

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

Dr. David Driscoll, Chair and Medical Director, and Ms. Martha Mazzarino, Clerk, present. Ms. Allison Roderick Papps, not present. Ms. Erin Kirchner, Administrator, and Ms. Ann White, Administrative Clerk, present. Dr. Driscoll opened the meeting at 7:03 pm and noted that it was being recorded.

- **Appointments**

7:15 pm, Periwinkles Restaurant re: sushi. Tom Guertner, owner, present. Dr. Driscoll entertained a motion for the Board to approve the requested variance using the requirement of time as a public health control, instead of temperature, in the preparation of sushi rice. Ms. Mazzarino so moved.

**Vote: All in Favor.**

7:45 pm, Allison Taylor re: Farmer's Market Christmas event. Allison Taylor and Hunter Jay in attendance. Discussion regarding fees for upcoming Farmer's Market Christmas Fair. Ms. Taylor and Mr. Jay agreed to pay for the two new add-on TFE permits only, with no additional charge for the previously permitted summer Farmer's Market vendors. Board will review fee schedule and permitting for the 2016 season.

- **Minutes**

October 8, 2015: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for 10-8-15. Ms. Mazzarino so moved. **Vote: All in Favor.**

October 22, 2015: Carry over to next BOH meeting.

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

- **Bills Payable**

#517, \$2,235.10: Dr. Driscoll entertained a motion for the Board to sign bills payable #517 in the amount of \$2,235.10. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Inspection Reports**

2 Sumac Road, Gammons, Map 110 Lot 3: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Gammons, stating that the Board is in agreement with the determination of inspector Josh Roberts, that the system serving this property conditionally passed the 11-2-15 inspection. A distribution box replacement is required to pass Title 5. The D-box must be replaced no later than 11-2-17. Ms. Mazzarino so moved. **Vote: All in Favor.**

1 Shea Court, Pellegrini, Map 8, Lot 10B: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Pellegrini, stating that the Board is in agreement with the determination of inspector George Norris, that the system passed the 10-27-15 Title 5 inspection. Ms. Mazzarino so moved.

**Vote: All in Favor.**

7 Rocky Hill Road, Digennaro, Map 5, Lot 9A: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Digennaro, stating that the Board is in agreement with the determination of inspector Rick Clarke, that the system passed the 10-16-15 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**

0 Spring Street, Lot A, Map 41, Lot 14 aka Riverview Hill Road, Lot 26, Denyse: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the property owner stating that the Board is approved the septic design plan dated 6-1-15, with a revision date of 11-2-15, for 0 Spring St., aka Riverview Hill Road and that Ms. Kirchner endorse the Building Permit Application for this property. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

9 Lufkin Point Road, Collinson, Map 9, Lot 30: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the Building Permit Application, dated 10-21-15, for 9 Lufkin Point Rd. **Vote: All in Favor.**

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

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

Periwinkles request for variance for sushi rice: see appointments, above.

Hawaiian Shave Ice is requesting a refund of their permit fee for not being able to sell potentially hazardous food at the Clam Fest: Discussion. The Board offers Hawaiian Shave Ice a permit, without fee, as Shave Ice or as Comfort Food for the 2016 Essex Clamfest.

TIPS training, 12/8/15, grant funded, will take place at the Essex Senior Center, 9 am – 2 pm

Santa's Breakfast, Essex Elementary School, 12/5/15, 8 am – noon: Dr. Driscoll entertained a motion for the Board to approve TFE permit for Essex Elementary School's Breakfast with Santa. Ms. Mazzarino so moved. **Vote: All in Favor.**

***2016 Permit Renewals***

Dr. Driscoll entertained a motion for the Board to sign the permits as listed below:

Disposal Works Installer's Permit:

#1, Ralph Hobbs, Jr., 27 Kondelin Road, Gloucester

Food Service Permits:

#2, Essex Fortune Palace, 99 Main Street

#3, St. John the Baptist Parish, 52 Main Street

#4, Energy North Group, 156 Main Street

#5, Woodman's Function Hall, 125 Main Street

#6, Woodman's Lobster Pool, 119 Main Street

#7, Towne Landing, dba Periwinkles, 74 Main Street

#8, Blue Marlin Grille, 65 Eastern Avenue

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

Dr. Driscoll entertained a motion for the Board to sign the permits as listed below:

Catering Permits:

#1, Timothy Hopkins Catering, 8 Scott's Way

#2, Woodman's Catering, 117 Main Street

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

Dr. Driscoll entertained a motion for the Board to sign the permits as listed below:

Retail Food Permits:

#2, MOJO Cold Brewed Coffee, 8 Scott's Way

- #3, Lark Foods LLC, 8 Scott's Way
- #4, Energy North Group, 156 Main Street
- #5, Seasonal, John's Farm Stand, 105 Southern Avenue

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

Dr. Driscoll entertained a motion for the Board to sign the permit as listed below:  
Milk Permit:

- #2, Energy North Group, 156 Main Street

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

Dr. Driscoll entertained a motion for the Board to sign the permits as listed below:  
Keeping of Stable Animals:

- #2, Tamson Gardner, 8 Island Road
- #3, Peter Kellerman & Maria Benotti, 94 John Wise Avenue
- #4, Mimori Ishikawa, 198 Southern Avenue
- #5, Robin Pydynkowski, 8 Forest Avenue
- #6, Mr. & Mrs. Charles Storey, 143 John Wise Avenue
- #7, James & Susanna McLaughlin, 160 Gregory Island Road
- #8, Clayton Brooks, 125 Eastern Avenue
- #9, Lorraine Hardy-Wyatt, 50 John Wise Avenue

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

Dr. Driscoll entertained a motion for the Board to sign the permit as listed below:  
Tobacco Permit:

- #1, Energy North Group, 156 Main Street

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

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

Dr. Driscoll entertained a motion for the Board to approve the leave use notification, as written, for Ms. Kirchner. Ms. Mazzarino so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 7:55 pm

**Next BOH meeting: 12-17-15**

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

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