

T.O.H.P. Burnham Public Library, 30 Martin Street, Essex, MA

Ms. Sanders, Member and acting Chair, Ms. Mazzarino, Clerk, present and Dr. Driscoll, Medical Director and Chair, not present. Ms. Wozny, Health Agent present.

7:04 pm Ms. Sanders opened the meeting and announced that the meeting was being recorded.

Appointments: Robert Gulla & John Donovan, Building Permit Application, 134 Southern Avenue, in attendance.

Other Business:

- **Bills Payable**

#417, \$954.65: Ms. Sanders made a motion for the Board to approve bills payable #417 in the amount of \$954.65. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

Approved minutes are available for review in the BOH office or online.

- **Title 5 Reviews**

191 John Wise Avenue, Bancroft, Map 22, Lot 3B: Ms. Sanders made a motion for the Board to send a letter to Bancroft stating that the Board is in agreement with inspector George Norris, that the septic system that serves the property at 191 John Wise Avenue passed the Title 5 inspection performed on November 16, 2011. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

97 Apple Street, Knight, Map 10, Lot 3A: Ms. Mazzarino made a motion for the Board to send a letter to Knight, Cc to inspector, stating that necessary changes, see below, are necessary for inspector, John Duncan are required on the Title 5 inspection form for the property at 97 Apple Street, Map 10, Lot 3A. Ms. Sanders seconded the motion. **Vote: All in Favor.**

1. The form inaccurately states that there is no well in existence within 100' of the sas. The well location, approximately 96' from the soil absorption area, mandates a lab analysis of the water and change of the inspection report classification from "passes" to "needs further evaluation by the approving authority",
2. A current copy of the Operation & Maintenance Contract must be attached to the inspection report along with a copy of the most recent inspection of the I/A system by the system operator under contract and,
3. The inspection report states the leaching area consists of leaching trenches; it is actually a 16' x 50' leaching field.

Title 5 reviews are available for review in the BOH office.

- **Septic System Design Plan Reviews**

2 Gregory Island Lane, Hickey, Map 4, Lot 74: Ms. Mazzarino made a motion for the Board to disapprove the septic system plan, dated 5/18/11 with a revision date of 10/27/11, for the Hickey property at 2 Gregory Island Lane, Map 4, Lot 74 for the 8 reasons listed in the Agent's Report. Ms. Sanders seconded the motion. **Vote: All in Favor.**

99 John Wise Avenue, Cape Ann Golf Course, Map 17, Lot 17: Ms. Sanders made a motion for the Board to table the septic system design plan for the Cape Ann Golf Course, 99 John Wise Avenue, Map 4, Lot 74. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

Septic System Design Plans are available for review in the BOH office.

- **Building Permit Applications**

134 Southern Avenue, Map 10, Lot 11: Ms. Sanders made a motion for the Board to have Ms. Wozny endorse John Donovan's undated building permit application for the renovation of an existing cottage with a new addition on an existing foundation at 134 Southern Avenue, Map 10, Lot 11. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

Building Permit Applications are available for review in the Building Inspector's office.

- **Complaints**

102 Choate Street, Kusulas, Map 16, Lot 6: Following a complaint from a tenant regarding this property, an inspection has been scheduled for 12/16/11. Ms. Mazzarino made a motion for the Board to give Ms. Wozny permission to send an enforcement letter to the owner, Kusulas, of the property at 102 Choate Street, Map 16, Lot 6. Ms. Sanders seconded the motion. **Vote: All in Favor.**

- **Other Issues**

FY 2013 budget: Review, discussion and approval of budget for submission to Accountant.

Capital Request Form: Review and discussion of topic. Ms. Mazzarino made a motion for the Board to make no capital budget requests. Ms. Sanders.

E. Wozny, leave request: Ms. Mazzarino made a motion for the Board to approve Ms. Wozny's leave request as written. Ms. Sanders seconded the motion. **Vote: All in Favor.**

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

Breakfast with Santa, TFE #45: Ms. Mazzarino made a motion for the Board to sign the temporary food service permit #45 for Breakfast with Santa at Essex Elementary School. Ms. Sanders seconded the motion. **Vote: All in Favor.**

2012 Food Permit: Ms. Sanders made a motion for the Board approve the following 2012 food service permits as listed below. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

1. First Congregational Church of Essex
2. Woodman's Catering Inc.
3. Woodman's Function Hall / Lobster Trap
4. Woodman's Lobster Pool
5. Village Restaurant
6. Essex Fire Department
7. Essex Fortune Palace
8. Essex River Cruises
9. Eben Creek Corporation, J. T. Farnham's Restaurant
10. DownRiver Ice Cream

11. Cape Ann Golf Course

2012 Disposal Works Installer's Permit: Ms. Mazzarino made a motion for the Board to approve the following 2012 disposal works installer's permit as listed below. Ms. Sanders seconded the motion. **Vote: All in Favor.**

1. Paul Wilkinson
2. Ralph Hobbs Jr.
3. John Duncan
4. James Ketchopulos
5. Paul B. Wright
6. Joe Ginn

Ms. Sanders made a motion for the Board to approve 2012 Manufacture Frozen Deserts and / or Ice Cream Mix Permit #:

1. DownRiver Ice Cream. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

Ms. Sanders made a motion for the Board to approve 2012 Septage & Offal Hauler Permit:

1. Ralph Hobbs, Jr. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

2012 Keeping of Stable Animals Permit: Ms. Sanders made a motion for the Board to approve the 2112 keeping of stable animals permits as listed below. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

1. Julia Carpenter & Thomas Nonis
2. Michael & Ellen Attridge
3. Peter Kellerman & Maria Benotti
4. Clayton Brooks
5. Ron & Robin Pydynkowski
6. Mimi Storey
7. Michelle Meyer
8. John Donovan
9. Alice A. Lovely
10. Minori Ishikawa
11. Marlene Putman
12. James & Susanna McLaughlin

Copies of signed permits are available for review in the BOH office.

Ms. Sanders closed the meeting at 7:44 pm.

Next BOH meeting: 1/12/12

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk