

Board of Health Minutes
Monday, March 9, 2020 5:30 PM
Meeting Room C, Town Hall
25 Green Street, Ipswich, MA

Call to Order: Susan Hubbard called the meeting to order at 5:35 PM.

Members attending: Susan C. Hubbard, Dr. Susan Boreri and Margaret McDermott were in attendance.

Others in attendance: Director of Public Health; Colleen Fermon, Health Inspector, John Morris, Health Administrative Assistant, Jennifer Brown, Daniel Johnson, R.S., Kelsey Liakos, Robyn Januszewski, Hugh L. Graham, P.E., Angelo and Kristin Ciardiello, Susan Walker, Roni Patel, Attorney John Mooradian, Esquire, Joyce Redford and Randy Suckney.

Citizens Queries: None.

Minutes: Dr. Susan Boreri made a motion to approve the February 3, 2020 minutes. Margaret McDermott seconded the motion. The motion passed unanimously.

Hearings:

5:36 – Northeast Massachusetts Mosquito Control District – Best Management Practice Plan

Kelsey Liakos and Robyn Januszewski of the Northeast Massachusetts Mosquito Control District presented. Historically, the control measures in Ipswich’s Best Management Practice Plan have included aerial salt marsh larviciding, catch basin treatments and adulticiding. Ms. Liakos and Ms. Januszewski reviewed these applications and provided explanations of each application for the Board.

Larviciding: Targeted preemptive control measures are the most cost effective, efficient, and environmentally friendly way to reduce mosquito populations. Larviciding is the application of an insecticide into shallow water to control mosquitoes in their aquatic stages and prevent emergence as adult mosquitoes. Prior to aerial salt marsh spraying being conducted, a notice is advertised in the Ipswich Chronicle.

Catch Basin Treatments: An insecticide is applied to a catch basin, storm water structure, etc. to control mosquitoes in their aquatic stages and prevent emergences as adult mosquitoes. Inspections are done upon request. A resident can contact the Public Health Office and provide information regarding their particular area of concern. NEMMC does a site visit to determine if there are natural or artificial mosquito breeding areas that can be treated.

Adulticiding: Adulticiding is the application of an insecticide to reduce adult mosquito populations. Adulticiding, or roadside spraying as it is commonly called, is accomplished by means of a pickup truck-mounted Ultra Low Volume (ULV) aerosol generator or sprayer. The ULV sprayer applies extremely low volumes of insecticides (Duet and Zenevex) to large areas.

In Ipswich for many years, Adulticiding (truck spraying) is not done on a routine basis. As directed by the Board of Health, adulticiding was done in response to the recommendations of NEMMC from June 1st to October and beyond if circumstances warrant and conditions allow, in accordance with the following criteria:

- Nuisance control: By Board of Health request for targeted or town wide Adulticide application due to a spike in salt marsh mosquito populations based on the District’s surveillance data and

with emphasis on public use areas such as ball parks, schools, cemeteries and residential areas if requested.

- Public Health: Specific to West Nile Virus, the District may recommend a target or town wide adulticide application based on the criteria established in the District's Vector Management Plan; spike in vector species, WNV isolation (s) in mosquitoes, a human case, one positive virus acknowledgment or positive activity along a bordering community. Additional trapping will also be activated.

The main difference in the 2020 Best Management Practice Plan from previous years is that it allows residents to request adulticiding on their property. The proposed language is, Science based selective adulticiding of specific areas will be provided as follows: By request of residents and/or the local Board of Health, not to exceed one day per week from June 1st to September 30th or as circumstances warrant and conditions allow. Virus intervention will be provided with recommendations from Northeast MA Mosquito Control of specific areas to be targeted.

The ability to request a pesticide exclusion may impact a neighbor who requests adulticiding since they must honor the pesticide exclusion request. In that instance a request for adulticiding from a neighbor would be denied. When adulticiding is conducted it is done with a quick knock down effect. The entire parcel is blocked out 300 feet from the truck.

Residents are also encouraged to call if they are experiencing mosquito problems on their property.

Dr. Boreri asked what the crossover effect was to other wildlife such as birds. There is no effect on other wildlife. The amount of pesticide used is less than a thimble full over the size of a football field. The goal is not to eliminate mosquitos but to control them.

The Board reviewed the 2020 Best Management Practice Plan for Ipswich as drafted by Northeast Massachusetts Mosquito Control and Wetlands Management District. Colleen asked the Board members if they wanted to make any changes to the 2020 Mosquito Control Best Management Practice Plan for Ipswich. The Board members were satisfied with the existing language. The Board of Health approved the Best Management Practice Plan as written.

5:46 – Jeff Traill – 2 Clark Road – Represented by Domestic Septic Design, Inc. – Septic System Design Variances

Daniel Johnson, R.S., presented, and a hearing was conducted to consider variances from Title 5 and Board of Health Septic System Regulations for a sewage disposal system plan # J-2615 designed by Daniel Johnson, R.S., dated November 11, 2019 and last revised January 13, 2020 for the 3 bedroom dwelling located at 2 Clark Road, Ipswich, Massachusetts.

Susan Hubbard asked if the abutters had been notified. Ms. Fermon confirmed that the abutter, was notified.

The existing system failed a Title 5 inspection on August 9, 2019. Soil testing was conducted for the upgrade design and Estimated Seasonal High Groundwater (ESHGW) was 21 inches. Mr. Johnson said this is a small lot so he proposed a Presby Enviro Septic System since a Presby Enviro Septic System allows for a 40% reduction in leach field size and a 2" reduction to groundwater. He requested the following:

- A reduction is the separation between the bottom of the leach area and Estimated Seasonal High Groundwater (ESHGW). A 2 foot reduction is provided.

- A reduction in the overdig from 5 feet to 2 feet in one area by the pilings.
- To allow the use of a sieve analysis in lieu of a percolation test.
- A reduction in the setback between the leach area and the cellar wall. A 15 foot setback is provided.

- A reduction in the separation between the septic tank inverts and estimated seasonal high groundwater (ESHGW). The inlet and outlet inverts are 7 and 4 inches, respectively, above Estimated Seasonal High Groundwater.
- A reduction of the design flow from 150 gallons/bedroom/day to 110 gallons/bedroom/day.

Paul Cournoyer of 6 Colby Road approached the Board. Mr. Cournoyer questioned whether or not this was a mounded system. Mr. Johnson explained that this is not a mounded system and reviewed the design plan with Mr. Cournoyer and the Board members.

Susan Hubbard asked Colleen Fermon for her thoughts. Ms. Fermon felt the design was a reasonable approach. She recommended approving the plan with the following conditions:

- Prior to issuance of the Disposal System Construction Permit and after recording a Notice of Alternative Disposal, the System Owner shall provide to the Public Health Office a copy of a certified Registry copy of the Deed Notice bearing the book and page/or document number. The Notice is the DEP document titled. A sample of the Notice of Alternative Disposal can be found on the Massachusetts Department of Environmental Protection’s website <http://www.mass.gov/dep>.
- Prior to issuance of the Disposal System Construction Permit, the System Installer must certify in writing to the Designer, the Public Health Office, and the System Owner that (s)he is a locally approved System Installer and is certified by or has received appropriate training by the Company. The Installer’s Presby certification must be submitted to the Public Health Office.
- Prior to the issuance of a Certificate of Compliance by the Public Health Office, the System Installer and Designer must provide, in addition to the certifications required by Title 5, certifications in writing to the Public Health Office that the System has been constructed in compliance with the terms of the Approval.
- Prior to the issuance of a Certificate of Compliance, Installer must provide a bill of lading certifying the sand meets ASTM C-33.
- Prior to the issuance of a Certificate of Compliance, the Installer must provide a completed “System Installation Form” to the Health Office before the Certificate of Compliance can be issued.
- An Ipswich licensed installer must come to the Public Health Office prior to beginning the project to complete the application and submit a trench permit application signed by the owner and the \$50 trench permit fee. The installer will receive the disposal system construction permit, the trench permit and a signed copy of the approved plan.
- The system must be installed with the Certificate of Compliance issued by August 9, 2021.

Margaret McDermott made a motion to approve the plan and grant the variances as requested with the conditions as enumerated by Colleen Fermon. Dr. Boreri seconded the motion. The motion passed unanimously.

5:53 – Anne Smith – 33 Town Farm Road – Represented by Domestic Septic Design, Inc. – Septic System Design Variances

Daniel Johnson, R.S., presented, and a hearing was conducted to consider variances from Title 5 and Board of Health Septic System Regulations for a sewage disposal system plan # J-2618 designed by Daniel Johnson, R.S., dated December 17, 2019 and last revised January 30, 2020 for the 3 bedroom dwelling located at 33 Town Farm Road, Ipswich, Massachusetts.

Susan Hubbard asked if the abutters had been notified. Certified mail cards were provided to the Board as proof of notification.

Mr. Johnson provided an orientation of the property and explained how the site is impacted by a small wetland area. A Local Upgrade Approval is necessary to maintain the 100 foot setback to the wetlands. Mr. Johnson proposed a Presby Enviro Septic System for the upgraded system. Since a Presby Enviro Septic System was designed a 40% reduction in leach field size was taken. He requested the following:

- A reduction in the setback between the water line and the leach area. A 6 foot setback is provided
- A reduction in the setback between the leach area and the cellar wall. A 5 foot setback is provided.
- A reduction in the setback between the leach area and the property line. A 6 inch setback is provided.
- To allow the use of one test pit in the soil absorption area.
- To allow an increase in the amount of cover over the soil absorption area. A Maximum of 4 feet of cover is provided.
- A reduction of the design flow from 150 gallons/bedroom/day to 110 gallons/bedroom/day.

Susan Hubbard asked Colleen Fermon for her thoughts. Ms. Fermon recommended approving the plan granting the variances as requested with the following conditions:

- Prior to issuance of the Disposal System Construction Permit and after recording a Notice of Alternative Disposal, the System Owner shall provide to the Public Health Office a copy of a certified Registry copy of the Deed Notice bearing the book and page/or document number. The Notice is the DEP document titled A sample of the Notice of Alternative Disposal can be found on the Massachusetts Department of Environmental Protection's website <http://www.mass.gov/dep> .
- Prior to issuance of the Disposal System Construction Permit, the System Installer must certify in writing to the Designer, the Public Health Office, and the System Owner that (s)he is a locally approved System Installer and is certified by or has received appropriate training by the Company. The Installer's Presby certification must be submitted to the Public Health Office.
- The property lines must be surveyed and staked by a MA Land Surveyor before system construction commences.
- Prior to the issuance of a Certificate of Compliance by the Public Health Office, the System Installer and Designer must provide, in addition to the certifications required by Title 5, certifications in writing to the Public Health Office that the System has been constructed in compliance with the terms of the Approval.
- Prior to the issuance of a Certificate of Compliance, Installer must provide a bill of lading certifying the sand meets ASTM C-33.
- Prior to the issuance of a Certificate of Compliance, the Installer must provide a completed "System Installation Form" to the Health Office before the Certificate of Compliance can be issued.
- An Ipswich licensed installer must come to the Public Health Office prior to beginning the project to complete the application and submit a trench permit application signed by the owner and the \$50 trench permit fee. The installer will receive the disposal system construction permit, the trench permit and a signed copy of the approved plan.

Susan Hubbard made a motion to approve the plan and grant the variances as requested with the conditions as enumerated by Colleen Fermon. Dr. Boreri seconded the motion. The motion passed unanimously.

6:00 – Joan and Hugh O’Flynn – 11 Mulholland Drive – Extension Request for Soil Testing Results

Hugh L. Graham, P.E., presented, and a request for a variance from Ipswich Board of Health Septic System Regulations 8.9 was discussed. Ipswich Board of Health Septic System Regulations 8.9 states that soil testing conducted for new construction or upgrades shall be valid for two (2) years from the date of testing. Soil testing was conducted on March 22, 2006. On February 4, 2020 this office received a request for an extension of these soil testing results.

At the meeting, it was noted that Ipswich Board of Health Septic System Regulations 8.10 states that an extension of the soil testing results may be granted by the Board of Health beyond the two years provided a request for said extension is submitted in writing to the Board before the results have expired. Mr. Graham explained that the owners purchased 9 and 11 Mulholland Drive with the intention that the land would remain undeveloped and would provide a buffer to their home which is located at 30 Little Neck Road. Percolation testing in 2006 was conducted for the purpose of determining land values only. The March 22, 2006 percolation testing resulted in different assessed values since 9 Mulholland Drive was determined not to be a buildable lot.

Mr. Graham confirmed that the property remains undeveloped and that no changes have been made to the site since the date of soil testing. He explained that the owners would like to have the soil test results extended so that they can market 11 Mulholland Drive as a buildable lot. He also noted that the lot has been taxed as a buildable lot since 2006.

Susan Hubbard made a motion to deny the variance request since the testpit results are almost 14 years old and manifest injustice was not proven. Dr. Boreri seconded the motion. The motion passed unanimously.

6:04 – 62 Central Street, LLC – 60 Central Street – Represented by Angelo Ciardiello – Order for Correction of Housing Code Violation

Angelo and Kristin Ciardiello and Susan Walker were present at the meeting.

John Morris, Health Inspector, provided the Board with some background information. As a result of a complaint received, a housing inspection was conducted on January 15, 2020, in accordance with 105 CMR 410.000: State Sanitary Code Chapter II: Minimum Standards of Fitness for Human Habitation and an Order for Correction was issued to the owner on January 15, 2020. Mr. Ciardiello was ordered to bring the dwelling into compliance with the State Sanitary Code 105 CMR 410.000 within 30 days; by February 20, 2020.

A re-inspection was conducted on February 24, 2020 and the violations remained. In a letter dated February 25, 2020, Mr. Ciardiello was requested to appear at the March 9, 2020 Board of Health meeting to discuss his failure to comply with a Board of Health order.

At the March 9, 2020 Board of Health meeting, the Board discussed the violations of 105 CMR 410.00. The Board also reviewed photographs of the property from the inspection and re-inspection and the associated reports. Mr. Ciardiello explained that he has begun making repairs to the property but he needed additional time since the tenant has denied him access to the dwelling. He attested that he requested to make repairs on February 4, 2020 and February 18, 2020 but he was denied access by the tenant for each request. On March 2, 2020 Mr. Ciardiello had a contractor lined up to make repairs and the tenant cancelled, via text, on March 1, 2020 under the advisement of her attorney.

Mr. Ciardiello said on January 13, 2020 the occupant was served with a 30 day eviction notice. As soon as Ms. Walker was served with the 30 day notice she filed a complaint with the Public Health Department. Mr. Ciardiello said he is owed \$13,000 in back rent and that a court hearing is set for April 1, 2020.

Susan Hubbard explained that these legal issues are not the purview of the Board of Health. The Board of Health was here to discuss the violations of the State Sanitary Code 105 CMR 410.000. Dr. Boreri added that this is a concern of public health and safety.

Mr. Morris explained that this is a newly constructed building with five (5) dwelling units and one (1) business. These violations should not have occurred in the first place. There should have been a striker mechanism on the entry door. It appears that the architect missed it. Why has the lock in the basement door not been fixed? Mr. Ciardiello said a new door was ordered on February 25, 2020. Mr. Morris provided Mr. Ciardiello with a clarification of locks and striker mechanisms from the Department of Public Health (DPH); 105 CMR 410.480 (C) which states that;

The main entry door of a dwelling containing more than three dwelling units shall be so designed or equipped so as to close and lock automatically with a lock, including a lock with an electrically-operated striker mechanism, a self-closing door and associated equipment. Every door of the main common entryway and every exterior door into said dwelling, other than the door of such main common entryway which is equipped as provided in the preceding sentence shall be equipped with an operating lock.

Mr. Morris also questioned why the outdoor locks had not been replaced noting that it had been two (2) months since the violation order was issued. Mr. Ciardiello said the outdoor locks were ordered on February 24 or 25, 2020. At the meeting, Mr. Ciardiello attested that he ordered the 4 keypad locks and door closers for the exterior door, the wires in the rear entryway were secured, and the owner name and contact information had been posted.

Susan Walker explained that when she moved into the dwelling unit on December 8, 2020 Mr. Ciardiello guaranteed all remaining items needing repair would be completed in a timely fashion. Mr. Ciardiello did not contact her until February 28, 2020.

Dr. Boreri made a motion to modify the order and grant an extension. Mr. Ciardiello was ordered to obtain compliance with 105 CMR 410.000 by March 23, 2020. Compliance includes obtaining all required permits, inspections and approvals from the Building, Plumbing and Wiring Inspectors, if applicable.

A re-inspection will be conducted on March 23, 2020 to confirm compliance. Failure to correct all violations by March 23, 2020 will result in a criminal complaint being filed against Mr. Ciardiello in court for failure to comply with a Board of Health order. Margaret McDermott seconded the motion. The motion passed unanimously.

The Board noted that if the tenant does not allow Mr. Ciardiello access to the dwelling he will need to obtain a court order to gain access to complete the necessary repairs.

6:25 – DJ’s Variety – 42 Washington Street – Violations of 105 CMR 665 and Restricting the Sale of Tobacco Products

Joyce Redford and Randy Suckney were present at the meeting. Mr. Roni Patel was also present at the hearing along with John Mooradian, Esquire. The owner of D.J.’s, Mihirkumar Patel, was not present at the meeting.

John Morris, Health Inspector, conducted tobacco compliance inspections on January 7, 2020 and re-inspections on January 14, 2020. As of January 14, 2020 all establishments that sell tobacco products in Ipswich were in compliance.

On February 24, 2020, a routine inspection and pricing survey was conducted at D.J.'s Variety by Joyce Redford and Randy Suckney of the North Shore/Cape Ann Tobacco Policy Program. During the inspection, the following violations of 105 CMR 665 and Ipswich Board of Health Regulation, Restricting the Sale of Tobacco Products, were found;

- Offered for sale flavored electronic nicotine delivery systems
- Offered for sale electronic nicotine delivery product with a nicotine content of 35 milligrams per milliliter or greater
- Offered for sale flavored blunt wraps

On August 15, 2019 the owner was previously cited for a violation for a sale of a tobacco product to a person under the minimum legal sales age and Mr. Patel was fined \$100 for his first offense.

Since this was the second violation for D.J.'s Variety within a 36-month period, on March 2, 2020, Mr. Patel was given a notice of the intent to suspend the sale of tobacco permit at or by DJ's Variety for 7 consecutive business days and a fine of \$2000. A Board of Health hearing was scheduled for Monday, March 9, 2020.

At the hearing, the Board of Health was provided with photographs of the prohibited products in the store from the inspection conducted on February 24, 2020 and they heard testimony from Joyce Redford. It was noted that at the time of the inspection prohibited products were found on the counter being offered to the public, as well as behind the counter and in the back of the store. Ms. Redford explained each photograph and outlined the banned products found on site and for sale. It was noted that egregious violations were cited during the inspection.

Ms. Redford continued to say that vape products were found at the store with packing dates of October 29, 2019 and January 6, 2020 which is well after the September 24, 2020 deadline set by the state to stop the sale of all vape products.

Mr. Morris noted that on January 14, 2020 he went to the store to make sure they had obtained compliance and he helped the owner hang a sign stating vape products had been banned.

At the hearing, Mr. Patel attested that the product found in the back of the store was not intended for sale at D.J.'s Variety but intended for sale at their New Hampshire location. John Mooradian, Esquire, offered that most of the banned product was stored in the back of the store.

Attorney John Mooradian continued to further explained that he was not at the hearing to deny the violations cited but rather to explain that most of the banned product found was in the back of the store and was not for sale. He also attested that it was not the intent of his client to conceal the banned product. Attorney Mooradian requested leniency on the mandatory two thousand (\$2,000.00) dollar fine and 7 day closure of the store.

Susan Hubbard said the banned product was not just being stored in the back of the store, it was on display for sale in the front of the store. Both the state and the Town of Ipswich communicated to tobacco retailers the changes in the regulation and it appears that Mr. Patel knowingly violated the regulation. Mr. Morris confirmed that the town took an educational approach with retailers so they would be well informed and prepared for the regulation changes.

Ms. Redford said the \$2,000 fine is mandated by the state, not the Town of Ipswich. The newly-amended Massachusetts General Law Chapter 270, Section 6, subsection (d) reads as follows:

"A person who violates this section shall be punished by a fine of \$1,000 for the first offense, \$2,000 for a second offense and \$5,000 for a third or subsequent offense."

Ms. Fermon clarified that the suspension is reflected in the Regulation of the Ipswich Board of Health

Restricting the Sale of Tobacco Products. Section 1(q)(b) reads as follows;

“In the case of a second violation within twenty-four (24) months of the date of the current violation, a fine of two hundred dollars (\$200.00) and the Tobacco Product Sales Permit shall be suspended for seven (7) consecutive business days.”

Mr. Morris said that he and Ms. Redford have been told 6-7 times by Mr. Patel that there was no vaping product in the store. No other retail establishment in town has had these compliance issues.

Dr. Boreri made a motion that D.J.’s permit for the sale of tobacco be suspended from March 12, 2020 through March 18, 2020. All electronic nicotine delivery systems and tobacco products, shall be removed from the retail establishment by the close of business on March 11, 2020. Additionally, Mr. Patel was ordered to pay the amount of two thousand (\$2,000.00) dollars by check or money order made payable to the Town of Ipswich by March 23, 2020. Susan Hubbard seconded the motion. The motion passed unanimously.

It was noted by the Board that an inspection will be conducted by an agent of the Board of Health on March 12, 2020 to confirm that said products have been removed. Failure to comply with the order may result in additional penalties as permitted by law.

6:55 – DJ’s Variety – 42 Washington Street – CBD Infused Food

Joyce Redford and Randy Suckney were present at the meeting. Mr. Roni Patel was also present at the hearing along with John Mooradian, Esquire.

On June 13, 2019, the Department of Public Health, Bureau of Environmental Health’s Food Protection Program issued an interpretation of the Massachusetts wholesale and retail regulations regarding the addition of cannabidiol (CBD) and certain hemp derivatives to food and consumer products.

The Department of Public Health incorporates Food and Drug Administration’s (FDA) codes for both wholesale (food manufacturing) and retail food regulations. Both the wholesale food and retail food regulations require that all food must comply with federal, state, and local law. The FDA has issued a statement that CBD may not be added to foods because CBD is an active ingredient in an FDA approved medication; medications may not be added to food. The FDA has stated that hulled hemp seeds, hemp seed protein and hemp seed oil are generally recognized as safe (GRAS). Therefore, under current Massachusetts law and under current FDA guidance, CBD may not be added to manufactured foods or to foods sold at retail. Pursuant to 105 CMR 590.000, Food means raw, cooked, or processed edible substances, ice, beverage, or ingredient used or intended for use or for sale in whole or in part for human consumption, or chewing gum.

At the July 15, 2019 Board of Health meeting, it was the decision of the Board of Health that all food containing CBD must be removed from offerings by January 15, 2020. This allowed time to deplete inventory of food containing CBD. After January 15, 2020, establishments were prohibited from offering food containing CBD. A reminder about the CBD in food ban was sent to all establishments on January 15, 2020 via the email address provided on the food permit application.

An inspection was conducted on January 21, 2020 by John Morris, Health Inspector, and food containing CBD was found being offered in D.J.’s. The person in charge was directed to remove all food containing CBD from view of the public. Additionally, a letter dated January 21, 2020 was sent to the owner to inform the owner that he would need to make arrangements to remove these products from his establishment.

During a tobacco inspection conducted on February 24, 2020, John Morris, Health Inspector, identified food containing CBD in the establishment but not offered for sale. A hearing with the Board of Health

was scheduled to set a date for removal of the food containing CBD by the owner.

At the March 11, 2020 Board of Health meeting, John Mooradian, Esquire, stated all food containing CBD had been removed from the store.

It was the decision of the Board that no further action is necessary.

7:11- Director of Public Health Report:

Massachusetts Department of Public Health Updates New COVID-19:

The Department of Public Health (DPH) has updated the number of confirmed and presumptive positive cases. There are 13 new presumptive positive cases of COVID-19, bringing the total number of confirmed or presumptive positive cases in Massachusetts to 41. Of the 13 new presumptive positive cases of COVID-19, nine are associated with the Biogen employee meeting held in late February: the cases are either employees or close contacts of employees. All of today's presumptive positive cases are isolating at home or in a healthcare setting. Of the 41 confirmed or presumptive positive cases, 32 are associated with the Biogen conference.

The State Public Health Lab's result is considered presumptive positive and the specimens are sent to the US Centers for Disease Control and Prevention (CDC) for confirmation.

Additional updates to the site include case breakdowns by county, age, gender, and source.

Margaret McDermott: The Board members thanked Ms. McDermott for her 5 years of service on the Board of Health.

Next Board Meetings: The next meetings of the Board of Health were scheduled for April 6, 2020, May 11, 2020 and June 1, 2020 at 5:30 PM.

Adjourn: Susan Hubbard made the motion to adjourn at 7:30PM. Dr. Boeri seconded the motion. The motion to adjourn passed unanimously.

Documents used at the February 3, 2020 Board of Health meeting:

- February 3, 2020 Minutes.
- 310 CMR 15.000, Title 5.
- Draft Best Management Practice Plan
- Ipswich Board of Health Septic System Regulations.
- Septic Design Plan for 33 Town Farm Road.
- Septic Design Plan for 2 Clark Road.
- Inspection Report and Order for Correction dated January 15, 2020 for 60 Central Street.
- Re-inspection Report dated February 24, 2020 for 60 Central Street.
- Violations Dated August 15, 2019 and February 24, 2020 doe D.J.'s Variety.
- 105 CMR 665.00: Minimum standards for retail sale of tobacco and electronic nicotine delivery systems
- 105 CMR 410.00: State Sanitary Code, chapter II, Minimum standards of fitness for human habitation.

Susan C. Hubbard, Chairperson

Dr. Susan Boreri, Board Member

Margaret McDermott, Board Member