

**Administrator's Report**  
**Board of Health Meeting of September 25, 2014**  
*Report covers from Sept. 11 to Sept. 24*  
*Items requiring Board vote are noted with an asterisk (\*)*

**A. Inspection Report Reviews**

None

**B. Soil Evaluations / Waiver Explorations**

None

**C. Septic System Design Plan Reviews**

(1) 7 Sumac Drive, Cottage Park Realty, Map 19, Lot 20 \*

I reviewed this revised septic plan. All required changes have been made. Required certifications under II 18 of MA DEP *Standard Conditions for Alternative Soil Absorption Systems* as well as II.20 of MA DEP *Standard Conditions for Secondary Treatment Units Approved for Remedial Use* still must be submitted; however the designer stated that the owner will submit at this meeting.

This plan also requires a local upgrade approval to allow tank inverts within 12" of the estimated seasonal high water table & a variance to allow the soil absorption area within 100' of a private well (actual proposed distance of 92').

*Recommendation: I recommend that this plan, dated 7-26-14 with a revision date of 9-22-14, approved after granting of the LUA & variance.*

(2) 80 Pond St., Stavros, Map 5, Lot 4 \*

I reviewed the revised plan submitted for this property. All required changes have been made.

*Recommendation: I recommend approval of this plan, dated 8-28-14, with a revision date of 9-22-14.*

**D. Septic System Installations**

- (1) I performed system installation inspections at 37 Wood Drive, 40 Robbins Island Rd & 130 Rocky Hill Rd.

*Recommendation: None. Informational only.*

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**E. Building Permit Applications & Occupancy Permits**

(1) 6 Robbins Island Rd., Collins, Map 19, Lot 59\*

The contractor for this permit came in with a request for the demolition portion of the previously approved construction permit. His request was to have this approved prior to this meeting, so that he could pull the permit this week. Upon email correspondence with the Board and receipt of all required information, I signed off the permit.

*Recommendation: Retroactive approval of this permit, **dated 8-28-14.***

(2) 103 Conomo Point Rd., Town of Essex, Map 19, Lot 98\*

This is a demo permit application for a Conomo Point property. All required inspections have been complied with. In order to allow the permit to be issued this week, rather than waiting another week, I signed off on the application, with email approval from the Board.

*Recommendation: Retroactive approval of this permit, **dated 5-13-14.***

(3) 138 Conomo Point Rd., Town of Essex, Map 24, Lot 37\*

This is a demo permit application for a Conomo Point property. All required inspections have been complied with. In order to allow the permit to be issued this week, rather than waiting another week, I signed off on the application, with email approval from the Board.

*Recommendation: Retroactive approval of this permit, **dated 5-13-14.***

**F. Well Water Supply Certificates**

None

**G. Meetings Attended (for information only)**

(1) Health & Ed

I attended our monthly meeting. We discussed the upcoming presentation by Dr. DeMaria on Emerging Infections at both Beverly Hospital Grand Rounds & Manchester Essex HS Auditorium on Nov. 5 and upcoming flu clinics

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(2) CAEPT, Cape Ann Emergency Planning Team

I attended this bi monthly meeting. Sub committees gave updates

(3) NCCAEPT North Shore/Cape Ann Emergency Planning Team

I attended this bi monthly meeting. We discussed upcoming funding and deliverables. Also fluoridation and the upcoming flu season. Michael Flanagan from the Dept. of Labor Standards Workplace Safety & Health program gave a brief presentation. This was the last meeting for our DPH Liaison and Karin Carrol, the group coordinator. Both are moving on to new positions.

(4) Dept. Head Meeting

I attended the quarterly Town Hall Dept. Head meeting. Dept heads gave updates on their departments. Brendhan gave an update on Town Hall Renovations.

**H. Complaints**

None

**I. Hazards Abated Via Enforcement Orders**

None

**J. Other Issues**

None

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

(1) Apple St. Farm

I reviewed the menu for Apple St Farm Essex Harvest Dinner. At this point is is not a final menu. I did ask for confirmation that the goat cheese would be pasteurized and for confirmation on the source of mushrooms to be served, along with a final menu that included the allergy warning & consumer advisory.

*Recommendation: None at this time.*