

BOARD OF HEALTH

MINUTES

1-11-18

Town Hall, 30 Martin Street, Essex, MA

Dr. Driscoll, Chair / Medical Director and Ms. Papps, Clerk, present. Dr. Mouchantaf, Member, not present. Ms. Kirchner, Health Agent, and Ms. White, Administrative Clerk, present.

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

- **Minutes**

November 9, 2017: Ms. Papps made a motion for the Board to approve the minutes for November 9, 2017, as written. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

December 14, 2017: Tabled

Minutes are available for review in the Board of Health office

- **Bills Payable**

#561, \$524.54: Ms. Papps made a motion for the Board to sign bills payable #561 in the amount of \$524.54. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

- **Other Concerns, Issues & BOH Business**

Condemnation hearing: 66 Main Street, Map 128, Lot 152: Tabled

Dr. Driscoll entertained a motion for the Board to sign and send Tobacco Regulation Violations letters to the following vendors, notifying them in writing, of the violations found during recent tobacco compliance inspections: Energy North Group, Fenisha Corporation (Schooners), Chebacco Liquor Mart. Ms. Papps so moved. **Vote: All in Favor.**

Dr. Driscoll entertained a motion for the Board to endorse the Electronic Death Registration Designation Forms for Dawn Burnham, interim Town Clerk, and the new Town Clerk when appointed. Ms. Papps so moved. **Vote: All in Favor.**

2017 Annual Report: Tabled

Dr. Driscoll entertained a motion for the Board to approve the FY 2019 Budget as outlined by Ms. Kirchner. Ms. Papps so moved. **Vote: All in Favor.**

Dr. Driscoll entertained a motion for the Board to increase Food Inspector Roberta Cody's hourly wage by \$2.00 effective January 1, 2018. Ms. Papps so moved. **Vote: All in Favor.**

Dr. Driscoll entertained a motion for the Board to approve the Leave Use Authorization for Erin Kirchner as submitted. Ms. Papps so moved. **Vote: All in Favor.**

- **Permits**

Ms. Papps made a motion for the Board to sign the 2018 Permit Renewals, as listed below, with Dr. Driscoll acting as assistant clerk for signing purposes. Dr. Driscoll seconded the motion.

Vote: All in Favor.

Keeping of Stable Animals Permits:

- #7, Ron & Robin Pydynkowski, 8 Forest Avenue
- #8, Tamson Gardner, 8 Island Road
- #9, Michael & Jayne Ginn, 22 John Wise Avenue
- #10, Andrew Spinney, 54 Lufkin Street
- #11, Minori Ishikawa, 198 Southern Avenue
- #12, Maria Benotti, Noah & Peter Kellerman, 94 John Wise Avenue
- #13, Lorraine Hardy-Wyatt, 50 John Wise Avenue
- #14, Margo Kusulas, 2 Andrews Street
- #15, John & Leslie Kusulas, 105 Southern Avenue
- #16, Michele Meyer, 11 Choate Street
- #17, Michael Keough, 106 Choate Street

Disposal Works Installers Permits:

- #23, Peter Nardone
- #24, Robert Perry
- #25, Richard Cooper
- #26, Peter Macaro
- #27, Lawrence Kelley

Food Establishment Permits:

- #33, Windward Grill LLC, 109 Eastern Avenue

Septage Hauler Permits:

- #7, Brad Robertson
- #8, Ann Ricker

Hot Tub:

- #1, Essex Meeting & Retreat Center LLC, Essex Woods, 1 Conomo Point Road

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

Dr. Driscoll closed the meeting at 7:32 pm.

Next BOH meeting: 1-25-18

Prepared by _____
Ann White

Attested by _____