

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

Dr. Driscoll, Chair and Medical Director, Ms. Sanders, Member and Acting Secretary, present. Ms. Wozny, Health Agent, and Ms. Mazzarino, Clerk, not present. Ms. White, Administrative Clerk, present.

7:10 p.m. Dr. Driscoll opened the meeting and announced that the meeting is being recorded.

- **Appointments**

None

- **Minutes**

September 12, 2013: Ms. Sanders made a motion for the Board to approve the minutes for September 12, 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 #469, \$110.00: Dr. Driscoll made a motion for the Board to sign bills payable #469, in the amount of \$110.00. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

None

- **Septic System Design Plans**

6 Robbins Island Road, Collins, L., Map 19, Lot 59: Dr. Driscoll entertained a motion for the Board to disapprove the septic system design plan for Collins, 6 Robbins Island Road, Map 19, Lot 59, plan date, 9-10-13, for the following reason as stated in the Agent's Report:

1. The sewer line needs a clean out at the elbow,
2. A LUA request form must be submitted,
3. The request for a reduction between high groundwater and the tank invert should be classified as a LUA rather than a variance,
4. A note on the plan that this is a seasonal use property is required.

Ms. Sanders so moved. **Vote: All in Favor.**

125R Rocky Hill Road, Cataldo, Map 6, Lot 36: Dr. Driscoll entertained a motion for the Board to Table the septic system design plan for Cataldo, 125 R Rocky Hill Road, Map 6, Lot 36 as per the Health Agent, the plan needs major redesign. Ms. Sanders so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

95 Apple Street, Corcoran, Map 10, Lot 3 or 3B, pump house demo: Dr. Driscoll entertained a motion for the Board to Table Corcoran's building permit application to demolish the pump house on the property at 95 Apple Street, Map 10 Lot 3 or 3B until the Health Agent has returned from vacation, had an opportunity to review permit and, if necessary, inspect property. Ms. Sanders 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**

Permission for Ms. Wozny to sign Clam Fest Permits: Dr. Driscoll entertained a motion for the Board to give Ms. Wozny permission to sign Clam Fest Permits, as necessary. Ms. Sanders so moved. **Vote: All in Favor.**

TFE Coordinator's Permit #14, Cape Ann Chamber of Commerce, Essex Clam Fest, 10-26-13: Dr. Driscoll entertained a motion that the Board sign TFE Coordinator's Permit #14 for the Cape Ann Chamber of Commerce's Essex Clam Festival to be held on 10-26-13. Ms. Sanders so moved. **Vote: All in Favor.**

TFE Permit #16, Essex Historical Society & Shipbuilding Museum, Historic Essex Walking Tour & Essex River Cultural District Ribbon Cutting, 9-28-13: Dr. Driscoll entertained a motion for the Board to approve TFE Permit #16 for the Essex Historical Society and Shipbuilding Museum's Historic Essex Walking Tour & Essex River Cultural District Ribbon Cutting on 9-28-13. Ms. Sanders so moved. **Vote: All in Favor.**

TFE Permit #17, J. T. Farnham's Essex ClamFest: Dr. Driscoll entertained a motion for the Board to approve J. T. Farnham's TFE Permit #17 for the Essex ClamFest. Ms. Sanders so moved. **Vote: All in Favor.**

Podiatrist Update: The State Board of Registration in Podiatry sent a letter to the BOH saying that it had voted to dismiss the complaint without prejudice, against Silvester Smith D. P. M., due to insufficient evidence of any violation.

- **Other Issues**

State provided Zoster & Flu Vaccine notifications: vaccine has arrived.

For 11/18/13 Special Town Meeting: Mosquito control will be included on the special town meeting agenda.

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

Food Service Permit #44, First Unitarian Universalist Church, 57 Main Street: Dr. Driscoll entertained a motion that the Board sign food service permit #44 for the First Unitarian Universalist Church, 57 Main Street, with the stipulation that the permit be held until the kitchen has passed inspection. Ms. Sanders so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 7:38 pm.

Next BOH meeting: 10/10/13

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk