

BOARD OF HEALTH

MINUTES

10-27-16

Temporary Town Hall, 74 Martin Street, Essex, MA

Dr. Driscoll, Chair and Medical Director, Ms. Papps, Clerk, and Ms. Price, Member, present. Ms. Kirchner, Health Agent, not present. Ms. White, Administrative Clerk, present.

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

- **Minutes**

September 29, 2016: Ms. Price made a motion for the Board to approve the minutes, as written, for 9-29-16. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

October 13, 2016: Ms. Papps made a motion for the Board to approve the minutes, as written, for 10-13-16. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Minutes are available for review in the BOH office.

- **Bills Payable**

#540, \$293.78: Tabled, question on one of the items.

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

- **Inspection Report Reviews**

39 Middle Road, Averay, Map 108, Lot 21: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Avery, 39 Middle Road, stating that the Board is in agreement with the determination of inspector Jonathan Granz, that the system passed the 9-22-16 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

Inspection Reports are available for review in the Board of Health office.

- **Septic System Design Plans**

42 Robbins Island Road, Riggs, Map 108, Lot 11: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Riggs, 42 Robbins Island Road, stating that the Board disapproved the tight tank plan for this property, designed by Dan Johnson, and dated 10-3-16, for the reasons stated in the Agent's Report. In addition, the BOH records show this property as a 3 bedroom; if this is inaccurate, a walk-through bedroom count will have to be conducted prior to the issuance of an approval letter. Ms. Papps so moved. **Vote: All in Favor.**

44 Robbins Island Road, Winfrey, Map 108, Lot 12: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Winfrey, 44 Robbins Island Road, stating that the Board disapproved the tight tank plan for this property, designed by Dan Johnson, and dated 10-12-16, for the reasons stated in the Agent's Report. Ms. Papps so moved. **Vote: All in Favor.**

21R Apple Street, Bruce, Map 142, Lot 18: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Bruce, 21R Apple Street, stating that the Board approved the septic design for this property, designed by Isaac Rowe, and dated 7-12-16 with a final revision date of 10-25-16. A notice must be recorded at the Registry of Deeds disclosing the existence of this alternative treatment system, a copy of which, along with an operations and maintenance agreement, must be submitted to the BOH prior to issuance of a Disposal Works Construction Permit. Ms. Papps so moved. **Vote: All in Favor.**

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

- **Building Permit Applications**

21 Turtleback Road, Bixby, Map 147, Lot 10: Dr. Driscoll entertained a motion for the Board sign-off on Bixby's building permit application to finish the basement, including framing in the walls and ceiling, at 21 Turtleback Road. Ms. Papps so moved. **Vote: All in Favor.**

1 Old Manchester Road, Pedersen, Map 209, Lot 73: Dr. Driscoll entertained a motion for the Board to retroactively sign-off on Pedersen's building permit application to build a garage with no bathroom or habitable space, at 1 Old Manchester Road. Ms. Papps so moved. **Vote: All in Favor.**

30 Story Street, Sweet, Map 129, Lot 11: Dr. Driscoll entertained a motion for the Board to sign-off on Sweet's building permit application to construct a detached screen porch with no heat, electricity or plumbing, at 30 Story Street. Ms. Papps so moved. **Vote: All in Favor.**

20 Lowland Farm Road, Doyle, Map 141, Lot 4-2: Dr. Driscoll entertained a motion for the Board to sign-off on Doyle's building permit application to finish the basement, and to add an office and a bathroom, at 20 Lowland Farm Road. Ms. Papps so moved. **Vote: All in Favor.**

Building Permit Applications are available for review in the Building Inspector's office.

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

New Fee Schedule: With minor changes, Dr. Driscoll entertained a motion for the Board to approve the new fee schedule, revision 1, effective 10-27-16. Ms. Papps so moved. **Vote: All in Favor.**

16 Coral Hill Road, Carnevale, Map 154, Lot 35 Letter: Tabled to update letter.

Mike Roy, Essex Septic, pumping record letter: The Board discussed and agreed that Ms. Kirchner would send a letter to Mr. Roy, inviting him to meet with the Board at 7:15 pm, on Thursday, 11-17-16, in regards to timely pumping record submittals.

- **Permits**

Disposal Works Installers Permit #34, Mark Finn: Dr. Driscoll entertained a motion for the Board to sign disposal works installers permit #34 for Mark Finn. Ms. Papps so moved. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 7:45 pm.

Next BOH meeting: 11-17-16

Prepared by _____
Ann White

Attested by _____
Allison Papps, Board of Health Clerk