

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

Ms. Sanders, Member, and Ms. Mazzarino, Clerk, present. Ms. Wozny, Health Agent, present.

7:00 p.m. Ms. Sanders opened the meeting and announced that the meeting was being recorded.

Dr. Driscoll, Medical Director and Chair, arrived at 7:05 pm.

- **Appointments**

7:15 pm, Gail Pepe, 21 Lufkin Point Road, building and demo permits: Ms. Pepe, and engineer, Clay Morin, in attendance. Two building permit applications were submitted by Ms. Pepe for consideration by the Board; one for demolition of an existing building and the other for construction of a new house on the existing foundation. The approved septic design plan on file included the relocation of the well from its current location. At this meeting, Ms. Pepe indicated that she wanted to keep the existing well to serve the new house. A septic system redesign is in process by Ms. Pepe's engineer.

7:30 pm, Ben Lower: Not a scheduled appointment, but see agenda, 138 Western Avenue.

- **Minutes**

April 25, 2013: Ms. Mazzarino made a motion for the Board to approve minutes for April 25, 2013, as written. Ms. Sanders seconded the motion. **Vote: All in Favor.**

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

- **Bills Payable**

Bills Payable #456, \$53.91 & #457, \$990.20: Ms. Sanders made a motion for the Board to sign bills payable #456 in the amount of \$53.91 and #457, in the amount of \$990.20. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

None

- **Septic System Design Plans**

14 Robbins Island Road, Avery, Map 19, Lot 62: Dr. Driscoll entertained a motion for the Board to approve the 3-28-13 septic system design plan for Avery, 14 Robbins Island Road, Map 19, Lot 62. New plans, with the correct date and engineer's signature, will be submitted to the BOH office. Ms. Sanders so moved. **Vote: All in Favor.**

65 Pond Street, Tyack, Map 5, Lot 20: Dr. Driscoll entertained a motion for the Board to disapprove the 4-30-13 septic system design plan for Tyack, 65 Pond Street, Map 5, Lot 20 for the five reasons stated in the Agent's Report. Ms. Mazzarino so moved. **Vote: All in Favor.**

94 Conomo Point Road, Kelley, Map 19, Lot 47: Dr. Driscoll entertained a motion for the Board to disapprove the 4-29-13 septic system design plan for Kelley, 94 Conomo Point Road, Map 19, Lot 47 for the four reasons stated in the Agent's Report. Ms. Sanders so moved. **Vote: All in Favor.**

Septic Design Plans are available for review in the Board of Health office.

- **Building Permit Applications**

21 Lufkin Point Road, Pepe/Schwartz, building-demo, Map 20, Lot 2A: Dr. Driscoll entertained a motion for the Board to give Ms. Wozny authorization to endorse the building demo application for 21 Lufkin Point Road, Pepe/Schwartz, Map 20, Lot 2A when the needed documentation for asbestos removal is received. Ms. Mazzarino so moved. **Vote: All in Favor.**

21 Lufkin Point Road, Pepe/Schwartz, building permit, Map 20, Lot 2A: Dr. Driscoll entertained a motion for the Board to Table the building permit application for 21 Lufkin Point Road, Pepe/Schwartz, Map 20, Lot 2A until the next BOH meeting. The Board cannot confirm an approved septic plan or potable water to serve the property. Ms. Sanders so moved. **Vote: All in Favor.**

9 Lufkin Point Road, Collinson, Map 20, Lot 1A: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application, dated 5-5-13, for Collinson, 9 Lufkin Point Road, Map 20, Lot 1A, for entryway addition with mudroom, expansion of an existing living room, with the existing 2nd floor kitchen to be moved to the first floor and the first floor bedroom to be moved upstairs. Ms. Sanders so moved. **Vote: All in Favor.**

138 Western Avenue, Douglas Corp., Map 9, Lot 4: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Douglas Corp., 138 Western Avenue, Map 9, Lot 4, for a second floor on existing garage with carport, for storage, office, and bath. Public sewer connection must be made for any sewer flow. 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**

HACCP, Riverside Bistro, 112 Main Street: Ms. Mazzarino made a motion that the Board Table the HACCP, Riverside Bistro, 112 Main Street until the next BOH meeting as a formal variance request has yet to be submitted. Dr. Driscoll so moved. **Vote: All in Favor.**

TFE Permit #1, Apple Street Farm, 125 Apple Street, 5-25-13 BBQ & Seedling Sale
(or) Food Establishment Permit #39 (Seasonal), Apple Street Farm, 125 Apple Street:
Discussion.

The Board agreed that Apple Street Farm should apply for Temporary Food Event Permits for their upcoming seasonal events rather than a Seasonal Food Establishment Permit due to the size of their septic system.

Ms. Sanders made a motion for the Board to approve TFE Permit #1, for Apple Street Farm's 5-25-13 BBQ and Seedling Sale. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

- **Other Issues**

Triathlon

~Brochure Review: Reviewed and approved, waiting for donors to complete design.

~active.com contract: Dr. Driscoll entertained a motion for the Board to sign the active.com contract for on-line registration for the 2013 Essex Youth Triathlon. Ms. Sanders so moved.

Vote: All in Favor.

Public Health Nurse, additional resumes: Given to Board for review.

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**
Title 5 Report: 38R Pond Street, Nickerson, Map 9, Lot 2H: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Nickerson, stating that they are in agreement with the determination of inspector Richard Clarke, Jr., that the system passed the 4/6/13 Title 5 inspection. Ms. Sanders so moved. **Vote: All in Favor.**

Lot 1, Building 3, Lowland Farm Road, Briggs: Dr. Driscoll entertained a motion for the Board to approve the March 2013 plan, received by the BOH office on 5-6-13, for Briggs, Lot 1, Building 3, Lowland Farm Road, Map 9, Lot 12D. Ms. Sanders so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 8:29 pm.

Next BOH meeting: 5/30/13

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk