



**Town of Provincetown  
Meeting of the  
BOARD OF HEALTH**

**Thursday, November 15, 2018**

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

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**Board Members Present:** Mark Phillips, Chair; Dr. Elise Cozzi; Kalliope Chute; Betty Williams, Alternate; and Irv Morgan, Alternate

**Board Members Absent:** Steve Katsurinis, Vice Chair; and Dr. Janet Whelan

**Other attendees:** Laura Marin, Health Agent

**Call to Order:** Mark Phillips called the meeting to order at 4:13 p.m.

**I. Public Comments:**

There were no public comments.

**II. Old Business:**

**a. Discuss and respond to BOS Member comments on BOH policies re: sewer connection**

**Discussion:** Mr. Phillips stated he had prepared a response to comments at a Joint Meeting with the Select Board on August 13, 2018 and the Board stated that they were pleased with the statement.

**III. New Business**

**a. Approve 2019 Meeting Calendar**

**Discussion:** Mr. Phillips proposed moving the meeting for December back a week further away from Christmas so it will be on the 12th of December 2019 instead of the 19th. There were no objections.

**Motion:** *Move to approve the 2019 Meeting Calendar as amended*

**Motion:** Dr. Cozzi

**Seconded:** Ms. Chute

**Vote:** 5 – 0 - 0

**b. Discussion: New Tobacco Permits**

**Discussion:** Ms. Marin asked if the Board was willing to accept new Tobacco Retail Establishments. Ms. Marin stated the town has lost three retailers in the past year and that there are currently two potential new applicants for Tobacco Retail Establishments. The discussion covered the timeline and process for establishments to become licensed under the state and approved by the town to sell tobacco. Ms. Chute expressed concern about storage safety of vaping supplies.

**c. ACOs:**

**i. 6 Pleasant Street – New Request**

**Discussion:** Robert Anthony appeared as a real estate agent representing the owner. Ms. Marin gave a brief background on the property. Mr. Anthony provided additional information about the history of the distribution box and the desire for the new owner to work with the Board of Health.

**Motion:** *Move to approve the ACO request for 6 Pleasant Street with the stipulation that the system is inspected every year.*

**Motion:** Ms. Chute                      **Seconded:** Dr. Cozzi                      **Vote:** 5– 0 - 0

**ii. 28 Nickerson Street – Renewal**

**Discussion:** Item was tabled

**d. Deed Restrictions:**

**i. 14 Thistlemore Road**

**Discussion:** Ms. Marin described the discrepancy between the number of bedrooms on the property and what the Title 5 design flow showed. The owners are amenable to the deed restriction.

**Motion:** *Move to approve the Deed Restriction for 14 Thistlemore Road*

**Motion:** Dr. Cozzi                      **Seconded:** Ms. Chute                      **Vote:** 5 – 0 - 0

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

Mr. Phillips noted that Ms. Williams will be leaving the board once her term ends at the end of the year. The Board expressed their thanks to Ms. Williams for her service.

Mr. Phillips announced that there will be a new Health Agent and that Ms. Marin would be training the new Health Agent. The Board expressed gratitude to Ms. Marin for her work.

**V. Approval of Minutes**

- a. September 7, 2017
- b. January 22, 2018- Joint Meeting with BOS and Water & Sewer Board
- c. April 19, 2018
- d. May 17, 2018
- e. May 31, 2018
- f. June 21, 2018
- g. July 19, 2018
- h. August 9, 2018
- i. September 20, 2018
- j. September 20, 2018- Presentation by Jennifer Cooper

**Discussion:** Mr. Phillips and the Board thanked the recording secretary for catching up the minutes. Ms. Chute requested an addition to the minutes of September 20, 2018 where she noted that hazardous trash can be taken to the transfer station on October 6th with the addition being “for a scheduled Household Hazardous Waste Collection day” to clarify that it was a special hazardous waste collection day.

**Motion:** *Move to accept the minutes as printed except for September 20, 2018, as amended.*

**Motion:** Dr. Cozzi      **Seconded:** Ms. Williams      **Vote:** 5 – 0 - 0

## **VI. Health Department Report**

Ms. Marin stated that things are going as usual and that it would be her last minute.

Mr. Phillips asked about the code compliance officer and Ms. Marin noted that he was working on organizing the rental database.

Ms. Clark attended the 2018 Massachusetts Health Officers Association (MHOA) annual conference.

The Massachusetts State Sanitary Code Chapter X: *Minimum Sanitation Standards for Food Establishments* (105 CMR 590) was amended on September of 2018 to include sections of the 2013 FDA Food Code.

## **VII. Board Members' Statements**

Dr. Cozzi, in the spirit of recycling reduction, suggested that Board Members could use tablets to review the BOH packets instead of printing out packets. Ms. Marin requested that the Board members that want to use digital packets inform staff ahead of time and they will not print packets. Ms. Chute concurred and related her use of an app that allows her to digitally add notes to the packet.

Ms. Chute announced a December 12, 2018 climate change and chemicals workshop in West Barnstable from 9:30 am to 11:30 am.

## **Adjournment:**

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

Respectfully submitted,

Linda Fiorella

**Approved by** \_\_\_\_\_ **on** \_\_\_\_\_, **2018**