

**TOWN OF HARWICH**



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**BOARD OF HEALTH**  
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**TOWN OF HARWICH BOARD OF HEALTH  
TUESDAY- JUNE 17 2025 -6:30 P.M.  
HARWICH TOWN HALL – DONN B. GRIFFIN ROOM  
MEETING MINUTES**

**BOARD OF HEALTH MEMBERS PRESENT:** Chairwoman Sharon Pflieger, M.S., Vice Chair Kevin DuPont, R.N., Clerk Ronald Dowgiallo, D.M.D. & Member Jane Siviski, R.N.

**BOARD OF HEALTH MEMBERS ABSENT:** Pamela Howell, R.N.

**STAFF MEMBERS PRESENT:** Health Director Carrie Schoener & Executive Assistant Stephanie Johnson

**OTHER'S PRESENT AND ONLINE:** Taylor Powell, Walter Mason, Dina B. Browne Esq & Cyndi Williams.

As required by law, the Town may audio or video record this meeting. Any person intending to either audio or video record this open session is required to inform the Chair.

**I CALL TO ORDER**

*Chairwoman Pflieger called the meeting to order at 6:30 p.m.*

**II REORGANIZATION OF BOARD MEMBERS**

**Motion:** Chairwoman Pflieger nominated Mr. DuPont as Chair.

**Second:** Mr. Dowgiallo seconded the motion.

**Vote:** Approved 4-0-0

**Motion:** Chairwoman Pflieger nominated Mr. Dowgiallo as Vice-Chair.

**Second:** Mr. DuPont seconded the motion.

**Vote:** Approved 4-0-0

**Motion: Mr. DuPont nominated Mrs. Howell as Clerk.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

### **III     PUBLIC COMMENT**

#### **A. PRESENTATION BY GABRIELLE SAKOLSKY, SUPERINTENDENT OF CAPE COD MOSQUITO CONTROL**

*Gabrielle Sakolsky presented the power point slides as provided in the packet.*

Exhibits: Cape Cod Mosquito Control PowerPoint

#### **B. PRESENTATION OF VNA SERVICES BY MEG PAYNE, MBA DIRECTOR OF PUBLIC HEALTH, PROVIDER RELATIONS & TELEHEALTH VNA- CLINICAL ADMINISTRATION**

*Meg Payne provided the Board with a summary of the services provided by the VNA.*

Exhibits: FY 2026 Public Health Nursing Contract

### **IV     MINUTES OF PREVIOUS MEETINGS (Regular Meeting Minutes)**

**Motion: Mr. DuPont motioned to accept the May 22, 2025 meeting minutes with revision.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

Exhibits: May 22, 2025 Meeting Minutes

### **V     OLD/UNFINISHED BUSINESS**

#### **A. CONTINUED DISCUSSION FROM MAY 22, 2025 BOARD OF HEALTH MEETING-- REVISIONS TO REGULATIONS FOR PRIVATE WELLS**

*Chairwoman Pfleger noted the needed revision from changing from five years versus ten years.*

*Under Existing wells, verbiage to be changed #2 "Shall be supplied"*

**Motion: Mr. DuPont motioned to adopt the Well regulations with revisions.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

Exhibits: Proposed and Existing Regulations for Private Wells

## **VI NEW BUSINESS**

### **A. FY26 VNA CONTRACT – REVIEW AND VOTE TO SUBMIT TO BOARD OF SELECTMAN FOR APPROVAL/SIGNATURE**

*Meg Payne provided the Board with a summary of the contract with the VNA and the Town of Harwich. She noted that the programs and services have evolved over time. She noted the emphasis of clinical services.*

**Motion: Mr. DuPont motioned to accept the FY 26 VNA Contract as presented by Meg Payne.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

Exhibits: FY 2025VNA Public Health Nursing Contract

### **B. VARIANCE REQUEST FOR DOG FRIENDLY SPACE – PERKS COFFEE SHOP AND BEER GARDEN – 545 ROUTE 28 – 105 CR 590:00 CHAPTER 6 SECTION 501.115 PARAGRAPH A**

*Attorney Dina Browne informed the Board that her clients were not notified of the hearing and requested a continuance so that her clients can be prepared and attend the next meeting.*

*Ms. Schoener noted that the abutter notification was an internal oversight error when initially drafting the variance application. She noted that for Perks filing, she did not require abutter notification. She noted the original approved required abutter notification and added that it is not required in the State food code to notify abutters.*

*Harwich Chamber, Cyndi Williams asked Ms. Schoener when the Board would be meeting next, Ms. Schoener confirmed the next meeting would be July 15<sup>th</sup>.*

*Ms. Williams suggested that all applicants submit abutter notification to make it fair for future variance applications.*

*Attorney Browne stated that abutter notification is required as the FDA regulations defer to the local Board of Health and the Board of Health requires that any variance require abutter notification.*

*Ms. Schoener stated that the Board could vote for a continuance pending abutter notification and apologized to Mr. Powell for delaying their application.*

*Walter Mason approached the Board and asked why the Board could not approve a blanket request for all restaurants in food establishments. He then added that patrons could simply call their pet a service animal in order to bring their pet into a food establishment.*

*Mrs. Williams stressed that there would need to be a fair game for all establishments.*

**Motion: Mr. DuPont motioned to revisit the Dog-Friendly Variance application requirements and continued Perks dog friendly request until July 15<sup>th</sup>, 2025, pending abutter notification.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

Exhibits: Dog Friendly Space Variance Application, Letter to Board of Health, Floor Plan/ Site Plan.

**C. PROPOSED UPDATES TO FY26 BOARD OF HEALTH FEE SCHEDULE-  
INCLUSION OF A PRE-OCCUPANCY HOUSING INSPECTION FEE (\$100)  
AND DOG FRIENDLY SPACE VARIANCE FILING FEE (\$125)**

*Ms. Schoener noted that the existing fees are not changing and that there are two- additions to the schedule for the Dog-Friendly Variance filing fee (\$125) and a Pre-Occupancy housing inspection for state rental voucher programs (\$100).*

**Motion: Mr. DuPont motioned to accept the fee schedule for the Board of Health as presented on June 17<sup>th</sup> with the additions of the Dog-Friendly Space filing fee \$125 and a Pre-Occupancy housing inspection fee \$100 for rentals.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: 4-0-0**

Exhibits: Updated Board of Health Fee Schedule

**VII REPORT OF THE HEALTH DIRECTOR- Health Director Report for June 2025**

*Ms. Schoener presented the health director report as provided in the packet. No action was taken.*

Exhibits: Health Director Report June 2025

**VIII CORRESPONDENCE- None**

**IX PERMITS- New Licenses listed below**

| FILING DEADLINE 6/4/25 (MEETING 6/17/25)      |              |                                                |
|-----------------------------------------------|--------------|------------------------------------------------|
| EVENT                                         | BUSINESS     |                                                |
| Jesse Rose/ Second Phase Fisheries            | Chatham      | 204 Farmers Market                             |
| Kelli Schofield/ Bramble Cottage Kitchen, LLC | Barnstable   | 204 Farmers Market, Harwich Cranberry Festival |
| Martin Raynor/ Kono Pizza Cape Cod            | Buzzards Bay | Monomoy High School                            |
| FOOD ESTABLISHMENT                            | BUSINESS     |                                                |

|                               |             |         |
|-------------------------------|-------------|---------|
| Ronald Ruggiero/ RDA Catering | Centerville | Caterer |
|-------------------------------|-------------|---------|

**Motion: Mr. DuPont motioned to approve the permits as printed.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

**X     ADJOURN**

**Motion: Mr. DuPont motioned to adjourn the Board of Health meeting at 7:45 p.m.**

**Second: Mr. Dowgiallo seconded the motion.**

**Vote: Approved 4-0-0**

**Respectfully Submitted,**

***Stephanie Johnson***

***The next Board of Health Meeting will be held on Tuesday, July 15, 2025 at 6:30p.m.  
in the Don B. Griffin Room***

