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Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, § 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Wenham Board of Health (BOH) was held Tuesday December 29, 2020 at 9am. Due to the COVID19 Virus pandemic, and restrictions concerning in-person gatherings ordered by the Governor, this meeting took place virtually on Zoom. The Chair announced the meeting was being recorded and those BOH members present.

The Wenham Board of Health (BOH) makes regulations as it deems necessary for the public health and safety of the Town. The BOH is responsible for the enforcement of State Sanitary Codes, State Environmental Codes and BOH Regulations. Areas of responsibility include: septic systems, housing and dwelling units, food service establishments, private wells and recreational camps for children.

Board members are elected for a three-year term: Gerald Donnellan (2021); Dr. Andrew Ting, (2022); Regina Baker (2023)

Call to order - *With a quorum present, Dr. Ting called the meeting to order at 9:04am.*

Board members present: Dr. Andrew Ting, Chair; Regina Baker; Gerald Donnellan

Also present: Jackie Bresnahan, Director of Administrative Services; Maribeth Ting, Public Health Nurse (A-9:10 am); Catherine Tinsley, Recording Secretary

Officials present not participating; Tom Younger, Interim Town Administrator

- Covid-19 Update from Public Health Nurse

Ms. Ting reported that Wenham has 134 (cumulative) confirmed COVID-19 positive cases and 11 probable cases. She noted that this number is anticipated to increase with new data and observed that epidemiological household spread is prominent in Wenham. With updated data from December 13 to December 26, Wenham is expected to be a “red community” according to the state’s color-coded town risk assessment; these numbers do not include the Gordon College population.

Ms. Ting told the Board that Gordon College would like the Contact Tracing Collaborative to take over their contact tracing in their spring semester. The college will still manage their own positive case contact tracing, but this is more for the MAVIN reporting system. Ms. Ting will confirm the town (BOH) will still have access to the college testing result numbers etc.

The Board agreed for Gordon to proceed with the revised plan, if they can maintain the receipt of information.

- Reminder: upcoming Hamilton-Wenham (HW) testing dates and location

Ms. Bresnahan reported the scheduled HW testing dates in December have concluded. This testing was for Wenham & Hamilton residents only who were experiencing symptoms or had close contact with a covid positive person. The volume of participants exceeded what was anticipated, therefore, if more testing dates are scheduled, a revised system will be considered to filter only those residents with symptoms or exposure to COVID; this site was not intended to be a *Stop the Spread* testing site.

Ms. Bresnahan will work with the Town of Hamilton to schedule more test dates. Ms. Bresnahan and Ms. Ting reiterated that testing is just a snapshot of that moment and those with symptoms need to isolate, otherwise, even though a person may have a negative test result that day, that person may be COVID positive and spread the virus.

Ms. Ting asked for the towns to coordinate the testing schedule with the school sessions to avoid traffic congestion.

Ms. Bresnahan noted that CARES Act funds were extended through 2021; the town was able to use CARE Act funds to pay for the recent testing.

Ms. Bresnahan added that Wenham has applied to be a local site to provide COVID vaccines.

- Discuss additional guidance on closure or limiting use (to the public) of public buildings (Town Hall, Public Safety, DPW, Library, COA)

There was a lengthy discussion on whether or not to modify access by the public to municipal buildings due to the increased positive case count and in response to Wenham being a “red community.” An appointment system using Google Forms was the focus of the discussion. Ms. Bresnahan explained the Google Form system was accessible by all staff and appointments for each person/department displayed on a spread sheet.

A sign in log for those entering town hall will be initiated immediately.

It was noted that staff already has staggered (in person) working hours to avoid too many people in a shared space; working remotely can be increased.

Mr. Younger agreed it was important to protect staff from possible spread. He noted tax bills are due by the end of this week (year) and less foot traffic is anticipated. It was also noted there is a drop off box outside town hall for residents.

*Approved 1.6.2021*

Ms. Baker suggested speaking with Council on Aging Director Jim Reynolds on how to better serve the seniors in town during COVID restrictions.

Ms. Bresnahan observed that the Selectmen must confirm the BOH recommendation to close buildings to the public.

*Vote: The BOH voted unanimously by roll call, with one abstention, to recommend the BOS put on their next agenda a discussion to close municipal buildings to the public and to include a potential vote and set joint meeting date with the BOH to further discuss.*

- Discuss correspondence and potential upcoming meeting with Hamilton BOH

Dr. Ting has reviewed materials provided by Hamilton BOH chair David Smith, that the BOH is a resource to the HW School District and recommendations/votes are non-binding. Ms. Bresnahan will coordinate a joint meeting with Hamilton BOH. The preferred date was Wednesday January 6 (time to be determined).

- Updates from staff, as needed – There were no new updates

- Approval of outstanding minutes, if any December 9, 2020; December 17, 2020

*Vote: The Board voted unanimously by roll call to approve the minutes of December 9, 2020 and December 17, 2020.*

- Schedule next meetings

Joint with BOS - January 5 (Pending)

Joint with Hamilton - January 6 (Pending)

- Adjournment – *The Board unanimously adjourned by roll call at 10:10 am.*

*Respectfully Submitted by*

*Catherine Tinsley*

*12.29.2020*