

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

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

Dr. Driscoll opened the meeting at 7:10 pm, and announced that the meeting was being recorded. Ms. Papps will act as Clerk in place of Ms. Mazzarino for the purpose of this meeting.

- **Minutes**

January 8, 2015: Ms. Papps made a motion for the Board to approve the minutes for 1-8-15, as written. 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.

- **Inspection Reports**

27 Pond Street, Polley, Map 8, Lot 62: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Polley, 27 Pond St., Map 8, Lot 62, stating that the Board is agreement with the determination of inspector John Judd, that this system passed the June 10, 2014 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

162 Southern Avenue, Henderson, Map 6, Lot 5A, LUA: Dr. Driscoll entertained a motion for the Board to approve the requested LUA for Henderson, 162 Southern Ave., Map 6, Lot 5A to reduce the separation between the estimated high groundwater and the tank inlet and outlet tees. Ms. Papps so moved. **Vote: All in Favor.**

162 Southern Avenue, Henderson, Map 6, Lot 5A: Dr. Driscoll entertained a motion for the Board to approve the septic system design plan, dated 12-10-14, for Henderson, 162 Southern Ave., Map 6, Lot 5A. Ms. Papps so moved. The applicant should be familiar with the DEP requirements in their "Approval for Remedial Use" of this approved technology and as stated on the approved plan. **Vote: All in Favor.**

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

- **Building Permit Applications**

See Below

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

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

2015 Permit Renewals: Dr. Driscoll entertained a motion for the Board to approve the permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

Keeping of Stable Animals Permit #18, Ligia Araya
Disposal Works Installer's Permit #28, David Araneo
Food Service Permit #24, Windward Grill LLC
Food Service Permit #25, Cape Ann Pizza
Milk Permit #7, Village Market
Retail Food Permit #8, Village Market
Tobacco Permit #2, Chebacco Liquor Mart

- **Other**

2014 Annual Report: Dr. Driscoll entertained a motion for the Board to approve the 2014 Annual Report, as written. Ms. Papps so moved. **Vote: All in Favor.**

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

Revised permit for Essex Senior Center, seating for 30 amended from 16: Dr. Driscoll made a motion for the Board to approve the amended food service permit for the Essex Senior Center, correcting seating from 16 to 30. Ms. Papps so moved. **Vote: All in Favor.**

Building Permit Application, 2 Southern Avenue, Waller, Map 38, Lot 88: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application, dated 1-7-15, for Waller, 2 Southern Avenue, Map 38, Lot 88, for a second floor bathroom expansion to add a shower and a kitchen to make the second level a studio apartment. Ms. Papps so moved. **Vote: All in Favor.**

Building Permit Applications are available for review in the Building Inspector's office.

Dr. Driscoll closed the meeting at 7:26 pm

Next BOH meeting: 2-12-15

Prepared by _____
Ann White

Attested by _____
Allison Roderick Papps