

# BOARD OF HEALTH

# MINUTES

6-9-16

Temporary Town Hall, 74 Martin Street, Essex, MA

Dr. Driscoll, Chair and Medical Director, and Ms. Papps, Clerk, present. Ms. Price, Member, not present. Ms. Kirchner, Health Agent, and Ms. White, Administrative Clerk, present.

7:12 pm, Dr. Driscoll opened the meeting and announced that the meeting was being recorded.

- **Appointments**

None

- **Minutes**

May 31, 2016: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for May 31, 2016. Ms. Papps so moved. **Vote: All in Favor.**

***Minutes are available for review in the BOH office.***

- **Bills Payable**

#529, \$242.94: Dr. Driscoll entertained a motion for the Board to sign bills payable #529, in the amount of \$242.94. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

6 John Wise Lane, Lasman, Map 113, Lot 10: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Lasman, stating that the Board is in agreement with the determination of inspector Richard Clarke, that the septic system serving 6 John Wise Lane, passed the Title 5 inspection performed on May 1, 2016. Ms. Papps so moved. **Vote: All in Favor.**

***Inspection Reports are available for review in the Board of Health office.***

- **Septic System Design Plans**

85 Conomo Point Road, Beck, Map 110, Lot 59: Dr. Driscoll entertained a motion for the Board to disapprove the septic system design plan for Beck, 85 Conomo Point Road, for the reasons listed in the Administrator's 6-9-16 Report. The plan was designed by William Robertson and has a design date of 3-7-16. 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**

BN Realty LLC (dba The Farm Bar and Grille), 233 Western Avenue, Map 144, Lot 45: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for final sign off for the Farm Bar and Grille, 233 Western Avenue. Ms. Papps so moved. **Vote: All in Favor.**

32 Haskell Court, Mills, Map 137, Lot 25: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for Mills, 32 Haskell Court, to remove fencing/partition that are part of an existing barn and to then construct a new barn consisting of stalls and storage area. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Other Concerns, Issues & Old Business**

8 Sumac Drive, septic installation, 2 week extension request: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Erhard, 8 Sumac Drive, Map 110, Lot 5, granting his requested two week extension, from 6-15-16 to 6-30-16, to complete the installation of the septic system. The property owner is required to file the deed notification for an IA system with the Salem Registry of Deeds and obtain a contract for the required maintenance with a certified I/A system inspector. Ms. Papps so moved. **Vote: All in Favor.**

Fee Schedule Discussion: Under consideration by the Board, the fee schedule for the Farmers Market, Coordinator and Vendor Permits.

In regards to the Farmers Market, the Board discussed eliminating the coordinators permit application requirement in favor of accepting mobile food permit applications for each vendor. This would allow the vendors to participate in other events, at other locations, in Town. For other events when a coordinator is in charge of gathering permit applications and supporting documentation from the vendors, ie: a one day event, vendors already permitted in town would not be charged. Their yearly applications, supporting documentation and inspections have already been done. Out of town vendors, however, will be charged the posted fee to review their permit application, to verify their information and to inspect. The BOH fee schedule for these events will be updated and submitted to the Board for a vote.

- **Permits**

TFE Permit #3, Ipswich Ale Brewery, Art in the Barn, 6-10-16: Dr. Driscoll entertained a motion for the Board to approve TFE Permit #3 for Ipswich Ale, Art in the Barn, 6-10-16. Ms. Papps so moved. **Vote: All in Favor.**

Food Establishment Permit #32, Riversbend, 35 Dodge Street: Dr. Driscoll entertained a motion for the Board to sign food establishment permit #32, Riversbend, 35 Dodge St., approved contingent upon a passing food inspection. Ms. Papps so moved. **Vote: All in Favor.**

Food Establishment Permit #33, Essex River Café, 35 Dodge Street: Dr. Driscoll entertained a motion for the Board to sign food establishment permit #33, Essex River Café, 35 Dodge St., approved contingent upon a passing food inspection. Ms. Papps so moved. **Vote: All in Favor.**

Camp Permit #4, Camp Dory, Centennial Grove Road: Dr. Driscoll entertained a motion for the Board to sign camp permit #4, Camp Dory, Centennial Grove Road. Ms. Papps so moved. **Vote: All in Favor.**

Camp Permit #5, Mass Audubon Essex Explorers, 82 Eastern Avenue: Dr. Driscoll entertained a motion for the Board to sign camp permit #5, Mass Audubon Essex Explorers, 82 Eastern Ave. Ms. Papps so moved. **Vote: All in Favor.**

*Essex Farmers Market:*

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

Retail Food Coordinator's Permit #14, Essex Farmers Market, Allison Taylor

Retail Food Permit #15, Stonewood Pastures, Nicholas Steenhaut

Retail Food Permit #16, Faith Ann's Unique Bread, Inc., Barbara Ensign

Retail Food Permit #17, The Angry Donut, Thomas Quill

Retail Food Permit #18, Pasta Guy, Jean Louis Faber  
Retail Food Permit #19, Appleton Farms, The Trustees  
Retail Food Permit #20, The Yellow Plum, Amsley Bruni  
Retail Food Permit #21, The Corner Butcher Shop, LLC, Melinda Hamel-Graziano  
Retail Food Permit #22, Cellar Door Ipswich, Bruce Flynn & Bea Tibeni  
Retail Food Permit #23, Seaview Farm, Ken Lane  
Retail Food Permit #24, Powell & Mahoney, Ltd., Mark Mahoney  
Retail Food Permit #25, Kettle Cove Spice, Judy Collins

Dr. Driscoll closed the meeting at 7:42 pm.      **Next BOH meeting: 6-23-16**

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

Attested by \_\_\_\_\_  
Allison Papps, Board of Health Clerk