

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

Dr. David Driscoll, Chair and Medical Director and Ms. Martha Mazzarino, Clerk, present. Ms. Allison Roderick Papps, Member, not present, Ms. Erin Kirchner, Administrator, and Ms. Ann White, Administrative Clerk, present.

7:10 pm: Dr. Driscoll opened the meeting and announced that the meeting was being recorded.

- **Appointments**

Attorney Phillip Lake, for 14 & 16 Lufkin Point Lane, building permit applications, arrived at the meeting without a previously scheduled appointment. He asked that the Board give Ms. Kirchner authority to sign off on the building permit applications for 14 & 16 Lufkin Point Lane, once she had received, reviewed & approved the building plans, and received the required proof of cistern recording, for each property, from the Southern Essex Registry of Deeds. Discussion. Dr. Driscoll made said motion and Ms. Mazzarino so moved. **Vote: All in Favor.**

- **Minutes**

August 13, 2015: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for 8-13-15. Ms. Mazzarino so moved. **Vote: All in Favor.**

Minutes are available for review in the BOH office or on line at www.essexma.org

- **Bills Payable**

#512, \$308.23: Dr. Driscoll entertained a motion for the Board to sign bills payable #512, in the amount of \$308.23. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Inspection Reports**

97 Apple Street, Mewkill, Map 148, Lot 7 (well water results): Dr. Driscoll entertained a motion for the Board to sign and send a letter to Mewkill, 97 Apple Street, stating that the well water analysis report has been received and the well water at this property is below the MCL limits outlines in Title 5 regulations for total coliform, ammonia nitrogen and nitrate nitrogen. This report verifies that the septic system may be classified as passed. Ms. Mazzarino so moved. **Vote: All in Favor.**

52 Belcher Street, Fraga, Map 119, Lot 2: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Fraga, 52 Belcher Street, stating that the Board is in agreement with the determination of inspector, Ron Jenkins, that the results of this Title 5 inspection are: failing to protect the public health. Ms. Mazzarino so moved. **Vote: All in Favor.**

15 Middle Road, Cuthbertson Trust, Map 108, Lot 56: A letter from the Trustee, Susan C. Abis, dated 8-18-15, was received by the Board, requesting clarification of DEP requirements/definition of a bedroom, as it pertains to 15 Middle Road. Dr. Driscoll entertained a motion the Board to sign and send a letter to Cuthbertson Trust, reiterating that this property has four bedrooms under Title 5 definitions. Ms. Mazzarino so moved. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

28 Cogswell Road, Calder, Map 110, Lot 20: Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner sign and, on receipt of the outstanding \$75 review fee, send a letter of septic tank replacement plan approval to Calder, for 28 Cogswell Road. Ms. Mazzarino so moved. **Vote: All in Favor.**

79 Wood Drive, Miller, Map 157, Lot 11: Carry over to the next BOH meeting.

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

- **Building Permit Applications**

41 John Wise Avenue, Bode, Map 18, Lot 5: As no changes have been made since the previous 11-12-14 approval, Dr. Driscoll entertained a motion for the Board to have Ms. Kirchner endorse the building permit application renewal for Bode, 41 John Wise Avenue. Ms. Mazzarino so moved. **Vote: All in Favor.**

12 Lufkin Point Lane, Rock Haven Trusts I & II, Map 109, Lot 13: Dr. Driscoll made a motion for the Board to have Ms. Kirchner endorse the building permit application for Rock Haven Trusts I & II, 12 Lufkin Point Lane, as soon as the existence of the cistern is recorded at the Southern Essex Registry of Deeds and proof of such is received by the BOH office. 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**

TFE Permit #24, Herrmann's Royal Lipizzan Stallions, Cogswell Grant, Sept. 11-13, 2015: Dr. Driscoll entertained a motion for the Board to sign TFE Permit #24 for Cogswell Grant's, Herrmann's Royal Lipizzan Stallions, to be held September 11-13, 2015. Ms. Mazzarino so moved. **Vote: All in Favor.**

TFE Coordinator's Permit #25, Cape Ann Chamber of Commerce, Essex Clam Fest, 10-24-15: Dr. Driscoll entertained a motion for the Board to sign TFE Coordinator's Permit #25 for the Cape Ann Chamber of Commerce, Essex Clam Fest, to be held on 10-24-15, with a rain date of 10-25-15. Ms. Mazzarino so moved. **Vote: All in Favor.**

Food Inspector Agreement: Food Inspector Agreement draft reviewed and approved. Dr. Driscoll entertained that originals be sent to Ms. Cody, Food Inspector, for her endorsement. Ms. Mazzarino so moved. **Vote: All in Favor.**

18B Southern Avenue, Greene, Map 102, Lot 5 – 7: Update – We were waiting for a delivery of sodium sulfide in order to perform a lead determination on the paint samples E. Wozny collected during her housing inspection. As of this date, the sodium sulfide had not yet been received.

Dr. Driscoll closed the meeting at 7:52 pm

Next BOH meeting: 9-10-15

Prepared by _____
Ann White

Attested by _____
Martha Mazzarino