



**TOWN OF MERRIMAC
BOARD OF HEALTH**

2 School Street
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LOCATION: Teleconference

Board of Health Meeting Minutes Tuesday July 28, 2020

- I. Call to Order 1:08PM Present Kirk, Berube, Sargent
- II. Approve Agenda 3-0
- III. Approve Minutes 3-0 September 12, 2019, October 19, 2019, June 16, 2020 June 30, 2020
- V. Approve Administrative 3-0 Emergency Meeting to discuss Administrative Assistant Position.

A. COVID-19 Updates: School will be starting; details are in process. Complaints in regards to COVID-19 requirements. Agent inspected to ensure requirements are being met.

MDPH COVID-19 Conference call today at 3PM Conference Calls continue each Tuesday and Friday.

B. Admin Position: Kirk contacted Carol McCloud Finance Director requesting payment for the Administrative Assistant workload performed. McCloud said there are no funds.

Berube proposed going to the Board of Selectmen and Fall Town Meeting in October. Berube stated it is illegal to work without pay, Sargent stated the Labor Board may need to be contacted. Berube stated to no longer do the Admin workload. Ketchen stated that is not possible because the Health Department cannot shut down during COVID-19 and the Agent Position cannot function without the Admin work performed. Kirk will send email to McCloud.

Meeting Adjourned 1:27PM

Merrimac Board of Health

Chairman Matt Kirk

Member Christine Berube

Member Jason Sargent