

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

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

Ms. Mazzarino acting Chair, in Dr. Driscoll's absence, and Ms. Papps acting Clerk.

7:14 pm: Ms. Mazzarino opened the meeting and announced that the meeting was being recorded.

- **Appointments**

7:15, Chuck Johnson, 12, 14 & 16 Lufkin Point Lane in attendance. Phillip Lake, Atty., in attendance, for Ms. Woods, 14 & 16 Lufkin Point Lane. Discussion: 12, 14 & 16 Lufkin Point Lane septic systems, cisterns and Lawrence Tank as water supplier to those proposed cisterns.

- **Minutes**

May 28, 2015: Ms. Mazzarino entertained a motion for the Board to approve the minutes, as written, for 5-28-15. Ms. Papps so moved. **Vote: All in Favor.**

***Minutes are available for review in the BOH office or on line at [www.essexma.org](http://www.essexma.org).***

- **Bills Payable**

#505, \$970.10: Ms. Papps made a motion for the Board to approve bills payable #505 in the amount of \$970.10. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

12 Lufkin Point Lane, Rock Haven Irrevocable Trust 1 & 2, (20-24), Map 109, Lot 13: Ms. Mazzarino entertained a motion for the Board to approve the septic plan, dated 5-20-15 with a revision date of 6-9-15, by designer C. G. Johnson, for Rock Haven Irrevocable Trust I & II, 12 Lufkin Point Lane, Map 109, Lot 213 with the following notations:

- (1) This approval is for the septic components only – this approval is not an approval of the cistern, its components, or acceptability. Any approval of the cistern, if given, will be separate from the tight tank approval.
- (2) Approval of this plan has no bearing on seasonal or year round occupancy of the property. This approval does not endorse year round occupancy.
- (3) The mandatory recording at the Registry of Deeds and a pump and inspection contract for the tight tank must be received by this office prior to the issuance of a certificate of compliance.

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

14 Lufkin Point Lane, Charles Swanson, (20-25), Map 109, Lot 14: Ms. Mazzarino entertained a motion for the Board to disapprove the septic plan, dated 6-5-15, by designer C. G. Johnson, for Swanson, 14 Lufkin Point Lane, Map 109, Lot 014 (20/25), for the reasons listed in the Agent's Report. Ms. Papps so moved. **Vote: All in Favor.**

16 Lufkin Point Lane, Charles Swanson & Stephen Swanson, (20-6), Map 109, Lot 15: Ms. Mazzarino entertained a motion for the Board to disapprove the septic plan, dated June 5, 2015, designed by C. G. Johnson, for Swanson, 16 Lufkin Point Lane, Map 109, Lot 15 (20/6) for the reasons listed in the Agent's Report. Ms. Papps so moved. **Vote: All in Favor.**

2 Riverview Hill Road, aka 0 Spring Street, (41-14), Map 128, Lot 118.1: Ms. Mazzarino entertained a motion for the Board to approve the septic system design plan, dated 6-1-15, by designer Stephen B. Sawyer, for Denyse, 2 Riverview Hill Road aka 0 Spring Street, Map 123, Lot 119 (41/14). Ms. Papps so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

59 Choate Street, Harb, Map 105 (16), Lot 009 (14B): Ms. Mazzarino entertained a motion for the Board to have Ms. Wozny endorse the building permit application, dated 6-4-15, for Harb, 59 Choate Street, to construct a new four bedroom home. The property has an approved 5 bedroom septic system plan. Ms. Papps so moved. **Vote: All in Favor.**

52 Harlow Street, Warren, Map 125 (15), Lot 006 (18), demolition: Ms. Mazzarino entertained a motion for the Board to have Ms. Wozny endorse the demolition permit, dated 4-29-15, for Warren, 52 Harlow Street prior to the next meeting if asbestos removal is complete and all BOH requirements have been satisfied. Ms. Papps so moved. **Vote: All in Favor.**

210R Western Avenue, Burnham, Map 144 (8), Lot 009 (36): Ms. Mazzarino entertained a motion for the Board to have Ms. Wozny endorse building permit application, dated 6-11-15, for Burnham, 210R Western Avenue to add an entry foyer, closets, laundry area, 7' x 8' office, bathroom, new family room and enlarge existing family room. Ms. 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**

Retail Food Permit #14, John's Farmstand, 105 Southern Avenue: Ms. Mazzarino entertained a motion for the Board to sign Retail Food Permit #14 for John's Farmstand. Ms. Papps so moved. **Vote: All in Favor.**

Ms. Mazzarino entertained a motion for the Board to sign permits as listed below:

Camp, H/Motel, B & B Permit #4, Ipswich Family YMCA, Camp Dory

Food Establishment Permit #29, Ipswich Family YMCA, Camp Dory

Retail Food Permit #15, Ipswich Family YMCA, Camp Dory

Temporary Food Coordinator Permit #5, Essex River Day, 6-20-15, 10 am – 10 pm

TFE #20, Mimzee's Ice Cream, for Essex River Day

TFE #21, Chebacco Liquor Mart, for Essex River Day

TFE Coordinator's Permit #6, Essex Farmer's Market, June 20 – October 10

TFE #7, Marshalls Farm, Essex Farmer's Market

TFE #8, Seaview Farm, Essex Farmer's Market

TFE #9, Fudge Everything, Essex Farmer's Market

TFE #10, the Pickle Emporium, Essex Farmer's Market

TFE #11, Kim's Pure Pastry, Essex Farmer's Market

TFE #12, Soulicious Foods, Essex Farmer's Market

TFE #13, Kettle Cove Spice, Essex Farmer's Market  
TFE #14, All Fruit Inc. , Essex Farmer's Market  
TFE #15, Meyers Gluten Free Baking, Inc. , Essex Farmer's Market  
TFE #16, Faith Ann's Unique Bread, Inc. , Essex Farmer's Market  
TFE #17, New England Ice Lollies, Essex Farmer's Market  
TFE #18, Swissbakers, Inc. , Essex Farmer's Market  
TFE #19, Maia Mattson, Essex Farmer's Market  
Ms. Papps so moved. **Vote: All in Favor.**

Health Administrator Job Description: Discussion and Board approval with the anticipated changes to be made by Ms. Wozny.

Ms. Wozny Leave Use Authorization: Ms. Mazzarino entertained a motion for the Board to sign Ms. Wozny's leave use authorization, 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**  
None.

Ms. Mazzarino closed the meeting at 8:30 pm

**Next BOH meeting: 6-25-15**

Prepared by \_\_\_\_\_  
Ann White

Attested by \_\_\_\_\_  
Allison Roderick Papps