

The regular meeting of the Board of Health was held on Tuesday, March 12, 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.

Since this will be her last meeting, Dr. Kelliher would like to thank all Board Members, Staff, and Nurses for the time she has spent on the Board. Dr. Kelliher pointed out the amount of knowledge she has learned during her tenure with the Board. Board Members wish her well and she will be missed by all.

Payroll schedules and bills were signed by all Board Members.

Board members perused the minutes of February 19, 2019 and February 26, 2019 meetings. Motion made by Ms. DeSantis to approve the minutes as written, seconded by Ms. Rogowski, all in favor 3-0.

Septic Inspector Mike Pietras came in to inform the Board of what was taking place at Villa Rose, 1428 Center Street. Currently the septic system is in failure. The system is being pumped weekly. There is a lot of issues with replacing this system, due to the size required and the size of the property. Mr. Pietras is in contact with Mass Department of Environmental Protection to get guidance on the steps required. Board Members will send an enforcement letter to the property owner to expedite the replacement of the system. The property owner would need to report to the Board approximately every 30 days to let them know what progress is being made.

Mr. Pietras discussed amending our septic regulations. Currently we do not have anything stating in our regulations about a Title V inspection requiring to be redone if a property has been vacant for some time. Board members like the idea of adding a reinspection requirement if a property has been vacant for more than 2 months. Mr. Pietras will write the amendment to bring to the Board.

Discussion was held by Board Members about HIPAA (Health Insurance Portability and Accountability Act). There have been instances where communication about patients has taken place in areas where other people and patients are present. This is a violation of HIPAA. All nurses need to make sure they follow HIPAA law, to ensure patient confidentiality.

Board Members discussed how 2 of our Town Nurses are seeking candidacy for the MAPHN. This would be for a 2-year term. Board Members will allow them to run for the positions, but they would only be allowed to fulfill it on their own time with no mileage reimbursement.

Board Members discussed the amount of time taken outside of the office for meetings and trainings. Nurses are currently allowed 2 conference/seminar days away from the office per their contract along with attending the MAPHN Conference and the MAIC Conference each year. Ms. DeSantis states that a policy should be put into place as to how much time should be allowed in addition to those days. The Board is asking that all requests for time outside the office should come to the Board for approval until a Health Agent is hired. Ms. DeSantis will write the policy for Board approval at the next meeting.

Board Members further discussed updating the job description for the newly made Health Agent position. Dr. Kelliher listened to input from Ms. Rogowski and Ms. DeSantis. Dr. Kelliher will make changes to finalize the job description.

Board Members discussed the vacant Health Inspector position. Dr. Kelliher will ask Human Resources to advertise the position in order to fill it. The new inspector would receive the current monthly stipend until July 1, 2019. After then they would possibly be paid a fee of \$35.00 per inspection as a back-up inspector to the Health Agent. The Board will further discuss at a later meeting.

Board Members discussed raising our nursing visit fees along with our TB testing fees. Currently they are \$10.00 per visit or test. These fees have not been increased in many years. Board members discussed raising this fee to \$15.00 per visit or test. This fee would be for the 1st hour (or any part of) spent in a patient's home. After the 1st hour, patients would be billed at \$3.75 per 15-minute interval. Motion was made by Ms. Rogowski, seconded by Ms. DeSantis, to raise the fees to \$15.00 per visit or test. All in favor 3-0. This would go into effect on May 1, 2019. A letter will be sent to all patients, along with an announcement in the Register.

Ms. DeSantis would like to look into whether or not the actual TB Test is required every year. She believes only the assessment has to be done yearly and based on the results, a test would be given.

Board Members discussed the current patient load for our nurses. There is a lot of patients that have not been seen in some time. The Board is asking Cheryl Messer-Lusty, Director of Nurses, to go through the current patient book. She will be required to contact each patient to confirm if they are active or not. She will also research as to when the last time the patient was seen. Board members are asking for this information for the next meeting held on March 26, 2019.

A complaint was received regarding 389-391 East Street. There are 4 apartments in this building. Each tenant is complaining of possible rats and deplorable living conditions. An inspection was done by Inspector Dacruz sighting violations. A certified letter has been sent to the landlord giving 14 days to correct the violations.

A complaint was received regarding 93 Winsor Street, apartment 23. The tenant has moved out, but complains of mold throughout the apartment. A letter will be sent to the owner asking for an inspection of the apartment.

Discussion was had regarding a complaint from 521 Center Street, apartment 14. The owner is requesting another inspection with our Inspector. Inspector Dacruz has contacted the owner to arrange this inspection. No date or time has been set for the reinspection.

Food inspection report for Moonlight Cafe was reviewed by the Board.

The following samples taken on June 3rd and submitted by Morrell Associates were reviewed by Board members:

- Burger King #4224, 419 Center Street – Vanilla ice cream showed an Aerobic plate count/g of 1,000 and a Coliform/g count of < 1 EHSCC.
- McDonald's #3174, Milepost 60, Massachusetts Turnpike – Vanilla milk shake showed an Aerobic plate count/g of 260 and a Coliform/g count of 46.
- McDonald's #6099, 420 Center Street – Vanilla Milk Shake showed an Aerobic plate count/g of 12,000 and a Coliform/g count of < 1 EHSCC; Vanilla Ice Cream showed an Aerobic plate count/g of <250 EPAC and a Coliform/g count of < 1 EHSCC.

Special Permit approval submitted by the Planning Board for Alan Kelliher, 25-27 Maple Street, for a Home Office – painting business (King's Painting) was reviewed by the Board.

Special Permit approval submitted by the Planning Board for Robert Provost, 34 Aldo Drive, for a Home Office – cleaning business, was reviewed by the Board.

Special Permit approval submitted by the Planning Board for Linly Kaira, 53 Blanchard Avenue, for a Home Office – import agent, was reviewed by the Board.

Site plan approval submitted by the Planning Board for 183 Ravenwood Drive, for a Cell Tower was reviewed by the Board.

Site plan approval for CPV Red Rock Solar, 0 Lyon Street, for a Solar Field was reviewed by the Board.

Site plan approval for Gandara Center, 14 Chestnut Place, was reviewed by the Board.

Site plan approval for Peter M. Ostrowski, Inc., 219 Moody Street, for an Auto Sales Business, was reviewed by the Board.

Legal Notice/Special Permit for Dominick Dasilva, 30 Clark Street, was reviewed by the Board. Public hearing scheduled for March 28, 2019 at 7:00p.m.

Change of Occupancy for 56 East Street, The Fitclub24, submitted by the Planning Board was reviewed by the Board.

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

- Thomas Czapienski, 127 Cedar Street
- Jennifer Elmer & Chad Chagnon, 25 Westerly Circle
- Philip Lafreniere, 147 Church Street
- John & Patricia Guiel, 201 Fuller Street
- Michael Slepecki & Diane Ouellette, 1310 Lyon Street
- Aurelio Tomas, 380 East Street
- Mary Rarogiewicz, 125 Munsing Street

Septic pumping record for 48 Wood Drive, submitted by OJS Landscape Excavation was reviewed by the Board.

Pool testing reports for February 1, 2019 to February 28, 2019 for Ludlow Boys & Girls Club were reviewed by the Board.

Motion made by Ms. DeSantis to adjourn the meeting with Ms. Rogowski seconding the motion. All in favor 3-0.

Meeting adjourned at 7:25p.m.

Respectfully submitted,


Carolyn Rogowski
Secretary

CR/tf