



# Town of Provincetown

## Meeting of the BOARD OF HEALTH

Thursday, December 3, 2015

Judge Welsh Hearing Room, Provincetown Town Hall,  
260 Commercial Street, Provincetown, MA

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**Board Members Present:** Mark Phillips, Chair; Dr. Janet Whelan, Betty Williams and Joseph Freitas, Alternate

**Board Members Absent:** Steve Katsurinis, Vice Chair and Elise Cozzi (Excused Absences)

**Other attendees:** Morgan Clark, Director Department of Health and Laura Marin, Health Agent

**Recording Secretary:** Susan Leonard

**Call to Order:** Mark Phillips, Chair called the meeting to order at 4:10 pm.

### **I. Public Comments:**

There were no public comments.

### **II. Old Business**

There was no old business brought forward for discussion.

### **III. New Business:**

#### **a. Set public hearing date(s) for proposed changes to regulations**

#### **Discussion:**

The Board, having just completed its "work session" regarding proposed regulations changes, was not at a point to present any changes to the public at a Public Hearing. Mr. Phillips stated that Public Hearings will be scheduled at a future date.

### **V. Approval of Minutes**

#### **a. November 19, 2015**

#### **b. October 13, 2015 Health Summit Notes**

After reviewing the minutes for the November 19, 2015 meeting a motion was made.

**Motion: *Move to approve the minutes of Thursday, November 19, 2015.***

**Motion: Betty Williams**

**Seconded: Joseph Freitas**

**Vote: 4 – 0 - 0**

***Discussion:***

Ms. Clark explained that since there was a quorum of Board of Health members present at the Health Summit it is required to present notes of the proceedings.

**Motion: *To accept the notes of the October 13, 2015 Health Summit as presented.***

**Motion: Betty Williams**

**Seconded: Dr. Janet Whelan**

**Vote: 4 – 0 - 0**

**IV. Any Other Business That Shall Properly Come Before the Board**

There was no other business raised.

**V. Health Department Report**

Ms. Clark reported to the Board that she has been very busy working on the budget review and the Request for Proposals for the newly approved case-worker position. She is working within a tight time frame; the RFP has to be posted by the end of the month. The applications will be due February 1, 2016.

Mr. Freitas asked if the position would be filled by a single individual or shared by a few part time people? Ms. Clark explained that will be determined by the proposer, but initially the grant will be for just 6 months. She is hoping the position will be approved for a full year after that. It will be up to the “proposer” to determine how the services will be provided. Anyone can make a proposal. It will not be limited to agencies. Ms. Clark will not be on the reviewing board.

The budget reviews went well. There is a lot of support of the Board and the Department being more engaged in Public Health. There were just a few small edits to her proposed budget. The Emergency Management budget was fine.

Although she does not have a public health budget yet, the library director has offered to host lectures and informational talks.

On line permitting is being worked on and they hope to have it available to some of the smaller, regulated industries such as body art and septic haulers.

The ACO letters are high on the list and letters will be sent out soon.

Non-profit agencies and churches that do food preparation will be contacted and inspected according to State code. The fee structure now includes the non-profit category to allowing it to be done.

Dr. Whelan asked about the Shigella outbreak. The department did a lot of outreach during the Halloween weekend. Ms. Clark said she has not been contacted by the State, yet. Outer Cape Health did follow up. It was a great collaboration with them. It will share information from its health assessment.

Ms. Binder has been following up on the regulatory aspects of the rehabilitation of 227R Commercial Street. Waterfront property has its own set of requirements. The Board's only involvement at this point is the outstanding Court Order that will stay in force until the building is habitable. It may be years.

Mr. Phillips asked about rental certificates. Ms. Clark said it has allowed them to focus on the complaint based issues and compliance. The requirement of including the permit number in advertising is on hold right now, because once the on-line system is up and running all the numbers will be changed. The IT Department is working with a contractor to build the program.

Mr. Phillips asked for an update on rabies. Ms. Clark stated that "baiting" will take place in the Summer. Dr. Whelan mentioned there had been two attacks by skunks in Barnstable, recently. Ms. Clark said she has not been contacted about any rabies on this end of the Cape.

There was a recent article in the paper about improper protocol by a Wellfleet oysterman selling directly to restaurants. There were no Provincetown restaurants involved, however. The State sends an inspector immediately if there is a local concern about vibrio.

Dr. Whelan raised the issue of improper storage temperature of oysters over the holidays by the public. Perhaps some education on it could be done.

Betty Williams asked about what, if any, changes to the proposed plans for 2 Conway Street had been made? Ms. Clark replied that she received a revised plan soon after the Board meeting that met the requirement of a 6 - foot opening to the dressing room. The orientation of the bathroom was switched.

## **VI. Board Members' Statements**

There were no statements made by the board members

### **Adjournment:**

There being no further business, Mark Phillips moved to adjourn the meeting at 4:39 pm.

Respectfully submitted,

Susan Leonard

**Approved by \_\_\_\_\_ on \_\_\_\_\_, 2016**