

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

Dr. Driscoll, Medical Director and Chair, Ms. Sanders, Member, and Martha Mazzarino, Clerk, present. Ms. Wozny, Health Agent, present.

7:05 p.m. Dr. Driscoll opened the meeting and announced that it was being recorded.

- **Minutes**

January 26, 2012: Dr. Driscoll entertained a motion for the Board to accept the minutes for 1/26/12, as written. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Bills Payable**

#421, \$321.92: Ms. Sanders made a motion for the Board to sign bills payable #421 in the amount of \$321.92. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Bills payable are available for review in the Accountant's office.

- **Inspection Report Reviews**

1 Conomo Point Road, Gersh, Map 15, Lot 20 & 1 Conomo Point Road, Gersh, Map 15, Lot 20, (accessory building): Dr. Driscoll entertained a motion for the Board to table the Title 5 inspection reports on both these properties until the discrepancies, as outlined in the minutes in 1/26/12, are verified by Ms. Wozny. At this point, she may sign and send a letter of approval to the property owner. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Septic System Design Plan**

Lot B, 164 John Wise Avenue, Map 22, Lot 7A: Dr. Driscoll entertained a motion for the Board to table the septic system design plan until a new septic design plan showing how the tank and pump chamber will be relocated is received, how it will connect into the approved soil absorption area and an approved water supply for the property is installed. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

Lot A, 160 John Wise Avenue, Map 22, Lot 7 & Lot B, 164 John Wise Avenue, Map 22, Lot 7A: Dr. Driscoll entertained a motion for the Board to table these two building permit applications until required needed septic information for both and approved water supplies for each property is received. Ms. Mazzarino so moved. **Vote: All in Favor.**

2 Shea's Court, Norwood, Map 8, Lot 10A: Dr. Driscoll entertained a motion for the Board to approve this building permit application to add 10' onto existing structure off of rear bump out in same footprint as rear deck – 100 SF. Pending Ms. Wozny's phone verification of Title 5 requirements from DEP, she may sign off on this building permit application. Ms. Mazzarino so moved. **Vote: All in Favor.**

63-65 Eastern Avenue, Blue Marlin Grille, Map 38-54, Lot 53: Dr. Driscoll entertained a motion for the Board to retroactively approve Ms. Wozny's endorsement of this building permit application for interior remodeling of the Blue Marlin Restaurant, removal of wall & door between dining rooms, replace with ½ wall, install new hostess & waitress station, new cabinets in bar area. Ms. Sanders so moved. **Vote: All in Favor.**

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

2012 Food Establishment Permits: Ms. Mazzrino made a motion for the Board to approve the food permit applications as listed below. Ms. Sanders seconded the motion. **Vote: All in Favor.**

29. Blue Marlin Grille
30. Marlin Market Catering
31. Essex Historical Society & Shipbuilding Museum
32. Village Market

2012 Retail Food Permits: Ms. Mazzarino made a motion for the Board to approve the retail food permits as listed below. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

11. Marlin Market
12. Village Market

2012 Septage Hauler's Permit: Ms. Mazzarino made a motion for the Board to approve the septage haulers permit as listed below. Ms. Sanders seconded the motion. **Vote: All in Favor.**

9. Dustin Prieur

2012 Milk Permits: Ms. Mazzarino made a motion for the Board to approve the milk permits as listed below. Ms. Sanders seconded the motion. **Vote: All in Favor.**

8. Marlin Market
9. Village Market

2012 Keeping of Stable Animals Permits: Ms. Mazzarino made a motion for the Board to approve the keeping of stable animal's permits as listed below. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

26. Tammy Kirby
27. Frank McClelland

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

28. Manuel N. Nunes

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

- **Other Issues**

Old Business

New Business: The Board gave Ms. Wozny the authority to act, as necessary, on BOH business prior to her departure on vacation.

Leave Use Authorization, E. Wozny: Dr. Driscoll entertained a motion for the Board to approve of Ms. Wozny's leave authorizations for 7 hours of sick time on 2/1/12 and 40 hours of vacation time 2/24 – 3/2/12. Ms. Sanders so moved. **Vote: All in Favor.**

The Board canceled the meeting of 2/23/12 due to lack of library availability.

Keeping of Stable Animal Regulations: Review, discussion & suggested changes by the Board. Legal notices have been sent to the Gloucester Daily Times for publication (X 2) prior to the 3/8/12 meeting.

Triathlon Request for Special Events Subsidy: The Board suggested one change on the request letter which Ms. Wozny will add and the Board members will stop by either tomorrow or Monday to sign revised letter. The request will be submitted to the BOS for their Monday night meeting.

A copy of said letter is available for review in the BOH office.

Discussion Shelter Group Training: The Board approved purchase of binders for the Shelter Group.

Dr. Driscoll closed the meeting at 7:50 pm.

Next BOH meeting: 3/8/12

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk