

Town Hall, 30 Martin Street, Essex, MA

Ms. Roderick, Clerk, and Dr. Mouchantaf, Member, present. Dr. Driscoll, Chair / Medical Director, not present. Ms. Kirchner, Health Agent, and Ms. White, Administrative Assistant, present. Ms. Roderick acted as Chair for tonight's meeting. Dr. Mouchantaf acted as Assistant Clerk to help Ms. Roderick sign permit renewals.  
Ms. Roderick opened the meeting at 7:05 pm and announced that the meeting was being recorded.

- **Minutes**

September 27, 2018, sign amend minutes: Tabled

November (error, not October) 8, 2018, sign approved minutes: Tabled

December 13, 2018: Tabled

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

- **Bills Payable**

Bills Payable #584, \$374.08: Dr. Mouchantaf made a motion for the Board to sign bills payable #584 in the amount of \$374.08. Ms. Roderick seconded the motion. **Vote: All in Favor.**

Bills Payable #585, \$956.26: Dr. Mouchantaf made a motion for the Board to sign bills payable #585 in the amount of \$956.26. Ms. Roderick seconded the motion. **Vote: All in Favor.**

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

- **Title 5 Inspection Reports**

Ms. Roderick entertained a motion for the Board to sign and send letters to the owners of the properties listed below, stating that the Board is in agreement with the determination of their inspectors, that the septic systems passed their respective Title 5 inspections:

106 Choate Street, apartment/barn, Map 116, Lot 6

234 John Wise Avenue, Boat House Grille, Map 105, Lot 19

2 Hardys Lane, Casey & James, Map 101, Lot 14

5 Hardys Lane, Greenhead Essex Realty Trust, Map 101, Lot 19

7 Hardys Lane, Ronchetti, Map 101, Lot 18

8 Hardys Lane, Smith, Map 101, Lot 15

Dr. Mouchantaf so moved. **Vote: All in Favor.**

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

- **Septic Plan Reviews**

38 Robbins Island Road, Clark, Map 108, Lot 9: Ms. Roderick entertained a motion for the Board to approve the proposed tight tank plan for this property, designed by Dan Johnson and dated December 17, 2018. Prior to issuance of a Disposal Works Construction Permit, the property owner must record a notice at the Registry of Deeds disclosing the existence of the tight tank; and prior to construction, the installer must contact the designer to determine the depth to estimate seasonal high groundwater. Dr. Mouchantaf so moved. **Vote: All in Favor.**

46 Robbins Island Road, Ryan, Map 108, Lot 14: Ms. Roderick entertained a motion for the Board to approve the proposed tight tank plan for this property, designed by John Judd and dated November 27, 2018. The following variances were also approved: to reduce the 12' separation requirement between the tank invert and seasonal high water table; and to situate a holding tank within 5' of a foundation. Prior to issuance of a Disposal Works Construction Permit, the property owner must record a notice at the Registry of Deeds disclosing the existence of the tight tank. Dr. Mouchantaf so moved. **Vote: All in Favor.**

***Septic Plans are available for review in the Board of Health office.***

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

139 Eastern Avenue, Map 137, Lot 16, Condemnation: Discussion, tabled.

7 Forest Avenue, Map 140, Lot 45, Septic: Discussion, tabled.

124 Conomo Point Road, Mayer, Map 108, Lot 67: Ms. Roderick entertained a motion for the Board to have Ms. Kirchner sign and send a letter to Mr. Mayer granting his request for additional time to upgrade or repair the failed system serving his leased property at 124 Conomo Point Road. The Title 5 deadline of December 31, 2018 has been extended, with the stipulation that a new system be installed no later than April 15, 2019. Dr. Mouchantaf so moved. **Vote: All in Favor.**

2018 Year End Campaign Finance Report: signed by Ms. Roderick and Dr. Mouchantaf.

Dr. Mouchantaf made a motion for the Board to sign 2019 Permit renewals as listed below:

Keeping of Animals Permits

#16, David Wilson, 105 Southern Avenue

Food Service Establishment Permits

#35, Essex Historical Society & Shipbuilding Museum, 66 Main St.

#36, Essex Elementary School, 12 Story St.

#37, Essex Council on Aging, 17 Pickering St.

Retail Food Establishment Permits

#12, Lark Fine Foods, 8 Scots Way

Disposal Works Installer's Permits

#2, Richard Cooper, Rockport, MA

#20, Paul Wilkinson, Newbury, MA

#21, Michael Ketchopulos, Rockport, MA

#22, Alex Filias, Manchester, MA

Septage & Offal Hauler Permits

#10, Brad Robertson, All Seasons Septic

Ms. Roderick seconded the motion. **Vote: All in Favor.**

**Ms. Roderick closed the meeting at 7:34 pm.**

**Next BOH meeting: 1-24-19**

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

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