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By City Clerk at 12:51 pm, Feb 12, 2026

In Person Meeting called to order at 6:30pm.

Roll Call Attendance: Ann McKay, Chairman; Robin Beeley, Co-Chairman; Aaron Martin; Jarod Lavarney
Staff: Deb Ketchen, Inspector; Collin Schaefer, Regional Inspector; Pamela Palombo, Regional Nurse

MEETING MINUTES APPROVAL: September 16, 2025. Did not vote to approve, will vote at next meeting.

FEE SCHEDULE DISCUSSION/HISTORY

Ann and Robin led discussion and review of comparison of municipal fees that was previously conducted

- Compared, Salisbury, Rowley, Georgetown, Newburyport
- Determined updated costs, taking into account for actual time of services, understanding how contracting was affecting potential income for City
- October 25, 2023 - Robin compiled data of fee comparisons with suggested increases and submitted to the previous health director for approval and input. BOH approved updates and Chief of Staff at time brought to Finance committee/City Council for vote; vote was tabled due to full agenda.
- Chief of Staff attempted to re-submit but no update since then
- Updates resubmitted 09/2025 but Board told that a new comparison needed to be completed.
- Next steps:
 - Determine if city council vote is necessary
 - Discuss with health department about updating fee schedule

GENERAL DISCUSSION

- Discussed regarding shifts in Health Department organization, office relocation
- Discussion regarding the lack of a Public Health Nurse, discussion of re-hiring Karen DeCampo

STAFF REPORTS

Pamela Palombo:

- Presented information about food insecurity demographics within the city and working on providing information for all communities within the MVPHA coalition – part of coalition's workplan
 - Amesbury currently at 10% of population food insecure
 - Board inquired how they could support the community if proper food security support ends
 - Topic for future discussion; continue to work with local partners and residents to understand needs and where support/items could come from
- Flu season – currently low in Amesbury
 - Lower incidence of influenza compared to this time last year
 - Pam facilitated flu clinics in COAs and collaborated with schools and Stop & Shop
- Reported on current MAVEN statistics



CITY OF AMESBURY, MA
BOARD OF HEALTH
December 16, 2025

APPROVED: 1/20/26

Collin Schaefer:

- Updates regarding Lake Attitash advisory
 - Due to continued visual indicators, advisory was left in place into December; Collin inspected lake recently, due to freezing of the lake, lifting of the advisory was sent to communications director
 - Discussed and handed out draft cyanobacteria response SOP
- Confirmed that the goose deterrent for Lake Gardner is functioning, will verify if maintenance is needed
- Confirmed tobacco violation fee has been received
- Gave brief overview of tobacco control advisory board meeting
- Continuing to conduct routine food inspections – no areas of concern currently
- Gave updates regarding a nuisance complaint regarding wildlife

Deb Ketchen

- Updates regarding camper case
- Attended 2nd dangerous dog hearing
- Continuing routine activities, no additional issues/updates since previous meeting

BOH /HEALTH DEPARTMENT WEB PAGE

- Aaron continuing to research syndicated, useful materials for community, closing working with Communications Director for assistance/guidance
- Discussion of routine “live feeds” on various health issues
- Floating idea of public health podcast
- MVPHA and BOH sites linked to each other

MISC

- Discussion of potentially generating signage/infographics about safety for Merrimack River
- Collin mentioned utilizing Massachusetts Association of Health Boards for information and trainings
- Discussed schedule and frequency of Board meetings
 - Decided to maintain monthly meeting schedule

Next Meeting: January 20, 2026, in person.

Motion to Adjourn by Robin – seconded by Jarod – 7:54PM