

A meeting of the Board of Health was held on Thursday, October 4, 2018. Elinor D. Kelliher, M.D., Chairman; Carolyn Rogowski, Secretary; and Office Assistant, Kim McKay, recording the minutes were present. The meeting was called to order at 4:18 p.m. by Dr. Kelliher.

Discussion of the two applicants for the vacant position on the Board took place. The Board will soon be receiving resumes and letters of intent from both applicants. The Select Board wants to do a joint interview with the Board of Health and the applicants. The Board decided to schedule the joint interview on November 20. On November 20, assuming both candidates are available, we will arrange a joint meeting with the Select Board and interview both candidates. The Board will attend the Select Board's meeting on November 20 at 6:00 p.m.

Reorganization of the Board of Health was discussed. Motion made by Ms. Rogowski to appoint Dr. Kelliher as Chairman. Dr. Kelliher accepts Chairperson. Motion made by Dr. Kelliher to appoint Ms. Rogowski as Secretary. Ms. Rogowski accepts as Secretary. All Town Departments will be notified of this reorganization.

Discussion of the status for the Administrative Assistant, L.A.T.O.S. IV position took place. There are 15 outside applicants. Human Resource Manager, Carrie Ribeiro, will review the applications and decide which ones she recommends the Board to interview. Dr. Kelliher and Ms. Rogowski discussed what types of skills the Board is looking for in an Administrative Assistant. The Board is looking for a candidate with typing skills, someone computer literate, a people person, MUNIS experience is not a necessity; and someone able to work well with others. Ms. Rogowski and Dr. Kelliher agreed interviews should be held outside of an open meeting with at least one Board member and Ms. Ribeiro's assistance. It was agreed by Dr. Kelliher and Ms. Rogowski that Dr. Kelliher will interview applicants with Human Resource Manager, Carrie Ribeiro. Dr. Kelliher will get in touch with Ms. Ribeiro.

Ms. Rogowski will come in tomorrow to sign the payroll.

Bills were signed and approved by Board members.

Board members further discussed food trucks for Harvest Fest, an event sponsored by Iron Duke, being held at the Elks Club on Saturday, October 6 from Noon - 5:00 p.m. All food truck vendors provided payment and copies of their ServSafe and Allergy Awareness Certificate. Our Inspector, Andrew DaCruz, is coming on Friday, October 5 to pick up the permits and will do the inspections the morning of the event, Saturday, October 6 at the Elks Club. Dr. Kelliher stated Mr. DaCruz was agreeable to the idea of handling all food truck inspections. Since Mr. DaCruz is not available on October 5, Ms. Rogowski will perform the inspection of the food truck attending an event at Iron Duke on October 5 and October 19.

Septic Inspector, Mike Pietras was unavailable to attend the Board meeting tonight.

Dr. Kelliher informed the Board the Director of Nurses, Cheryl Messer, would not be attending the meeting tonight.

The Minutes of August 28, 2018 need to be revised to include a signature line for Ms. Rogowski to sign as Secretary.

Bills were signed and approved by Board members. Ms. Rogowski advised the Engineering Department can supply the Health Department with copies of Town maps at no cost.

Board members further discussed pedicures performed by our office for patients at Keystone Commons. Director of Nurses Cheryl Messer, BSN, RN, discussed an option with Dr. Kelliher about bussing the patients to an activity room on site at Keystone Commons. Ms. Rogowski stated previously when it was done this way, it was difficult obtaining payment for the pedicures. Dr. Kelliher's understanding was that Keystone Commons was unhappy with the pedicures not being done regularly. The Board agreed Ms. Messer needs to discuss this issue directly with Angela Kramer, MA, RN and work it out with Keystone Commons.

Dr. Kelliher stated Stephanie Bozigian-Merrick, Public Health Emergency Preparedness Planner for the Pioneer Valley Planning Commission, is leaving her position.

The Board discussed receipt of a records request from Ms. Tara Howe for the September 25, 2018 meeting minutes. A response to this document request is due by October 11, 2018.

Board members further discussed a complaint regarding 49 Maple Street. Dr. Kelliher viewed the property and took pictures of the front of the house. The complainant called on Tuesday, October 2 to inquire about the status of a Board member coming to view the property. Ms. McKay informed the Complainant a Board member had visited and returned with frontal street views of the property. The Complainant informed Ms. McKay the Board has permission to go into her yard in order to see the rear of 49 Maple Street.

Board members further discussed a complaint regarding 259 Chapin Street. Ms. Rogowski said the property has not changed from last year and nothing has been done. A certified letter will be sent to the owner of the property allowing them ten (10) days within receipt of this letter to clean and maintain this property.

Board members further discussed a complaint regarding 236 West Street. The homeowner provided a Certificate of Nursery Inspection instead of a farm permit from the state. Dr. Kelliher will call the State Department of Agriculture to obtain the farm permit since a license to operate a farm is a public record. Jim Scheffler from the Department of Environmental Protection contacted the office concerning a complaint he received about dumping of landscaping debris and stumps. He also knew the fire department was called to this property last year for open burning. Ms. McKay informed Mr. Scheffler the Board was in the process of obtaining the homeowner's farm permit and a Certificate of Nursery Inspection was recently received by the Board from the homeowner.

Mr. Scheffler also asked if United Rentals, 562 Holyoke Street, had a well because he was concerned it was located across the street from a landfill. Ms. Rogowski indicated just because United Rentals is not contained within our records as a well owner, does not mean they do not have a well but rather we do not have any record of them having a well. Ms. Rogowski stated a long time ago people were putting in wells and not contacting the Board of Health because at that time a permit was not needed. Ms. McKay will notify Mr. Scheffler we do not have a record in our files of United Rentals having a well.

Board members discussed correspondence received from the Department of Environmental Protection regarding a release notification and notice of responsibility of #2 fuel oil at 330 Sewell Street. No action at this time is required on behalf of the Board.

The Department of Environmental Protection notified the Board of Health after water testing at Ludlow Public Schools were performed and results showed some elevated lead and copper levels within the schools. Dr. Kelliher contacted Superintendent of the Ludlow Public Schools, Dr. Todd H. Gazda, who sent her the water testing results and plan for remediation in terms of flushing the systems and not utilizing some sinks and water fountains that tested high for lead and copper. Dr. Kelliher discussed the water testing results and plan for remediation with the Board.

The Board reviewed correspondence regarding Model subdivision Regulations. No response is needed.

The Board reviewed Notices of Violations from the Department of Inspectional Services forwarded to the following list of unkept properties:

- Antonio & Helena Gois, 0 Cislak Drive
- Vernadette King-Hayes, 98 Pondview Drive
- Richard D. Nelson, 127 Vienna Avenue
- Lisa Goncalves, 130 Kirkland Avenue
- Thomas & Christopher Salva, 782 Chapin Street
- Elizabeth H. Anton, 52 Hampshire Street

The following legal notices submitted by the Planning Board were reviewed and approved by Board members:

- At the Planning Board Meeting on September 24, 2018, the Planning Board voted to approve (4-0) and sign the sketch from Paul S. Smith Land Surveying (Revised: 9/4/18), for the property located at 19 Carmelina's Circle (Add new addition to southeast corner; building addition to be comprised of 3 offices, 1 bathroom, and 1 conference room).
- Public hearing held on September 27, 2018. Planning Board, acting as the Special Permit Granting Authority, at its meeting on September 27, 2018 voted 4-0 to grant the Special Permit/Home Occupation for Home Office – sign language interpreting services & consulting business (Batch Interpreting) for Tammy Batch, 443 Moore Street.

The Board reviewed correspondence from Waste Water Treatment Services, Inc. regarding the homeowner's wishes not to continue their Operations and Maintenance contract. The Massachusetts Department of Environmental Protection requires a maintenance contract be in place for the life of the alternative septic system.

The following Notices of Casualty Loss to Buildings were reviewed by Board members:

- Jeremy & Jessica Libiszewski, 10 Daisy Lane
- Sarah F. & Michael W. Bowler, 225 Irla Drive

The Board reviewed the Massachusetts Department of Environmental Protection General Well Report for 308 Miller Street.

The following samples taken on September 8th and September 18th and submitted by Morrell Associates were reviewed by Board members:

- Uncle Bob's General Store, 967 East Street – Chocolate Ice Cream (R) showed a Standard plate count 28,000 EPAC and a Coliform/g count of 46.
- McDonald's #3174, Milepost 60, MA Turnpike East – Vanilla Milk Shake showed a Standard plate count 2,700 and a Coliform/g count of <1 EHSCC; Vanilla Ice Cream showed a Standard plate count < 250 EPAC and a Coliform/g count of <1 EHSCC.

The following Food Recalls were reviewed by Board members:

- Getting Issues Worldwide Voluntary Correction of Maquet/Getinge Cardiosave Intra-Aortic Balloon Pump (IABP) For Interruption and/or Inability to Start Therapy at Altitudes above 3,200 Feet/975 Meters
- Mauna Loa Macadamia Nut Corporation Voluntarily Recalls
- Allergy Alert Issued in Whole Foods Market Stores Nationwide for Undeclared Milk in 365 Everyday Value White Corn Tortilla Chips
- Voluntary Recall on Harris Teeter Low Fat Cookies & Cream Frozen Yogurt Due to Undeclared Peanut Product
- Allergy Alert Issued in Whole Foods Market Stores Nationwide for Undeclared Milk in 365 Everyday Value White Corn Tortilla Chips
- Oscor Inc. Issues Recall of TB – Temporary Bipolar Pacing Lead (Unshrouded 2 mm Pins Models)
- Endo Pharmaceuticals Issues Voluntary Nationwide Recall for Two Lots of Robaxin® 750mg Tablets 100 Count Bottle Packs Due to Incorrect Daily Dosing Information on Label

Septic Pumping reports submitted by Clean Septics, Inc. and Wind River Environmental, LLC were reviewed by Board members.

The October 2, 2018 NACCHO Connect (National Association of County and City Health Officials) was read by Board members.

Notification of the Introduction to the 2018-2019 NACCHO Model Practices Program was read by Board members.

Summer 2018 NACCHO Exchange issue was read by Board members.

September 2018 Public Health Dispatch was read by Board members.

September 2018 Local Public Health Update was read by Board members.

Ms. Rogowski informed the Board she called Jeremy Archibald regarding the Whitney Park bleachers. Mr. Archibald told Ms. Rogowski it was either last year or the year before that he

contacted the Recreation Department and the Department of Public Works and never received an answer regarding the cleaning of the bleachers. Dr. Kelliher suggested writing the Recreation Department and the Department of Public Works a letter asking them to maintain the cleaning of the bleachers. Ms. Rogowski advised Ms. McKay to contact Office Assistant, Debbie Gates to determine which department is responsible for the maintenance of the bleachers at Whitney Park. Dr. Kelliher still suggests sending a letter indicating the Board feels it is a health risk to having a tremendous amount of mold on the bleachers, and there is a risk of slipping where the children sit and recommend that they be cleaned or replaced and include a copy of the email with pictures received by the Board of Health.

A request was made by Town Planner Douglas Stefancik for the Board of Health to waive the Well permit fee for the well that will be dug at Camp White for the dog park. Board members will waive the fee.

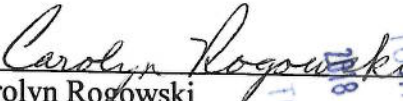
The Board discussed the inspection report of 41 L West Street by Inspector, Andrew DaCruz. A certified letter will be sent to the landlord Anna Rodrigo allowing her fourteen (14) days within receipt of this letter to correct all violations.

The Board received and reviewed floor plans from Mr. Chris LeBlanc, Mount Vernon Group Architects, who is preparing the Chapin Street School project design. The Board has invited Mr. LeBlanc to attend the October 23 Board meeting. In particular, Ms. Rogowski had concerns regarding the location of the kitchen.

Motion made by Ms. Rogowski to adjourn the meeting with Dr. Kelliher seconding the motion. All in favor 2-0.

Meeting adjourned at 5:40 p.m.

Respectfully submitted,



Carolyn Rogowski
Secretary

CR/km

RECEIVED
TOWN CLERK'S OFFICE
2018 NOV 21 A 11:03
TOWN OF LUDLOW