



## CITY OF METHUEN BOARD OF HEALTH MEETING

Thursday, May 7, 2026, 6:00 PM

Methuen City Hall Searles Building- 2nd Floor Conference Room

### **Call to Order: 6:02 PM**

Motion: Traci Lavigne Milnes motioned to call the meeting to order.  
Second: Donald Marcus  
Vote: Unanimous yes vote

### **Members in Attendance:**

Jodie Lamirande  
Donald Marcus  
Traci Lavigne Milnes  
Abbey Myers

### **Others in Attendance:**

Darlene Aghoian  
Kerry Aghoian  
Darren Dee  
Allison Noronha  
Heidi Spina  
Caeli Tegan Zampach

### **Discussion and Decision: Appeal of Denied Permit - Kerry's Katering**

Caeli Tegan Zampach explained that the permit for Kerry's Katering for the period of May 3, 2026 to May 31, 2026 was denied due to a history of food safety violations and a failure to correct. Health Inspectors Darren Dee and Heidi Spina presented the previous inspection report showing food safety violations, and shared their concerns about her ability to maintain compliance with food safety procedures. Additionally, Darren Dee found Ms. Aghoian operating without a permit at an event over the weekend, and she was asked to cease operations at the event.

Kerry Aghoian shared her perspective on the situation. The Board of Health assured her that the Board and the Health Department are acting to protect the public. Abbey Myers proposed that Ms. Aghoian submits written food safety procedures for the establishment, including but not limited to the following:

1. Hot holding
2. Cold holding
3. Temperature logs
4. Sanitization

- 5. Transport
- 6. Vendor sourcing

The written food safety procedures must be submitted via email to the Board of Health. The Board will review the procedures at the Board of Health meeting following their receipt. If the procedures are found to be adequate, the Board may consider allowing future food permits. Ms. Aghoian was instructed not to attend any additional events or sell food in Methuen without approval and a permit from the Methuen Board of Health and Health Department.

Motion: Abbey Myers motioned to reject the appeal and deny the permit for the period of May 3, 2026 to May 31, 2026.  
Secon: Jodie Lamirande  
Vote: Unanimous vote

### **Discussion and Decision: Previous Minutes**

The previous minutes for the last three meetings were presented to the Board.

Motion: Abbey Myers motioned to accept the minutes from December 10, 2025.  
Second: Traci Lavigne Milnes  
Vote: Unanimous yes vote

Motion: Abbey Myers motioned to accept the minutes from March 4, 2026.  
Second: Jodie Lamirande  
Vote: Unanimous yes vote

Motion: Traci Lavigne Milnes motioned to accept the minutes from April 9, 2026.  
Second: Abbey Myers  
Vote: Unanimous yes vote

### **Discussion: Fee Schedule Review**

Caeli Tegan Zampach and Allison Noronha introduced the proposed new fee schedule for permits issued by the Health Department. They noted that the current fee schedule was last updated on January 1, 2013. Allison Noronha analyzed the health permit fees in other cities and towns comparable to Methuen. The proposed increased permit fees are highlighted areas where Methuen is charging less than the median fee, or the fee should be raised to offset the cost for inspectors to inspect the facility and issue the permit.

Caeli Tegan Zampach and Allison Noronha proposed that a \$75.00 fee is added for establishments with a HACCP plan, due to the higher risk and additional inspection time for those establishments.

The Board of Health will review the fee schedule and prepare to discuss further and vote on adopting it at the next meeting.

### **Discussion: Next Meeting**

The next meeting was scheduled for Thursday, June 11, 2026 at 6:00 PM.

**Adjournment:**

Motion: Abbey Myers motioned to adjourn the meeting.  
Second: Traci Lavigne Milnes  
Vote: Unanimous yes vote

**Meeting adjourned at 7:04 PM.**