

BOARD OF HEALTH

MINUTES

7-28-22

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

Dr. David Driscoll, Chair, Ms. Sally Ann Rich, Clerk, Ms. Erin Kirchner, Health Agent, and Ms. Michelle Muise, Administrative Clerk, present. Dr. Fares Mouchantaf, Member, not present.

Dr. Driscoll opened the meeting at 7:05 pm and announced that the meeting was being recorded.

- **Appointments**

- **Minutes**

Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for June 16, 2022. Ms. Rich so moved. **Vote: All in Favor.**

Dr. Driscoll entertained a motion for the Board to approve the minutes, as written, for June 30, 2022. Ms. Rich so moved. **Vote: All in Favor.**

July 14, 2022: Tabled

- **Bills Payable**

Dr. Driscoll entertained a motion for the Board to approve bills payable #696, in the amount of \$72.90. Ms. Rich so moved. **Vote: All in Favor.**

- **Title 5 Inspection Reports**

- **Septic Plan Reviews**

31 Apple Street, Frye, Map 142, Lot 14: Tabled

- **Well Water Report**

Dr. Driscoll entertained a motion for the Board to sign the Well Completion Report for 117R Eastern Ave, Map 137, Lot 29. The lab analysis indicates that the water sample obtained from this well has a sodium level above what is recommended in the state guideline; however it meets federal requirements for drinking water. Ms. Kirchner explained that Essex does not have a more stringent standard than the State for sodium in drinking water from private wells, and this well meets all state and federal requirements. Ms. Rich so moved. **Vote: All in Favor**

- **Permits**

Dr. Driscoll made a motion for the Board to sign the permit as listed below:
Food Establishment Permit, Mobile/Push Cart #4, Sacred Cod Food Truck
Ms. Rich seconded the motion. **Vote: All in Favor.**

Ms. Rich made a motion for the Board to sign the permits as listed below:
Tobacco Retailer's License Permit #4, Schooner's Market, 121 Eastern Ave
Retail Food Service Permit #16, Schooner's Market, 121 Eastern Ave
Dr. Driscoll seconded the motion. **Vote: All in Favor.**

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

Discussion: Amendment of the public health nurse revolving fund for amendment. Ms. Kirchner has reviewed the details of this revolving account and has determined that there is a need to increase the revenue limits and also to expand the allowable expenditures. Currently, this revolving account may only be utilized for paying nurses and purchasing supplies for our vaccine clinics. State protocols for covid vaccines allow EMTs and other medical personnel to assist at our vaccine clinics; there are also situations where we would need non-medical personnel assistance and police details, and currently these staffing needs are compensated out of our operating budget. As the revolving account is funded through insurance reimbursements, Ms. Kirchner has requested that we authorize an article for the Fall Town Meeting warrant to increase the revenue limit and expand the allowable expenditures for this budget line.

Dr. Driscoll entertained a motion to authorize a warrant article for the upcoming Fall Town Meeting. Ms. Rich seconded the motion. **Vote: All in Favor.**

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

Discussion: Ms. Rich requested that the Board of Health receive the Administrator's Report earlier than the day of the Board's meeting, with the reasoning that having materials in advance would give the Board more time to review agenda items. Ms. Kirchner explained that due to the Massachusetts Open Meeting Law, information may be added to the agenda up to 48 hours before the meeting and materials needed for the Administrator's Report may still be in progress after the agenda's deadline. Ms. Kirchner reported that she will follow up with the Town Administrator on requirements, and whether we could close the agenda earlier with the intentions of allowing the Administrator's report to be submitted in a timelier manner.

Dr. Driscoll adjourned the meeting at 7:28 pm

Next BOH meeting: 8-11-2022

Prepared by:_____ Attested by:_____

Michelle Muise

Ms. Sally Ann Rich

Date Signed:_____