



TOWN OF MERRIMAC BOARD OF HEALTH

2 School Street
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LOCATION: In Person Sargent Hall

Board of Health Meeting Minutes Thursday May 27, 2021, 7:00 PM

- I. Call to Order: 7:00PM PM by Chairperson Christine Berube. Present members, Jason Sargent. Irina Gorzynski. Health Agent Deb Ketchen. Administrative Assistant Linda Ralph.
- II. Approve Agenda Approved- 3-0
- III. Approval of meeting minutes from May 14, 2021
 - a. Approved 3-0
 - b. Motion to move from Health Agent reports to Old Business first. Approved 3-0
- IV. Health Agent Reports:
 - a. COVID-19 vaccination results reviewed by board
 - b. 65 Locust Street moved to require an H-20 tank due to location on property, approved 3-0. Admin to contact engineer for update.
 - c. 33 Harriman inspection complete.
 - d. 7 West Hadley new construction revised. Approval 3-0
 - e. 6 High Street septic plans submitted. Reviewed. NOT APPROVED 3-0
 - f. Carriage Town Mobile Park trash complaint in compliance now. Health Agent continues to monitor
 - g. Re-inspection of 16 Lincoln Street 5/14/21 with Amesbury/Merrimac Housing authority prior to hearing. Update to come.
 - h. North East Housing Court Hearing scheduled for 5/20 regarding 16 Lincoln has been continued before a judge. Date to be determined. Reinspection by Health Agent not complete as Health Agent was refused to be let in.
 - i. North East Mosquito control (NEMMC) Arbovirus Coordinator Questioner Health Agent approved for first contact with Member Jason Sargent as second for Merrimac. Approved 3-0
 - j. Heath Rd Check 5/23/21. No one home but roof has been repaired/replaced.
 - k. Letter from the BOS regarding re-opening the public bathrooms and some programs at the COA. Approval letter signed 3-0. Admin to send to BOS.
 - l. Complaint regarding trash at ATM on Broad. BOH to craft a certified letter to the owner after exact address is determined to clean up and lock safe the dumpster. Approved 3-0
 - m. Fire at 10-12 Broad St.- owner in receipt of letter. Insurance to fix basement. Owner to rent out the other side and no habitation in the basement. Health Agent to reinspect
 - n. Health agent to check into complaint on Prospect Hill. Boarded up home in rough shape and animals may be inhabiting. Determination of owner TBD.

- o. Health Agent to contact trace for COVID 19 starting June 16 through September. If spike happens, state will be contacted to help.
- p. Motion to request accounting to inform of COVID money balance. Chairperson Chris Berube to email Carol McCleod/Finance/Accounting of COVID-19 money balance, CARES act balance, Approved 3-0
- q. Letter from BOS regarding using fans in Sweestir and Donaghue schools in hot weather. Health agent to ask state by June 1st. Motion to send a letter to schools approving use of fans contingent upon state ruling
Motion to approve Health Agent reports: 3-0

V. Old Business:

- a. Town Nurse Job Description amendment for BOH discussed with Council on Aging Executive Director, Brienne Walsh. Amendments/additions for BOH needs given to Brienne Walsh. Brienne Walsh will take and re-work the Town Nurse job description to include BOH needs and additional edits for COA and the description in general. Edits to be presented at next meeting on June 17th, agenda TBD. Brienne to research surrounding towns information regarding the town nurse responsibilities and hours.
- b. Motion to approve discussed amendments and future meeting date: 3-0
- c. Master policy for liability through MIIA to be obtained from Board of Selectman by member Irina Gorzynski through a letter crafted by BOH members prior to mailing to BOS. Approved 3-0.
- d. Determination that BOH must present the final description to change function of nurse accountability and oversight to the direction of COA executive director (autonomous or COA). Approved 3-0

VI. New Business:

- a. a. Letter from BOS regarding using fans in the Sweestir and Donaghue schools in hot weather. Health agent to ask state by June 1st. Motion to send a letter to schools approving use of fans contingent upon the state ruling
- b. Town Finance/HR information regarding employee evaluations. Once a year on the employees start date. Compensation TBD then. Christine Berube to handle writing of evaluations. Approved 3-0
- c. Dog waste issue from BOS letter. Letter to be sent to the BOS regarding receptacles in town and at McClaron Trail.
- d. Microsoft Access on hold for admin.
- e. Next meeting date with COA 6/17/21, approved 3-0

VII. Continuing education for Board members. Admin and health agent to research Title V, first aid/cpr , Emergency Preparedness, Food safety and report back to board. Approved 3-0

VIII. Meeting adjourned by chairperson Christine Berube at 8:26 PM. Approved, 3-0

Chairperson: Christine Berube

Member: Jason Sargent

Member: Irina Gorzynski

