

## BOARD OF HEALTH

## MINUTES

6-23-16

Temporary Town Hall, 74 Martin Street, Essex, MA

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

7:09 pm: Dr. Driscoll opened the meeting and announced that the meeting was being recorded. Ms. Price acted as Clerk in Ms. Papps absence.

- **Appointments**

7:15 pm: Mr. Lester, 83 Wood Drive, not in attendance for his scheduled BOH appointment. Discussion. Dr. Driscoll entertained a motion for Ms. Kirchner to sign and send a certified letter to Mr. Lester, 83 Wood Drive, stating that as per her 6-14-16 inspection, his property is considered to be non-compliant with agreed upon correction of housing code violations and that he must contract with N. S. Elder Services within 10 days of receipt of this letter to take the corrective measures as outlined in their 5-24-16 report. Ms. Price so moved. **Vote: All in Favor.**

- **Minutes**

June 9, 2016: carried over to next meeting.

- **Bills Payable**

#530, \$171.59: Dr. Driscoll entertained a motion for the Board to sign bills payable #530 in the amount of \$171.59. Ms. Price so moved. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

31R Hill Road, Dow, Map 155, Lot 13: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Dow, 31R Hill Road, stating that the Board is in agreement with the inspector's determination that this system passed the 5-25-16 Title 5 inspection. Ms. Price so moved. **Vote: All in Favor.**

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

- **Septic System Design Plans**

22-26 John Wise Avenue, Ginn, May 120, Lot 4: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Ginn, 22-26 John Wise Avenue, stating that the Board approved the 6-2-16 revision in relation to the property line change from the previously approved septic plan dated 3-3-16. Ms. Price so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

69R Wood Drive, Spears, Map 157, Lot 19: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for Spears, 69R Wood Drive to remodel the interior of the home. Ms. Price so moved. **Vote: All in Favor.**

70 Island Road, Ritchie, Map 101, Lot 10: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for Ritchie, 70 Island Road, to construct a 3 bedroom home with office. Ms. Price so moved. **Vote: All in Favor.**

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

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

Town of Essex Policy Review Sign Off: Hold sign off sheet for Ms. Papps, all others done.

Camp Menorah Water Testing Fee, Discussion: Dr. Driscoll entertained a motion for the Board to waive the weekly BOH water sampling fee for this year's seven week camp session, however, should any repeat testing be required, the \$25 water sampling fee would apply. Ms. Price so moved. **Vote: All in Favor.**

16 Coral Hill Road, Carnevale, Map 154, Lot 35, Discussion: The Board agreed to have Ms. Kirchner compose a letter, to be signed at the next BOH meeting, to Carnevale, 16 Coral Hill Road, compelling her to appear at the 8-11-16 BOH meeting, with the BOH and Town Counsel, to discuss the options available to her to achieve Title 5 compliance with the failed septic system serving her property.

Cedar Hill Farm B & B, 22 John Wise Avenue, Ginn, Map 120, Lot 4, Discussion: As per the Board, a letter regarding the unpermitted B & B at Cedar Hill Farm, 22 John Wise Avenue, should be put on the agenda for Board signature at the next BOH meeting.

- **Permits**

Camp Permit #7, ERBA, Main Street: carried over to next BOH meeting.

Dr. Driscoll entertained a motion for the Board to sign the permits listed below. Ms. Price so moved. **Vote: All in Favor.**

Food Establishment Permit #34, Essex Historical Society & Shipbuilding Museum

Camp Permit #6, Camp Menorah, Wood Drive

Food Establishment Permit #35, Camp Menorah, Wood Drive

Retail Food Permit #26, Camp Dory, Centennial Grove Road

Retail Food Permit #27, Salt Marsh Poultry, 94 John Wise Avenue

Retail Food Permit #28, Classic Cooks, Essex Farmers Market, Memorial Park

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

Dr. Driscoll closed the meeting at 7:46 pm.

**Next BOH meeting: 7-14-16**

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

Attested by \_\_\_\_\_  
Ruth Price, acting Board of Health Clerk