

T.O.H.P. Burnham Public Library, 30 Martin Street, Essex, MA

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

Dr. Driscoll opened the meeting at 7:05 pm, and announced that the meeting was not being recorded.

- **Appointments**

7:15 pm, Nick Ellis, 2 Rocky Hill Rd., Ramsey, Map 5, Lot 10, in attendance. Discussion with the Board regarding Ms. Ellis designed Ramsey septic system plans for 2 Rocky Hill Rd. See septic system design plans below.

- **Minutes**

November 20, 2014: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for 11-20-14. Ms. Papps so moved. **Vote: All in Favor.**

***Minutes are available for review in the BOH office or on line at [www.essexma.org](http://www.essexma.org).***

- **Bills Payable**

#498, \$1,727.26: Dr. Driscoll entertained a motion for the Board to sign pills payable #498, in the amount of \$1,727.26. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Inspection Report Reviews**

1 Laurel Lane, Drinkwater, Map 7, Lot 28: Dr. Driscoll entertained a motion for the Board to sign and hold the letter for Drinkwater, 1 Laurel Lane, Map 7, Lot 28, until the required corrections are made on this report. Upon receipt of revisions, the letter will be sent to the property owner stating that the Board is in agreement with the determination of inspector Jared Clark, that the system failed the 10-28-14 Title 5 inspection due to failure of the leach area. Ms. Mazzarino so moved. **Vote: All in Favor.**

1 Laurel Lane, repair garage, Drinkwater, Map 7, Lot 28: Dr. Driscoll entertained a motion for the Board to sign and send by certified mail, to Drinkwater, 1 Laurel Lane (repair garage), Map 7, Lot 28, stating that the Board is in agreement with the determination of inspector Jared Clark, that the system passed the 7-17-14 Title 5 inspection; however, due to heavy solids noted in the septic tank and distribution box, these components must be pumped within 30 days. Ms. Mazzarino so moved. **Vote: All in Favor.**

1 Laurel Lane, warehouse shop, Drinkwater, Map 7, Lot 28: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Drinkwater, 1 Laurel Lane (warehouse shop), Map 7, Lot 28, stating that the Board is in agreement with the determination of inspector Jared Clark, that the system passed the 10-28-14 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

***Title 5 reports are available for review in the Board of Health office.***

- **Septic Plan Reviews**

101 Conomo Point Road, Mayer, Map 19, Lot 102: Dr. Driscoll entertained a motion for the Board to retroactively disapproved, which Ms. Wozny had been given the authority on which to act, the revised tight tank design, dated 10-27-14 with a revision date of 11-24-14, to serve the Mayer property at 101 Conomo Point Road, Map 19, Lot 102. Ms. Mazzarino so moved. **Vote: All in Favor.**

101 Conomo Point Road, Mayer, Map 19, Lot 102: Dr. Driscoll entertained a motion for the Board to retroactively approved, which Ms. Wozny had been given the authority on which to act, the revised tight tank design, dated 10-27-14 with a final revision date of 12-4-14, to serve the Mayer property at 101 Conomo Point Road, Map 19, Lot 102. Ms. Mazzarino so moved. **Vote: All in Favor.**

2 Rocky Hill Rd, Ramsey, Map 5, Lot 10: Dr. Driscoll entertained a motion for the Board to disapprove the septic system design plan, dated 12-8-14, for Ramsey, 2 Rocky Hill Road, Map 5, Lot 10, for the seven reasons listed in the agent's report. Further, that Ms. Wozny has the Board's authorization to approve, then sign and send an approval letter to Ramsey, when the necessary corrections to the plan have been made. Finally, that Ms. White will sign and send a letter to Mr. Ellis for his bank, stating that the Board has given conditional approval of the design plan and is confident that Mr. Ellis is able to meet the requirements for approval of a septic system design for the property at 2 Rocky Hill Road. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

None submitted.

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

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

Coordinator's TFE Permit #51, Breakfast with Santa: Dr. Driscoll entertained a motion for the Board to retroactively approval TFE Permit #51, for Breakfast with Santa. Ms. Mazzarino so moved. **Vote: All in Favor.**

2015 BOH meeting schedule: Discussion, approval, copies given to the Board.

FY 2016 Budget: Discussion. Dr. Driscoll entertained a motion for the Board to approve the 2016 fiscal year budget, as written, with the possible exception of the additional cost of cell phones for the PHN and Health Agent, which had previously been paid for by the Coalition. Ms. Wozny will provide the final numbers to the Board at the next BOH meeting. Ms. Mazzarino so moved. **Vote: All in Favor.**

Underage Drinking and Other Drug Use Regional Grant Opportunity: Discussion on the MA Department of Public Health Bureau of Substance Abuse Services' Substance Abuse and Mental Health Services Administration grant which are available by application from regional clusters only. The grant will develop a strategic plan to implement policy, systems and environmental changes to counteract underage drinking and drugging. Gloucester, which has had this funding for the past 5 years, is able to take the lead on tasks needed to successfully apply, with a grant

writer, by the 1-9-15 due date. Dr. Driscoll entertained a motion for the Board to support the regional grant partnership. Ms. Mazzarino so moved. **Vote: All in Favor.**

Ms. Wozny, Personal Leave Time: Dr. Driscoll entertained a motion for the Board to approve Ms. Wozny's personal leave time, as written. Ms. Papps so moved. **Vote: All in Favor.**

Proposed Subdivision, Robbins Island: Informational, Board of Selectmen letter regarding Robbins Island Subdivision from Robbins Island Association, given to the Board of Health.

Inspection and Maintenance Letter, Shirley Decker-Lucke: Dr. Driscoll entertained a motion for the Board to sign and send a certified letter to Ms. Decker-Lucke, 21 Gregory Island Road, in reference to the Inspection and Maintenance report, dated 9-14-14, for the septic system serving the property, that the blower, noted as seized, must be repaired and the full inspection completed within 30 days, and a full inspection report submitted to the BOH office within 45 days, of receipt of this letter. Ms. Mazzarino so moved. **Vote: All in Favor.**

Amended Title 5 Letter, Pierre Erhard, 8 Sumac Drive, Map 19, Lot 17: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Erhard, 8 Sumac Drive, with an amended repair/replace date for the septic system serving this property as December 31, 2014 as required under MADEP final judgment order, rather than 8-29-16, as stated in the October 9, 2014 letter. Ms. Papps so moved. **Vote: All in Favor.**

Conomo Point Septic reminder letters: Dr. Driscoll entertained a motion for the Board to sign and send reminder letters to the eleven properties listed below that are not in compliance with the final judgment order of MADEP. Ms. Papps so moved. **Vote: All in Favor.**

1. Jean Appeltofft, 5 Cogswell Rd.
2. Jonathan & Cynthia Calder, 28 Cogswell Rd.
3. John & Patricia Amirault, 82 Conomo Pt. Rd.
4. Gary & Donna Beck, 85 Conomo Pt. Rd.
5. Jonathan & Cynthia Calder, 90 Conomo Pt. Rd.
6. Laura Collins, 6 Robbins Island Rd.
7. Michael & Sharon Tardie, 10 Robbins Isl. Rd.
8. Cottage Park Realty, Inc., 7 Sumac Dr.
9. Pierre Erhard, 8 Sumac Dr.
10. Dianna Doucette, 4 Town Farm Rd.
11. Daniel Mayer, 12 Town Farm Rd.

Dr. Driscoll entertained a motion for Ms. Papps to assist Clerk Mazzarino as co-clerk for the purpose of signing 2015 renewal permits. Ms. Mazzarino so moved. **Vote: All in Favor.**

#### ***2015 Permit Renewals***

Keeping of Stable Animals Permits: Ms. Mazzarino made a motion for the Board to approve keeping of stable animals permits as listed below. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

1. Mimori Ishikawa
2. M/M Charles M. Storey
3. Tamson Gardner
4. Clayton Brooks

5. Lorraine Hardy-Wyatt
6. Marlene Putman
7. John Donovan
8. Richard Stevens

Camp, H/Motel, B & B Permits: Ms. Papps made a motion for the Board to approve camp, h/motel, b & B permits as listed below. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

1. Weezie's Dylan LLC, Essex River House Motel
2. George Fuller House

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

1. Woodman's Inc, Catering
2. The Farm Bar & Grille Catering
3. Timothy S. Hopkins, Catering

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

1. Ralph Hobbs, Jr.
2. Paul Wilkinson
3. Manuel O. Gaipo
4. Paul Johnson
5. Ronald B. Strong
6. Patrick Baker
7. John Duncan
8. Patrick Marshall
9. Theodore L. Norton

Food Service Establishment Permit: Dr. Driscoll entertained a motion for the Board to approve food service establishment permits as listed below. Ms. Mazzarino so moved. **Vote: All in Favor.**

1. Essex Fortune Palace
2. Woodman's, Inc., Lobster Trap, Essex Room Hall
3. Woodman's, Inc., Lobster Pool
4. The Farm Bar & Grille
5. Greenbow Corporation, Shea's Riverside Restaurant & Bar
6. Blue Marlin Grill
7. First Congregational Church of Essex
8. Essex Senior Center
9. George Fuller House
10. Town Landing, Periwinkle's
11. Essex Elementary School

Milk and Cream Permits: Ms. Mazzarino made a motion for the Board to approve milk and cream permits as listed below. Ms. Papps seconded the motion. **Vote: All in Favor.**

1. Woodman's, Inc.
2. The Farm Bar & Grille

Septage Haulers: Dr. Driscoll entertained a motion for the Board to approve Septage Haulers permit #1 for Jane & John DiVincenzo. Ms. Papps so moved. **Vote: All in Favor.**

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**  
Dr. Driscoll entertained a motion for the Board to approve the permit renewals as listed below.  
Ms. Papps so moved. **Vote: All in Favor.**

Disposal Works Installer's Permit #10, Maria J. Dufour

Milk Permit #3, Fenisha Corpotation, Schooner's Market

Food Service Permit #12, Fenisha Corpotation, Schooner's Market

Food Service Permit #13, Village Restaurant of Essex, Inc.

Retail Food Service Permit #1, Fenisha Corpotation, Schooner's Market

Tobacco Permit #1, Fenisha Corpotation, Schooner's Market

Keeping of Stable Animals Permit #9, Dr. David Driscoll

Dr. Driscoll closed the meeting at 8:05 pm

**Next BOH meeting: 1-8-15**

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

Attested by \_\_\_\_\_  
Martha Mazzarino