

TOWN CLERK RECD
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**TOWN OF MERRIMAC
BOARD OF HEALTH**

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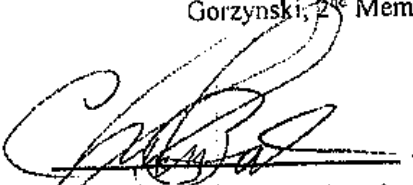
LOCATION: In Person: Meeting Room C


Board of Health Meeting Minutes Thursday September 16, 2021, 7:00 PM

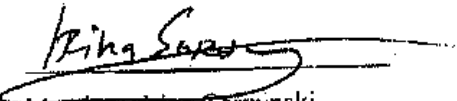
- I. Call to Order: 7:00 PM by Chairperson Christine Berube. Present members, Jason Sargent. Member Irina Gorzynski. Health Agent Deb Ketchen. Administrative Assistant Linda Ralph.
- II. Approve Agenda Approved- 1st, Member Irina Gorzynski, 2nd Member, Jason Sargent 3-0
- III. Approval of meeting minutes from August 24, 2021
 - a. Approved Motion: 1st Member, Irina Gorzynski, 2nd Member, Jason Sargent 3-0
- IV. Health Agent Reports:
 - a. COVID-19 vaccination results reviewed by board. Cases will continue to be tracked by Health Agent and reported on a daily basis. Currently 14 cases, 21 in the past 14 days, cases are climbing, clusters in 2 households. There are 8 cases reported in the School District total.
 - b. West Nile Virus update. Reported in West Newbury, Newbury and Georgetown. Nothing in Merrimac at this time. Tracking completed for 2021 in Merrimac.
 - c. Rental Inspections completed; Title V completed. 25 Red Oaks Acres, 2 Heath Road, 4 Glenn St., 14 Valley Road, 3 Quail Ridge, 45 Emery St.
 - d. 13 Skunk Rd Septic completed, COC approved, As Built and COC sent to owner. Engineer contacted.
 - e. Motion to approve Health Agent reports: Approved motion, 1st, Member Jason Sargent, 2nd, Member Irina Gorzynski 3-0
- V. Old Business:
 - a. Rewrite of Town Nurse Job Description amendment for BOH discussed with Council on Aging Executive Director. Previous amendments completed. BOH review for approval. Motion to approve amendments: 1st, Chair, Chris Berube, 2nd, Member Irina Gorzynski. Approved 3-0 after "Microsoft Word is changed to "Microsoft Office"
 - b. Dog Waste receptacles placed: Letter sent to the BOS. BOS Chair unaware of the letter; To check with Admin. Letter placed in envelope addressed to BOS and placed in the mail box in mailroom in late June. Bob Sinabadi. DPW stated they are not responsible to pick up dog waste as regular trash. BOH will either need to find a contracted company to handle dog waste pick up. Member Irina Gorzynski volunteered to research. Or, BOH can ask that it be put on town budget meeting.
 - c. Chair Berube motioned for guests at meeting to ask questions, motion 1st, Chair Chris Berube, 2nd, Member, Irina Gorzynski approved 3-0. No questions from Fire Chief, Police Chief, BOS Chair, Building Commissioner
 - d. 13 Skunk Road H2O tank installed, completed. H 20 Tank installed as board requested.
- VI. New Business:

- a. Health Agent working on MAVEN contact tracing and BOH wants to appoint a backup for vacation or excess of cases. Motion to approve Health Agent to make day-to-day decisions to sent cases to state for tracing if needed in the interim. Approved 3-0. Health Agent to inform the Board via email if there are any cases to send to the state.
- b. MAVEN-Once the Town Nurse new job description is approved by the Board of Selectmen, the Board of Health will request the COA Director have the Town Nurse train to be the MAVEN Back up for the Health Agent in the vent of increased COVID cases, vacation, or sick time. The Health Agent will use the state as back up until the Town Nurse is trained on MAVEN.
- c. Regularity of Public Notices on the town website regarding COVID updates for town residents. Updates come from Health Agent every Thursday to Jordan (from Guilfoil). Fire Chief let BOH know they can use Guilfoil to publish the updates. Jordan to customize the information. Member Gorzynski and Health Agent Deb Ketchen to work together with Jordan to provide information weekly. Motion to approve by Chair, Chris Berube, 2nd, Member Jason Sargent, Approved 3-0
- d. New keypad entry to the town hall. All those in possession of a key to the door will return to admin and in turn will turn into the BOS admin. Question as to whether or not the board chairs would receive their own keypad passwords. Tabled until next meeting after discussion with Town Administrator. Motion 1st, Member, Irina Gorzynski, 2nd, Member, Jason Sargent Approved motion 3-0
- e. Use of Town Nurses COVID Statement to residents in response to Town Administrators request. If BOH wants to use that statement it should be sent to Guilfoil to edit. Also, the BOS will review the statement on Monday 9/20/21 meeting. Motion 1st, Chair Chris Berube, 2nd, Member Jason Sargent. Approved motion: 3-0
- f. Suspending Food Permits to businesses listed for not paying taxes for 2020 and 2021. Tabled until BOH researches rights to do this as a Board. Irina to research law. Motion 1st, Chair Chris Berube, 2nd, Member Jason Sargent, Approved motion: 3-0
- g. 5 Madison pool set back. BOH requesting a drawing before decision. Admin to send request to owner. Motion to receive plan before decision, 1st, Member Jason Sargent, 2nd, Member Irinia Gorzynski, Approved 3-0
- h. Next Meeting date: 9/30 7:30 PM. Motion 1st, Chair Chris Berube, 2nd, Member Irina Gorzynski, Approved Motion 3-0

VII. Meeting adjourned by chairperson Christine Berube at 8:03 PM. Motion to Adjourn, 1st, Member Irina Gorzynski, 2nd Member, Jason Sargent. Approved 3-0.


 Chairperson: Christine Berube


 Member: Jason Sargent


 Member: Irina Gorzynski

Minutes Submitted By: _____
 Administrative Assistant Linda Ralph

Date Submitted to Clerk: _____