

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.

7:05 pm: Dr. Driscoll opened the meeting and announced that the meeting was being recorded.

- **Appointments**

7:35 pm, Phillip Lake, atty., 14 & 16 Lufkin Point Lane, septic and  
12, 14 & 16 Lufkin Point Lane, cisterns

- **Minutes**

June 11, 2015: Ms. Mazzarino made a motion for the Board to approve the minutes for 6-11-15, as written. Ms. Papps seconded the motion. **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**

#506, \$178.31, FY 2015: Dr. Driscoll entertained a motion for the Board to sign bills payable #506, in the amount of \$178.31. Ms. Mazzarino so moved. **Vote: All in Favor.**

#507, \$150.00, FY 2016: Dr. Driscoll entertained a motion for the Board to sign bills payable #507 in the amount of \$150.00. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Inspection Reports**

18 Lufkin Point Lane, Pappas, Map 109 (20), Lot 16 (27): Dr. Driscoll entertained a motion for the Board to sign and send a letter to Pappas, 18 Lufkin Point Lane, stating that the Board is in agreement with inspector Josh Roberts, that the tight tank passed the 6-10-15 Title 5 Inspection. Ms. Mazzarino so moved. **Vote: All in Favor.**

69 Choate Street, Steck, Map 105 (16), Lot 006 (9): Dr. Driscoll entertained a motion for the Board endorse a letter to Steck, 69 Choate Street, stating that the Board is in agreement with inspector George Norris, that the septic system passed the 6-5-15 Title 5 Inspection. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

14 Lufkin Point Lane, Charles Swanson, Map 109 (20), Lot 14 (24): **Tabled.** Abutters must be notified within 10 days of the meeting requesting a variance for a one bedroom deed restriction.

16 Lufkin Point Lane, Charles Swanson & Stephen Swanson, Map 109 (20), Lot 15 (26): Dr. Driscoll entertained a motion for the Board to approve the LUAs for 16 Lufkin Point Lane, to allow an approximate 7' setback to the property line and the tank invert to be located within 13" of estimated high ground water, be approved. Ms. Mazzarino so moved. **Vote: All in Favor.**

16 Lufkin Point Lane, Charles Swanson & Stephen Swanson, Map 109 (20), Lot 15 (26): Dr. Driscoll entertained a motion for the Board to approve the tight tank design plan, dated 6-8-15, with a revision date of 6-22-15, be approved for the property at 16 Lufkin Point Lane, 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. Mazzarino so moved. **Vote: All in Favor.**

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

- **Cisterns**

Atty. Lake and the Board discussed cisterns in general and on the properties listed below specifically:

12 Lufkin Point Lane, Rock Haven Irrevocable Trust 1 & 2, Map 109 (20), Lot 13 (24)

14 Lufkin Point Lane, Charles Swanson, Map 109 (20), Lot 14 (25)

16 Lufkin Point Lane, Charles Swanson & Stephen Swanson, Map 109 (20), Lot 15 (26)

Atty. Lake stated MGL C 40, S 54 did not relate to the proposed cisterns for these properties because they are served by seasonal public water and the cisterns were to be used mostly as storage for this public water – refilled with delivered potable water only if needed.

The Board will investigate cistern use further and continue discussion at the next meeting.

- **Building Permit Applications**

230 Western Avenue, Gateway Realty Trust, Map 8, Lot 10: Dr. Driscoll entertained a motion for the Board to have Ms. Wozny endorse the building permit application for Gateway Realty Trust, 230 Western Avenue, to construct a new duplex unit, each unit having 2 bedrooms and two bathrooms, and each be tied into town water and sewer. Once the new building is completed, the existing structure at 240 Western Avenue will be removed. Ms. Mazzarino 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**

Board Reorganization: Dr. Driscoll entertained a motion for the Board Positions to remain the same; Dr. Driscoll as Chair, Ms. Mazzarino as Clerk, and Ms. Papps as Member. Ms. Mazzarino so moved. **Vote: All in Favor.**

Camp Permit #5, Camp Menorah, Wood Drive: Ms. Papps made a motion for the Board to sign camp permit #5 for Camp Menorah. Ms. Mazzarino seconded the motion. **Vote: All in Favor.**

Food Service Permit #30, Camp Menorah, Wood Drive: Dr. Driscoll entertained a motion for the Board to sign food service permit #30 for Camp Menorah. Ms. Mazzarino so moved. **Vote: All in Favor.**

Health Administrator Job Description, Posting, and Other: Discussion. The Board approved the drafted Job announcement posting. The opening will be advertised on the MHOA (Massachusetts Health Officers Association) website and posted on the Town Hall public board.

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**  
None.

Dr. Driscoll closed the meeting at 8:26 pm

**Next BOH meeting: 7-9-15**

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

Attested by \_\_\_\_\_  
Martha Mazzarino