

BOARD OF HEALTH

MINUTES

2-28-19

Town Hall, 30 Martin Street, Essex, MA

Dr. Driscoll, Chair / Medical Director, Ms. Roderick, Clerk, and Dr. Mouchantaf, Member, present. Ms. Kirchner, Health Agent, and Ann White, Administrative Assistant, present.

Dr. Driscoll opened the meeting at 7:07 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 this property has been declared unfit for human habitation and is condemned. Ms. Roderick so moved. **Vote: All in Favor.**

- **Minutes**

January 10, 2019: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for January 10, 2019. Ms. Roderick so moved. **Vote: All in Favor.**

January 24, 2019: Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for January 24, 2019. Ms. Roderick so moved. **Vote: All in Favor.**

Minutes are available for review at www.essexma.org website.

- **Bills Payable**

Bills Payable #589, \$461.19: Dr. Driscoll entertained a motion for the Board to sign bills payable #589, in the amount of \$461.19. Ms. Roderick so moved. **Vote: All in Favor.**

Bills Payable #590, \$120.00: Dr. Driscoll entertained a motion for the Board to sign bills payable #590, in the amount of \$120.00. 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 Cistern, Ryan, Map 108, Lot 14: Dr. Driscoll entertained a motion for the Board to retroactively approve the cistern plan for this property to allow for year-round water service. The plan was designed by John Judd, and dated November 15, 2018, with a revision date of January 31, 2019. Ms. Roderick so moved. **Vote: All in Favor.**

Cistern design plans are available for review in the Board of Health office.

- **Title 5 Inspection Reports**

28 Apple Street, Bernhard, Map 142, Lot 7: Dr. Driscoll entertained a motion for the Board to sign and send a letter to the owner of the property, stating that the Board is in agreement with the determination of inspector, Dan Johnson, that the septic system passed the official Title 5 inspection conducted on January 8, 2019. Ms. Roderick so moved. **Vote: All in Favor.**

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

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

Ms. Roderick made a motion for the Board to sign the permits as listed below:

Septage Hauler Permit #11, Wind River Environmental, Marlborough, MA

Disposal Works Installers Permit #24, Peter Macaro, Hamilton, MA

Disposal Works Installers Permit #25, Ryan Spears, Beverly, MA

Disposal Works Installers Permit #26, Chad Ketchopulos, Gloucester, MA

Food Establishment Permit #38, Kat's East End Café Catering, 121 Eastern Ave.

Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

Board of Health Administrator Job Description Amendment: The Board agreed to amend the BOH Administrator's job description to include the following statement; "Serves as the Town's OSHA Coordinator, if so assigned".

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

Next BOH meeting: 3-14-19

Prepared by: _____
Ann White

Attested by: _____
Allison Roderick