

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

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

6:59 p.m. Dr. Driscoll opened the meeting and announced that the meeting was being recorded.

- **Minutes**

August 22, 2013: Ms. Mazzarino made a motion for the Board to approve the minutes for August 22, 2013, as written. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

- **Bills Payable**

Bills Payable #468, \$2,963.74: Dr. Driscoll entertained a motion for the Board to sign bills payable #468, in the amount of \$2,963.74. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Septic System Design Plans**

20 Cogswell Road, Tirrell, Map 19, Lot 54, Local Upgrade Approval: Dr. Driscoll entertained a motion for the Board to grant the LUA request to relocate the tank 5' off the foundation (rather than the 10' proposed and 5-30-13 approved), where there is acceptable soil depth, rather than pay the expense of blasting and risk damage to her house and those surrounding it. Ms. Sanders so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

45 Grove Street, Taylor, Map 34, Lot 59: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Taylor, 45 Grove Street, Map 34, Lot 59 to install one piece, in-ground, fiberglass shell pool on the property. 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**

Temporary Food Permit #13, Apple Street Farm, Fire Pit Fiesta, September 20 & 21, 2013: Dr. Driscoll entertained a motion for the Board to approve TFE Permit #13, for Apple Street Farm, Fire Pit Fiesta, September 20 & 21, 2013. Ms. Sanders so moved. **Vote: All in Favor.**

TFE Permits and applications are available for review in the Board of Health office.

- **Other Issues**

Ms. Wozny, Leave Use Notification: Dr. Driscoll entertained a motion for the Board to approve Ms. Wozny leave use notification, dates as listed, with the understanding that the dates may change. Ms. Sanders so moved. **Vote: All in Favor.**

MHOA Conference & Septic Certification: Approval given for Ms. Wozny to attend the MHOA Conference & Septic Certification with the approval of bills payable # 468.

Zoster VAX/Shingles Clinic Update: Two Shingles vaccination Clinics have been set up, one, as scheduled on 9-19-13, for the Essex BOH purchased vaccine, for those whom insurance companies will cover the vaccine, and the other, 11-21-13, for the DPH distributed vaccine for those whose insurance companies do not cover the vaccine.

Confirmation Letter for Christina Wright & Dorothy Elwell as Burial Agents: Dr. Driscoll entertained a motion for the Board to appoint Ms. Wright, Town Clerk, and Ms. Elwell, Treasurer's/Collector's Clerk, as Burial Agents for the Essex Board of Health. Ms. Sanders so moved. **Vote: All in Favor.**

The Board agreed to move October BOH meetings to the Essex Senior Center due to work that will be ongoing at the Library for the month of October.

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**
None

Dr. Driscoll closed the meeting at 7:29 pm.

Next BOH meeting: 9/26/13

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk