO CERTIFY RET. WALL STEEL INSTALLATION PRIOR TO CONCRETE POUR.
- DESIGN ENGINEER TO INSPECT LATERALS PRIOR TO INSTALLATION.
- DESIGN ENGINEER TO CERTIFY SYSTEM INSTALLATION (ELEVATIONS & LOCATIONS) AND OPERATION PRIOR TO BACKFILLING.

## BOH VARIANCES REQUIRED

### VARIANCES FROM 310CMR-15.211:(1)

- Per 310CMR15.405(1)(a): Dist. Between Road (north) Lot Line & S.A.S.: 10' Required; 6.5' Proposed
- Per 310CMR15.405(1)(a): Dist. Between Abutter (east) Lot Line & S.A.S.: 10' Required; 6' Proposed
- Per 310CMR15.405(1)(b): Dist. Between Crawl Space & S.A.S.: 20' Required; 16' Proposed

### VARIANCES FROM 310CMR15.227:(5)

- Per 310CMR15.405(1)(d): Dist. Between Septic Tank Invert Elevation & High Groundwater: 1' Required, 0.3' Proposed
- Per 310CMR15.405(1)(d): Dist. Between Pump Chamber Invert Elevation & High Groundwater: 1' Required, 0.2' Proposed

### VARIANCES FROM HARWICH B.O.H. REG. 1.210

- Dist. Between Watercourse & S.A.S.: 100' Required, 83' Proposed

## BUOYANCY CALCULATIONS

### SEPTIC TANK:

USE: ACME 1500-GALLON (H-20) 2-COMPARTMENT MONO-SEPTIC TANK  
 High GW El. 3.3 - Bttm. Tank El. -1.0 = 4.3' Submerged Depth  
 Submerged Volume: 4.3' x 11.5' x 6.0' = 296.7 cf  
 Buoyancy: 296.7 cf x 62.4 lbs/cf = 18,514 lbs uplift  
 Tank Weight (empty) per ACME Co. Specs: 24,600 lbs  
 24,600 lbs - 18,514 lbs = 6,086 lbs

### PUMP CHAMBER:

USE: ACME 1000-GALLON (H-20) MONOLITHIC ST./PUMP CHAMBER  
 High GW El. 3.3 - Bttm. Tank El. -1.3 = 4.6' Submerged Depth  
 Submerged Volume: 4.6' x 7.7' x 6.0' = 212.5 cf  
 Buoyancy: 212.5 cf x 62.4 lbs/cf = 13,260 lbs uplift  
 Tank Weight (empty) per Shorey Co. Specs: 16,000 lbs  
 16,000 lbs - 13,260 lbs = 2,740 lbs



Sht:3of3

**MORAN ENGINEERING ASSOC., LLC**

508-432-2878 941 ROUTE 2B, HARWICH, MA

SEPTIC SYSTEM DESIGN PLAN IN HARWICH

Prepared For: Joseph M. Delory

113 BROOKS ROAD HARWICH, MA

PROJECT: 19-254

DATE: 3/2/2020

Rev: 3/25/2020

V-B.

MAY 19, 2020  
BOARD OF HEALTH MEETING

To: Board of Health  
From: Meggan Eldredge, Health Director  
Applicant: Karen Jaworski  
Engineer: Down Cape Engineering, Inc.  
Address: 113 Bank Street

On behalf of the owner, Down Cape Engineering is applying for variances from 310 CMR 15:000, the State Environmental Code, Title 5 as follows:

Variances from 310 CMR 15.211: Minimum Setbacks

1. Per 310 CMR 15.211(1): To allow a proposed soil absorption system to be 12.7' from the foundation where 20' is required. Variance request of 7.3'.

The existing 6 bedroom dwelling is currently served by 4 cesspools, 2 on the North side of the dwelling and 2 on the South side of the dwelling. The applicant is requested the variance due to the small size of the lot and the 6-bedroom design flow. The plan provides a 40 mil liner between the edge of the soil absorptions system and the foundation. No construction or alterations to the dwelling are proposed. This project does not require approval from the Conservation Commission.

The proposed septic system is an improvement over the cesspool. I recommend approval of the variances with the following conditions:

1. The property shall be restricted to a maximum of 6 bedrooms.
2. No increase in habitable space or square footage is allowed without further review by the Board of Health.
3. The variance and conditions shall be recorded at the Barnstable County Registry of Deeds.



**Town of Harwich  
Board of Health**

732 Main Street Harwich, MA 02645  
508-430-7509 – Fax 508-430-7531  
E-mail: health@town.harwich.ma.us

**Office Use Only**  
Filing Fee Paid/Amount: 3125-  
Check #/Cash: 32542  
Date App Received: 5/17/2020  
Meeting Date: 5/19/2020  
Date Approved: \_\_\_\_\_  
Date Denied: \_\_\_\_\_  
Reason for Denial: \_\_\_\_\_

**Application for Board of Health Variances**

Date: 05-05-2020

Property Address: 113 Bank Street

Map: 14 Parcel: Z33

Book: 23412 Page: 209 Land Court No: \_\_\_\_\_

Name of Applicant: Karen Jaworski

Applicant Mailing Address: 113 Bank Street

Harwichport MA 02646

City State Zip Code

Applicant Telephone Number: 774-994-0909

Applicant E-Mail Address: karen@capecodera.com

Owner(s) of Record: Karen Jaworski

Owner(s) Mailing Address: 113 Bank Street

Harwichport MA 02646

City State Zip Code

Design Engineer/Sanitarian: Daniel A. Ojala

Firm/Company Name: Down Cape Engineering, Inc.

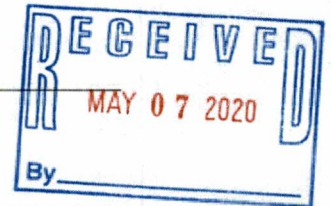
Mailing Address: 939 Route 6A

Yarmouth Port MA 02675

City State Zip Code

Telephone Number: 508-362-4541

Design Engineer/Sanitarian E-Mail Address: info@downcape.com



**Please Choose Application Type:**

Voluntary Upgrade:  Addition/Alteration:  Failed System:  EIR:   
 Other: \_\_\_\_\_

Conservation Commission Approval Required: No:  Yes:  Date of CC Hearing: \_\_\_\_\_

**List All Variances from State & Local Codes**

Title 5, Section #	Description of Variance(s):
15.405:	
(1b):	Reduction in setback, SAS to foundation (20' to 12.7')
<b>Harwich Reg. #</b>	<b>Description of Variance(s):</b>

In addition to this form, 8 packets of the following must be submitted by 4:00 p.m. on the filing deadline date:

- Letter to Board of Health
- Letter to abutters (bring certified mail receipts to the meeting)
- Copy of certified abutter list
- Existing variance letter (if applicable)
- Floor plans (all floors/existing & proposed)
- Site plan
- Filing Fee \$125.00 (Variance)/\$300.00 (EIR)

939 main street rt 6a  
yarmouth port  
mass 02675

land court  
surveys

structural design

site planning

sewage system  
designs

inspections

permits



## *down cape engineering, inc*

*civil engineers & land surveyors*



tel. (508) 362-4541  
fax (508) 362-9880

Daniel A. Ojala, P.E., P.L.S.  
Arne H. Ojala, P.E., P.L.S.  
Daniel E. Gonsalves, P.E., S.E.  
Craig J. Ferrari, E.I.T., S.E.

Date: 5-1-2020

TO: Harwich Board of Health c/o Meggan Eldredge, Health Director

FROM: Daniel A. Ojala, PE, PLS down cape engineering, inc.

RE: #113 Bank Street, Harwich, MA

DCE Job #20-026

### Harwich Board of Health Application Filing

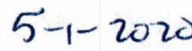
Per the policy of the Board to review all plans requesting a variance from Title 5, attached please find the design plans for a septic system upgrade at the above referenced site. Due to the small size of the lot and 6-bedroom design flow we are requesting a variance from the setback of the foundation to the soil absorption system (from 20.0' to 12.7'). We have provided a 40 mil liner between the edge of the soil absorption system and the foundation. No increase in flow is planned, so not "new construction" as defined by Title 5, this is a septic upgrade/repair only.

Locus consists of an existing 6-bedroom dwelling. The site is small and heavily landscaped with trees. Total design flow is 660 gpd, and the site is not in a "Nitrogen Sensitive Area" or "Environmentally Sensitive Area". The existing septic system consists of 4 cesspools with 2 on the north side of the dwelling and 2 on the south side.

We encountered medium/coarse sand with a perc rate of less than 2 minutes per inch during the perc test procedure. We dug down to a depth of 11.0' below grade and no groundwater was encountered. The proposed septic system is greater than 5' to groundwater and will have no negative environmental impact.

This design will provide the most cost-effective solution, least site disturbance and will be a significant improvement over what currently exists. For these reasons we respectfully ask you approve the requested variance.

  
Daniel A. Ojala PE, PLS

  
Date



Public Hearing Notice

Date: 5-4-2020

Abutter's Name: \_\_\_\_\_

Abutter's Mailing Address: \_\_\_\_\_

Re: 113 Bank Street

No. Street

Property Owner: Karen Jaworski

CERTIFIED MAIL

RETURN RECEIPT REQUESTED

**Dear Abutter:**

A public hearing has been scheduled for the Harwich Board of Health to take action on an application for variances from the regulations of the Harwich Board of Health and/or Title 5 for Subsurface Disposal of Sewage. The following variances are requested:

**List All Variances from State & Local Codes**

Title 5, Section #	Description of Variance(s):
15.405:	
(1b):	Reduction in setback, SAS to foundation (20' to 12.7')

Harwich Reg. #	Description of Variance(s):

Said hearing will be held in the \_\_\_\_\_ Room of the Harwich Town Offices, 732 Main Street, Harwich, on Tuesday, May 19 at 7:00 p.m.

The application and plans are available for review at the Harwich Health Department, Harwich Town Hall, 732 Main Street, Harwich, MA; Monday through Friday (excluding holidays) from 8:30 a.m. to 4:00 p.m.

Sincerely,

Down Cape Engineering, Inc.

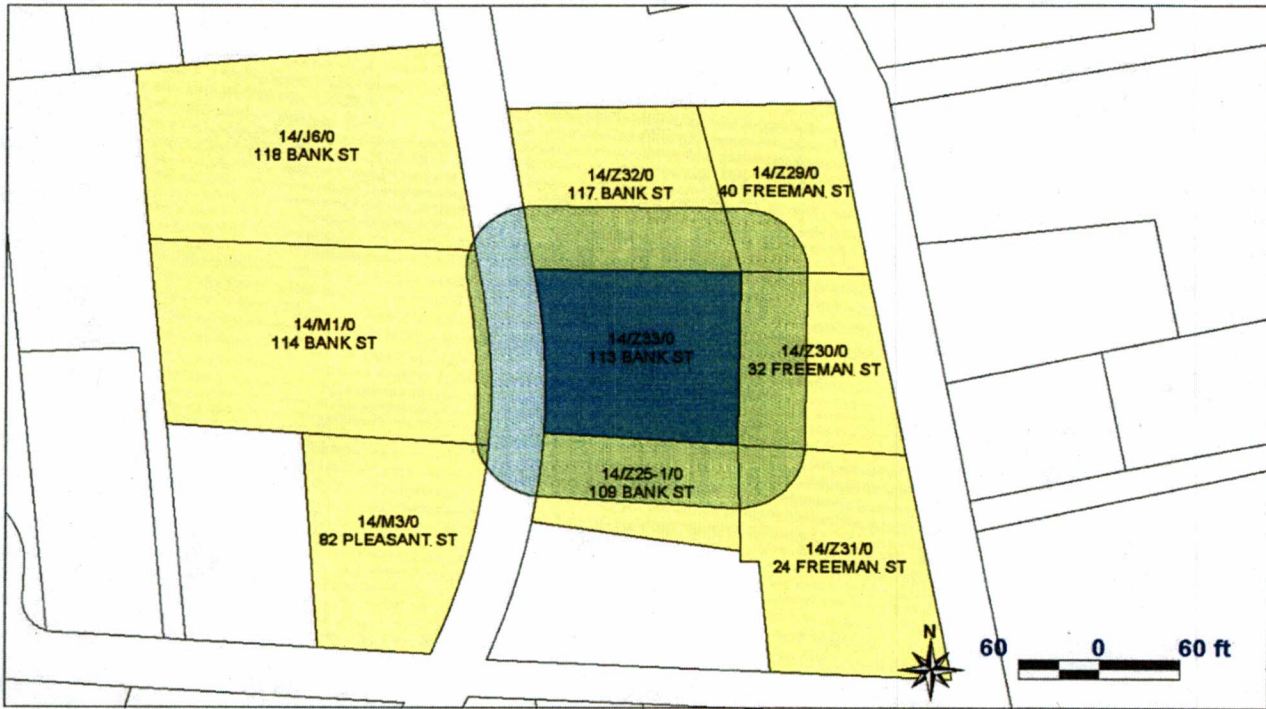
CC: Harwich Health Department

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Harwich Board of Health is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. The agenda, including dial-in instructions, will be posted on the Town of Harwich website [www.town.harwich.ma.us](http://www.town.harwich.ma.us)

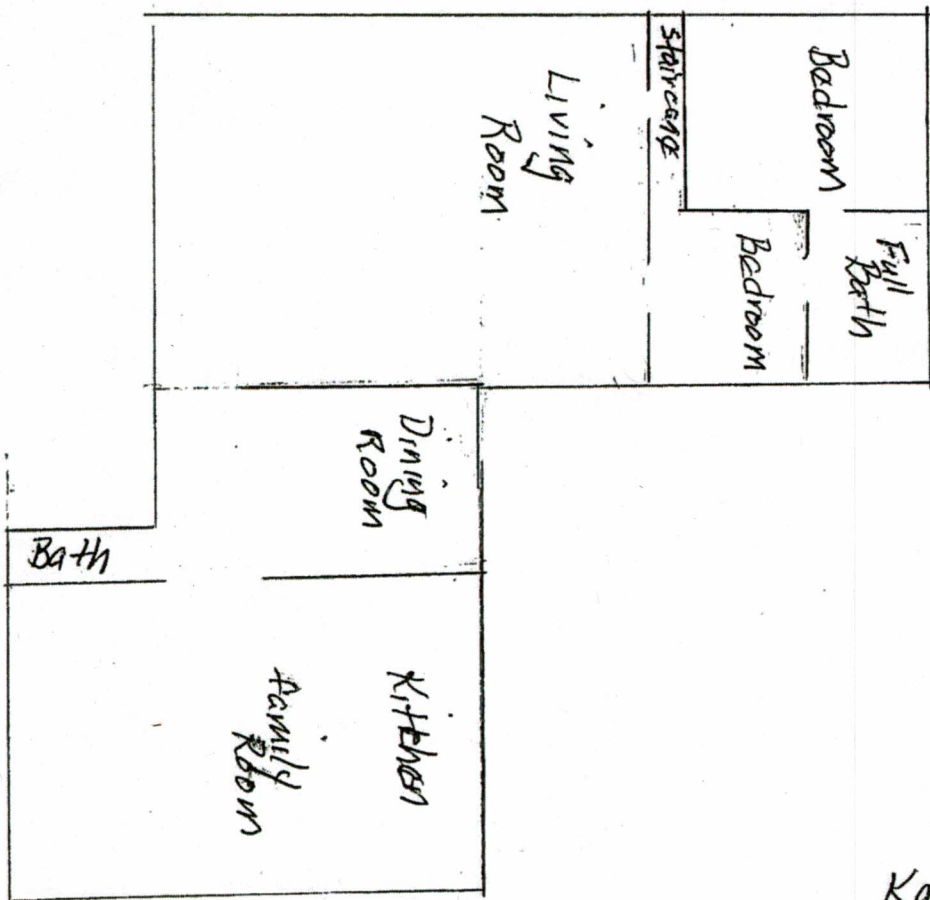


TOWN OF HARWICH, MA  
 BOARD OF ASSESSORS  
 732 Main Street, Harwich, MA 02645

Abutters List Within 50 feet of Parcel 14/Z33/0

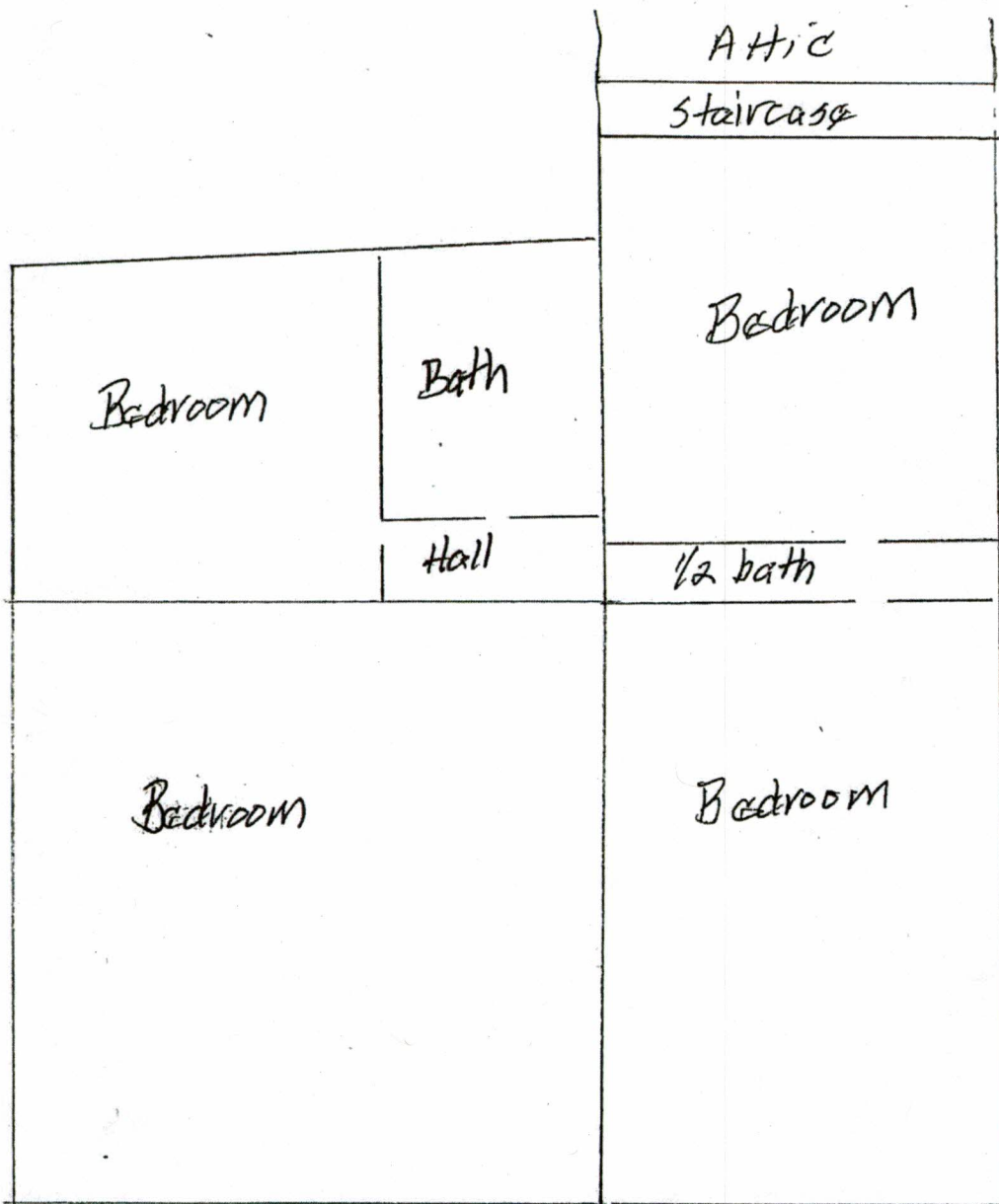


Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
1944	14-J6-0-R	ANDERSON ERIC B & ANDERSON MEGAN E	118 BANK ST	241 BRISTOL RD	WELLESLEY	MA	02481
1886	14-M1-0-R	KREMSEY ERIN M & YARSAWICH JOHN CHRISTOPHER	114 BANK ST	P O BOX 105	W CHATHAM	MA	02669
8484	14-M3-0-R	MCWATTERS RUSS & MCWATTERS ANN	82 PLEASANT ST	68 GLANDORE RD	WESTWOOD	MA	02090
2247	14-Z25-1-0-R	RICHARDS LINCOLN K ET AL RICHARDS GERDA W	109 BANK ST	7 FELLOES RD	WELLESLEY	MA	02482
8577	14-Z29-0-R	DIVING OSPREY LLC	40 FREEMAN ST	340 WEST 11TH ST UNIT BE	NEW YORK	NY	10014
2258	14-Z30-0-R	KARN F BEVERLY LIFE ESTATE	32 FREEMAN ST	PO BOX 12	HARWICH PORT	MA	02646
2259	14-Z31-0-R	WYCOFF SANDRA L ET AL LANG JEFFREY S	24 FREEMAN ST	24 FREEMAN ST	HARWICH PORT	MA	02646
2261	14-Z32-0-R	ZAROOKIAN PAUL A & HANEL-ZAROOKIAN LISA	117 BANK ST	2321 GUILFORD LN	MISSION HILLS	KS	66208
2264	14-Z33-0-R	JAWORSKI KAREN A	113 BANK ST	113 BANK ST	HARWICH PORT	MA	02646



First Floor

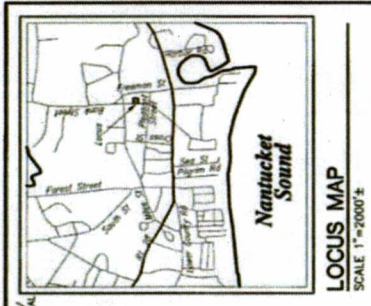
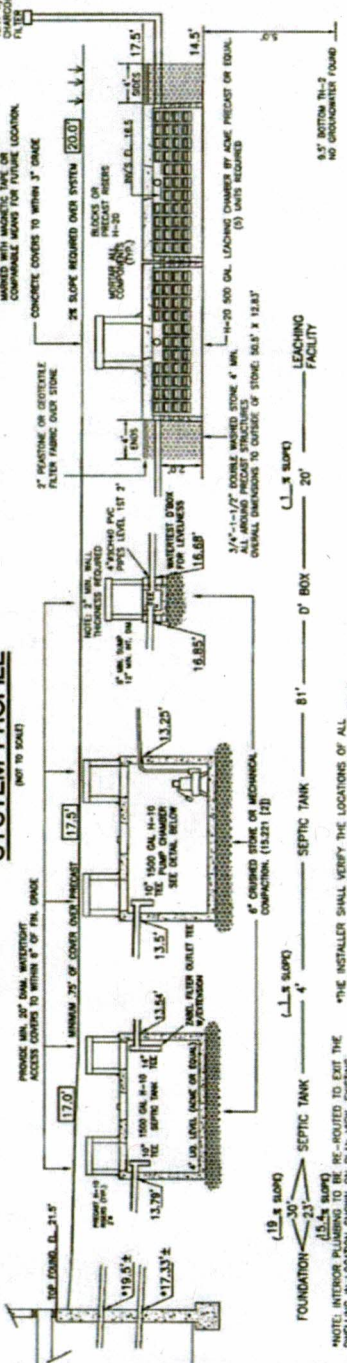
Karen Jaworski  
113 Bank St.  
Harwichport, MA.  
02646



Second floor

Karen Jaworski  
113 Bank St.  
Harwichport, MA  
02646

### SYSTEM PROFILE



**LOCUS MAP**  
SCALE 1"=6000'  
ASSESSORS MAP 14 PARCEL 233

**VARIANCE REQUESTED:**  
UNDER MAX. FEASIBLE COMPLIANCE 15.405.  
(1b) REDUCTION IN SETBACK, SAS TO FOUNDATION (20' TO 12.7')

**SYSTEM DESIGN:**  
GARBAGE DISPOSER IS NOT ALLOWED  
EXISTING 6 BEDROOM DWELLING  
DESIGN FLOOR: 6 BEDROOMS @ 110 GPD = 660 GPD  
USE A 660 GPD DESIGN FLOW  
SEPTIC TANK: 660 GPD (2) = 1320  
USE A 1500 GAL. SEPTIC TANK &  
A 1500 GAL. PUMP CHAMBER  
LEACHING:  
SIDES: 2(50.5 + 12.83) 2 (74) = 187.00  
BOTTOM: 50.5 x 12.83 (74) = 479.00  
TOTAL: 901.00 S.F. 666.00 GPD

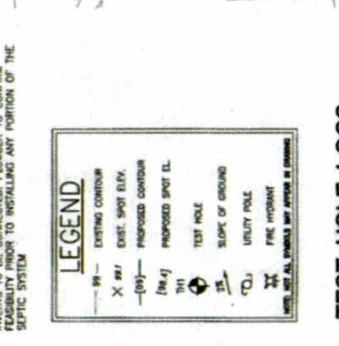
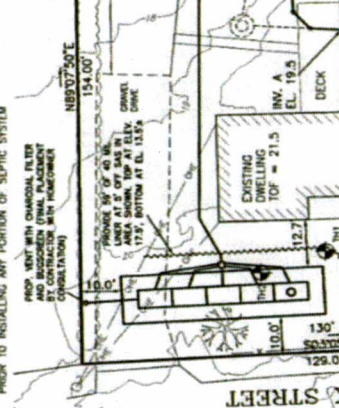
**NOTES:**  
1. DATUM IS SEALED.  
2. MUNICIPAL WATER IS EXISTING.  
3. MINIMUM PIPE PITCH TO BE 1/8" PER FOOT.  
4. DESIGN LOADINGS FOR ALL PROPOSED PRECAST UNITS TO BE ASHIO H-23 (H-10 TANK).  
5. PIPE JOINTS TO BE MADE WATERTIGHT.  
6. CONSTRUCTION DETAILS TO BE IN ACCORDANCE WITH 310 CMR 15.000 (TITLE 5).  
7. THIS PLAN IS FOR PROPOSED WORK ONLY AND NOT TO BE USED FOR LOT LINE STAKING OR ANY OTHER PURPOSE.  
8. PIPE FOR SEPTIC SYSTEM TO SOIL 40+4" PVC.  
9. COMPONENTS NOT TO BE BACKFILLED OR CONCEALED WITHOUT INSPECTION BY BOARD OF HEALTH.  
10. CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING DUGSAFE (1-888-344-7233) AND VERIFYING THE LOCATION OF ALL UNDERGROUND & OVERHEAD UTILITIES PRIOR TO COMMENCEMENT OF WORK.  
11. ANY UNSATURATED MATERIAL ENCOUNTERED SHALL BE REMOVED AND REPLACED WITH LEACHING SAND.  
12. EXISTING LEACHING FACILITY SHALL BE DEMOLISHED AND REMOVED OR PUMPED AND FILLED WITH CLEAN SAND.  
13. ACCESS FOR ROUTINE MAINTENANCE MUST BE PROVIDED FOR TANK, FILTER, INSTALLER MUST PROVIDE FOR TANK ACCESS AND MAINTENANCE.  
14. INSTALLER TO VERIFY THE ELECTRICAL SYSTEM IS SUITABLE FOR PUMP CONNECTION PRIOR TO ORDERING PUMPS. ELECTRICAL PERMIT REQUIRED.

**SYSTEM DESIGN:**  
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EXISTING 6 BEDROOM DWELLING  
DESIGN FLOOR: 6 BEDROOMS @ 110 GPD = 660 GPD  
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TOTAL: 901.00 S.F. 666.00 GPD

**TEST HOLE LOGS**  
ENGINEER: DANIEL E. GONSALVES, SE #13587  
WITNESS: KATHLEEN TENGLA  
DATE: 3/15/2020  
PERC. RATE = < 2 MIN/INCH  
CLASS I SOILS  
NO GROUNDWATER ENCOUNTERED

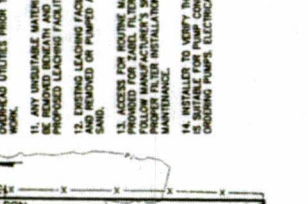
CLASS	SOILS	ELEV.	PERC. RATE
A	LS	10R 3/2	10"
B	LS	10R 4/6	18.2'
C	M/CS	10R 6/8	22'
NO GROUNDWATER ENCOUNTERED			

**NOTES:**  
THE INSTALLER SHALL VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO INSTALLING ANY PORTION OF SEPTIC SYSTEM.  
PROF. VENT WITH CHANGIANG FILTER AND CHANGIANG UNIT (CONSTRUCTION WITH CONSULTANT)



**TITLE 5 SITE PLAN**  
OF  
**113 BANK STREET  
HARWICHPORT, MA**  
PREPARED FOR  
**KAREN JAWORSKI**  
DATE: MARCH 30, 2020

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_ BOARD OF HEALTH \_\_\_\_\_ MA



**down cape engineering, inc.**  
civil engineers  
land surveyors  
939 Main Street (Rte 6A)  
HARWICHPORT MA 02675  
401-552-3622  
401-552-3623  
401-552-3624  
401-552-3625  
401-552-3626  
downcape.com

**DCE #20-026**  
NO GROUNDWATER ENCOUNTERED



DATE: 3-15-2020  
DANIEL E. GONSALVES, SE #13587  
KATHLEEN TENGLA, WITNESS #13587  
DCE #20-026

V-1

**Health Director Monthly Report  
March and April 2020**

**COVID 19**

March and April were focused on the novel coronavirus COVID-19 and its spread throughout the nation. Our first case in Harwich appeared on March 19<sup>th</sup> and to date there are more than 100 cases and 11 deaths.

Once this virus appeared in town, I re-located to the Emergency Operations Center in order to function more effectively along with Town Administration, Police and Fire. As a public health emergency, I took on the role of Incident Commander, in cooperation with Joe Powers, Interim Town Administrator. Together we set up Unified Command with the assistance of the Police and Fire Deputy Chiefs Kevin Considine and David LeBlanc.

Together, we developed a safe work environment for town staff by effecting social distancing and remote work options. Following guidance from the Governor and the Department of Public Health, we continue to interpret guidance and assist departments in working safely through this pandemic.

Included in this packet are copies of the guidance documents and public announcements that were developed and distributed in March and April.

From the beginning of this emergency, the DPH has held weekly conference calls with LBOH to answer questions about new procedures and guidance. Weekly calls are also in effect for the Barnstable County Regional Emergency Preparedness Committee, Cape and Island Health Agents, DPH/MAVEN, DPH Command Center, MEMA and daily press conferences from the State.

Additionally, daily check in calls are made with all department heads to ensure everyone feels informed and is able to ask questions. I have spent significant time over the last two months ensuring that employees are able to work in a safe manner by providing hand sanitizer, face masks, gloves and training.

There is a Re-Opening Task Force both locally on the Cape as well as a State appointed Advisory Board. The members are working on re-opening plans for non-essential businesses and recommendation for public places such as beaches and parks. The Task Forces are also making guidance plans for businesses like motels, pools, camps etc. With the ever-changing guidance from the Governor I have been waiting to release guidance until it is official and solidified, expected on May 18<sup>th</sup>.

Staff has been extremely busy fielding calls and emails from the public about COVID-19, business closures, complaints, along with running a "regular" health department. Working remotely was challenging at first, but we have adapted with the help of technology. We continue to offer services such as test hole witnessing, septic final inspections, and all types of permit review. We have been actively involved with the food service businesses to ensure they are following the guidance and safe practices.

Three Cease and Desist orders were issued for operation of non-essential business during the last two months.

I anticipate a busy May and June as we look to re-open town buildings to the public and start seeing more seasonal residents.

Respectfully submitted,  
Meggan Eldredge 5.10.2020

From: Joseph Steffano JSteffano@linearretail.com  
 Subject: Harwich East Plaza- Tenant Roster  
 Date: Jan 31, 2020 at 11:45:35 AM  
 To: sydney02653@yahoo.com

Shelly,

I've attached the tenant roster and water flow calcs that were last sent by our septic operator to the town in 2013 when we first leased to Emerald Physicians (now, Cape Cod Health Care). Some comments:

- Vacancy (former Realty Execs) 808sf of 2<sup>nd</sup> floor office space has been leased to RJV Construction
  - 1/4/13 Assumption: Office
  - Current use: Office
- Vacancy (former Hollywood Video) 1,758sf was leased as additional/expansion space to KOKO Fit
  - 1/4/13 Assumption: Retail (no showers)
  - Current use: Retail (no showers)
- Vacancy (former Orleans Camera) 1,350sf was leased as additional/expansion space to Harwich Food Mart
  - 1/4/13 Assumption: Retail
  - Current use: Retail

All leasing since the 1/4/2013 report has been consistent with the type of use contemplated in the previously approved report.

Let me know if you have any questions.

Joe

**LINEAR RETAIL HARWICH #1, LLC**      **PROPOSED**      1/4/2013      WHA005.01  
 "Harwich East Plaza", 1421 Orleans Road, Harwich, MA      Coastal Engineering

**WWTS Title 5 Flow Calculation**

**Maximum Design Flow (GPD) 9,771**

Tenant/Unit	SF	Type of Use	Method	GPD Per	Design Flow	Assuming
The UPS Store	1,592	Retail	Per 1000 SF	50	79.6	
Harwich East Liquors, Inc.	5,750	Retail	Per 1000 SF	50	287.5	
Jiffy Cleaners	2,457	Dry Cleaners	Per Washing Machine	400	400.0	1 Washing Machine
Dr. Peter McKay's	1,250	Doctors Office	Per Doctor	250	250.0	1 Doctor
Hair Clippers	776	Beauty Salon	Per Chair	100	500.0	5 Chairs
Harwich Food Mart	2,000	Retail	Per 1000 SF	50	100.0	
Harwich Nails	1,080	Beauty Salon	Per Chair	100	500.0	5 Chairs
Szechuan Delight	1,250	Restaurant	Per Seat	35	280.0	8 Seats
Upper Crust Pizza	1,250	Restaurant	Per Seat	35	840.0	24 Seats
400 East	6,224	Restaurant	Per Seat	35	4,270.0	122 Restaurant Seats
		Function Hall	Per Seat	15	660.0	44 Function Hall Seats
Kitredge etc	1,100	Dentists Office	Per Dentist	200	200.0	1 One Dentist per day
Harborside Better Hearing	650	Office	Per 1000 SF	75	48.8	
Ideal Weight Loss (Consultant office)	510	Office	Per 1000 SF	75	38.3	
Quest Diagnostics	1,000	Office	Per 1000 SF	75	75.0	
<b>PROPOSED MEDICAL OFFICE</b>	3,473	Doctors Office	Per Doctor	250	500.0	<b>Proposed</b>
Vacancy (retail)	1,176	Retail	Per 1000 SF	50	58.8	
Verizon Wireless	1,641	Retail	Per 1000 SF	50	82.1	
Koko Fitness	1,641	Retail	Per 1000 SF	80	131.3	No Showers-see BOH letter
Vacancy (former Hollywood Video)	1,758	Retail	Per 1000 SF	50	87.9	
Vacancy (former Dr. McKay's)	1,800	Retail	Per 1000 SF	50	90.0	
Vacancy (former MAC/PC)	1,150	Retail	Per 1000 SF	50	57.5	
Vacancy (former Orleans Camera)	1,350	Retail	Per 1000 SF	50	67.5	
Vacancy (former Realty Execs)	808	Office	→ RJV Const.	75	60.6	
Club Dry Dock-AA office (former Realty Execs)	1,192	Office	Per 1000 SF	75	89.4	
	<b>42,878</b>				<b>9,754.1</b>	