

**Ms. Marchetti called the meeting to order at 7:10 pm.**

**Present: Chairperson Lynne Marchetti, Clerk Marlene Sanders and Agent Elaine Wozny.**

**Not Present: Member Dr. David Driscoll.**

**Appointments**

**Brian Healy for James Healy, Cistern, 45 Lufkin Point Road:** Mr. Brian Healy in attendance for his brother James Healy. See Other below.

**Stanley Rusnak, Building Permit Application, 132 Southern Avenue:** Mr. Rusnak in attendance. See Building Permit Applications below.

**Mrs. Hawley, Building Permit Application, 12 Grove Street:** Mrs. Hawley in attendance. See Building Permit Applications below.

**Bills Payable**

**Bills payable #325, \$181.70:** Ms. Sanders made a motion for the Board to approve bills payable #325 in the amount of \$181.70. Ms. Marchetti seconded the motion. **Vote: All in Favor.**

**Board of Health Minutes**

**Minutes for 9/25/08:** Ms. Sanders made a motion for the Board to approve the minutes, as written, for 9/25/08. Ms. Marchetti seconded the motion. **Vote: All in Favor.**

**Inspection Report Reviews**

**76R Eastern Avenue, Corbett, Map 14, Lot 7A:** Ms. Sanders made a motion for the Board to send a letter to Mr. Corbett, 76R Eastern Avenue, Map 14, Lot 7A stating that the Board is in agreement with inspector George F. Norris that the system passed the October 1, 2008 Title 5 inspection. Ms. Marchetti seconded the motion. **Vote: All in Favor.**

**Septic System Design Plan Reviews**

**147 Eastern Avenue, Gallagher, Map 15, Lot 47:** Ms. Marchetti entertained a motion for the Board to disapprove Gateway Consultants, Inc. septic system design plan for Mr. Gallagher, 147 Eastern Avenue, Map 15, Lot 47, with a design date of 1/31/05, and a final revision date of 10/2/08, for the reason stated in the Agent's Report. Ms. Sanders so moved. **Vote: All in Favor.**

**Building Permit Application**

**132 Southern Avenue, Rusnak, Map 10, Lot 11B:** Ms. Sanders made a motion for the Board to have Ms. Wozny endorse Mr. Rusnak's undated building permit application for a new 7' x 10' mudroom and remodel a greenhouse room at 132 Southern Avenue, Map 10, Lot 11B. Ms. Marchetti so moved. **Vote: All in Favor.**

**12 Grove Street, Hawley, Map 38, Lot 64:** Ms. Marchetti entertained a motion for the Board to retroactively approve Mrs. Hawley’s building permit application, dated 9/24/08, to demolish the existing barn and rebuild same at 12 Grove Street, Map 38, Lot 64. Ms. Sanders so moved. **Vote: All in Favor.**

**Other**

**45 Lufkin Point Road, Healy, Map 20, Lot 16:** Discussion on proposed supplemental cistern. Representative will return with additional information to be presented at the next BOH meeting.

**Tracking of Housing, Food Service and Other Miscellaneous Board Issues**

**Change BOH meetings from E/O week to the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month:** Table discussion until a sample schedule can be prepared for the next meeting.

**TFE Application Permit #9, Essex Shipbuilding Museum Steam Muster, 10/18/08:** Ms. Marchetti entertained a motion for the Board to approve the TFE application, permit #9 for the Essex Shipbuilding Museum Steam Muster to be held on 10/18/08, from 11am – 3pm, with no rain date. Ms. Sanders so moved. **Vote: All in Favor.**

**Cape Ann Chamber of Commerce TFE Coordinator’s Food Event Application, Permit #10, 10/25/05:** Ms. Marchetti entertained a motion for the Board to approve the Coordinator’s Food Event Application for the Cape Ann Chamber of Commerce, and sign permit #10, for the Essex Clam Festival to be held on 10/25/08, from 10am – 4pm, with a rain date of 10/26/08. **Vote: All in Favor.**

**Clam Fest Participant TFE Applications:** Ms. Marchetti entertained a motion for the Board to approve the participants TFE applications and sign permits, as listed below, for the Essex Clam Festival to be held on 10/25/08, from 10am – 4pm, with a rain date of 10/26/08. Ms. Sanders so moved. **Vote: All in Favor.**

- Emerson Inn, Rockport, Permit #11
- Lobstaland Restaurant, Gloucester, Permit #12
- Kelly’s Roast Beef, Danvers, Permit #13
- Tom Shea’s Restaurant, Essex, Permit #14
- Woodman’s of Essex, Essex, Permit #15

**Clam Fest Vendor TFE Application, Essex Lion’s Club, Permit #16:** Ms. Marchetti entertained a motion for the Board to approve the vendor TFE application for the Essex Lion’s Club, pending payment of a \$30 fee, and sign permit # 16, for the Essex Clam Festival to be held on 10/25/08, from 10am – 4pm, with a rain date of 10/26/08. Ms. Sanders so moved. **Vote: All in Favor.**

**Emmanuel Church, Waive Fee for TFE Request:** Ms. Sanders made a motion for the Board to waive the TFE permit application fee for Emmanuel Church to have pre-packaged foods for sale at the Essex Clam Festival on 10/25/08. Ms. Marchetti seconded the motion. **Vote: All in Favor.**

**BOARD OF HEALTH MINUTES**

**October 9, 2008**

**Health Agent, Change of Hours:** Ms. Wozny asked the Board if it would be possible for her to work an extra hour Monday through Thursday and not come in on Fridays. This is not a definite action, but a possibility she is considering. The Board said she could do this if it is acceptable to the Town Administrator.

**Meeting Adjourned: 8:25 pm**

**Next BOH meeting: 11/6/08**

Prepared by \_\_\_\_\_  
Ann White

Attested by \_\_\_\_\_  
Marlene Sanders, Board of Health Clerk