

BOARD OF HEALTH

MINUTES

1-14-16

Temporary Town Hall, 74 Martin Street, Essex, MA

Dr. Driscoll, Chair and Medical Director, Ms. Mazzarino, Clerk, and Ms. Papps, Member, present.
Ms. Kirchner, Health Agent, and Ms. White, Administrative Clerk, present.

7:04 pm, Dr. Driscoll, opened the meeting and announced that the meeting was being recorded.

- **Appointments**

7:00 pm, Joyce Redford, Tobacco Regulations, in attendance. Ms. Redford briefly reviewed the Town of Essex tobacco regulations, noted changes in other cities tobacco regulations, and presented the Board with samples of the products, including cigarettes, which are available for sale, marketed specifically to youth and young adults.

7:30 pm, Dan Johnson, 69R Wood Drive, in attendance. Mr. Johnson presented to the Board, the septic design plan for this property. See below, septic plan reviews.

- **Minutes**

November 19, 2015: Ms. Mazzarino made a motion for the Board to approve the minutes for 11-19-15, as written. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

December 17, 2015: Ms. Papps made a motion for the Board to approve the minutes for 12-17-15, as written. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Minutes are available for review in the BOH office or online.

- **Bills Payable**

#519, \$213.60: Dr. Driscoll entertained a motion for the Board to sign bills payable #519, in the amount of \$213.60. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Inspection Reports**

36 Island Road, Richardson, Map 101, Lot 1: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Richardson, stating that the Board is in agreement with the determination of Inspector Dean Luscomb, that the system passed the 12-28-15 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**

5 Cogswell Road, Appletofft, Map 110, Lot 28: Dr. Driscoll entertained a motion for the board to sign and send a letter to Appletofft, stating that the Board approved the septic design plan, dated December 22, 3015, for this property. However, the property owner is required to place a notice on the deed signifying the presence of a tight tank and restricting the allowed number of bedrooms to two. Ms. Mazzarino so moved. **Vote: All in Favor.**

69R Wood Drive, Spears, Map 157, Lot 19: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner sign and send a letter to Spears, stating that the Board approved the subject septic plan, designed by Daniel B. Johnson, with a design date of November 27, 2015. Also approved at this meeting were two requested variances:

1. To reduce the offset from the proposed leaching field to the existing well (310 CMR 15.211) from 100 feet to 60 feet for 69R Wood Drive and 100 feet to 63 feet for 71 Wood Drive,
2. To reduce the offset from the proposed septic tank with pump chamber and Waterloo Biofilter tank from 50 feet to 43 feet and 46 feet respectively (310 CMR 15.211).

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

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

- **Building Permit Applications**

153 Conomo Point Road, Town of Essex: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the demolition permit application for this property as the proposed demolition meets all state and local requirements. Ms. Mazzarino so moved. **Vote: All in Favor.**

67R Pond St., Mazzini: Dr. Driscoll entertained a motion for the board to have Ms. Kirchner endorse the building permit application for this property for a renovation of the basement to include a play room, with the stipulation that a notice be recorded on the deed restricting this property to no more than four bedrooms, under the current septic system, prior to the final Certificate of Occupancy being issued. 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 Board Issues**

Fiscal Year 2017 Budget: Review and Discussion. Dr. Driscoll entertained a motion for the Board to approve the fiscal year 2017 budget as written. Ms. Mazzarino so moved. **Vote: All in Favor.**

2016 Vaccine Administration Agreement: Dr. Driscoll has read and approved this agreement.

Changes to Tobacco Regulations: Discussion will be ongoing.

2016 Permit Renewals

Dr. Driscoll entertained a motion for the Board to approve Keeping of Stable Animals, Permit #18, Michele Meyer, 11 Choate St., Septage & Offal Hauler Permit #7, Paul L. Ricker Camp, H/Motel, B & B Permit #3, The Essex Meeting and Retreat Center, LLC, 1 Conomo Pt. Rd. and Hot Tub Permit #2, The Essex Meeting and Retreat Center, LLC, 1 Conomo Pt. Rd. Ms. Mazzarino so moved. **Vote: All in Favor.**

Dr. Driscoll entertained a motion for the board to approve Disposal Works Installer's Permits as listed below. Ms. Mazzarino so moved. **Vote: All in Favor.**

#22, Peter J. Macaro

#23, Robert J. Perry

#24, John Duncan

#25, Paul Wilkinson

#26, Philip Stenersen.

Dr. Driscoll entertained a motion for the Board to approve Food Service Establishments, as listed below. Ms. Papps so moved. **Vote: All in Favor.**

#21, DVR Corporation, dba Cape Ann Pizza, 65 Eastern Ave.

#22, The Essex Village Market Co., dba Village Market, 1 Martin St.

#23, The Smokehouse Fish Market, LLC, dba The Inlet Café, 121 Eastern Ave.

#24, First Congregational Church of Essex, 39 Main St.

#25, Council on Aging, 17 Pickering St.

#26, Essex Pizza & Restaurant, 235 Western Ave.

#27, The Essex Meeting and Retreat Center, LLC, 1 Conomo Pt. Rd.

Dr. Driscoll entertained a motion for the Board to approve Milk Permit #9, The Essex Village Market, dba Village Market, 1 Martin St. Ms. Papps so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 8:17 pm.

Next BOH meeting: 1-28-16

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino, Board of Health Clerk