

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. Erin Kirchner, Administrator, and Ms. Ann White, Administrative Clerk, present. Dr. Driscoll opened the meeting at 7:15 pm and noted that it was being recorded. Ms. Papps will act as Clerk for this meeting.

- **Minutes**

October 22, 2015: Ms. Papps made a motion for the Board to approve the minutes for October 22, 2015. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

November 19, 2015: Tabled until the next BOH meeting.

- **Bills Payable**

#518, \$682.33: Ms. Papps made a motion for the Board to sign bills payable #518 in the amount of \$682.33. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

- **Inspection Reports**

44 Lufkin Point Road, Piper, Map 109, Lot 1: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the property owner, stating that the Board is in agreement with the determination of inspector John Duncan, that the system serving this property, passed the 11-12-15 Title 5 inspection. However, the Board recommends that the non-functioning garbage disposal be removed, as the system was not designed for its use. Ms. Papps so moved. **Vote: All in Favor.**

30 Pond Street, Tindley, Map 146, Lot 4: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the property owner, stating that the Board is in agreement with the determination of inspector John Duncan, that the system this property, passed the 11-9-15 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

- **Septic Plan Reviews**

164 John Wise Avenue, Sturgis Realty, Map 22, Lot 7A: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the property owner stating that the Board approves John Judd's septic system design plan, dated 11-12-15, for the property at 164 John Wise Avenue. Ms. Papps so moved. **Vote: All in Favor.**

17 Apple Street, Messersmith, Map 32, Lot 25: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner sign and send a letter to the property owner, stating that the Board approves John Judd's septic system design plan, dated 11-19-15, for the property at 17 Apple Street. Ms. Papps so moved. **Vote: All in Favor.**

- **Building Permit Applications**

9 Lowland Farm Road: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for 9 Lowland Farm Road, as the project does not impact the septic system components or setback requirements. Ms. Papps so moved. **Vote: All in Favor.**

17 Lufkin Point Road: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for 17 Lufkin Point Road, as the project does not impact the septic system components or setback requirements. Ms. Papps so moved. **Vote: All in Favor.**

19 Soginese Road: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for 19 Soginese Road when the plan second floor shower shows a rinse station, rather than an outdoor shower that needs to be connected to the proposed septic system. Ms. Papps so moved.  
**Vote: All in Favor.**

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

For the purpose of signing the 2016 permits, both Ms. Papps and Dr. Driscoll will act as temporary clerks.

**2016 Permit Renewals**

Disposal Works Installer's Permit: Dr. Driscoll entertained a motion for the Board to sign disposal works installer's permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

- #2, Chris Roberts
- #3, Richard Cooper
- #4, Michael Ketchopoulos
- #5, Ronald B. Strong
- #6, Paul Johnson
- #7, Patrick Marshall
- #8, Thompson B. Webster
- #9, David Clark
- #10, David Araneo
- #11, Milt Hamilton
- #12, Paul B. Wright
- #13, George A. Hulbert, Jr.
- #14, Peter Nardone
- #15, Patrick Baker
- #16, Alex A. Filias
- #17, Timothy Ford
- #18, Lewis A. Vlahos
- #19, J. A. Ginn III
- #20, Theodore L. Norton
- #21, Manuel O. Gaipo

Food Service Permits: Dr. Driscoll entertained a motion for the Board to sign food service permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

- #9, Village Restaurant of Essex, Inc.
- #10, The Essex Conference Center, 1 Conomo Point Rd.
- #11, Fenisha Corporation dba Schooners Market, 121 Eastern Ave.
- #12, BN Farm, Inc. dba The Farm, 233 Western Ave.
- #13, Hog Island, dba CK Pearl, 112 Main St.
- #14, Greenbow Corporation, dba Shea's Riverside Restaurant, 122 Main St.
- #15, Maia, LLC, dba Dunkin' Donuts, 125 Main St.
- #16, Essex Elementary School, 12 Story St.
- #17, Essex Seafood, 143R Eastern Ave.
- #18, Chebacco Liquor Mart. 201 Western Ave.
- #19, Windward Grill LLC, dba Windward Grill Restaurant, 109 Eastern Ave.
- #20, First Universalist Church of Essex, 57 Main St.

Catering Permits: Dr. Driscoll entertained a motion for the Board to sign catering permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

- #3, BN Farm, LLC Catering, 233 Western Avenue

Camp, Cabins, Motels or Trailer Coach Parks Permits: Dr. Driscoll entertained a motion for the Board to sign camp, cabins, motels or trailer coach parks permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

#1, Weezies Dylan LLD, dba Essex River House Motel, 132 Main St.

#2, The Essex Conference Center, One Conomo Point Rd.

Hot Tub Permit: Dr. Driscoll entertained a motion for the Board to sign hot tub permit as listed below. Ms. Papps so moved. **Vote: All in Favor.**

#1, The Essex Conference Center, One Conomo Point Rd.

Retail Food Permits: Dr. Driscoll entertained a motion for the Board to sign retail food permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

#6, Fenisha Corporation, dba Schooners Market, 121 Eastern Ave.

#7, Maia LLC, dba Dunkin' Donuts, 125 Main St.

#8, WE LLC, White Elephant Shop, 32 Main St.

#9, Essex Seafood, 143 R Eastern Ave.

#10, Chebacco Liquor Mart, 201 Western Ave.

#11, Capt. Vince Inc. Lobster, 57 Western Ave.

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

#3, Fenisha Corporation, dba Schooners Market, 121 Eastern Ave.

#4, Woodman's Inc., dba Woodman's Ice Cream Shop, 119 Main St.

#5, BN Farm, Inc., dba The Farm, 233 Western Ave.

#6, Maia LLC, dba Dunkin' Donuts, 125 Main St.

#7, Essex Seafood, 143 R Eastern Ave.

#8, Chebacco Liquor Mart, 201 Western Ave.

Keeping of Stable Animals Permits: Dr. Driscoll entertained a motion for the Board to sign keeping of stable animals permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

#10, Ellen L. Attridge, 8 Dodge St.

#11, Richard A. Stevens, 8 Deer Hill Farm Rd.

#12, Michael A. Keough, 106 Choate St.

#13, Marlene Putman, 1 Kings Ct.

#14, John Kusulas, 105 Southern Ave.

#15, Margo Kusulas, 2 Andrews St.

#16, David M. Driscoll, 145 Western Ave.

#17, Jayne C. Ginn, 22 John Wise Ave.

Septage & Offal Hauler Permits: Dr. Driscoll entertained a motion for the Board to sign septage and offal hauler permits as listed below. Ms. Papps so moved. **Vote: All in Favor.**

#1, Tracy Adams

#2, Thompson B. Webster

#3, Jane & John DiVincenzo

#4, David Clark

#5, George A. Hulbert, Jr.

#6, Brad Robertson.

Tobacco Permit: Dr. Driscoll entertained a motion for the Board to sign tobacco permits as listed below.  
Ms. Papps so moved. **Vote: All in Favor.**  
#2, Bhavika J. Patel, Schooner's Market  
#3, Pasquale & Christine A. Marano, Essex Wine & Spirits  
#4, John D. Chisholm, Chebacco Liquor Mart

Dr. Driscoll closed the meeting at 8:00 pm

**Next BOH meeting: 1-14-16**

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

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