

**Truro Board of Health Minutes  
December 17, 2013  
4:30 PM-Truro Town Hall**

**Members Present:** Chair-Dianne Eib, Vice Chair-Tracey Rose, Tim Rose, Alternate-Ansel Chaplin (arrived at 4:37PM).

**Members Absent:** Clerk – Jason Silva, Mark Peters

**Present:** Health/Conservation Agent-Pat Pajaron, BOH Secretary-Noelle Scoullar, Laura Schofield, Philip Wolf, Carol Hutzelman, Eric Martin, Town Clerk – Cynthia Slade.

**REVIEW/APPROVE MINUTES**

Dianne Eib called the meeting to order at 4:30 pm. She informed the audience that the session was being recorded, and asked if anyone else was doing the same. Not hearing a response in the affirmative, she continued, by asking any person coming up to the mike to speak, to state their name for the minutes.

**Tracey Rose made a motion to accept the minutes as presented. (*Ansel Chaplin arrived later and had one grammatical correction*).**

**Tim Rose seconded.**

**Vote: 3-0, motion carries.**

**REPORTS**

**Water Resources Oversight Committee**

Mark Peters was not present, and Pat had nothing to add, therefore there was no report.

**Health Agent's Report**

Pat gave a brief summary on Truro's Board of Health Emergency Plan. She met with Debbie Patellos, a Barnstable County Emergency Preparedness nurse planner. Pat, and Debbie, went over Truro's status, as related to the DPH grant deliverables for this year. They reviewed some plan updates, and some training. As it stands now, Truro is in good shape. Some of the deliverables for this budget period (which follows Truro's fiscal year) are:

1. The annual EDS Strategic National Stockpile Training. Pat completed that last January. It is an annual training.
2. Inventory Management Training.
3. PIO Training. This is for the Police Chief the Town Administrator, and Pat. Pat has already completed the training and both the Police Chief, and the Town Administrator, were in the process of completing it.

The score for the last budget period (June 30, 2013 through July 1, 2012) was 84 out of 100. That score is a little below the previous period, however there were more deliverables this time.

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**PUBLIC HEARINGS**

- 1. Proposed Amendments to Truro Board of Health Regulation, Section XVII, Fee Schedule, Food Service Permits.**

**Tracey Rose made a motion to approve the amendments as presented.**

**Tim Rose seconded.**

Dianne asked the audience if anyone wanted to discuss the amendments. No one replied in the affirmative.

**Vote: 3-0, motion carries.**

- 2. Wolf & Hutzelman, 6 Huckleberry Lane, Request for Determination of Bedroom/Room Count for Proposed Addition Project (continued from 12/3/13)**

Laura Schofield approached the Board. She gave the Board a synopsis of what transpired at the last meeting. She had talked about modifying the office room, on the second floor. She had also tossed out the suggestion of eliminating the doorways, and shortening the walls, to turn the library into more of an alcove. (*Ansel Chaplin arrives*). The idea was brought back to the applicants. The applicant's desire, when designing the addition, was to use this room for audio privacy. As an alternative, they suggested that instead of eliminating the doorways, and pulling back the walls, could they have glass walls. Visually, the space would be open to the hallway, but they could conduct business on the phone. Both Tim, and Dianne stated that adding the glass walls still made that a private room. Laura argued that was not the intent of the applicants. Philip Wolf, and Carol Hutzelman approached the Board to discuss options. Another suggestion was to leave the lower level unfinished. Tracey would like to see a plan, regardless of which option they choose to go with.

**Tracey Rose made a motion to continue this item to the next scheduled Board of Health meeting (January 7, 2014).**

**Tim Rose seconded.**

**Vote: 3-0, motion carries.**

- 3. Eric Martin, 136 Shore Rd., Plan Review Approval of Proposed Addition with Office Space.**

Eric Martin approached the Board. Dianne wanted to clarify something mentioned in his letter. She asked if he was planning on replacing the septic system. Pat explained that he would have to get the septic inspected, but if it passed, it would not need to be replaced at this time. Eric stated that it was a 30 year old system, and it would be replaced anyway, if this proposed addition was approved. Dianne asked Pat if a new system would need any variances. Pat said that she did not know. Dianne pointed out that the plans Eric gave the Board would not be accepted. He would need to submit stamped plans for the building permit. Tracey asked exactly what the Board was approving. Dianne explained that this dwelling already has three bedrooms, and this proposed addition could be construed as a fourth. He is

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in a limited business zone. The Board can approve the addition, with a deed restriction. The deed restriction should state that the office cannot be used for sleeping purposes.

**Tim Rose made a motion to allow the proposed addition with the garage, workshop, and office space, and place a deed restriction limiting the property to three bedrooms, and an office space (not to be used for sleeping purposes).**

**Ansel Chaplin seconded.**

**Vote: 4-0, motion carries.**

**AGENDA ITEMS:**

**1. Town Clerk Cynthia Slade, Issuance of Burial Permits.**

Town Clerk, Cynthia Slade, approached the Board. She came before the Board to talk about the issuance of burial permits. She's issued burial permits since starting with the Town in 1982. Issuing burial permits comes under the purview of the Board of Health. The death certificates would then be passed along to the Town Clerk for recording. Now, the State has come up with an electronic burial permit process, as well as an electronic death certificate process. If the Board wants Cindy to continue the burial permits, she will need approval by the Board of Health. Pat told the Board that Cindy has handled the process for many years, and people in town are used to going to the Town Clerk. She does not want to disrupt the process. Cindy added that what she has not done in the past, but will do in the future, is to forward a copy of the death certificate of anyone who does pass away in Truro, to the Board.

**Tim Rose made a motion to authorize the Town Clerk to act as an agent for the Board of Health in issuing Burial Permits for the Town of Truro.**

**Ansel Chaplin seconded.**

**Vote: 4-0, motion carries.**

**2. Carla Ferrari-Scacco, Request for Waiver of Transfer Station Sticker Fee.**

Dianne asked if Carla was a Truro resident. Pat replied that she was. Dianne pointed out that the same request was granted last year to her as well.

**Tim Rose made a motion to waive the transfer station sticker fee for Carla Ferrari-Scacco.**

**Tracey Rose seconded.**

**Vote: 4-0, motion carries.**

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**LICENSING RENEWAL APPROVALS**

1. **Kristen Roberts, Mgr of Truro Vineyards of Cape Cod, 11 Shore Rd. Food Establishment license.**
2. **Diane Costa, Mgr of Savory and Sweet Escape, 316 Route 6. Food Establishment, Ice Cream Bakery, Frozen Desserts and Food Caterer Licenses.**
3. **Maxine Kroll, Mgr of Cape Breeze Condominium Trust, 307-314 Shore Rd. Condo License.**
4. **Edward Goshen, Mgr of Land of Goshen, 6 Jobi Way. Motel license.**
5. **Samuel Widrow, Mgr of Lower Cape Auto and Truck Repair, 482 Route 6. Gas Station License.**
6. **Deborah Kmetz, Mgr of Beachshore LLC, 124 Shore Rd. Motel License.**
7. **William and Kelli Smith, Mgrs of William C. Smith Cottages, 3 Moses Way. Motel license.**
8. **Dana Pazolt, Mgr of Sea Gull Motel, 654 Shore Rd. Motel License.**
9. **Scott Sverid, Mgr of Blue Sea Motor Inn, 696 Shore Rd. Motel License.**
10. **Debra Sverid, Mgr of Blue Sea Motor Inn Annex, 695 Shore Rd. Motel License.**

Dianne asked if all ten applicants for licensing renewal were in good standing. Both Pat and Noelle stated that they were.

**Tim Rose made a motion to approve the licenses for all ten applicants.**

**Ansel Chaplin seconded.**

**Vote: 4-0, motion carries.**

Tim brought something to the table to discuss. In respect to trying to save the town money, he suggested petitioning the Board of Selectmen to not place a third employee down at the transfer station this year, and to try a one year trial of closing the transfer station two days a week (Wednesday and Thursday, year round), and on major holidays. Doing this would eliminate overtime, and a \$45,000-\$50,000 salary as well. He feels that doing those two things would save the town quite a bit of money over the year. Dianne suggested that the issue be placed on the next agenda, and invite Mr. Paul Morris to attend.

**Tracey Rose made a motion to adjourn the meeting at 5:00PM.**

**Tim Rose seconded.**

**Vote: 4-0, motion carries.**

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**Dianne Eib – Chair**

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**Tracey Rose – Vice Chair**

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**Jason Silva – Clerk**

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**Mark Peters**

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**Tim Rose**

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**Ansel Chaplin - Alternate**