

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

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

Dr. Driscoll opened the meeting at 7:15 pm, and announced that the meeting was being recorded.

Dr. Driscoll entertained a motion that Ms. Roderick Papps would act as Clerk for the meeting in Ms. Mazzarino's absence. Ms. Roderick Papps so moved. **Vote: All in Favor.**

- **Appointments**

7:15 pm, Josh Gould, Donation Box at Red Barrel: Mr. Gould in attendance to discuss his ongoing complaints regarding the Planet Aid Donation Box located on the Red Barrel Pub property. The donation bin is emptied twice a week as per Planet Aid representative. If there were to be overflow, items do not stay on site long enough to become a health issue as per Ms. Wozny. The area will continue to be checked by the Health Agent.

- **Minutes**

October 30, 2014: Ms. Roderick Papps made a motion for the Board to approve the minutes, as written, for 10-30-14. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Minutes are available for review in the BOH office or on line at www.essexma.org.

- **Bills Payable**

#497, \$193.80: Dr. Driscoll entertained a motion for the Board to endorse bills payable #497, in the amount of \$193.80. Ms. Roderick Papps so moved. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

Dr. Driscoll entertained a motion for the Board to sign and send a letter to Doucette, stating that the Board is in agreement with inspector John Duncan; both systems serving the property at 3 Sagamore Circle, Map 1, Lot 46C – Main House & Laundry – passed the 11-3-14 Title 5 inspections. Ms. Roderick Papps so moved. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

2 Rocky Hill Rd, Ramsey, Map 5, Lot 10: Dr. Driscoll entertained a motion for the Board to disapprove the septic design plan, dated 10-30-14, for Ramsey, 2 Rocky Hill Road, Map 5, Lot 10 for the 21 reasons stated in the Agent's Report. Ms. Roderick Papps so moved. **Vote: All in Favor.**

2 Rocky Hill Rd, Ramsey, Map 5, Lot 10: Dr. Driscoll entertained a motion for the Board to disapprove the septic design plan, dated 11-18-14, for Ramsey, 2 Rocky Hill Road, Map 5, Lot 10 for the 14 reasons stated in the Agent's Report. Ms. Roderick Papps so moved. **Vote: All in Favor.**

4 Town Farm Rd., Doucette, Map 19, Lot 35: Dr. Driscoll entertained a motion for the Board to grant a LUA for Doucette, 4 Town Farm Road, Map 19, Lot 35 to reduce the separation between the tank inlet and the estimate high groundwater from a minimum of 12" to 0". Ms. Roderick Papps so moved. **Vote: All in Favor.**

4 Town Farm Rd., Doucette, Map 19, Lot 35: Dr. Driscoll entertained a motion for the Board to approve the septic design plan, dated 10-8-14, for Doucette, 4 Town Farm Road, Map 19, Lot 35, stating in the approval letter that a pumping contract, a deed restriction at the Registry of Deeds that the property is served by a tight tank and limiting the facility to seasonal residential use to the approved design flow before issuance of a construction permit and Certificate of Compliance. Ms. Roderick Papps so moved. **Vote: All in Favor.**

12 Town Farm Rd., Mayer, Map 19, Lot 40: Dr. Driscoll entertained a motion for the Board to disapprove the tight tank design plan, dated 10-28-14, for Mayer, 12 Town Farm Road, Map 19, Lot 40, for the 5 reasons listed in the Agent's Report. Ms. Roderick Papps so moved. **Vote: All in Favor.**

12 Town Farm Rd., Mayer, Map 19, Lot 40: Dr. Driscoll entertained a motion for the Board to grant an LUA request for Mayer, 12 Town Farm Road, Map 19, Lot 40, for a reduction in setback to the street property line from 10' required to 4' provided. The required paperwork requesting a LUA to reduce the property line setback has not yet been submitted. Ms. Roderick Papps so moved. **Vote: All in Favor.**

12 Town Farm Rd. Mayer, Map 19, Lot 40: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the septic system design plan for Mayer, 12 Town Farm Road, Map 19, Lot 40, when the necessary changes have been made and reviewed. Plan will be retroactively approved at the next meeting. Ms. Roderick Papps so moved. **Vote: All in Favor.**

101 Conomo Point Rd., Mayer, Map 19, Lot 102: Dr. Driscoll entertained a motion for the Board to disapprove the tight tank design plan, dated 10-27-14, for Mayer, 101 Conomo Point Road, Map 19, Lot 102, for the two reasons listed in the agent's report. Ms. Roderick Papps so moved. **Vote: All in Favor.**

101 Conomo Point Rd., Mayer, Map 19, Lot 102: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the septic system design plan for Mayer, 101 Conomo Point Road, Map 19, Lot 102, when the necessary changes have been made and reviewed. Plan will be retroactively approved at the next meeting. Ms. Roderick Papps so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

19 Winthrop St., Cavallaro, Map 36, Lot 12: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Cavallaro, 19 Winthrop Street, Map 36, Lot 12, for a first floor bath, to fix and repair old deck up to code and to add a new 16' x 17' deck with the addition of a closet to the first floor bedroom. Ms. Roderick Papps so moved. **Vote: All in Favor.**

41 John Wise Ave., Windomear Realty Trust, Map 18, Lot 2A: Dr. Driscoll entertained a motion for the Board to retroactively approve Ms. Wozny's endorsement of the building permit application, dated 9-30-14, for Windomear Realty Trust, 41 John Wise Avenue, Map 18, Lot 2A to construct a new single family home. Ms. Roderick Papps so moved. **Vote: All in Favor.**

54 Lufkin St., Spinney, Map 15, Lot 17: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application, dated 11-13-14, for Spinney, 54 Lufkin Street, Map 15, Lot 17, to build a new accessory barn to the right of the dwelling, noting that there be no water service to the building. Ms. Roderick Papps 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**

Fortune Palace, 99 Main Street, to reduce pest control monitoring frequency. Dr. Driscoll entertained a motion for the Board to send a letter notifying the restaurant of a reduction in the required frequency of pest control monitoring at the Fortune Palace, 99 Main Street from weekly to twice per month due to continuing lack of pest activity noted in the weekly monitoring. Ms. Roderick Papps so moved. **Vote: All in Favor.**

Food Service Permit #38, Essex Fire Department: Ms. Roderick Papps made a motion for the Board to sign food service permit #38, for the Essex Fire Department. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Public Health Nurse Hiring: Dr. Driscoll entertained a motion for the Board to offer Lianne Cook the position of PHN for the Town of Essex. Ms. Roderick Papps so moved. **Vote: All in Favor.** The Board signed the job offer letter.

Ms. Wozny, Leave Use Authorization: Dr. Driscoll entertained a motion that the Board approve Ms. Wozny's leave use authorization for the month of December, as written. Ms. Roderick Papps so moved. **Vote: All in Favor.**

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**
Permission for Ms. Wozny to sign 2015 permit renewals: Dr. Driscoll entertained a motion for the Board to authorize Ms. Wozny to sign 2015 permit renewals as needed. Ms. Roderick Papps so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 8:12 pm

Next BOH meeting: 12-18-14

Prepared by _____
Ann White

Attested by _____
Allison Roderick Papps