

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

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

9:30 am: Ms. Mazzarino, Acting Chair, opened the meeting and announced that the meeting was being recorded.

- **Minutes**

January 23, 2014: The minutes for January 23, 2014 tabled until the next meeting.

- **Bills Payable**

#476, \$220.03: Ms. Mazzarino entertained a motion for the Board to approve Bills Payable #476, in the amount of \$220.03. Ms. Sanders so moved. **Vote: All in Favor.**

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

- **Septic System Design Plans**

125R Rocky Hill Road, Cataldo/Harmatiuk, Map 6, Lot 36: Ms. Mazzarino entertained a motion for the Board to approve the septic system design plan, dated 9-5-13, with a final revision date of 1-24-14, for Cataldo/Harmatiuk, 125R Rocky Hill Road, Map 6, Lot 36. Ms. Mazzarino so moved. **Vote: All in Favor.**

36R (2) Story Street, Kempiski, Map 35, Lot 30C: Ms. Sanders made a motion for the Board to approve the septic system design plan dated 12-13-13, with a revision date of 1-30-14, for Kempiski, 36R (2) Story Street, Map 35, Lot 30C. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

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

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

2014 Permit Renewals: Ms. Sanders made a motion for the Board to approve the permit renewals for 2014, as listed below:

Keeping of Stable Animals, #22, Marlene Putman

Keeping of Stable Animals, #23, Jayne Ginn

Food Service Establishment, #26, Chebacco Liquor Mart

Food Service Establishment, #11, Towne Landing, Periwinkles (previously approved)

Retail Food Service, #10, Chebacco Liquor Mart

Retail Food Service, #11, Capt. Vince, Inc.

Milk, #9, Chebacco Liquor Mart

Tobacco, #3, Chebacco Liquor Mart

Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

Permits are available for review in the BOH office.

Chebacco Liquor Mart: A written waiver of late fees request was not received by a representative of Chebacco Liquor Mart, no action required by the Board.

- **Other Issues**

The Board was informed that the National Take Back Initiative (Drug Take Back Day) is scheduled for April 26, 2014, 10 am – 1 pm. They agreed to take part, in partnership, with the Essex Police Department.

2014 Town Meeting Articles: Ms. Mazzarino entertained a motion for the Board to approved Town Meeting Articles for 2014, as written. Ms. Sanders so moved. **Vote: All in Favor.**

Update: Ms. Wozny reserved the Grove for the Essex Youth Triathlon Clinic, July 26th.

Ms. Mazzarino entertained a motion for the Board to authorize Ms. Wozny to sign contracts for the 2014 Essex Youth Triathlon. Ms. Sanders so moved. **Vote: All in Favor.**

The Board gave the okay for Ms. Wozny to attend MHOA / Mass DEP Annual Winter Seminar on 2-20-014.

Ms. Mazzarino entertained a motion for the Board to approve Leave Use Authorizations, as written, for Ms. Wozny. Ms. Sanders so moved. **Vote: All in Favor.**

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

Richdale: Violation, Sale of Tobacco Products to Minors Regulation.

The BOH office received notification that the North Shore / Cape Ann Tobacco Policy Program conducted a tobacco compliance check in the Town of Essex. Four permitted tobacco merchants were checked and of those checked, one violation of the Youth Access “Sales of Tobacco to a Minor” occurred at Richdale, 156 Main Street. This is their second violation in less than a year.

Ms. Mazzarino entertained a motion for the Board to sign and send a certified letter to the owner of Richdale with a fine amount in accordance with regulations. Ms. Sanders so moved. **Vote: All in Favor.**

Ms. Mazzarino closed the meeting at 9:46 am.

Next BOH meeting: 2-27-14

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk