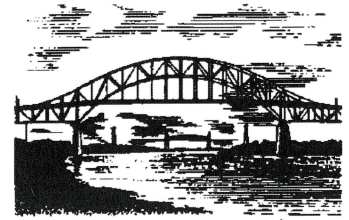


Terri A. Guarino
Health Agent

TOWN OF BOURNE BOARD OF HEALTH

24 Perry Avenue
Buzzards Bay, MA 02532
www.townofbourne.com/health
Phone (508) 759-0600 ext. 1513
Fax (508) 759-0679



Meeting MINUTES March 22, 2023

Meeting was called to order at 05:30 P.M.

This meeting was televised and recorded by Bourne Community TV for replay.

1. Attendance.

Board Members: Barbara Princiotta, Dusty Meier, and Don Uitti
Professional Staff: Terri Guarino, Kaitlyn Shea, and Stacey Burgess

2. Set tentative dates for upcoming meetings.

Ms. Princiotta states that there has been discussion regarding changing the meeting dates from Wednesdays to Mondays. Mr. Meier questioned how that would affect Miss Guarino. Miss Guarino explained that there has been recent conversations regarding it, and Miss Burgess had looked at a calendar to determine the effect of holidays on Mondays, which could be tricky to switch to. She also explained that 3-day weekends and usage of vacation times also have an effect on Mondays, which could pose a problem for meetings. Miss Guarino also stated that Miss Shea has a reoccurring conflict on Mondays, so if Miss Guarino was absent, the Assistant Health Agent would not be available to fill in. Miss Guarino states that it would be a major change. Ms. Princiotta explained that they could plan accordingly for the holiday schedules, and that she is not sure of Ms. Shea's reoccurring engagement, but as long as Miss Burgess is there, it should not be a problem. Ms. Princiotta states that she would like to try a Monday schedule because Wednesdays are increasingly difficult for herself. Mr. Meier stated that Mondays are not preferable for him because that is when he tends to work overtime.

Ms. Princiotta proposes a Friday meeting date, and questions the possibility of that. Mr. Meier states that he has never seen a board meeting occur on a Friday. Ms. Princiotta explains that on such a short staff, she just wants to ensure the possibility of a meeting. Miss Guarino states that if availability is an issue, they could explore the possibility of reducing to one meeting per month, especially since there are a lot of agendas that could be combined. She explains that reducing to one meeting may help, but that she is unaware because there is a lack of certainty on how long the Board will only have 3 members.

Mr. Meier questions if there will be a change in time for the meetings, especially considering if there is only one meeting per month. Miss Guarino explains that Town Hall closes at 4:30pm, and Ms. Princiotta questions if that means the Health Department will be able to meet at the community building at 4:30, 4:45, or 5pm. Miss Guarino states that there could be one Health Department member present at 4:30, and the remainder could come later. Ms. Princiotta states that she would not want to rush anyone, so they could always do 5pm if that is easier.

Ms. Princiotta states that on the topic of meeting agendas, they do need to discuss the meeting date for the joint meeting with the Select Board. She explains that they are only meeting on Tuesdays, and the end date is the 28th of

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March to submit letters of interest, so early April would be easiest, specifically April 4th. Mr. Meier states that he does not think that they should set a date yet because there has not been any letters of interest submitted yet, so there is no point in setting a meeting if they are unsure that they are even going to have one.

Ms. Princiotta states that if they are having meetings on Wednesdays still, she would like to propose that the next meeting is April 5th, rather than the 12th. Miss Guarino shows that there was a calendar provided in their packets for the Board to reference, and the green is for existing meeting dates, yellow is for what Ms. Princiotta was thinking about, and holidays are red and squared off. Miss Guarino states that with the advertisements for the vacancies, it stated that there would be a joint meeting. Ms. Princiotta explains that there was miscommunication with the Select Board regarding the joint session, but they are looking to set one now, and April 4th would look best, contingent upon letters of interest being submitted. Ms. Princiotta also raises the possibility of a joint meeting via Zoom, so that there is more inclusive participation. Mr. Meier also highlights that some people are on other boards, so they need to account for other conflicts.

Miss Guarino explains that based on the discussion this evening, they could look to eliminate a meeting in April because there is Easter, Good Friday, and vacations. She states that they could do an April 26th meeting. Ms. Princiotta states that she will need to coordinate with Miss Guarino about the time, because she may need it to be later.

Mr. Meier questions a timeline for the meeting. Ms. Princiotta asks Miss Guarino about what she expects the agenda for that meeting to consist of. Miss Guarino states that there will be a continuance of 176 Scraggy Rd, which will warrant a long discussion, but other than that, there are not a lot of items. She states that this could also be the first potential meeting where someone could be sitting in to fill a vacancy. Ms. Princiotta states that that will be an issue, and questions the possibility of doing Zoom. Miss Guarino states that she believed Zoom meetings were to end the 31st of March, but Mr. Meier states that he was informed by a Select Board member that they will be able to hold meetings on Zoom still.

Ms. Princiotta suggests the April 26th meeting, potentially at 6pm, and that they can look into the ability to utilize Zoom.

3. 11 Jonathan Bourne Dr, Unit 8, Pocasset – Balance Fitness, LLC. DBA Fitness Elevations – Teri Battles, Owner – Food Establishment Permit overdue for 2023 renewal and late fee waiver request.

Teri Battles of Fitness Elevations introduced herself as the representative for the request. She states that she would like a break on the late fees that are being charged, and that there were circumstances that played into it that she was not aware of. She states that she brought documentation to prove that she has never been late, and that she can ensure it will not happen again, because she unfortunately had trusted someone else to handle the situation. She states that she also has documentation to support that she paid the food establishment permit fee, and did put \$150 toward the late fees.

Ms. Princiotta asked Miss Guarino about the remainder balance of the late fees that Ms. Battles is looking to have abated. Miss Guarino states that with the payments that have already been received, it would be a waiver of \$300. She states that considering the date the application was received, it would be a \$450 late fee, and the applicant has already paid \$150. Ms. Princiotta questions how long she has had her food establishment permit for, and Ms. Battles states it was either 2015 or 2016. Ms. Princiotta confirms with the applicant that this is the first time that she has been late, and Ms. Battles expresses her apologies and ensures it will not happen again. Miss Guarino states that she agrees, and that she feels badly. Ms. Princiotta states that she appreciates that Ms. Battles came in, and that the Board is looking to guarantee that everyone is successful in the Town of Bourne, and that she recognizes that she has not been late before, so as long as she has taken care of the permit, she sees no problem waiving the late fees.

Mr. Meier makes a motion to cancel out the remaining \$300 of the late fees, since she showed good faith, has been on time, and everyone runs into problems.

Mr. Meier makes a motion for 11 Jonathan Bourne Dr, Unit 8 Pocasset – Balance Fitness, LLC. DBA Fitness Elevations – Teri Battles, Owner – Food Establishment Permit overdue for 2023 renewal, has been paid, and approving the late fee waiver request to cancel late fees of \$300. Mr. Uitti second. Unanimous.

Ms. Princiotta emphasizes going forward to just communicate with the staff if there are any difficulties.

4. **176 Scraggy Neck Rd. – Don Bracken, P.E. of Bracken Engineering, Inc. on behalf The Long Point Trust c/o Marybeth & Steven Bisson – *CONTINUED* – Requesting relief from the local Bourne Board of Health 150' Setback regulations for a new septic system to accommodate the raze and rebuild of a residential dwelling. – *Requesting continuance to April 12, 2023.***

Ms. Princiotta states that they will not be having a meeting on April 12th, so that this item will need to be continued to April 26, 2023.

Mr. Uitti makes a motion to continue 176 Scraggy Neck Rd to April 26, 2023. Mr. Meier seconds the motion. All were in favor, and the motion passed unanimously.

5. **140 Wings Neck Road – Earl Lantery, P.E. on behalf of Peter & Susan Ohanian – *CONTINUED* – Requesting a hearing before the Board of Health for proposing to install a new septic system equipped with Singulair nitrogen reducing technology.**

Earl Lantery introduced himself as the representative of the project. He explains that there were several items that were requested, so he provided new copies of the plan that demonstrate the water line and he filled out the nitrogen loading form.

Ms. Princiotta questioned how he did the form, because there are calculations on multiple different sheets. Mr. Lantery states that his IT guy forwarded it to the town, and that Miss Burgess said she would try to help. Ms. Princiotta states she just wants to make sure it is formatted correctly.

Miss Guarino states that the floor plans were modified since the previous meeting, since it was difficult to discern the labeling, but the modified plans were received on March 13, 2023, and show that there are clearly 3 existing bedrooms, and an office/sunroom, which warrants a design for 4 bedrooms. It was clarified that this is strictly an upgrade. Miss Guarino also highlights the detached structure, and how it is labeled as a workshop with an attic and storeroom. She confirms with Mr. Lantery that there is no water or plumbing, just electrical with a large open space.

Miss Guarino explains that they are voluntarily utilizing an innovative/alternative de-nitrification system, the Singulair system, which is approved MassDEP, and she states that with the nitrogen loading calculations, de-nitrification is being done.

Miss Guarino states that previously she commented on the variance request within the letter to the Board regarding the 4 foot vertical groundwater separation. This is not a true variance with respect to repairs and upgrades, as the difference of 5 feet of vertical separation to 4 feet of vertical separation from the groundwater table is approved by MassDEP for the remedial use of Singulair technologies, so it is a standard condition for that specific technology, and thus does not require variance approval.

Miss Guarino states that she is satisfied with the floor plans that were clarified, and that it is an upgrade. She states that prior to issuance of the permit, she will require some additional specs on the type of retaining wall, and if it has a footing, what it is made out of, and the specific heights. Mr. Lantery states that he can provide that information.

Mr. Meier added the incorporation of a buoyancy wall, which will aid in the issue of the groundwater.

Ms. Princiotta questions the "velocity zone" on the plan, and Mr. Lantery states it relates to the survey plan. Ms. Princiotta asks about relation to Conservation since it abuts the Pocasset River.

Miss Guarino states that the parcels on Wings Neck Rd have a large amount of lot coverage, and it is very narrow, so the sewage disposal system is outside of the flood zone and resource areas, but since there is trenching, digging, and adding new pumping, it falls within Conservation's zone. Miss Guarino states that the closest point is 217 feet to a resource area.

Ms. Princiotta asks if anyone from the staff has been to the site to see the 4 car garage because it is listed as a 2 bedroom dwelling. Mr. Lantery states that there are no plans to develop further on the home.

Ms. Shea states that they dug the perc hole next to the garage. Mr. Lantery states it is just an open space with multiple floors and an attic. Mr. Lantery states that adding plumbing to the garage with connection to the Singulair unit would not be possible due to the distance and inability to get the gravity feed to reach the system.

Mr. Meier states that they would probably have to put in a separate system just for that, and it is obvious that it is not really a room, but that it can be viewed that way in the portion above the garage.

Mr. Lantery states that there is electrical, but no other utilities, and that the client is aware that if they ever plan to develop it, they would need Board approval.

Ms. Princiotta states that she wants Mr. Lantery to work with the Health Department for the nitrogen loading sheet, because the factors for the formulas are not working. She states that she would just like him to manually change a few things to accommodate the bedroom count.

Mr. Meier makes a motion to approve 140 Wings Neck Road – Earl Lantery, P.E. on behalf of Peter & Susan Ohanian – Requesting a hearing before the Board of Health for proposing to install a new septic system equipped with Singulair nitrogen reducing technology. Mr. Uitti second. All were in favor, and the motion passed unanimously.

Ms. Princiotta reminds Mr. Lantery he will need to mark up the plans with the suggestions.

6. Approve the Minutes – Approve the minutes from the previous meetings dated September 14, 2022, February 8, 2023, February 22, 2023, & March 8, 2023.

Ms. Princiotta states that she just received the hard-copy minutes tonight, so they can wait to approve them at the April 26, 2023 meeting date.

Mr. Meier makes a motion to continue approval of the minutes to April 26th. Mr. Uitti second. All were in favor, and the motion passed unanimously.

7. Adjourn.

Mr. Meier makes a motion to adjourn. Mr. Uitti second. Unanimous. Meeting adjourned at 6:08pm.

Taped by: Terri Guarino, Health Agent
Typed by: Viveca Stucke, Recording Secretary.
Edited by: Stacey Burgess