

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

Dr. David Driscoll, Chair and Medical Director, Ms. Martha Mazzarino, Clerk, and Ms. Allison Roderick Papps, Member, present. Ms. Elaine Wozny, Administrator, and Ms. Ann White, Administrative Clerk, present.

Dr. Driscoll opened the meeting and announced that the meeting was being recorded.

- **Minutes**

April 23, 2015: Dr. Driscoll entertained a motion that the Board approve the minutes as written. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Bills Payable**

#503, \$1285.50: Ms. Papps made a motion that the Board sign bills payable #503 in the amount of \$1285.50. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

- **Inspection Reports**

15 Turtleback Road, Goldman, (was Map 9, Lot 11V), Map 147, Lot 12: Dr. Driscoll entertained a motion that the Board sign and send a letter to Goldman, 15 Turtleback Road, stating that the Board is in agreement with the determination of inspector Daniel Johnson that this system passed the 4-29-15 Title 5 inspection. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

1 Martin Street, Village Convenience Market, retroactive approval, (was 37, 7) Map 128, Lot 60: Dr. Driscoll entertained a motion for the Board to retroactively approve the building permit application, dated 4-27-15 and previously signed by Ms. Wozny, for Wright, Village Convenience Market, 1 Martin St., Map 37, Map 7, for demo and rebuild of the rear portion of the building only. A new kitchen layout will have to be approved by the BOH prior to interior construction of the kitchen and retain space. Ms. Papps so moved. **Vote: All in Favor.**

1 Robbins Island Road, Town of Essex, demolition, (was 19, 79) Map 108, Lot 20: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit, dated 1-15-15, for 1 Robbins Island Road, Town of Essex, to demolish existing single family dwelling to create open space. Work to begin on or after 4-15-15. Ms. Mazzarino so moved. **Vote: All in Favor.**

125 R Rocky Hill Road, Cataldo, (was 6, 36) Map 152, Lot 36: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the undated building permit application for Miller/Cataldo, 125 R Rocky Hill Road, for an addition to existing home and new 2 story addition. Ms. Mazzarino so moved. **Vote: All in Favor.**

65 Story Street, Nickerson, (was 53, 2) Map 134, Lot 35: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application, dated 5-13-15, for Nickerson, 65 Story Street, to demolish the home and rebuild on the existing foundation. Application will be approved by Ms. Wozny contingent upon the contractor who did the work without a permit or inspection, pull a septic abandonment permit and confirm that the septic tank and leach pit were abandoned. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Complaints**

44 Addison Street, Ageloff: Tenant at this property called stating she received a copy of the violation notice sent to Mr. Ageloff, regarding 44 Addison Street, and felt there should be additional required corrections and re-inspection of the property, although the allotted time to make corrections had not passed. Owner Ageloff wrote by email that tenant would not allow him entrance to the property, which tenant confirmed, also by email, to complete the corrections. Discussion. Dr. Driscoll entertained a motion that the tenant be informed by Ms. Wozny that she must abide by the state housing laws which require owner access to make repairs. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

TFE Permit #2, Friends of the Library, Pie Fest, 5-6-15, retroactive approval: Dr. Driscoll entertained a motion for the Board to retroactively approve the temporary food event permit #2 for the Friends of the Library Pie Fest, held 5-6-15. Ms. Papps so moved. **Vote: All in Favor.**

TFE Permit #3, Essex Lions Club, Essex Police Car Show, 5-17-15: Dr. Driscoll entertained a motion for the Board to approve the temporary food event permit #3 for the Essex Lion's Club to serve food at the Essex Police Car Show on 5-17-15. Ms. Mazzarino so moved. **Vote: All in Favor.**

Retail Food Permit #13, Lark Foods LLC, 8 Scott's Way: Dr. Driscoll entertained a motion for the Board to approve retain food permit #13 for Lark Foods LLC, 8 Scott's Way. Ms. Mazzarino so moved. **Vote: All in Favor.**

Conomo Point Update: Discussion. As of December 31, 2014 not all properties mandated to correct their failed septic systems have done so. Before these properties are turned over to Town Counsel for legal action, Ms. Wozny would like to send letters to non-conforming properties telling them what needs to be done and notifying them of pending legal action. The Board agreed that Ms. Wozny sign and send the letters.

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**
Leave Use Authorization: Dr. Driscoll entertained a motion that the Board approve Ms. Wozny's leave use authorization, as requested. Ms. Papps so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 7:51 pm

Next BOH meeting: 5-28-15

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino