

BOARD OF HEALTH

MINUTES

6-16-22

3rd floor Auditorium, Town Hall, 30 Martin Street, Essex, MA

Ms. Sally Ann Rich, Clerk, and Dr. Fares Mouchantaf, Member present. Danielle Larrabee, Board of Health Intern and Acting Administrative Clerk, also present. Dr. David Driscoll, Chair, and Ms. Erin Kirchner, Health Agent, not present.

Ms. Rich opened the meeting at 7:05 pm and announced that the meeting was being recorded.

- **Appointments**

7:15 pm, Carolyn Vendt, re: Board of Health Administrative Clerk, was interviewed by the Board.

7:45 pm, Michelle Muise, re: Board of Health Administrative Clerk, was interviewed by the Board. Post interview, Ms. Rich made a motion for the Board to recommend hiring Ms. Muise the Board of Health Administrative Clerk, pending review of her references. Dr. Mouchantaf so moved. **Vote: All in Favor.**

- **Minutes**

April 14, 2022: Tabled.

May 12, 2022: Tabled.

- **Bills Payable**

Ms. Rich entertained a motion for the Board to approve bills payable #692, in the amount of \$1,326.34. Dr. Mouchantaf so moved. **Vote: All in Favor.**

Ms. Rich entertained a motion for the Board to approve bills payable #693, in the amount of \$212.94. Dr. Mouchantaf so moved. **Vote: All in Favor.**

- **Title 5 Inspection Reports**

Ms. Rich entertained a motion for the Board to sign and send a letter to James Healy, 45 Lufkin Point Road, Map 109, Lot 7, stating that the Board is in agreement with the determination of inspector Jonathan Granz, that the system passed the official Title 5 inspection conducted on May 5, 2022. The system is designed for a maximum of 1 bedroom, or 110 gallons per day and is not designed to accommodate the use of a garbage grinder. Dr. Mouchantaf so moved.

Vote: All in Favor.

- **Septic Plan Reviews**

Ms. Rich entertained a motion for the Board to approve the septic plan for, 31 Gregory Island Road, Map 155, Lot 49. The 3 bedroom septic plan was designed by Dan Johnson, without accommodation for a garbage grinder, and has a final revision date of May 24, 2022. Dr. Mouchantaf so moved **Vote: All in Favor.**

- **Permits**

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

Disposal Works Installer's Permit #22, Dane Worden, Andover, MA

Mobile Food Permit #2, Cape Ann Sea Salt Company

Mobile Food Permit #3, Ribs Within RBB LLC

Seasonal Food Establishment Permit #33, Essex Historical Society and Shipbuilding Museum
Annual Food Establishment Permit #34, Craft Food Halls at Great Marsh Brewing
Disposal Works Installer's Permit #23, 166 Eastern Ave Essex, MA
Dr. Mouchantaf seconded the motion. **Vote: All in Favor.**

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

Ms. Rich entertained a motion for the Board to approve Ms. Kirchner's leave use authorization for the dates specified. Dr. Mouchantaf so moved. **Vote: All in Favor.**

Ms. Rich made a motion for the Board to discuss a draft of the 2022 Strategic Plan. Post discussion, Ms. Rich made a motion for the Board to invite the planning committee to the Board of Health meeting on July 14th. Dr. Mouchantaf seconded the motion. **Vote: All in Favor.**

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**
None

Ms. Rich adjourned the meeting at 7:52 pm

Next BOH meeting: 6-30-22

Prepared by:_____ Attested by:_____

Danielle Larrabee

Ms. Sally Ann Rich, Clerk

Date Signed:_____