

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

**Dr. Driscoll, Medical Director, and Chair, and Ms. Mazzarino, Clerk present. Ms. Sanders, Member, left feeling ill before the meeting opened. Ms. Wozny, Health Agent, present.**

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

- **Appointments**

7:15 pm, Todd Etna, Building Permit Application & approval extension, 6 Shea's Court: Todd Etna in attendance.

7:30 pm, Stan Collinson, Building Permit Application, 9 Lufkin Point Road: Mr. & Mrs. Collinson in attendance.

7:45 pm, Knowlan / Savoie, Building Permit Application, 10 Lufkin Point Lane: Contractor in attendance.

- **Minutes**

October 25, 2012: Dr. Driscoll entertained a motion for the Board to approve the minutes of 10/25/12, as written. Ms. Mazzarino so moved. **Vote: All in Favor.**

November 8, 2012: Dr. Driscoll entertained a motion for the Board to approve the minutes of 11/8/12, as written. Ms. Mazzarino so moved. **Vote: All in Favor.**

***Approved Minutes are available for review on-line at [www.essexma.org](http://www.essexma.org) or in the BOH office.***

- **Bills Payable**

Bills Payable #449, \$1,006.94: Ms. Mazzarino made a motion for the Board to approve bills payable #449, in the amount of \$1,006.94. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

142 Conomo Point Road, Crossen, Map 24, Lot 36: Dr. Driscoll entertained a motion for the Board to table the Title 5 inspection report for the system at 142 Conomo Point Road, Crossen, Map 24, Lot 36 until the report is submitted on the correct form. Ms. Mazzarino so moved. **Vote: All in Favor.**

187 Conomo Point Road, Webber, Map 19, Lot 85: Dr. Driscoll entertained a motion for the Board to table the Title 5 inspection report for Webber, 187 Conomo Point Road, Map 19, Lot 85 until further information is received from inspector Josh Roberts and a determination made as to required action needed, if any. Ms. Mazzarino so moved. **Vote: All in Favor.**

3 Evans Way, Migliaccio, Map 36, Lot 7B: Dr. Driscoll entertained a motion for the Board to send a letter to Migliaccio, 3 Evans Way, Map 36, Lot 7B stating that the Board is in disagreement with the inspector Paul Ricker, that the report is not accepted as a "pass" due to the poor condition of the d box. The report needs to be changed to "conditional pass" with a revised report submitted clarifying the d box interior condition and replacement of the d box. Ms. Mazzarino so moved. **Vote: All in Favor.**

***Title 5 Reports are available for review in the Board of Health office.***

- **Septic System Design Plan**

52 Harlow Street, Warren Family Trust, Map 15, Lot 18: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny sign and send a letter to the Warren Family Trust, 52 Harlow Street, Map 15, Lot 18 stating that the Board approves Gateway Consultants, Inc. septic system design plan for this property, dated 9-4-12 with a revision date of 11-19-12. Ms. Mazzarino so moved. **Vote: All in Favor.**

43 Harlow Street, Warren Family Trust, Map 15, Lot 25: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny sign and send a letter to the Warren Family Trust, 43 Harlow Street, Map 15, Lot 25, stating that the Board approves Gateway Consultants, Inc. septic system design plan for this property, the plan is dated 9-4-12 with a revision date of 11-19-12. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

6 Shea's Court-Lot 5A, Map 8, Lot 10F: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for 6 Shea's Court – Lot 5A, Map 8, Lot 10F for foundation only. Ms. Mazzarino so moved. **Vote: All in Favor.**

9 Lufkin Point Road, Collinson, Map 20, Lot 1B (work already done): Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Collinson, 9 Lufkin Point Road, Map 20, Lot 1B for the addition of a non-concrete slab and second floor deck to the house. Ms. Mazzarino so moved. **Vote: All in Favor.**

10 Lufkin Point Lane, Map 20, Lot 23: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for O'Connell, 10 Lufkin Point Lane, Map 20, Lot 23, to rebuild existing second floor with the conversion of the first floor bedroom into a bathroom and mudroom and a bedroom to then be added to the second floor. Ms. Mazzarino so moved. **Vote: All in Favor.**

Dwelling 3, Lot 2, Lowland Farm Road, Map 9, Lot 12D: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Dwelling 3, Builder Lot 2, Lowland Farm Road, Map 9, Lot 12D once the Health Agent's concerns, as noted in her report, are met. Ms. Mazzarino so moved. **Vote: All in Favor.**

8 Scott's Way, Lark Fine Foods, Map 8, Lot 15C: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Lark Fine Foods, 8 Scott's Way, Map 8, Lot 15C following discussion with, and clarification of information from, the business owner. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

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

PERMIT RENEWALS: Ms. Mazzarino made a motion for the Board to approve permit renewals as listed below.

Food Establishment:	#1, Essex Fortune Palace
	#2, First Congregational Church of Essex
	#3, Timothy S. Hopkins Catering
Retail Food:	#1, Lark Fine Foods
Septage & Offal Hauler:	#1, John & June DiVincenzo
Disposal Works Installers:	#1, Robert T. Wogan
Keeping of Stable Animals:	#1, Minsori Ishikawa

- #2, Ellen & Michael Attridge
- #3, Mimi & Charlie Storey
- #4, Frank McClelland
- #5, John Donovan
- #6, Clayton Brooks
- #7, R & R Pydynkowski
- #8, Anthony D. Allen

Dr. Driscoll seconded the motion. **Vote: All in Favor.**

- **Other Issues**

6 Shea’s Court-Lot 5A, Map 8, Lot 10F, septic approval extension: Dr. Driscoll entertained a motion for the Board to confirm that the septic plan for this property, approved 10-25-07 is still valid under the “Permit Extension Act”. The plan normally would have expired on 10-25-10, but with the extension of 4 years past the normal expiration date, the new expiration date would be 10-25-14. Ms. Mazzarino so moved. **Vote: All in Favor.**

104 John Wise Avenue, Frieden, Map 17, Lot 16, retroactive local upgrade approval: The “as built” plan for this property shows that the septic tank and pump chamber were installed closer to the foundation than the approved local upgrade approval, setback reductions for 5’ and 8’ respectively, due to site conditions. The system designer submitted a new Local Upgrade Approval request to reflect the new conditions. Dr. Driscoll entertained a motion for the Board to grant the revised LUA request of 2.5’ and 4’ respectively. Ms. Mazzarino so moved. **Vote: All in Favor.**

2014 Budget: to be discussed at the next BOH meeting.

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**

E. Wozny, Leave Use Authorization: Dr. Driscoll entertained a motion for the Board to approve Ms. Wozny’s leave use authorization, as written. Ms. Mazzarino so moved. **Vote: All in Favor.**

PERMIT RENEWALS: Ms. Mazzarino made a motion for the Board approve the permits as listed below.

- Food Establishment: #4, Town Landing, Inc., Periwinkles
- Retail Food: #2, Capt. Vince Inc.
- Septage & Offal Hauler: #2, Bob Hulecki
- Disposal Works Installer: #2, John Duncan
- #3, Paul Wilkinson
- Stable Animals: #9, Marlene Putman
- #10, Michael A. Keough
- #11, Tamson Gardner

Dr. Driscoll seconded the motion. **Vote: All in Favor.**

**Dr. Driscoll closed the meeting at 8:25 pm.**

**Next BOH meeting: 1/10/13**

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

Attested by \_\_\_\_\_  
Martha Mazzarino, Board of Health Clerk