

Ms. Marchetti called the meeting to order at 6:42 pm.

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

Present at 7:00 pm: Member Dr. David Driscoll, departs at 9:25 pm.

Appointments

Chris Williams in attendance, see Building Permit Application, 22 Rocky Hill Road

Stephen Gammons, General Contractor & Brian Healy, Architect, in attendance for James Healy of 45 Lufkin Point Road, see Other.

John Guerin in attendance, see Building Permit Application, 5 Martin Street

Bills Payable

Bills payable #326, \$833.80: Ms. Sanders made a motion for the Board to sign bills payable #326 in the amount of \$833.80. Ms. Marchetti seconded the motion. **Vote: All in Favor.**

Board of Health Minutes

Minutes for 10/9/08: Tabled till next meeting.

Inspection Report Reviews

17 Lufkin Point Road, Kitsis, Map 20, Lot 2: Ms. Marchetti entertained a motion that the Board sign and send a letter to Kitsis, that they are in agreement with the determination of inspector N. Timothy White, that the system at 17 Lufkin Point Road, Map 20, Lot 2 passed the Title 5 inspection performed on 11/1/08 with the recommendation that the garbage disposal be removed. Ms. Sanders so moved. The letter will be available for the Board to sign on the Monday following this meeting. **Vote: All in Favor.**

22 Rocky Hill Road, Williams, Map 5, Lot 11A: Ms. Marchetti entertained a motion for the board to sign and send a letter to Williams, that they are in agreement with the determination of inspector Lance Demond that the system at 22 Rocky Hill Road, Map 5, Lot 11A has a conditional pass classification of the Title 5 septic inspection performed on 10/30/08 due to the required replacement of the cracked septic tank and upon receipt of an accurate inspection report. The Board also recommends that the garbage grinder, for which the system is not designed, be removed. The letter will be available for the Board to sign on the Monday following this meeting. **Vote: All in Favor.**

Septic System Design Plan Reviews

Lot 5A, Island Road, Hardy, Map 23, Lot 17C: Ms. Marchetti entertained a motion for the Board to disapprove the Neve – Morin Group, Inc. septic system design plan for Hardy, Lot 5A Island Road, Map 23, Lot 17C dated 10/8/08 for the 5 reasons as stated in the Agent’s Report. Dr. Driscoll so moved. **Vote: All in Favor.**

22 Lowland Farm Road, Deconto, Subdivision Lot 3, Map 9, Lot 12E: Ms. Marchetti entertained a motion for the Board to disapprove Apple Associates septic tie-in design plan for Deconto, 22

Lowland Farm Road, Subdivision Lot 3, Map 9, Lot 12E dated 10/24/08 for the 3 reasons stated in the Agent's Report. Dr. Driscoll so moved. **Vote: All in Favor.**

22 Lowland Farm Road, Deconto, Subdivision Lot 3, Map 9, Lot 12E: Ms. Marchetti entertained a motion for the Board to approve preliminary copies of Apple Associates septic tie-in design plan for Deconto, 22 Lowland Farm Road, Subdivision Lot 3, Map 9, Lot 12E, which was faxed and received on 11/06/08, requiring receipt of an engineer stamped and signed plan for Ms. Wozny to initial for the file. Dr. Driscoll so moved. **Vote: All in Favor.**

Building Permit Application

18 Choate Street, Ramsdell, Map 17, Lot 12: Ms. Marchetti entertained a motion for the Board to have Ms. Wozny endorse an undated building permit application for Ramsdell, 18 Choate Street, Map 17, Lot 12 for a cold storage garage, 24' X 28', with no electric, water or heat on a slab floor. Dr. Driscoll so moved. **Vote: All in Favor.**

27 John Wise Lane, Phippen, Map 23, Lot 5: Ms. Marchetti entertained a motion for the Board to have Ms. Wozny endorse a building permit application, dated 10/23/08, for Phippen, 27 John Wise Lane, Map 23, Lot 5 to replace, on the existing footprint, a 3 bedroom cottage with decks. Dr. Driscoll so moved. **Vote: All in Favor.**

22 Rocky Hill Road, Williams, Map 5, 11A: Ms. Marchetti entertained a motion for the Board to have Ms. Wozny endorse an undated building permit application, for Williams, 22 Rocky Hill Road, map 5, Lot 11A for construction of building for the purpose of metal sculpture & fabrication with no plumbing connections at this time. Ms. Sanders so moved. **Vote: All in Favor.**

5 Martin Street, Guerin, Map 37, Lot 6: Dr. Driscoll made a motion for the Board to have Ms. Wozny endorse a building permit application for Guerin, 5 Martin Street, Map 37, Lot 6 for the demolition & replacement of a house on this property to replace an 2 family home with office space and a 1 bedroom apartment, asbestos siding to be removed prior to demolition. Ms. Sanders seconded the motion. **Vote: All in Favor.**

6 Prospect Street, O'Brien, Map 36, Lot 60: Ms. Marchetti entertained a motion for the Board to have Ms. Wozny endorse an undated building permit application for O'Brien, 6 Prospect Street, Map 36, Lot 60 which was originally signed off on in 2004, but no work was done at that time, so the home owner is reapplying to expand the kitchen into an existing solarium and increase the size of the second story family room above it. Dr. Driscoll so moved. **Vote: All in Favor.**

Other Issues

Leave Notification, Elaine Wozny: Ms. Marchetti entertained a motion for the Board to retroactively sign a leave notification form for Ms. Wozny for 10/14/08. Dr. Driscoll so moved. **Vote: All in Favor.**

Leave Notification, Elaine Wozny: Ms. Marchetti entertained a motion for the Board to retroactively sign a leave notification form for Ms. Wozny for 10/30/08. Dr. Driscoll so moved. **Vote: All in Favor.**

BOARD OF HEALTH MINUTES

November 6, 2008

Emergency Beaver Permit, Clark, 84 Choate Street: Ms. Marchetti retroactively approved an emergency beaver permit application for Clark, 84 Choate Street. Dr. Driscoll so moved. **Vote: All in Favor.**

Variance for Cistern Requests, 45 Lufkin Point Road, Healy: Dr. Driscoll made a motion for the Board to accept variance requests from Healey, 45 Lufkin Point Road, Map 20, Lot 16; 1) 8-2.4 The cistern will be 51' from the soil absorption system and 38' from the septic tank, less than the 100' separation required and 2) 8-2.7 The cistern walls are 6" thick, less than the required 8" thick walls. Ms. Sanders seconded the motion. **Vote: All in Favor.**

Cistern Request, 45 Lufkin Point Road, Healy: Ms. Marchetti entertained a motion for the Board to approve Healy's application permit to install a cistern at 45 Lufkin Point Road, Map 20, Lot 16. Additionally, the Board mandates that the well be made potable no later than 5/31/10. Ms. Sanders so moved. **Vote: All in Favor.**

North Shore Cape Ann Community Health Network: Ms. Marchetti entertained a motion for the Board to have the Chairperson sign a letter of membership for the North Shore Cape Ann Community Health Network. Ms. Sanders so moved. **Vote: All in Favor.**

Change in Health Agent's Schedule: Discussion.

Flu Clinic Results to Date: Discussion.

Health Fair, Results / Review: Post-Health Fair Questionnaire and Thank You Notes to be sent.

BOH Finances: Discussion.

Special Town Meeting Results: Discussion.

PHN Priorities Following Flu Clinics: Discussion.

Lyme Tick Disease Lecture Series: Discussion

Grant Application: Discussion

72 Hour Emergency Kit: Ms. Wozny showed the Board a sample 72-hour emergency kit.

Serve Safe: Discussion

Tracking of Housing, Food Service and Other Miscellaneous Board Issues

Essex Fire Department Pasta Dinner TFE Application, Permit #31, 11/22/08: Ms. Marchetti entertained a motion for the Board to sign TFE permit #31 for the Essex Fire Department Pasta Dinner to be held at the Fire Station on 11/22/08. Dr. Driscoll so moved. **Vote: All in Favor.**

Retroactive Clam Fest Participant TFE Applications: Ms. Marchetti entertained a motion for the Board to retroactively sign Essex Clam Festival TFE permits as listed below. Dr. Driscoll so moved. **Vote: All in Favor.**

BOARD OF HEALTH MINUTES

November 6, 2008

Dylan & Pete's, Permit #32
Prime Time Party Zone, Permit #33
Ipswich Ale, Mercury Brewing Co., Permit #34

Approval of Permits Signed by Ms. Wozny: Mr. Marchetti entertained a motion for the Board to retroactively approve TFE permits signed by Ms. Wozny for the Essex Clam Festival. Ms. Sanders so moved. **Vote: All in Favor.**

Farmer Brown's, Permit #18
Captain Dusty's Ice Cream, Permit #19
Red Barrel, Inc., Permit #20
Windward Grill LLC, Permit #21
J. F. Farnham's, Permit #26
Blue Marlin Grille, Permit #30

Nexco, Inc., Manuel Nunes, Disposal Works Installers, Permit #36: Ms. Marchetti entertained a motion for the Board to sign Nexco, Inc., Manuel Nunes Disposal Works Installers Permit #36. Dr. Driscoll so moved. **Vote: All in Favor.**

Change BOH meeting schedule to the 2nd and 4th Thursday of each month, 2009: Discussion and approval of the new BOH meeting schedule for 2009.

Meeting Adjourned: 10:08 pm

Next BOH meeting: 11/20/08

Prepared by _____
Ann White

Attested by _____
Marlene Sanders, Board of Health Clerk