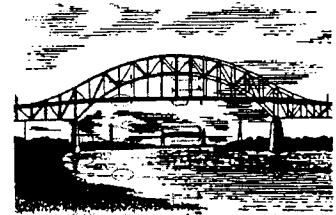


Cynthia A. Coffin
Health Agent

TOWN OF BOURNE BOARD OF HEALTH

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MINUTES
April 8, 2015

Members in attendance: Kathy Peterson, Chairman; Stanley Andrews, Vice Chairman; Don Uitti, Secretary; Galon Barlow

Support Staff in attendance: Cynthia A. Coffin, Health Agent and Lisa Collett, Secretary

1. **594 CIRCUIT AVE – CONTINUED from March 25, 2015 – Zac Basinski of Bracken engineering for Anne Camille Maher- Request variance to the 150 setback to the High Water Mark and a variance from the 150 foot setback to a Wetland Resource Area** – Mr. Basinski stated that since the last meeting he has met with the Conservation Commission and the resources areas have been approved. He also has permission from town counsel to install the new system on this property and is just awaiting permission from the selectmen which he will receive next Tuesday, April 14, 2015. Ms. Peterson stated that paperwork has been submitted by the Town Administrator, Thomas Guerino stating what Mr. Basinski is stating is correct. Mr. Basinski stated that the new system will be a pressure distribution system which replaces a septic tank with a distribution box and a pump chamber that was installed in 2006. They will reducing the nitrogen loading with this new system. The owners are planning a demo and rebuild which will raise the existing house because of the new flood plains. The new system does separate the ground water elevation from 4 feet to 6 feet. **Mr. Barlow made a motion to approve the plan developed by Bracken Engineering for the existing site plan for 594 Circuit Ave with the proposed new conditions with are on the plan received April 8 2015 and doing so because it is better then what is existing.** Mr. Barlow stated the he would like a 2 bedroom deed restriction submitted before this permit is issued. Mr. Andrews seconded the motion. All in favor and the motion passes.
2. **EMERGENCY RESPONSE NOTIFICATION BY HEALTH AGENT – Kathy Peterson – Discuss and possible vote** – Ms. Peterson stated that she wrote something up that states any time the health department is notified of any emergency, the emergency notification procedure must be put into place to make the board aware of potential health concerns to the citizens of Bourne.

1. Agent must make any attempt to notify board as soon as emergency is under control and their safety has been assured.
2. A full description of the emergency must be written within 24 hours of the response or as soon as they are able to return to the office and distribute to the members via current practices.
3. This shall include but not limited to a restaurant that has been spoken to a number of times and may be considered a health concern to the Town of Bourne that the board must be told well before they are brought before the board along with other emergencies that happen within the town.

Ms. Peterson stated that this is not a slap on the hand to anyone and that it is just something that should have been put into place a long time ago. It was done with ISWM and it clarifies the procedures for everyone. This can be a simple call to the Chairman or the Vice-Chairman and right down the line until someone is reached. If you cannot reach anyone, a messages would be fine until you are able to get back to the office and write a report. Mr. Andrews stated that keeping it to such a tight amount of time he feels that once a phone call goes out to the chairman when it is safe to do so should be fine but keep it to a reasonable amount of time. Ms. Peterson stated that is why she said when they get back into the office. Mr. Barlow stated that especially with a huge spill. He understands that Ms. Coffin will take care of it. He feels as long as someone from the board was notified. Ms. Peterson stated that now it should be clear and everyone understands the procedure. Ms. Coffin stated that she did not mean any disrespect. She did get a call at 2:00 in the morning. She did respond and went to the site. She was there on site until almost 4:00 am. DEP was in control of the site. She spoke with DEP about wells in the area but she knew there weren't any wells in the area. Ms. Coffin stated that because there was no public health emergency issues because there are no drinking water wells in the area but there may have been public safety issues which is why the Police and Fire departments were there. Ms. Coffin stated that when she returned home, it was already all over the news. She felt no need to contact the board because there were no health steps that she had to take. Ms. Coffin stated that she does understand why the board would like to be notified. Ms. Peterson stated that she knew Ms. Coffin's Mom was sick so that is why she waited a week before notifying Ms. Coffin of her concerns. Ms. Coffin stated that she appreciates that but a phone call would have been sufficient instead of putting it on the agenda. Ms. Coffin stated that it is now policy and she will try to follow and do better. Mr. Barlow stated that he heard that Ms. Coffin was on sight at 2:00 am so he was not expecting to hear from her since he had not heard from her that night. Mr. Barlow stated that he felt Ms. Coffin did an excellent job and felt proud of the Board of Health. Ms. Peterson stated that she would like to read the email she sent Ms. Coffin so that everyone is aware as to how we got to this because she does not want there to be any question as to her being upset or anything because she was not. Ms. Coffin stated that she understood that but a week later that the whole board had an issue was upsetting. Ms. Peterson stated that she will allow everyone to read the email. Ms. Coffin stated that she did not know if the entire board had an issue or was it just Ms. Peterson.

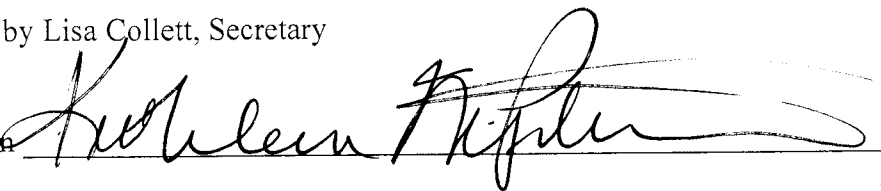
Ms. Peterson stated that Mr. Andrews also had an issue with not being notified. Ms. Peterson stated that she never did get a response from Ms. Coffin so she was unaware of how Ms. Coffin felt until this meeting. Ms. Coffin stated that she felt it did not warrant a response and that she did what she was told to do and put it on the agenda and provide the spreadsheets of the restaurant inspections to the board. Mr. Andrews stated that he does like the spreadsheets. Ms. Peterson stated that she wants everyone to know her request was given in a professional manner. **Mr. Barlow made a motion to approve the notification plan. Mr. Uitti seconded the motion. All in favor and the motion passes.**

4. Approve the minutes from March 25, 2015. – Mr. Andrews stated that there is a correction needed in the minutes. Page 3 3.4 way down on the page, to correct the spelling of Vancouver. Mr. Barlow made a motion to approve the minutes of March 25, 2015 as amended. Mr. Uitti seconded the motion. It was a unanimous vote.

Mr. Andrews made a motion to adjourn the meeting. Mr. Uitti seconded the motion. It was a unanimous vote and the meeting adjourned at 7:15 PM.

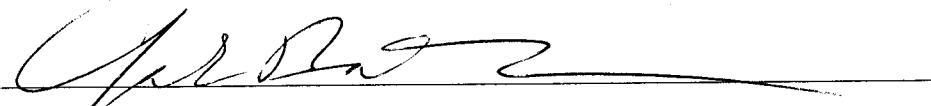
Taped and typed by Lisa Collett, Secretary

Kathleen Peterson

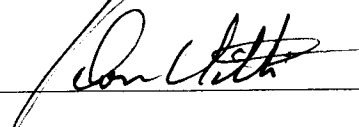


Stanley Andrews

Galon Barlow



Don Uitti



Kelly Mastria – NOT PRESENT AT THIS MEETING



cc Board of Selectmen/Town Clerk