

Administrator's Report
Board of Health Meeting of May 11, 2023

Report covers from 04/11 – 05/08/2023

Items requiring Board vote are noted with an asterisk ()*

A. Inspection Report Reviews

None.

B. Septic Plan Reviews

(1) 26 John Wise Lane, Hines, Map 101, Lot 32*

I have reviewed the plan for the proposed tight tank at this location, designed by Robert Griffin and dated April 13, 2023. The plan is for a 5,000 gallon tight tank, and is revised from a previously approved plan which proposed a 2,500 gallon tight tank. The reason for the request is to accommodate less frequent pumping when the property has an approved water source and is utilized on a year-round, full time basis.

Recommendation: I recommend the Board of Health send a letter to the property owner stating the proposed holding tank plan designed by Robert Griffin and dated April 13, 2023, is approved. The tight tank is designed to serve a maximum of 2 bedrooms or 220 gallons per day. Prior to the issuance of a Disposal Works Construction Permit, the property owner shall submit to the Board of Health documentation that a disclosure outlining the details of the tight tank and bedroom count has been recorded at the Southern Essex District Registry of Deeds; and prior to the issuance of a Certificate of Compliance, the property owner shall submit to the Board of Health a valid contract with a licensed septage hauler. Upon installation of the tight tank, the design engineer shall submit to the Board of Health an as-built drawing showing all relevant features, including the alarm location, alarm float elevation, location and depth of the tight tank, as well as the correct soil weight for the buoyancy calculations to ensure uplift of the tank is prevented.

C. Private Wells

None.

D. Other Permit Applications and Requests

(1) 4 Belcher Street, Guide, Map 129, Lot 18-0-1-4

I spoke with the owner of this property regarding her request for an accessory apartment at this location. We have not yet found suitable soils to site a 'new construction' septic system, and the property owner is looking for alternative ways that she might be able to

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add an attached apartment and connect it to the existing system. We discussed possibly reducing the number of bedrooms in the main dwelling and submitting a septic tank connection plan. I conducted a room count in this dwelling to determine if this was a feasible option; the property owner will explore this proposal with her engineer and builder.

E. Septic Inspections and Other Field Work

(1) 4 Belcher Street, Guide, Map 129, Lot 18-0-1-4

I witnessed attempted soil testing for a new system proposed to serve an addition at this property. The soils were too wet and the soil testing will be rescheduled during a dryer time of year.

(2) 85 Wood Drive, Blanchard, Map 157, Lot 9

I observed the vacuum tests and leachfield installation for the new septic system serving the 2 dwellings on this property.

F. Complaints and Other Updates

(1) Evaluation of Probationary Period for Board of Health Administrative Clerk*

Administrative Clerk Jeffery Thomas started working in this position on January 4, 2023. Per the current AFSCME Union contract, a newly hired employee is required to complete a 120-day probationary period, after which time the appointing authority shall discuss whether to retain the employee in the position or discharge the employee. Jeff's probationary period ended on May 4, 2023. We initially had 2 discussions regarding work performance, as outlined in the AFSCME contract; however, Personnel Officer Zubricki pointed out that the documented check-in discussions are generally required if the probationary employee requires feedback on work performance. In this case, we had documented discussions on January 19 and February 9, 2023. Both conversations were positive, and in the last 3 months there has not been a demonstrated need for corrective action or additional training.

Recommendation: Discussion, and vote on whether to retain Jeffery Thomas in the positive of Board of Health Administrative Clerk.

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(2) Private Trash Hauler Regulation*

We have updated the template provided by MA DEP with Essex-specific details, including effective date, time restrictions, and fee schedule. These edits have been sent to Counsel and DPW for their review.

Recommendation: Discussion, and possible edits, of this draft in anticipation of a public hearing to adopt this new local regulation.

(3) 5 Cogswell Road, Appeltofft, Map 110, Lot 28*

The property owner has provided us with certification from a licensed plumber stating the cistern has been disconnected from all interior plumbing, and he is now in compliance with our requirements.

Recommendation: I recommend the Board of Health send a letter to the property owner acknowledging the unpermitted cistern has been disconnected, as well as a reminder that the cistern may not be re-connected in the future unless or until full compliance with the Essex Cistern Regulation is achieved – including approval by the Board of Health.

(4) Woodmans of Essex, 119 Main Street, Map 136, Lot 133

We received a complaint that 8 individuals who ate at this establishment suffered from a foodborne illness approximately 12 hours after their meal. This includes one individual who sought medical attention. After speaking with the complainant as well as a representative from the establishment, this matter was referred to our food inspector and to the public health nurse in the community where the complainant resides.

Recommendation: None at this time.

(5) 92 Southern Avenue, Deus, Map 140, Lot 54-1-2

We are continuing to work with Town Counsel on how best to proceed with enforcement at this property. The owner has reported that he has changed the locks and is working on cleaning up the trash on the exterior of the premises. In addition, a licensed electrician called to enquire about obtaining a permit for repairs; he and the owner were encouraged to meet with the Building Inspector to discuss the violations and the Order to Correct.

Recommendation: None at this time.