

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



TOWN OF HARWICH BOARD OF HEALTH
TUESDAY, JUNE 16, 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)** – May 19, 2020 & June 5, 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**

A. **COVID-19 Update from Health Director**-*Vote to accept/deny/take this under consideration*

B. **FY21 VNA Contract-Review & vote to submit to Board of Selectmen for approval/signature**

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*

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. (Continued from May 19, 2020 Board of Health meeting)

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'.

V NEW BUSINESS

A. Application for Extension of Sampling Variance for a Massachusetts Tier 3 Beach-Zylpha

Vote to accept/deny/take this under consideration

VI REPORT OF THE HEALTH DIRECTOR (May 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
POOL		
The Platinum Pebble *	186 Belmont Road	
Wychmere Beach Club * (3 pools)	23 Snow Inn Road	
Wychmere Village Condo *	767 Route 28	
BATHING BEACH		
Allen Harbor Beach Assoc *	0 Dunes Road/Nantucket Sound	
Sandy Shore Assoc Beach *	0 Sandy Shore Way/Aunt Edies Pond	
Wychmere Beach Club *	23 Snow Inn Road/Nantucket Sound	
FOOD SERVICE		
Cape Sea Grille *		Mobile Food Service
Fiona's Scottish Scones *		Event Permit
Hot Stove at Cranberry Valley *	183 Oak Street	31-60 seats
Mobile Mixers *	Bank Street Beach	Mobile Food Service
Murphy's General Store *	540 Route 28	Retail: less than 5,000 sf
Perrys Last Stand * (2 trucks)	Harwich Beaches	Mobile Food Service
Stone Horse Yacht Club *	2 Harbor Road	1-30 seats
Villa Roma *	278 Route 28	31-60 seats
Wychmere Harbor Functions * (clubhouse)	23 Snow Inn Road	>150 seats
Wychmere Harbor Functions * (café)	23 Snow Inn Road	61-150 seats
FUNERAL DIRECTOR		
Morris, O'Connor & Blute *	678 Main Street	
MOTEL		
Old Harwich Lodgings *	40-44 Route 28	
* 2020 Renewal		

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

Nancy A. Thorsen
Town Clerk

Date

6/10/2020

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

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

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

STAFF MEMBERS PRESENT: Health Director Meggan Eldredge & Executive Assistant Jennifer Clarke

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.

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- April 21, 2020

Ms. Pflieger move to approve the minutes of the April 21, 2020 Board of Health meeting, 2nd by Mr. Dowgiallo. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo & 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 (continued from April 21, 2020 Board of Health meeting)

Ms. Pflieger moved to continue the review of the draft Town of Harwich Nutrient and Pesticide Control Bylaw/Education until the September 14, 2020 Board of Health meeting, 2nd by Mr. Antoine. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo & Mr. Antoine all voting aye by roll call.



B. COVID-19 update from Health Director

As of 4:00 today, Massachusetts has 87,925 positive cases of COVID-19 and has reported 5,938 deaths. Harwich has remained at 107 positive cases for about a week, 67 of which are related to Wingate. At least 31 of the cases outside of Wingate have recovered or passed away. The total death rate for Harwich is 17. The National Guard has been present at Wingate to assist with staffing needs.

Ms. Pflieger asked if staff knows how many people in Harwich have been tested and if any community testing has been done in town. Health Director Eldredge responded that up until last week, the only people that were eligible to be tested were those with symptoms or health care workers who may have been exposed. Last week, it was announced that close contacts of positive cases and nursing home/assisted living staff and residents would be eligible for testing. As of now, Massachusetts is testing 15,000 people on a daily basis. Governor Baker is hoping to increase testing to 45,000 per day. Currently, there are guidelines that need to be met in order for a test to be ordered. Rapid testing results are available within hours however the testing that is being conducted at nursing facilities can take 24-48 hours.

Health Director Eldredge reviewed all of the guidance documents that have been released. Alterations have been made to office spaces and retrofitting of town buildings is taking place, including Plexiglas windows and directional arrows on the floors. Anyone in Massachusetts who is in a private or public building and when outside and not able to maintain 6' of social distancing is required to wear a mask or face covering. Health Director Eldredge informed the Board that the Cape has representatives on the Massachusetts Re-Opening Advisory Board. The Board was provided with a brief overview of the phased re-opening plan that was released by Governor Baker's office, showing that we are currently in phase 1. The re-opening plan is a 4 phased approach which is driven by public health data including downward trends in numbers of hospitalizations, ICU capacity, deaths and positive cases. Businesses will be required to self-certify according to the COVID-19 checklist that was provided by the state. The Division of Labor Standards will be checking in with establishments, but enforcement will fall on the shoulders of the Board of Health. It was a hope that restaurants would be included in phase 1, but they show as part of the phase 2 re-opening plan. At this time, no specifics are available, but the town will be working with restaurants on possible relief for outdoor seating for the summer season. If a restaurant opens for dining at all, they will need to provide a restroom, which will need to have a daily cleaning and disinfection schedule.

Ms. Pflieger noted that overseas, side streets are kept open and main streets were closed to allow for tables on the sidewalks and in the streets. She asked if that is something that the town might consider. Health Director Eldredge responded that some restaurant owners have pitched that idea, and that no decisions have been made at this point. One issue might be that Route 28 is a state owned road.

Phase 1 includes guidance on outdoor recreation which includes generic beach guidance based mostly on social distancing.

Ms. Pflieger asked if the town might consider reduced parking availability at the beach to try and limit the number of people on the beach. Health Director Eldredge responded that in Harwich, we have small parking lots in comparison to the beach sizes. According to the Beach Director, even with a full parking lot, we could still have an emptier beach. At this time, the town will not be putting a limit on parking. Beach bathrooms will have specific guidelines. Signs will be posted regarding social distancing and sanitizer and the bathrooms will be cleaned once daily and deep cleaned once weekly.

In the packet, the Board was given an e-mail from Luke Chapman who is a rental business owner as well as a member of the Orleans Board of Health. Mr. Chapman has come up with short-term rental guidance for cleaning in between renters. Health Director Eldredge advised the Board that they may want to discuss this at their June meeting or could simply take his information under advisement, pending short-term rental guidance from the state. If the state releases guidance before the Board's next meeting in June, the Board could call a special meeting.

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

No old/unfinished business was discussed.

V NEW BUSINESS

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'.

Chairwoman Howell opened the hearing. The Health Department received a request from Moran Engineering Associates to continue this hearing until the June 16, 2020 Board of Health meeting.

Mr. Dowgiallo moved to continue the hearing for 113 Brooks Road until the June 16, 2020 Board of Health meeting, 2nd by Mr. Antoine. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo & Mr. Antoine all voting aye by roll call.

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'.

Chairwoman Howell opened the hearing. Danny Gonsalves from Down Cape Engineering was present remotely. Health Director Eldredge read the variance being requested. The applicant is requesting 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 absorption system and the foundation. No construction or alterations to the dwelling are proposed and the project does not require approval from the Conservation Commission. Chairwoman Howell closed the hearing.

Health Director Eldredge recommended approval of the variance with the following conditions:

1. The property shall be restricted to a maximum of six (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 condition shall be recorded at the Barnstable County Registry of Deeds

Ms. Pflieger moved to accept the recommendation of the Health Director for the project at 113 Bank Street, 2nd by Mr. Dowgiallo. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo & Mr. Antoine all voting aye by roll call.

VI REPORT OF THE HEALTH DIRECTOR (April 2020)

Health Director Eldredge read her monthly report for March & April 2020.

VII CORRESPONDENCE

No correspondence was discussed.

VIII PERMITS

ESTABLISHMENT	ADDRESS	TYPE	TYPE	TYPE
FOOD ESTABLISHMENT				
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		
BATHING BEACH				
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			
SEPTIC INSTALLER				
Cape Cod Septic Services *				
Earth & Stone, LLC *				
RECREATIONAL CAMP				
Pleasant Bay Com, Boating *	2287 Route 28			
MOTEL				
Cape Cod Wishing Well Motel *	212 Route 28			
POOL				
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				

Health Director Eldredge informed the Board that the recreational camp license for Pleasant Bay Community Boating cannot be issued until they are able to operate under the Governor's order.

Ms. Pflieger moved to approve the permits as per list dated May 19, 2020, noting that the recreational camp license for Pleasant Bay Community Boating will be issued once they are able to operate under the Governor's order, 2nd by Mr. Antoine. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo & Mr. Antoine all voting aye by roll call.

IX OTHER

Health Director Eldredge added that the methods and guidelines that are currently in place are for businesses in phase 1 of the state's re-opening plan. Each phase is proposed to last at least 3 weeks. Over the next few weeks, more guidance and information will be released from the state on how to handle establishments in phase 2.

Mr. Dowgiallo asked if the town has applied for any of the PPP grants. Health Director Eldredge responded that we have and that Harwich was granted approximately \$12,000 which will cover the COVID-19 contract with the VNA and COVID-19 related supplies. As a municipality, we will also be able to access the CARES Act funding.

Ms. Pflieger asked how the town is handling issuance of one-day beach stickers for those that are coming into Massachusetts and are supposed to 14 day self-quarantine. Health Director Eldredge responded that the self-quarantine is for those traveling from outside of Massachusetts. A lot of people who live in the state will buy a one day pass to go to Harwich beaches. Staff is not in the position to ask people to show residency or a lease agreement showing that they have been in the state for 14 days. The Building Department has been given inserts to be distributed with rental density information. We need to try and educate people as best possible.

X ADJOURN -The meeting adjourned at 7:23 p.m.

Ms. Pflieger moved to adjourn the meeting at 7:23 p.m., 2nd by Mr. Dowgiallo. The vote was 4-0-0 with Ms. Howell, Ms. Pflieger, Mr. Dowgiallo & Mr. Antoine all voting aye by roll call.

Respectfully Submitted,

Jennifer Clarke

Next meeting is Tuesday, June 16, 2020 at 6:30 p.m.

Documents included in May 19, 2020 Board of Health Meeting Packet:

- May 19, 2020 Board of Health Agenda
- Draft Board of Health minutes dated April 21, 2020

- E-mail and associated documents from Luke Chapman related to COVID-19 dated April 23, 2020
- Memo from Health Director Meggan Eldredge related to COVID-19 (undated)
- Harwich COVID-19 Guidance Document # 6 dated March 19, 2020
- Memo from Health Director Meggan Eldredge related to COVID-19 dated April 10, 2020
- Recommended procedure for public meetings during the declared COVID-19 emergency memo from Interim Town Administrator Joseph Powers (undated)
- Updated guidance and announcements on closure of certain Town of Harwich facilities memo from Interim Town Administrator Joseph Powers and Health Director Meggan Eldredge dated March 13, 2020
- Harwich COVID-19 Guidance Document # 3 dated March 15, 2020
- Harwich COVID-19 Guidance Document # 5 dated March 16, 2020
- Harwich COVID-19 Guidance Document # 6 dated March 19, 2020
- Harwich COVID-19 Guidance Document # 7 dated March 20, 2020
- Harwich COVID-19 Guidance Document # 8 dated March 22, 2020
- Harwich COVID-19 Guidance Document # 9 (undated)
- Harwich COVID-19 Guidance Document # 10 dated April 10, 2020
- Harwich COVID-19 Guidance Document # 11 dated April 17, 2020
- Harwich COVID-19 Guidance Document # 12 dated April 24, 2020
- Request for continuance for 113 Brooks Road dated May 18, 2020
- Site Summary for 113 Brooks Road dated May 19, 2020
- Board of Health Variance Application & associated documents for 113 Brooks Road dated May 2, 2020
- Site Summary for 113 Bank Street dated May 19, 2020
- Board of Health Variance Application & associated documents for 113 Bank Street dated May 5, 2020
- Heath Director Monthly Report for March & April 2020 dated May 10, 2020
- Email from Joseph Steffano regarding Harwich East Plaza Tenant Roster dated January 31, 2020
- Any other documents submitted for/at the May 19, 2020 Board of Health Meeting

TOWN OF HARWICH



BOARD OF HEALTH

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**TOWN OF HARWICH BOARD OF HEALTH
FRIDAY, JUNE 5, 2020-6:30 P.M.
HARWICH TOWN HALL – REMOTE MEETING**

BOARD OF HEALTH MEMBERS PRESENT: Chairwoman Pamela Howell, R.N., Vice Chairwoman Sharon Pflieger, Member Ronald Dowgiallo, D.M.D and Member Matthew Antoine

STAFF MEMBERS PRESENT: Health Director Meggan Eldredge & Executive Assistant Jennifer Clarke

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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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 10:00 A.M.

II 10:00 A.M. - BOARD OF HEALTH WORK SESSION

A. Discussion and possible vote to adopt the Massachusetts Safety Standards for Restaurants and incorporate them into the Harwich Board of Health Food Service Regulations

Health Director Eldredge reported that the Massachusetts State Sanitary Code, Chapter 1, allows for the issuance of emergency orders by Local Boards of Health. As we are currently in a State of Emergency as declared by Governor Baker, the Board of Health is able to take any necessary action to meet the emergency. The Massachusetts Department of Public Health, in conjunction with the Division of Labor Standards as developed workplace safety standards for restaurants in response to the COVID-19 pandemic. These standards allow for restaurants to operate under strict guidelines. Enforcement of these standards is through verbal and written

warnings followed by fines. By adopting the standards into the Harwich Board of Health Regulations, we will be able to effectively regulate non-compliance through Board of Health action, rather than rely on non-criminal complaints through the court system. The adoption of these standards would cease upon removal of the State of Emergency through the Governor's office, or when COVID-19 Order 35 and Order 13 are rescinded, whichever is sooner.

Health Director Eldredge provided the Board with an overview of the Massachusetts safety standards for restaurants.

Ms. Howell asked how we will know that restaurants are being compliant and that their staff has been properly trained. Health Director Eldredge responded that the standards require that every business complete a self-certification, which has to be provided at any time upon request.

Mr. Dowgiallo asked how restaurants without outside seating areas will operate. Health Director Eldredge responded that the Alcohol Beverage Control Commission (ABCC) is allowing for outdoor seating and expansion of licensed premises. There is a process that establishments will need to follow, which has been outlined during a remote call held earlier this week. If establishments are looking to expand, they will need to provide to-scale drawings of their plans, including number of seats and setup of the area. If the establishment is looking to go off of their own property, they will need to provide a lease or written document from that property owner. The Board of Selectmen will review the submitted plans and go through the approval process. If an establishment already has an outdoor seating, and they are not looking to expand, they do not need to do anything to move forward.

Ms. Pflieger asked what would happen if it rains. Health Director Eldredge responded that tents are allowed as part of the Governor's order, as long as 50% of the sides are open. Umbrellas and awnings are also okay. It is anticipated that indoor dining will be opening at some point during phase 2, but the date of that is unknown.

Adopting these regulations would allow the Board of Health to hold a hearing to amend, revoke or suspend a food service license due to a violation of the safety standards.

Ms. Howell had heard that there were violations over Memorial Day weekend. Selectman Larry Ballantine responded that there were violations at a couple of establishments, and that the Selectmen have authorized the Interim Town Administrator to hold enforcement hearings.

Restaurants have been e-mailed examples of signage that they can post in their establishments.

Mr. Ballantine reported that the Board of Selectmen will be meeting at 1:00 p.m. to define what action can be taken.

Mr. Ballantine stated that he received a call from our local democratic party who are hoping to hold an outdoor meeting in the near future. The group has plans to use social distancing while outside. He asked if this event would be allowed to move forward. Health Director Eldredge responded that gatherings of 10 or more are still restricted, unless they are in an unenclosed outdoor space and able to social distance.

Mr. Antoine moved that the Board of Health adopt the Massachusetts Safety Standards for Restaurants under the authority of M.G.L Chapter 111, Section 31 and 105 CMR 400.000: The Massachusetts State Sanitary Code Chapter 1, to be effective immediately, 2nd 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 **OTHER**
 A. COVID-19 Update

Health Director Eldredge reported that Harwich has a total of 121 positive cases of COVID-19, which includes the 71 cases associated with Wingate. Of the 50 cases outside of Wingate, we have 38 that have recovered and 4 that have passed away, leaving 8 active cases. Some of the 8 active cases are household members of a previous positive

case and some are workers of long term care facilities outside of town. Health Director Eldredge reviewed the DPH reporting.

Ms. Pflieger feels that there will be a significant rise in positive cases after all of the demonstrations that are happening.

Ms. Howell was notified that off-cape CVS Pharmacies have COVID-19 testing available, but you administer the test yourself. Health Director Eldredge is aware that testing is available for those that are eligible.

Ms. Pflieger asked if there are any plans in place if the case numbers start moving in a negative direction. Health Director Eldredge responded that part of the re-opening approach allows for moving backwards into a previous phase if the public health data stops trending in a positive direction.

X **ADJOURN** -The meeting adjourned at 10:35 a.m.

Mr. Dowgiallo moved to adjourn the meeting at 10:35 a.m., 2nd by Mr. Antoine and approved 4-0-0 by roll call

Respectfully Submitted,

Jennifer Clarke

Next meeting is Tuesday, June 16, 2020 at 6:30 p.m.

Documents included in June 5, 2020 Board of Health Meeting Packet:

- Board of Health Agenda dated June 5, 2020
- Memo to Harwich Board of Health from Health Director dated June 4, 2020
- 105 CMR 400.000: The Massachusetts State Sanitary Code, Chapter 1
- MA Safety Standards for Restaurants
- Any other documents submitted for/at the June 5, 2020 Board of Health Meeting

III - A.



**Town of Harwich
Board of Health**

732 Main Street Harwich, MA 02645
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June 4, 2020

Weekly COVID-19 Case Update

To date there have been a total of 121 cases of COVID-19 in the Town of Harwich and 23 related deaths. Seventy one of the 121 cases are associated with staff and residents at the Wingate Assisted Living Facility.

Of the 50 cases outside of Wingate, 38 have recovered and 4 have died. The 8 remaining active cases are being followed by the Visiting Nurses Association of Cape Cod and are in isolation until they meet all criteria to be released.

As we begin slowing reopening our business community to the public it is important to remember that we are still in a State of Emergency and this is not the time to lower our guard against this virus. Through social distancing, facial coverings and hand hygiene, we can remain safe and healthy during this pandemic.

Thank you and stay safe!

Meggan Eldredge
Health Director

TEMPLATE (I/II)

COVID-19 Control plan



All businesses in the state of MA must develop a written control plan outlining how its workplace will comply with the mandatory safety standards for operation in the COVID-19 reopening period. This template may be filled out to meet that requirement. Control plans **do not** need to be submitted for approval but must be kept on premise and made available in the case of an inspection or outbreak.

All individually listed businesses must complete a control plan, even if the business is part of a larger corporation or entity.

BUSINESS INFORMATION | please provide the following information _____

Business name: _____ Check if part of a larger corporation

Address: _____

Contact information (Owner/Manager): _____

Contact information (HR representative), if applicable: _____

Number of workers on-site: _____

SOCIAL DISTANCING | check the boxes to certify that you have: _____

- Ensured that all persons, including employees, customers, and vendors remain at least six feet apart to the greatest extent possible, both inside and outside workplaces
- Established protocols to ensure that employees can practice adequate social distancing
- Posted signage for safe social distancing
- Required face coverings or masks for all employees
- Implemented additional procedures. Please describe them here: _____

HYGIENE PROTOCOLS | check the boxes to certify that you have: _____

- Provided hand washing capabilities throughout the workplace
- Ensured frequent hand washing by employees and provided adequate supplies to do so
- Provided regular sanitization of high touch areas, such as workstations, equipment, screens, doorknobs, restrooms throughout work site
- Implemented additional procedures. Please describe them here: _____

COVID-19 Control plan



All businesses in the state of MA must develop a written control plan outlining how its workplace will comply with the mandatory safety standards for operation in the COVID-19 reopening period. This template may be filled out to meet that requirement. Control plans **do not** need to be submitted for approval but must be kept on premise and made available in the case of an inspection or outbreak.

All individually listed businesses must complete a control plan, even if the business is part of a larger corporation or entity.

STAFFING & OPERATIONS check the boxes to certify that you have: _____

- Provided training for employees regarding the social distancing and hygiene protocols
- Ensured employees who are displaying COVID-19-like symptoms do not report to work
- Established a plan for employees getting ill from COVID-19 at work, and a return-to-work plan
- Implemented additional procedures. Please describe them here: _____

CLEANING & DISINFECTING check the boxes to certify that you have: _____

- Established and maintained cleaning protocols specific to the business
- Ensured that when an active employee is diagnosed with COVID-19, cleaning and disinfecting is performed
- Prepared to disinfect all common surfaces at intervals appropriate to said workplace
- Implemented additional procedures. Please describe them here: _____

Important



In order to reopen your business, please complete and sign the following checklist once you have completed your COVID-19 Control Plan template

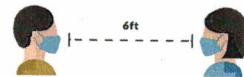
The following poster should be displayed in an area within the business premises that is visible to employees and visitors. Thank you for your efforts to get back to business while keeping Massachusetts safe

Welcome



Please know that we take our responsibility to keep Massachusetts safe very seriously. Be assured we have taken the following steps to comply with state mandatory safety standards for workplaces:

Workers are wearing face coverings and we've put social distancing measures in place



We provide hand washing capabilities and we are regularly sanitizing high-touch areas



Our staff has received training regarding social distancing and hygiene protocols



We have established thorough cleaning and disinfecting protocols



We ask you to do your part as well by wearing your face mask and maintaining social distance. Thanks—and we hope to see you again soon.

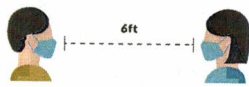
Signature

EMPLOYER GUIDANCE

Mandatory safety standards for workplaces



SOCIAL DISTANCING



All persons, including employees, customers, and vendors should remain at least six feet apart to the greatest extent possible, both inside and outside workplaces



Establish protocols to ensure that employees can practice adequate social distancing



Provide signage for safe social distancing



Require face coverings or masks for all employees

HYGIENE PROTOCOLS



Provide hand washing capabilities throughout the workplace



Ensure frequent hand washing by employees and adequate supplies to do so



Provide regular sanitization of high touch areas, such as workstations, equipment, screens, doorknobs, restrooms throughout work site

STAFFING & OPERATIONS



Provide training for employees regarding the social distancing and hygiene protocols



Employees who are displaying COVID-19-like symptoms do not report to work



Establish a plan for employees getting ill from COVID-19 at work, and a return-to-work plan

CLEANING & DISINFECTING



Establish and maintain cleaning protocols specific to the business



When an active employee is diagnosed with COVID-19, cleaning and disinfecting must be performed



Disinfection of all common surfaces must take place at intervals appropriate to said workplace

TOWN OF HARWICH

COVID-19 Mandatory Safety Standards and Workplace Training Manual

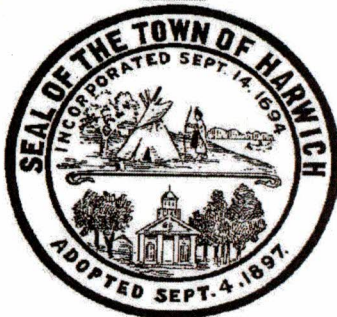


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Purpose

The employees of the Town of Harwich are its greatest assets and keeping everyone safe is of utmost importance. By providing a detailed training manual outlining safety standards regarding the current public health threat, COVID-19, we are dedicated to educating each employee about how to stay safe and healthy.

The guidance found in this manual is based on what is currently known about the coronavirus disease 2019 (COVID-19). COVID-19 is a respiratory illness that can spread from person to person. The outbreak first started in China, but the virus continues to spread internationally and in the United States. There is much more to learn about the transmissibility, severity, and other characteristics of COVID-19 and investigations are ongoing.

This interim guidance is provided to help prevent workplace exposures to COVID-19. Updates are available on CDC's web page at <https://www.cdc.gov/coronavirus/2019-ncov/>. CDC will update this interim guidance as additional information becomes available.

Social Distancing

Social distancing, also called “physical distancing,” means keeping space between yourself and other people outside of your home. To practice social or physical distancing:

- Stay at least 6 feet (about 2 arms’ length) from other people
- Do not gather in groups
- Stay out of crowded places

In addition to everyday steps to prevent COVID-19, keeping space between you and others is one of the best tools we have to avoid being exposed to this virus and slowing its spread locally and across the country and world.

Limit close contact with others outside your household in indoor and outdoor spaces. Since people can spread the virus before they know they are sick, it is important to stay away from others when possible, even if you—or they—have no symptoms. Social distancing is especially important for people who are at higher risk for severe illness from COVID-19.

Why practice social distancing?

COVID-19 spreads mainly among people who are in close contact (within about 6 feet) for a prolonged period. Spread happens when an infected person coughs, sneezes, or talks, and droplets from their mouth or nose are launched into the air and land in the mouths or noses of people nearby. The droplets can also be inhaled into the lungs. Recent studies indicate that people who are infected but do not have symptoms likely also play a role in the spread of COVID-19.

It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes. However, this is not thought to be the main way the virus spreads. COVID-19 can live for hours or days on a surface, depending on factors such as sunlight, humidity, and the type of surface. Social distancing helps limit opportunities to come in contact with contaminated surfaces and infected people outside the home.

Although the risk of severe illness may be different for everyone, anyone can get and spread COVID-19. Everyone has a role to play in slowing the spread and protecting themselves, their family, and their community.

Tips for Social Distancing

- Stay in your designated work space or office as much as possible.
- Limit casual contact with others while working.
- Call or email your coworkers instead of visiting them in person.

Face Coverings

The use of face coverings is required while inside public buildings and outside when social distancing is not possible. A face covering must be worn inside buildings when you are in shared spaces such as restrooms, hallways, elevators, stairwells. These areas are often used by many people at the same time. You do not need to wear your face covering when alone in your office space, alone in a vehicle, or when in rooms with others if social distancing can be maintained.

- Cloth face coverings should cover your nose and mouth and be snug against your face.
- Wash your hands before and after putting on and taking off your face covering
- Cloth face coverings should NOT be placed on children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.
- Keep at least 6 feet between yourself and others, even when you wear a face covering.

The Town has implemented the following to assist in social distancing:

- Signs, tape marks, or other visual cues have been placed on the floor 6 feet apart, to indicate where to stand when physical barriers are not possible.
- Handshaking is prohibited.
- Plexiglass has been installed at all counters.
- Workspaces have been reconfigured to accommodate the 25% maximum occupancy level.
- Where 25% occupancy cannot be met, staff schedules have been altered to allow for remote working.
- Work areas are designated to limit movement throughout the building and limit contact between workers.
- Break rooms and bathrooms and other confined spaces such as elevators and vehicles are limited to one person at a time.
- Disposable non-surgical face coverings are provided to workers who do not have their own.

Hygiene Protocols

Handwashing is extremely important against the spread of COVID-19.

Wash Your Hands Often

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Key Times to Wash Hands

- Before, during, and after preparing food
- Before eating food
- Before and after treating a cut or wound
- After using the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

Follow Five Steps to Wash Your Hands the Right Way

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals. Follow these five steps every time.

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them.

Use Hand Sanitizer When You Can't Use Soap and Water

You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available. Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

Sanitizers can quickly reduce the number of germs on hands in many situations. However,

- Sanitizers do not get rid of all types of germs.
- Hand sanitizers may not be as effective when hands are visibly dirty or greasy.
- Hand sanitizers might not remove harmful chemicals from hands like pesticides and heavy metals.
- Caution! Swallowing alcohol-based hand sanitizers can cause alcohol poisoning if more than a couple of mouthfuls are swallowed. Keep it out of reach of young children and supervise their use.

How to Use Hand Sanitizer

- Apply the gel product to the palm of one hand (read the label to learn the correct amount).
- Rub your hands together.
- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

Clean and Disinfect workstations

Workers are responsible for cleaning and disinfecting their keyboards, phones, desks and municipal vehicles daily. Cleaner and disinfectant is provided in each work space.

- Clean AND disinfect frequently touched surfaces daily.
- If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection.
- Then, use a household disinfectant. Most common EPA-registered household disinfectants will work.

Avoid sharing office materials and equipment. When shared materials are not avoidable, these areas should be disinfected between use. These materials include telephones, printers/copiers, tools, vehicles.

The Town has implemented the following to assist in hygiene protocols:

- Cleaning supplies are available to employees to clean and disinfect personal spaces such as keyboards, phones and workspaces.
- Hand sanitizer is available at each desk and customer service area.
- Hand sanitizer stations have been installed throughout the public areas in each town building with signage indicating their location.
- Bathrooms are fully stocked with soap and paper towels for proper hand washing.

Staffing and Operations

Isolation, Contact Tracing and Communication Plan

Symptoms of COVID-19 include fever, cough and shortness of breath. Employees should monitor their personal health status daily by taking their temperature daily and watching for other symptoms.

There are certain underlying conditions that make individuals more susceptible to contracting and suffering from a severe case of the virus. These conditions include:

- People 65 years and older
- People who live in a nursing home or long-term care facility

People of all ages with underlying medical conditions, particularly if not well controlled, including:

- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

Employees who appear to have symptoms (as listed above) upon arrival at work or who become sick during the day should immediately be separated from other employees, customers, and visitors and sent home. The supervisor should notify the Health Department immediately.

Employees are required to be tested for COVID-19 if they display symptoms. Employees must remain at home while symptomatic and cannot return to work until the test results are shown to be negative.

Employees are required to inform their supervisor if a member of their household is sick or has tested positive for COVID-19. The supervisor should notify the Health Department immediately.

Testing Positive

Should an employee test positive for COVID-19, they must isolate themselves.

- Stay home. Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care.

- Do not visit public areas.
- Take care of yourself. Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
- Stay in touch with your doctor. Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency.
- Avoid public transportation, ride-sharing, or taxis.
- As much as possible, stay in a specific room and away from other people and pets in your home. If possible, you should use a separate bathroom.
- If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
- Monitor your symptoms.
- Call ahead before visiting your doctor. Many medical visits for routine care are being postponed or done by phone or telemedicine. If you have a medical appointment that cannot be postponed, call your doctor's office, and tell them you have or may have COVID-19. This will help the office protect themselves and other patients.
- Avoid sharing personal household items
- Do not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home. Wash these items thoroughly after using them with soap and water or put in the dishwasher.
- Clean and disinfect high-touch surfaces in your "sick room" and bathroom; wear disposable gloves. Let someone else clean and disinfect surfaces in common areas, but you should clean your bedroom and bathroom, if possible.
- If a caregiver or other person needs to clean and disinfect a sick person's bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a mask and disposable gloves prior to cleaning. They should wait as long as possible after the person who is sick has used the bathroom before coming in to clean and use the bathroom.
- High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.
- Clean and disinfect areas that may have blood, stool, or body fluids on them.
- Use household cleaners and disinfectants. Clean the area or item with soap and water or another detergent if it is dirty. Then, use a household disinfectant. Be sure to follow the

instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.

When to Seek Emergency Medical Attention

Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

Contact Tracing

All positive test results for communicable diseases such as COVID-19 are required to be reported the Department of Public Health. An epidemiologist or nurse from the local board of health of the town in which you live will contact you upon receiving your test results. It is important to speak to this contact tracer to alert them to other close contacts you have within your household and workplace. You will be provided with instructions on how to self-isolate.

Contact tracing will be performed by the health department for fellow employees that may have been in close contact with the positive staff member.

Should close contact be identified (household members or other people that have been within 6' of the positive for 10 minutes or more), those people will be required to quarantine at home for 14 days.

Isolation and quarantine help protect the public by preventing exposure to people who have or may have a contagious disease.

- **Isolation** separates sick people with a contagious disease from people who are not sick.
- **Quarantine** separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.

Ending Isolation/Return to Work Guidance

Persons with COVID-19 who *have* symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications *and* improvement in respiratory symptoms (e.g., cough, shortness of breath); *and*,
- At least 10 days have passed *since symptoms first appeared*.

Persons with laboratory-confirmed COVID-19 who *have not had any* symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- At least 10 days have passed since the date of their first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since their positive test.
- If they develop symptoms, then the symptom-based or test-based strategy should be used.

Once the discontinue of isolation conditions have been met, employees who were positive are no longer considered contagious and may return to work. The conditions must be confirmed by both the Local Board of Health in which the employee lives as well as the Harwich Health Director.

Cleaning and Disinfecting

Daily requirements

The Town will provide daily janitorial service for all buildings. This cleaning and disinfecting will include common spaces and frequently touched surfaces such as door handles, handrails, restrooms, customer service counters, conference and activity rooms, hallways, stairwells, etc.

Workplace steps in the case of a suspect or confirmed positive employee

Determine which employees may have been exposed to the virus and the need to take additional precautions:

- Inform employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA).

Clean and Disinfect the building or area used by the person who is sick

- Close off areas used by the person who is sick.
 - Buildings do not necessarily need to close operations, if they can close off affected areas.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, etc.
- Clean dirty surfaces with soap and water before disinfecting them.
- To disinfect surfaces, use products that meet EPA criteria for use against SARS-Cov-2, the virus that causes COVID-19, and are appropriate for the surface.
- Always wear gloves and mask.
- Vacuum the space if needed. Use vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
 - Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.

- Once area has been appropriately disinfected, it can be opened for use.
 - Workers *without* close contact with the person who is sick can return to work immediately after disinfection.
 - Workers *with* close contact with the person who is *suspected* to have COVID-19 should work remotely until test results are known.
 - Workers *with* close contact with the person who is *confirmed* to have COVID-19 must self-quarantine for 14.
 -
- If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

DRAFT

Contact Information

Questions about this training manual or about the safety standards can be directed to the Harwich Health Department. The Health Director can be reached by calling 508-430-7509, emailing meldredge@town.harwich.ma.us or by sending written correspondence to 732 Main Street, Harwich, MA 02645 ATTN: Meggan Eldredge, Health Director.

Further questions about COVID-19 as well as the safety standards can be directed to the Department of Public Health at 617-983-6800.

DRAFT



VISITING NURSE ASSOCIATION OF CAPE COD

Member Cape Cod Healthcare

June 1, 2020

III-B.

Meggan Eldredge
Health Director
Town of Harwich Health Department
Harwich, MA 02645

RE: VNA/Town of Harwich Contract– FY 2021

Dear Meggan:

Enclosed you will find 2 copies of the FY 2021 Public Health Nursing Contract. Please return 1 signed copy in the enclosed envelope. We've enjoyed working with you and look forward to serving your community in the coming year.

Sincerely,

Meg Payne, MBA

Public Health and Wellness
Operations Manager

Hyannis - Main Office
255 Independence Drive
Hyannis, MA 02601

Falmouth
67 Ter Heun Drive
Falmouth, MA 02540

Hospice and Palliative Care
434 Route 134
S. Dennis, MA 02660

Public Health & Wellness
434 Route 134, D3
South Dennis, MA 02660

Private Services
255 Independence Drive
Hyannis, MA 02601
67 Ter Heun Drive
Falmouth, MA 02540
57 Obery Street, Unit 3
Plymouth, MA 02360

Philanthropy
P.O. Box 370
Hyannis, MA 02601

Tradewinds Adult Day Health
290 Route 130, Box 6
Sandwich, MA 02563

Compass Adult Day Health
One Auston Rd., Unit F
E. Harwich, MA 02645

Child Care Center
67B Ter Heun Drive
Falmouth, MA 02540

Volunteer Services
434 Route 134
S. Dennis, MA 02660

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Connecting all offices, call 1-800-631-3900.
www.vnacapecod.org





VISITING NURSE ASSOCIATION

Member Cape Cod Healthcare

This agreement (the “Agreement”) is made between the **Visiting Nurse Association of Cape Cod, Inc.** (the “Agency”), a private non-profit corporation operating in accordance with the recommended standards and procedures of the Massachusetts Department of Public Health, with a place of business at 255 Independence Drive, Hyannis, MA. 02601, and the **Town of Harwich** through the **Harwich Board of Health** (the “Town”).

WHEREAS, the Agency is in the business of providing public health care services; and

WHEREAS, the Agency is a licensed visiting nurse association that provides services to patients in patient’s homes; and

WHEREAS, the Town wishes to obtain the benefit of the Agency’s nursing and wellness services for the residents of the Town.

NOW THEREFORE, in consideration of these premises, the parties hereto agree as follows:

A. DUTIES OF THE AGENCY

1. The Agency shall furnish such services as recommended by the Town consistent with the recommended practices of the Massachusetts Department of Public Health and the Visiting Nurse Association of Cape Cod, Inc. These services will generally include:
 - a) Maternal and Child Health Services to include: visits to newborns and mothers on referral with follow-up home visits according to adjudged need; office visits for the purpose of childhood immunization; and social work assessment visits to families with identified needs. Maternal and Child Health visits are not to exceed three (3) visits per admission in a calendar year per individual without the Town’s approval.¹
 - b) Health Promotion: health and wellness teaching in relation to both physical and mental health for all age groups. Immunization clinics held as necessary for children and adults.
 - c) Communicable Disease Surveillance and follow-up investigation including immunization clinics as deemed necessary by MADPH and Harwich BOH. TB contact testing; DOT; Public Health Nursing Case-management in cooperation with MADPH TB surveillance and Epidemiology

¹ In instances where services are necessary for a longer duration and no means of Third Party Payment are available, the case will be referred to the Health Director to assess the Town’s commitment to continued services or VNA referral to other appropriate sources.

2. Supplies or Equipment: The Agency will provide the required perishable supplies for all Public Health Services provided to the Town by the Agency as a part of the approved appropriation.
3. The Agency shall maintain licensing/accreditation/certification.
4. The Agency shall invoice the Town monthly for services performed with a statement detailing the type of services performed.

B. DUTIES OF THE TOWN

1. The Town agrees to give the Agency as much advance notice as possible of the Services and Supplies that residents served pursuant to this Agreement may require.
2. The Town will provide assistance to the Agency in carrying out recommended Board of Health programs and policies.
3. The Town will pay the Agency for approved services and supplies rendered to residents of the Town in accordance with the charges detailed in the attached Addendum A within thirty (30) days of receipt of invoice.

C. MUTUAL DUTIES/AGREEMENTS

1. The amount of time provided for the services to the Town will be adjusted so that the charges for these services will not exceed the appropriation for these services. The Appropriation for July 1, 2020 through June 30, 2021 is \$4,000.00 as defined in Addendum A. All individual records will be maintained in The Agency's office and will be available for review by the Town.
2. Services performed by the Agency will be for Town residents only. Referrals may come from town residents or a party related to the resident including but not limited to the Town.
3. The Agency and The Town shall each maintain or cause to be maintained at no expense to the other, professional malpractice and general liability insurance for itself and its employees, in form and substance acceptable to the other, and in amounts customary to the nature of each party's obligations hereunder. Upon request, each party shall furnish to the other a current certificate of insurance. Each party shall provide the other with thirty (30) days advance written notice of any proposed alteration, non-renewal, or cancellation of insurance required hereunder. Each party shall promptly notify the other of any claim or suit alleged to arise out of any activity or activities undertaken pursuant to this Agreement.
4. The Town shall indemnify and hold harmless the Agency, its officers, director, agents, and employees from any and all injuries, losses, claims, actions, or damages to any person or property, and all costs, expenses, including reasonable attorneys' fees, or other

liability incurred by the Agency that are caused by the negligence of the Town, its employees, or its independent contractors (with the exception of the Agency) occurring in connection with the subject matter of this Agreement.

5. The Agency shall indemnify and hold harmless the Town and its partners, officers, agents, and employees from any and all injuries, losses, claims, actions, or damages to any person or property, and all costs, expenses, including reasonable attorneys' fees, or other liability incurred by the Town that are caused by the negligence of the Agency, its employees, or its independent contractors occurring in connection with the subject matter of this Agreement.
6. It is expressly understood and agreed that this Agreement does not intend and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association between the Town and the Agency, but rather, is an agreement by and between the Town and the Agency as independent contractors.
7. This Agreement will terminate upon the occurrence of any of the following events, whichever transpires first:
 - a. One year from date herein.
 - b. Depletion of the allocated funds.
 - c. By either party upon sixty (60) days written advance notice.

D. MISCELLANEOUS

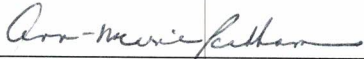
1. Any notice required to be given hereunder shall be provided by registered or certified mail, postage prepaid, addressed to the parties at the respective addresses stated at the beginning of this Agreement or such other person or address as either party may from time to time designate by written notice to the other party. Notice shall be deemed given when deposited with the United States mails in accordance with the provisions of the preceding sentence.
2. This Agreement shall be deemed to have been entered into in the Commonwealth of Massachusetts and its interpretation, construction, and enforcement shall be determined pursuant to the laws of that Commonwealth.
3. If a court of competent jurisdiction holds any provision of this Agreement in violation of any applicable law, the remaining provisions shall be enforced and remain in full force and effect to the extent they are not unlawful or unenforceable.
4. This Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns. This Agreement and all rights under it shall be assignable by either party only with the prior written consent of the other party.
5. Captions contained in this Agreement are inserted only as a matter of convenience and

in no way define, limit, or extend the scope or intent of this Agreement or any provision thereof.

6. Where appropriate, references in the plural shall be construed as being in the singular and references in the singular as being in the plural.

IN WITNESS WHEREOF, authorized representatives of the parties have signed this Agreement.

**VISITING NURSE ASSOCIATION
OF CAPE COD**



**Ann-Marie Peckham/President
Visiting Nurse Association of Cape Cod**

5/20/20
Date

**Larry Ballantine, Chair
Harwich Board of Selectmen**

Date

W-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

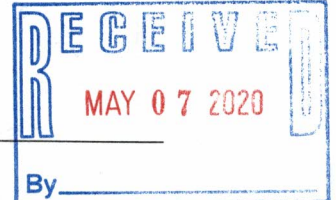


**Town of Harwich
Board of Health**

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:	345a
Date App Received:	5/7/2020
Meeting Date:	5/19/2020
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: Addition/Alteration: Failed System: EIR:
 Other: _____

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

List All Variances from State & Local Codes

Title 5, Section # Variance Requested From	Description of Variance(s):
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
Harwich Reg. #	Description of Variance(s):
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.

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')
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')

Variances 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')

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.

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')
2. Per 310 CMR: 14.405 (1) (a): SAS to east property line: 10' required; 6' available.
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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

Sincerely,

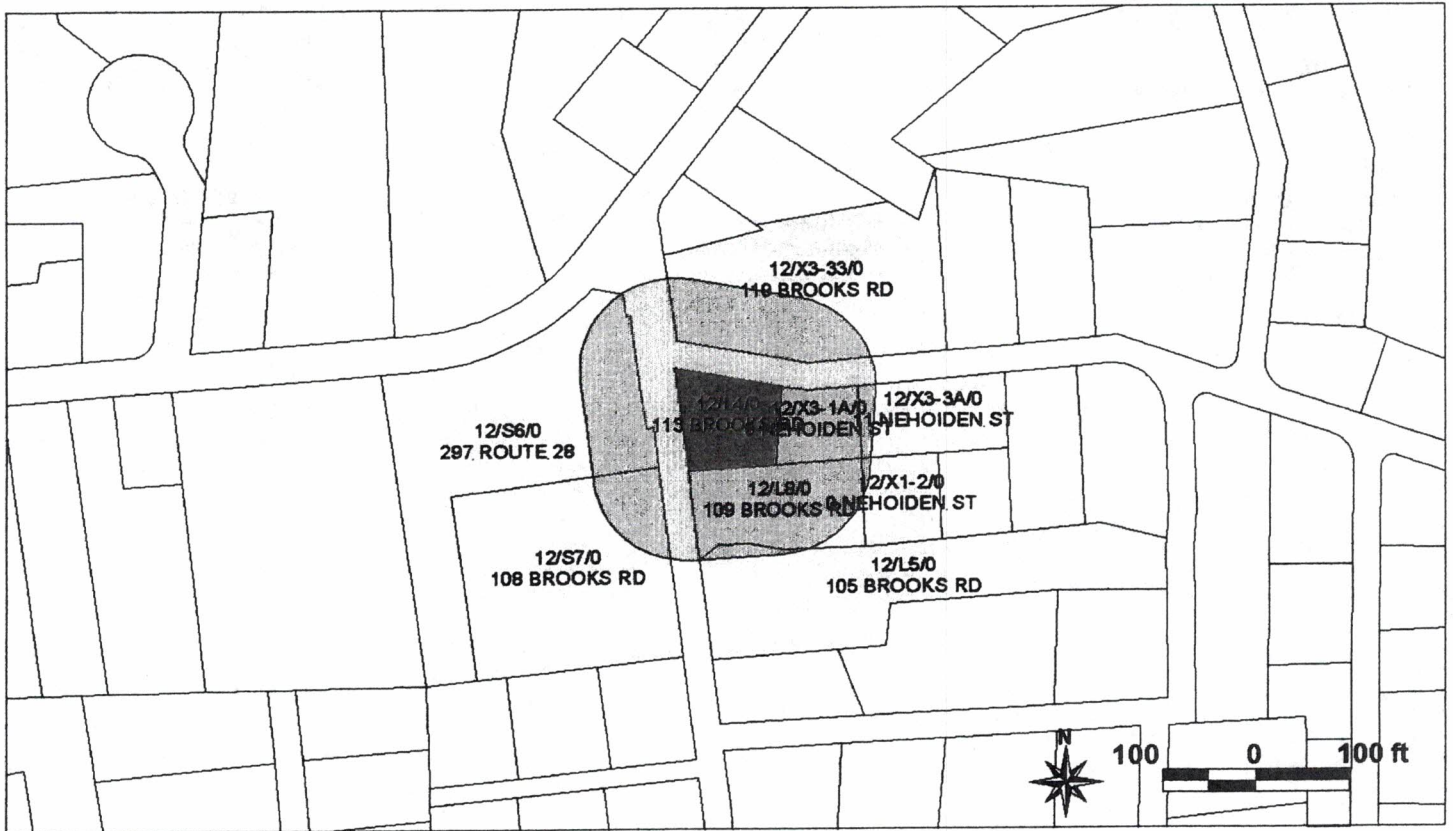


,Daniel Croteau, PE

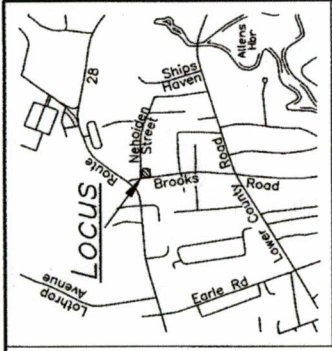


TOWN OF HARWICH, MA
 BOARD OF ASSESSORS
 732 Main Street, Harwich, MA 02645

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
		<i>Locus</i>					
8287	12-L6-0-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
1888	12-X1-2-0-R	DAMICO THEODORE & COZIER 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 & COZIER YVETTE	11 NEHOIDEN ST	350 ARBORWAY	JAMAICA PLAIN	MA	02130

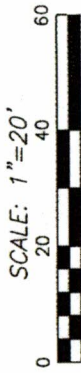


LOCATION MAP

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

SYSTEM DESIGN CALCS.

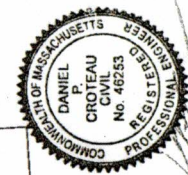
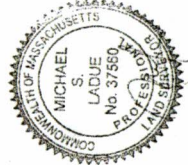
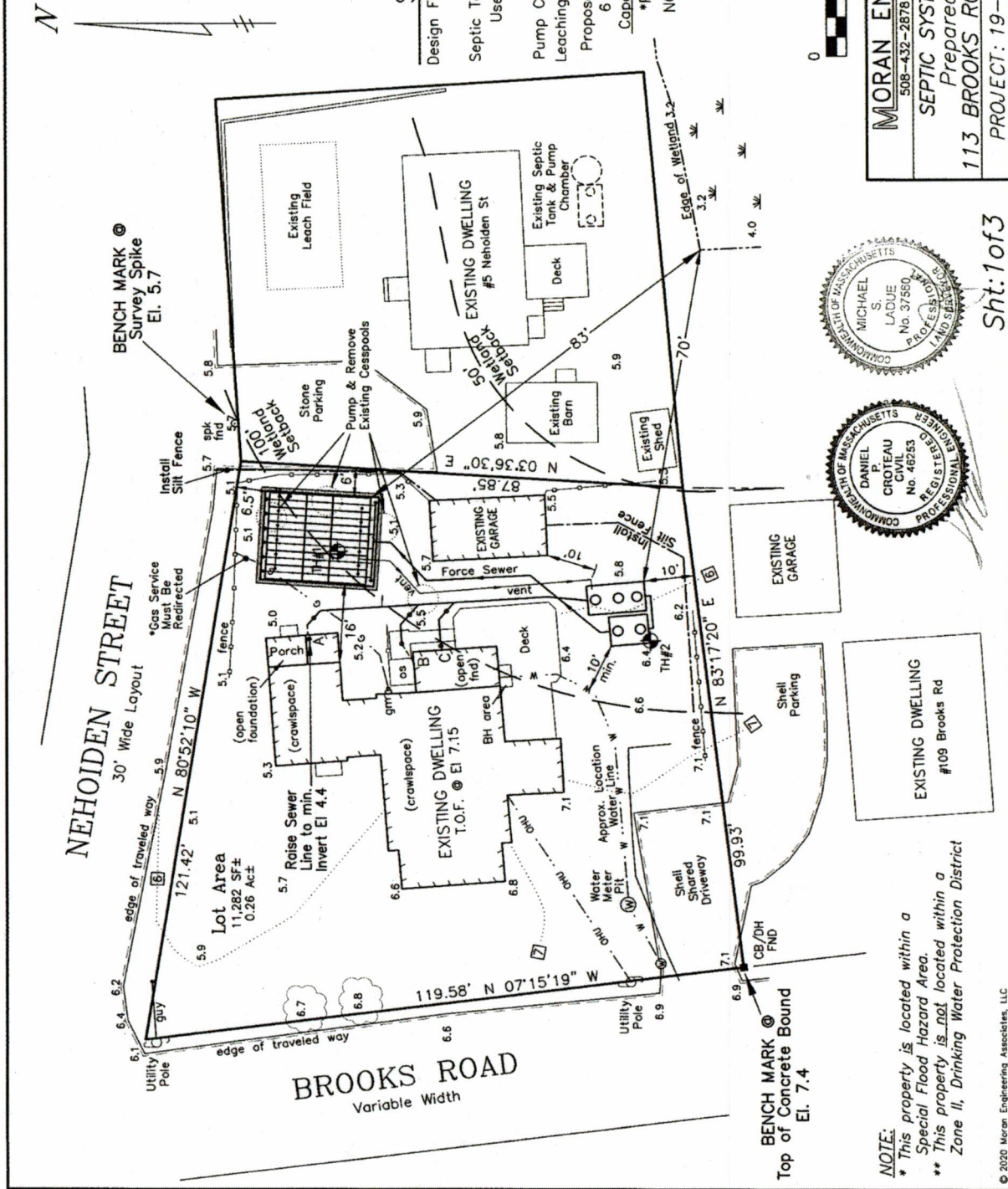
Design Flow:
 4 bedrooms @ 110 gal/day = 440 gal/day
 Septic Tank: 440 gal. x 200% = 880 gal.
 Use: Monolithic 1500 Gal. 2-Compartment
 (1000/500) H-20 Septic Tank
 Pump Chamber: Monolithic 1000 Gal. H-20
 Leaching Facility: 6 Rows of Culec-100 Chambers,
 20' Long, cut to length
 Proposed Layout:
 6 x 20 LF of Chamber x 5.0sf/lf = 600 sf
 Capacity: 600 sf x 0.74 gal/lsf = 444 gal/day
 *Per Mass. DEP 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

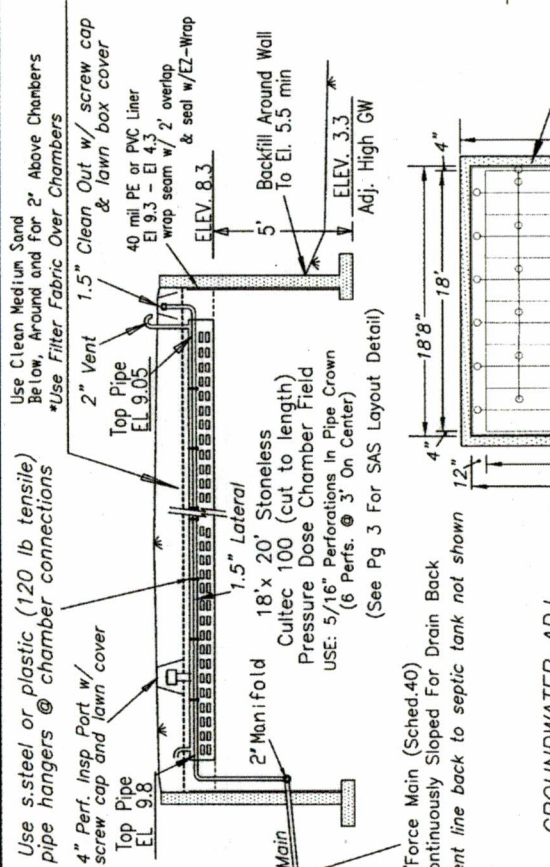
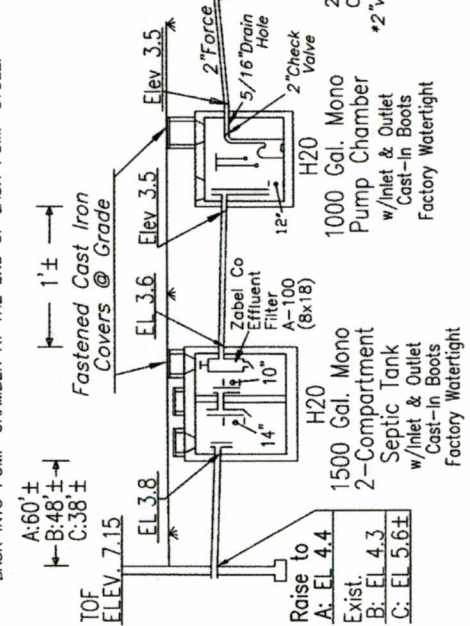


Sht: 1 of 3

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.



- 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: E.L. 2.3
 Index Well: ISW-89
 Zone A (2/20,11.2') => +1.0'
 Adj. High GW Depth = E.L. 3.3

TEST HOLE 1 E.L. 5.0

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

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

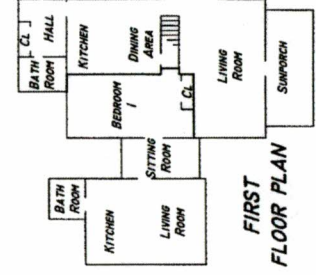
TEST HOLE 2 E.L. 6.4

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

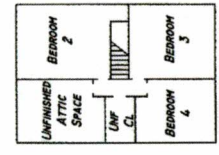
Blm El. 0.4 Groundwater Found @ 48" (E.L. 2.0)

PERC. TEST @ TH #2

Time Drop
 2min 00sec 12-9"
 3min 57sec 9-6"
 Perc & Design Rate = <= 2 min./in.

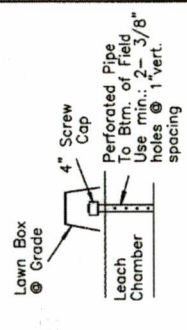
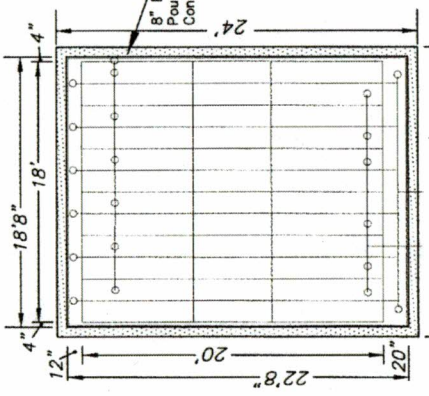


FIRST FLOOR PLAN

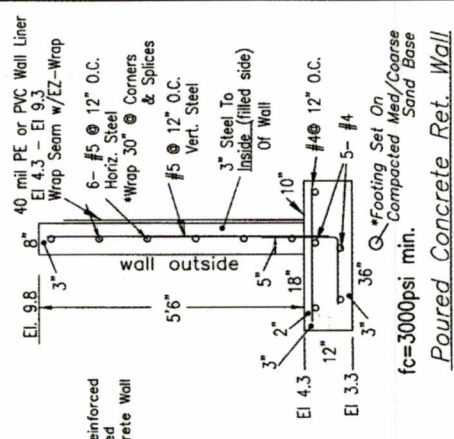


SECOND FLOOR PLAN

RETAINING WALL DIMENSIONS



SAS INSP. PORT DETAIL



fc=3000psi min.
 Paired Concrete Ret. Wall

Sht:2of3

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

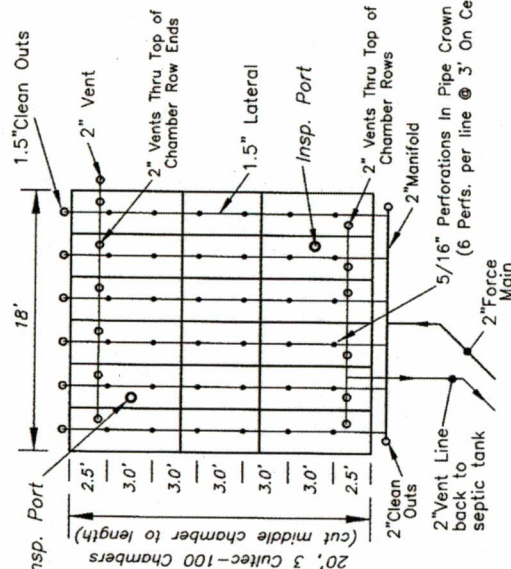
Date: 2/26/20
 Performed By: Daniel P. Croteau, PE, SE481
 Witness: K. Tenaglia, HA

PUMP NOTES

- 1) Submersible Pump—Liberty FL50 Series 1/2 hp
- 2) 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.
- 3) Alarm Panel — SUE Rhombus Tank Alert Alarm To Be Visible and Audible From Both Living Units.
- 4) Alarm is to be on a separate circuit from the pump
- 5) Pump Sequence:
 - a) Pump off El 0.2 (1' Off Tank Btm.)
 - b) Pump on El 0.7 (1.5' Off Tank Btm.)
 - c) Alarm on El 1.2 (2' Off Tank Btm.)
- 6) Pump to be set on blocks to avoid bottom debris.
- 7) 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.
- 8) Electrical Permit is required. Electric wiring is to be installed in conduit.

SAS LAYOUT DETAIL

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



GENERAL NOTES

- 1) INSTALL SILT FENCE/ WORK LIMIT LINE PRIOR TO THE START OF EXCAVATION.
- 2) EXISTING SEWER ELEVATIONS ARE TO BE VERIFIED PRIOR TO THE INSTALLATION OF NEW SYSTEM COMPONENTS.
- 3) EXISTING CESSPOOLS ARE TO BE LOCATED, PUMPED AND REMOVED, ALONG WITH ALL CONTAMINATED SOILS WITHIN 5' OF THE PROPOSED SAS.
- 4) 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.
 - *ALL TANK INLETS, OUTLETS, SEAMS, COVERS, AND RISER SEAMS ARE TO BE SEALED WATERTIGHT WITH BITUMINOUS SEAL OR HYDRAULIC CEMENT.
- 5) SEPTIC TANK AND PUMP CHAMBER ARE TO HAVE CAST-IN PLACE RUBBER BOOTS AT INLET AND OUTLET HOLES.
- 6) 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. 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.
- 8) 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.
- 9) LATERALS ARE TO BE INSTALLED WITH PERFS. AT PIPE CROWN.
- 10) LATERALS, MANIFOLD AND FORCE MAIN ARE TO BE SLOPED TO DRAIN BACK INTO PUMP CHAMBER AT THE END OF PUMP CYCLES.



Sht. 3 of 3

REQUIRED INSPECTIONS

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

BOH VARIANCES REQUIRED

- VARIANCES FROM 310CMR15.221:(1)
- 1.) Per 310CMR15.405(1)(a): Dist. Between Road (north) Lot Line & S.A.S.: 10' Required; 6.5' Proposed
 - 2.) Per 310CMR15.405(1)(a): Dist. Between Abutter (east) Lot Line & S.A.S.: 10' Required; 6' Proposed
 - 3.) Per 310CMR15.405(1)(b): Dist. Between Crawl Space & S.A.S.: 20' Required; 16' Proposed
- VARIANCES FROM 310CMR15.227:(5)
- 4.) Per 310CMR15.405(1)(j): Dist. Between Septic Tank Invert Elevation & High Groundwater: 1' Required, 0.3' Proposed
 - 5.) Per 310CMR15.405(1)(j): Dist. Between Pump Chamber Invert Elevation & High Groundwater: 1' Required, 0.2' Proposed
- VARIANCES FROM HARWICH B.O.H. REG. 1.210
- 6.) 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

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

Application for Extension of Sampling Variance for a Massachusetts Tier 3 Beach

City/Town: Harwich Beach name: Zylpha

Original variance granted on: 3/13/12

Expiration of most recent variance or variance extension: 5/10/2020

V-A.

Water Quality Over the Past Four Years:

Year	Number of Samples Collected	Average Sample Result	Highest Sample Result
2019	4	2.25	4
2018	4	1.5	2
2017	4	23.25	90
2016	4	1	< 2

Over the past four years, have there been any changes to the beach or surrounding area that could impact the water quality, either positively or negatively? (Examples: construction of a wastewater treatment plant in the area or a recent bylaw that prohibits dogs on the beach [positive], or construction of a marina lacking pump out facilities or a suspected failing septic system in the area [negative].)

The undersigned hereby believes that reduced testing at this beach does not constitute a greater risk to public health than swimming at beaches sampled on a weekly basis under Massachusetts regulations 105 CMR 445.000.

Extension granted by: _____
Name Dept.

Recommended sampling frequency: _____

Variance extension granted by the Board of Health on _____ and ends on _____, pending a recertification of the survey.

MDPH approval: _____
Name Date

Reviewed 2017

Dear Ms. Eldredge,

I hope all is well and that you and your staff are staying safe and healthy. As part of spring preparations for the upcoming beach season, please find attached variance extension applications for beaches in Harwich that are due for renewal. This summer, Zylpha Beach is due to have its monthly sampling variance renewed.

This year, the state of emergency in Massachusetts and orders issued by the Governor may affect the start of the beach season and its operations. When beaches are allowed to open, there may be further restrictions and conditions on how the beaches may operate to prevent the spread of COVID-19.

Sampling information for the past four years has been filled in, and in similar fashion to previous variance renewals, the remainder of the form will need to be completed (note any changes that may have occurred) and signed for approval for the next four beach seasons. If you have any questions, let me know. Thank you in advance.



The Commonwealth of Massachusetts

Executive Office of Health and Human Services
Department of Public Health
Bureau of Environmental Health

250 Washington Street, Boston, MA 02108-4619

Phone: 617-624-5286 Fax: 617-624-5183

TTY: 617-624-5286

CHARLES D. BAKER
Governor

KARYN E. POLITO
Lieutenant Governor

MARYLOU SUDDERS
Secretary

MONICA BHAREL, MD, MPH
Commissioner

Tel: 617-624-6000
www.mass.gov/dph

May 16, 2020

Meggan Eldredge
Harwich Board of Health
732 Main Street
Harwich, MA 02645

RE: Contract Laboratory Support for 2020 Bathing Beach Season, Beaches Required to Post After One Exceedance, and Release of Annual Report

Dear Ms. Eldredge,

Each year, the Department of Public Health's Bureau of Environmental Health provides information pertaining to local beach testing in advance of the summer beach season. This year, the state of emergency in Massachusetts and orders issued by the Governor may affect the start of the beach season and its operations. When beaches are allowed to open, there may be further restrictions and conditions on how the beaches may operate to prevent the spread of COVID-19. The following provides information about the standard beach water quality testing requirements when beaches are allowed to open.

Contract Laboratory Support

According to our records, Harwich has 9 weekly and 6 monthly marine beach testing sites. Please review these numbers and let us know by June 1, 2020 if this information needs updating.

It is the responsibility of the municipality to conduct sampling in accordance with the required protocol and to preserve each sample until it is turned over to the laboratory. DPH has contracted with Barnstable County Water Quality Testing Laboratory to analyze the samples for your community again this year. Routine samples collected between June 15 and September 4, 2020 will be eligible for this analysis, and the laboratory will bill DPH directly. If additional samples are required because of bacterial exceedances, the additional cost will need to be paid by your municipality. We encourage you to contact Bethany Traverse at Barnstable County Water Quality Testing Laboratory at (508) 375-6844 in order to coordinate the delivery of the sterile sample bottles and pick-up of the samples.

The laboratory is required in its contract with DPH to electronically report sample results to DPH via the bathing beaches website as well as directly to the local health departments. The laboratory will also enter information from the field data form, such as field observations, days since last rain, and water temperature, via the website. Therefore, the field data form needs to be filled out in its entirety before delivery to the laboratory. These forms and other information

are also available through the DPH website at www.mass.gov/dph/beaches.

Beaches Required to Post After One Exceedance

At the vast majority of beaches statewide, if a sample exceeds water quality standards, then posting is not required provided that a resample taken the day following the initial sample collection is in compliance with water quality standards. However, beaches with less than four years of complete data and those with a history of elevated bacteria levels will be required to post after each instance of elevated bacteria. A "history" is defined as one or more consecutive exceedances in two or more of the last four beach seasons. If a beach in your community is required to post after every exceedance during the 2020 beach season, it will appear on the attached list.

Release of Annual Report

As you know, the data you submit each swim season form the basis of the DPH beach water quality report, which we are required by statute to produce each year. This report, funded in part by the U.S. Environmental Protection Agency, summarizes beach water quality data collected at marine and freshwater bathing beaches throughout the Commonwealth. The latest annual report, *2019 Massachusetts Beach Testing Results*, will be available to the general public on May 22, 2020 on the DPH website, <https://www.mass.gov/lists/annual-beach-reports>. We encourage you to download a copy.

Thank you for your continued assistance and cooperation in performing the regulatory tasks associated with monitoring beach water quality and protecting public health in Massachusetts. If you would like to discuss these items, or if you have any other questions, please feel free to contact the bathing beaches staff. Michael Beattie can be reached at (617) 624-5757 and Irena Draksic at (617) 634-2432.

Sincerely,

Marc A. Nascarella, Ph.D.
Director, Environmental Toxicology Program
Bureau of Environmental Health

cc: Bethany Traverse, Barnstable County Water Quality Testing Laboratory
Jana Ferguson, Director, Bureau of Environmental Health
Logan Bailey, Recreational Water Quality Section Leader, BEH/ETP

**Health Director Monthly Report
May 2020**

COVID 19

The entire staff of the health department has been working tirelessly to keep up with the increased demand for information surrounding the coronavirus pandemic. The volume of voicemails, emails and phone calls is overwhelming and unprecedented. Daily calls from residents regarding complaints of face covering violations as well as calls from business owners wanting clarification on when they can reopen have dominated the call volume. As we receive complaints we are logging them and sending a letter to the business owner to alert them of the issue. Those businesses with repeat complaints will be investigated in person by an inspector.

In addition to the daily tasks of records requests, septic and building plan reviews, real estate transfer inspection report reviews, seasonal license renewals, septic inspections, and complaint investigations we have been working to update the business industry on the reopening plans for Massachusetts.

The governor's office announced a 4 phase reopening plan that included sub-phases that allow businesses to slowly reopen under strict guidelines. These phases come with mandatory safety standards that each business must follow. Over 20 new guidance documents have been released in May and early June for the local boards of health to absorb and disseminate to our business community.

I have been working with Joe Powers, Interim Town Administrator daily to assist in decision making regarding town operations as they relate to the pandemic. Re-opening buildings to both staff and the public have been a priority. The challenging part to this task is the lack of custodial staff to clean and disinfect the buildings. The mandatory safety standards require *daily* cleaning and disinfection, our current custodial staff is not operating at full capacity at this time, making this task difficult to fulfill.

Cases

As of June 10, 2020 the Town of Harwich has seen a total of 121 cases since the beginning of March and 23 associated deaths due to COVID-19. Of the 121 cases, 71 are associated with Wingate of Harwich – both residents and staff. Of the 50 remaining cases 4 have died and 43 have recovered. This leaves 3 active cases in Harwich, all of which live in one household and the source of infection is related to a healthcare worker living in that home.

Newly reported cases in Massachusetts and Barnstable County seem to be slowly declining day to day along with cases requiring hospitalization. These indicators, combined with increased testing and contact tracing capacity, decreased fatalities, and hospital readiness are what is driving the decisions to move from phase to phase of the reopening plan.

Other activities

I would like to thank and recognize the efforts of Jennifer Clarke, Kathleen Tenaglia and Mark Polselli during the past few months. Their professionalism and reliability has been outstanding. Each of them has gone above and beyond the call of their regular duties in order to assist me and the Town in the response to this pandemic.

Respectfully submitted,
Meggan Eldredge 6.10.2020

