

Town Hall, 30 Martin Street, Essex, MA

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

Dr. Driscoll opened the meeting at 7:06 pm and announced that the meeting was being recorded.

- **Appointments**

7:15 pm, 139 Eastern Avenue, Map 137, Lot 16, Condemnation Hearing: Dr. Driscoll entertained a motion for the Board to sign and send a letter to all interested parties, including the occupant, the executor and the lender, that the basement apartment at this address has been declared unfit for human habitation and is condemned. Ms. Roderick so moved. **Vote: All in Favor.**

- **Minutes**

Dr. Driscoll entertained a motion for the Board to approve the minutes for the following dates: September 27, 2018 (amended minutes) and December 13, 2018. Ms. Roderick so moved. **Vote: All in Favor.**

November 8, 2018, previously approved minutes were signed.

January 10, 2019: Tabled

***Minutes are available for review at [www.essexma.org](http://www.essexma.org) website.***

- **Bills Payable**

Bills Payable #587, \$100.10: Dr. Driscoll entertained a motion for the Board to sign bills payable #587, in the amount of \$100.10. Ms. Roderick so moved. **Vote: All in Favor.**

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

- **Cistern**

46 Robbins Island Road, Ryan, Map 108, Lot 14: Tabled.

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

2018 Annual Report: Reviewed. Dr. Driscoll entertained a motion for the Board to approve the 2018 Annual Board of Health Report. Ms. Roderick so moved. **Vote: All in Favor.**

Tower Grant MOU: Reviewed and approved forwarding document to the Board of Selectman's attention.

2018 Year End Campaign Finance Report: Dr. Driscoll signed.

Dr. Driscoll entertained a motion for the Board to approve Ms. Kirchner's Leave Use Notification, as written. Ms. Roderick so moved. **Vote: All in Favor.**

7 Forest Avenue, Collins, Map 140, Lot 45, Septic: Tabled.

**Dr. Driscoll closed the meeting at 7:35 pm.**

**Next BOH meeting: 2-13-19**

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

Attested by: \_\_\_\_\_  
Allison Roderick