



CITY CLERK'S OFFICE  
METHUEN, MA

City of Methuen 2025 NOV 21 AM 8:18

## Methuen Board of Health Meeting

**Methuen City Hall 41 Pleasant St. 2<sup>nd</sup> Floor Conference Room**

**Wednesday September 17, 2025 AT 6:00 PM**

### **Call to Order:**

**MOTION:** Jodie Lamirande called the meeting to order at 6:00 PM

**SECOND:** Francesca Rogato seconded the motion.

**VOTE:** Unanimous yes vote

### **Members in Attendance:**

William Goodman, MD, MPH

Jodie Lamirande, MSCJA, MSW, LICSW

Donald Marcus, DVM

Debra Rillahan, RN

Francesca Rogato, DCF, LSWA

### **Others in Attendance:**

Caeli Tegan Zampach

Paula George

Vanessa Santillan

Allison Noronha

### **Acceptance of Minutes from April 16, 2025, BOH meeting:**

**MOTION:** Donald Marcus motioned to approve the minutes.

**SECOND:** Jodie Lamirande seconded the motion.

**VOTE:** Unanimous yes vote.

### **Appointment: Agent of the Board of Health-Vanessa Santillan**

**MOTION:** Donald Marcus motioned to approve the appointment.

**SECOND:** Jodie Lamirande seconded the motion.

**VOTE:** Unanimous yes vote

### **General Update: Hiring**

- Shaun Allard has joined the Health, Human Services, and Inspectional Services Department as a Local Building Inspector..
- The process for hiring a Building Division Director/Commissioner is in motion.

- Allison Noronha has joined the Health, Human Services, and Inspectional Services Department as the Epidemiologist.
- A new Code Enforcement Officer has joined the City of Lawrence under the Intermunicipal Agreement for the Shared Services Grant.
- Vanessa Santillan has joined the Health, Human Services and Inspectional Services Department as a Code Enforcement Officer.
- Jenny Otero-Batista has joined the Health, Human Services, and Inspectional Services Department as the Shared Services Coordinator.

### **General Update: Training**

Caeli Tegan Zampach informed the board that she is actively pursuing training for staff and that there are opportunities to do so through grants and within the department.

### **General Update: School Safety Task Force**

Caeli Tegan Zampach reviewed the past services for pest control within the schools. Caeli Tegan Zampach announced a school safety task force has been built to support and address all concerns. The health inspectors conducted inspections once a week and have graduated to conduct inspections once a month. The board recognizes the past and present efforts with this.

Caeli Tegan Zampach informed the board that the focus of pest removal and management on site is to identify areas and work on exclusion to ensure consistency. She also mentioned there are also efforts being made to rethink the access and exit points to the ventilation systems located behind the shelves in the classrooms.

Dr. William Goodman supported receiving the parents reactions to the inspection processes. He also mentioned that it would be good to review all pest control contracts. Donald Marcus also inquired about this.

Jodie Lamirande asked if all contracts have been reviewed. Caeli Tegan Zampach said it is a work in progress and that acquiring a pest control contract for all city buildings would be a positive change.

Caeli Tegan Zampach also mentioned that a better ticketing system for tracking and enforcement would be ideal. She also mentioned that Allison Noronha has helped with data collection and with collecting statistical information. The overall goal is to keep all students safe.

### **Other Discussion:**

Deb Rillahan offered up a discussion regarding Forest Lake. Deb Rillahan asked if there are any changes to the overall management of Forest Lake since the Conservation Officer has retired. She asked what changes are expected. Deb Rillahan also asked who manages the overall health of the lake. Caeli Tegan Zampach replied that the Department of Public Works (DPW) manages the grounds and playgrounds. Caeli Tegan Zampach also mentioned the city is in the process of hiring a new Conservation Officer. Allison Noronha follows up with the water testing reports conducted by the City of Methuen Water Department. Allison Noronha then reports the results to the state.

Francesca Rogato mentioned that the retired Conservation Officer offered an abundance of knowledge and expertise in many roles including animal control.

Dr. William Goodman asked who supervises the Conservation Officer. Caeli Tegan Zampach replied that Jack Wilson, Director of Economic and Community Development oversees the Conservation Department.

Deb Rillahan mentioned that Mayor David Beauregard attended the last Forest Lake Association meeting and mentioned he may be at the next meeting. Another update regarding Forest Lake is that the bathrooms have been updated.

**Adjournment:**

**MOTION:** Jodie Lamirande motioned to adjourn the meeting.

**SECOND:** Dr. William Goodman seconded the motion.

**VOTE:** Unanimous yes vote

**Meeting Adjourned at 6:48 PM**