

BOARD OF HEALTH

MINUTES

7-14-16

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, Board of Health Administrator, and Ms. White, Administrative Clerk, present.

7:02 pm, Dr. Driscoll opened the meeting and announced that the meeting was being recorded.

- **Minutes**

June 9, 2016: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for 6-9-16. Ms. Papps so moved. **Vote: All in Favor.**

June 23, 2016: Tabled.

Minutes are available for review in the BOH office.

- **Bills Payable**

#531, \$1,385.81, FY 2016: Ms. Papps made a motion for the Board to sign bills payable #531, in the amount of \$1,385.81 (FY 2016). Dr. Driscoll seconded the motion. **Vote: All in Favor.**

#532, \$361.00, FY 2017: Ms. Papps made a motion for the Board to sign bills payable #532, in the amount of \$361.00 (FY 2017). Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

- **Inspection Reports**

1 Pine Ridge Road, Davidson, Map 146, Lot 9: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the owner stating that the Board is in agreement with the determination of Dean Luscomb, that the system serving this property passed the 6-25-16 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

47 Choate Street, Bona, Map 105. Lot 12: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the owner stating that the Board is in agreement with the determination of George Norris, that the system passed the 6-17-16 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

74 Martin Street, Tomaiolo, Map 135, Lot 21: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the owner stating that the Board is in agreement with the determination of John Duncan, that the system passed the 6-29-16 Title 5 inspection. However, due to the large amount of build-up in the septic tank, the Board recommends that the tank be pumped at least once per year. Ms. Papps so moved. **Vote: All in Favor.**

50 Lake Shore Drive, Stover Realty Trust, Map 155, Lot 5: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the owner stating that the Board is in agreement with the determination of Jonathan Granz, that the system passed the 6-20-16 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

182 Southern Avenue, Hoare, Map 151, Lot 4: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Hoare, 182 Southern Avenue, stating that the Board approved John Judd's septic design plan, dated 7-5-16, for the proposed dog kennel. Ms. Papps so moved.

Vote: All in Favor.

85 Conomo Point Road, Beck, Map 110, Lot 59: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Beck, 85 Conomo Point Road, stating that the Board disapproved William Robertson's septic design plan, dated 3-7-16, with a revision date of 6-7-16, for the reasons noted in the Administrator's Report. 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**

3 Evans Way, Oliver, Map 34, Lot 101: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for Oliver, 3 Evans Way, for a proposed swimming pool. Ms. Papps so moved. **Vote: All in Favor.**

182 Southern Avenue, Hoare, Map 151, Lot 4: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application for Hoare, 182 Southern Avenue, for a proposed 15 dog kennel. 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**

16 Coral Hill Road, Carnevale, Map 154, Lot 35, Letter: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Carneveale 16 Coral Hill Road, notifying her of a BOH hearing to be held on 8-11-16, at 7:15 pm, to discuss enforcement options for the failed septic system serving this property. Atty. Gregg Corbo, town counsel, is scheduled to be in attendance at the meeting. Ms. Papps so moved. **Vote: All in Favor.**

38 Wood Drive, Johnson, Map 154, Lot 10, Enforcement Letter: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Johnson, 38 Wood Drive, stating that the system serving this property has not been issued a COC, has not been maintained as required by the DEP approval letter for the Perc-Rite Drip Dispersal System and has no as-build design on file and outlining the steps that need to be completed to reach compliance. Ms. Papps so moved. **Vote: All in Favor.**

Town of Essex Policy Review Sign Off: Ms. Papps signed off on & returned the review sheet.

Adopt Food Code – 2013: Dr. Driscoll entertained a motion for the Board to adopt the 2013 Food Code as of tonight's meeting, with an effective date of 1-1-17. The Board signed and will send a letter to all food service establishments informing them of training sessions that will be conducted and available to them, free of charge. Ms. Papps so moved. **Vote: All in Favor.**

Ms. Kirchner, Leave Use Authorization: Dr. Driscoll entertained a motion for the Board to approve Ms. Kirchner's leave use, as written. Ms. Papps so moved. **Vote: All in Favor.**

- **Permits**

Camp Permit #7, Summer Sea Kayak Adventure Program, Main Street: Dr. Driscoll entertained a motion for the Board to sign camp permit #7, for Summer Sea Kayak Adventure Program.

Permit will be held pending BOH receipt of camp staff CORI's checks. Ms. Papps so moved.

Vote: All in Favor.

Food Establishment Permit #36, The Boathouse Grille, 234 John Wise Avenue: Ms. Papps made a motion for the Board to sign food establishment permit #36, for The Boathouse Grille. Permit will be held pending acceptable re-opening inspection. Dr. Driscoll so moved. **Vote: All in Favor.**

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

Dr. Driscoll closed the meeting at 7:51 pm.

Next BOH meeting: 7-28-16

Prepared by _____

Ann White

Attested by _____

Allison Papps, Board of Health Clerk