

**Ms. Marchetti called the meeting to order at 6:40 pm.
Clerk Marlene Sanders and Agent Elaine Wozny present.
Member / Medical Director Dr. David Driscoll not present.**

Appointments

Ben Lower in attendance re: Building Permit Application, Haywood, 40 Spring Street. See Building Permit Application below.

Bills Payable

Bills payable #328, \$378.98: Ms. Sanders made a motion for the Board to approve Bills Payable #328 in the amount of \$378.98. Ms. Marchetti seconded the motion. **Vote: All in favor.**

Board of Health Minutes

Minutes for 11/6/08 & 11/20/08: Ms. Sanders entertained a motion for the Board to approve Minutes, as written, for 11/6/08. Ms. Marchetti seconded the motion. **Vote: All in favor.**

Ms. Marchetti made a motion for the Board to approve the minutes for 11-2-08 as amended, page 2, to state: "discussion of proposed new fees". Ms. Marchetti initialed and dated the minutes of 11/20/08. Ms. Sanders so moved. **Vote: All in favor.**

Building Permit Application

40 Spring Street, Haywood, Map 14, Lot 1F: Ms. Marchetti entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Haywood for a proposed garage addition, with unfinished attic space, no heat, no plumbing, with breezeway to house, at 40 Spring St., Map 14, Lot 1F. Ms. Sanders so moved. **Vote: All in favor.**

Other Issues

Duplicate Food Service Establishment Permit #23, Timothy Hopkins Catering: Ms. Marchetti entertained a motion for the Board to sign a duplicate food service establishment permit, #23, for Timothy Hopkins Catering. Ms. Sanders so moved. **Vote: All in favor.**

TFE, Essex Youth Commission, Breakfast with Santa at Essex Elementary School, Permit #35, waive fee: Ms. Marchetti entertained a motion for the Board to sign a TFE permit, #35, for the Essex Youth Commissions Breakfast with Santa. Ms. Sanders so moved. **Vote: All in favor.** The fee is already waived for municipal events.

Request from Resident to Feed Birds: Ms. Marchetti entertained a motion for the Board to deny requested permission to feed the birds because the Board feels it is unnecessary and may cause the birds more problems in the long run, and to send a letter to Andrea MacIntyre stating the reasons why her request to feed the birds is denied. Ms. Sanders so moved. **Vote: All in favor.**

Fee Revisions: Discussion of fee for Water Sampling. The Board was informed that BioMarine Lab charges a fee of \$35 per location to perform water sampling. They feel a fee of \$25 is reasonable proposed fee for the BOH to charge.

BOARD OF HEALTH MINUTES

December 4, 2008

Leave Notification, Elaine Wozny: Ms. Marchetti entertained a motion for the Board to retroactively approve Ms. Wozny's leave notification for 12/3/08 (P) (4). Ms. Sanders so moved.
Vote: All in favor.

Grant Application: Discussion

Meeting Adjourned: 8:04 pm

Next BOH meeting: 12/18/08

Prepared by _____
Ann White

Attested by _____
Marlene Sanders, Board of Health Clerk