

The regular meeting of the Board of Health was held on Tuesday, February 26, 2019. Elinor Kelliher M.D., Chairman, Carolyn Rogowski, Secretary, and Adrienne DeSantis, Member were present with Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 4:05 p.m. by Dr. Kelliher.

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Natalie Guzman-Escalera, Senior Nursing Student from Westfield State University, came in to introduce herself to the Board. She has been very busy throughout the department. Some of the items she has done include: home visits with both Sandy Table RN and Marianne Moura RN, TB testing both in office and at the Ludlow Fire Department, and attending numerous meetings and tabletops. She is in the process of making a Flu Poster for the department along with preparing information on Nutrition/Footcare for seniors. This will be presented at the Wilson Street Health Fair being held on March 22, 2019.

Director of Nurses, Cheryl Messer-Lusty, came in to talk to Board Members. She is looking into running for President of Massachusetts Association of Public Health Nurses (MAPHN). Board Members like the idea of the President being from our Town, but are concerned with the time needed to fulfill this position. Some of the job details include approximately 4 Quarterly meetings, 11:30 a.m.-3:30 p.m.; 2 Executive Committee meetings, held in the evenings; and visits to the 5 Chapters located within Massachusetts. This is for a 2-year unpaid term. Board Members will table this until the next meeting on March 12, 2019.

Board Members held a brief discussion about time spent out of the office for meetings and conferences. The consensus is that there should be a limit as to how much time is allowed for the year.

Dr. Kelliher asked the Board for more information about Frank's Diner. There have been 2 inspections done. The first one completed on February 19, 2019 showed no major violations. The second inspection was completed on February 26, 2019. This inspection showed that the 2 requests from the Inspectors were completed and no new violations were found.

Discussion was held about the newly created Health Agent position. Board Members would like to rewrite the job description to focus on the management requirements. The Board has asked for this to be added to the next meeting.

Dr. Kelliher left the meeting at 4:50 p.m.

Bills were signed as approved by Board members.

Discussion was held about purchasing "File of Life" cards. These cards are distributed to people coming into the office. In years past, there was a charge of \$1.00 per card. This has since stopped. Board Members approved the purchase of 200 cards. These cards would be distributed through a sign-out list for Ludlow residents only.

Site Plan Approval submitted by the Planning Board for 280 Moody Street was reviewed by the Board. There will be a Public Hearing on March 14, 2019 at 7:00 p.m.

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

- Irene Kimball, 69 Deroche Circle
- Daniel Black, 32 Wilno Avenue

Inspection report for 68 State Street was reviewed by the Board. This is the Mill 10 apartment complex. The complaint is about smoking in the building. Inspector Dacruz could not find any evidence of smoking in or around the building.

Food inspection report for Pizza Corner was reviewed by the Board.

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

Meeting adjourned at 5:15 p.m.

Respectfully submitted,



Carolyn Rogowski
Secretary

CR/tf