

The regular meeting of the Board of Health was held on Tuesday, March 26, 2019. 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 Ms. Rogowski.

Board Members welcomed the newly elected member, Michael Lafever. He was elected to the Board on March 25, 2019 to a Three-year term.

Board Member Adrienne DeSantis was elected to a One-year unexpired seat on March 25, 2019.

Motion made by Ms. DeSantis to appoint Ms. Rogowski as Chairman, seconded by Mr. Lafever. All in favor 3-0. Motion made by Mr. Lafever to appoint Ms. DeSantis as Secretary, seconded by Ms. DeSantis. All in favor 3-0. Motion made by Mr. Lafever for all Health Inspectors, Animal Inspector, Nurses, and Office Assistants to remain the same with Ms. DeSantis seconding the motion. All in favor 3-0. Reorganization will be sent to all Town Departments.

Motion made by Mr. Lafever, seconded by Ms. DeSantis allowing Ms. DeSantis authorization to sign the weekly payroll sheets. All in favor 3-0.

Cheryl Messer-Lusty and Fire Chief Ryan Pease came in to discuss an upcoming training with the Board. Ms. Messer was to take a CERT (Community Emergency Response Team) training to be held in Worcester, MA on April 17 & 18, 2019. Board Members have recently told Ms. Messer that she was not able to attend this training. Chief Pease is asking the Board to reconsider it. Chief Pease states that this is a very important part of Emergency Preparedness for the Town of Ludlow. It would give Ms. Messer proper training in case there was ever an emergency situation or the needs for an emergency shelter to be set up. This training will also give the Town the opportunity to apply for Grants through the State of Massachusetts. Ms. Messer spoke of many things that she has completed in regards to Emergency Preparedness. The most recent being a volunteer call down. She sent out a message to approximately 36 volunteers. Out of the 36, 30 of the volunteers responded to the message. Of the 30 responses, 24 volunteers were ready to commit to serve. Ms. Messer also provided the Board a copy of different events and meetings that she has participated in on her own time. She also provided a list of meetings she attends on a regular basis that is required as part of her job description. Board Members will discuss this training further.

Fire Chief Pease mentioned to the Board about the fee for CPR training for the Fire Department. Right now everyone pays a fee of \$35.00 per person. He is asking if the Department could just be billed for the cost of the CPR card. The fee for the card is \$6.00 each. The Board will consider the change.

Ms. Messer discussed the results of her patient list review. There are a lot of patients that have not been seen in quite some time. She still has more phone calls to make. Ms. Messer is looking to bring patients back for treatments.

Payroll schedules and bills were signed by all Board Members.

Board members perused the minutes of the March 12, 2019 meeting. Motion made by Ms. DeSantis to approve the minutes as written, seconded by Mr. Lafever, all in favor 3-0. Minutes were signed by Ms. Rogowski.

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The Board discussed dates for the April Board of Health meetings. The meetings have been scheduled for April 9, 2019 and April 23, 2019 at 4:00 p.m.

Board Members discussed the payment for the upcoming MAPHN Conference. Ms. Messer would like to attend the Thursday night conference, along with the Friday conference. The difference in price is \$20.00. Ms. Rogowski does not feel it would be necessary for her to attend both. Board Members also state that they will not pay for the extra conference. If Ms. Messer wishes to attend the Thursday night conference, she will need to pay the additional fee.

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 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. Motion was made by Ms. DeSantis, seconded by Mr. Lafever, 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 on April 17, 2019 and April 24, 2019.

Board members discussed the pay rate for a back-up inspector for FY20. Motion was made by Ms. DeSantis to pay this inspector a rate of \$35.00 per hour. Mr. Lafever seconded the motion. All in favor 3-0.

Discussion was held regarding a complaint from 521 Center Street, apartment 14. Inspector Dacruz has contacted the owner and another inspection was done on March 17, 2019 sighting violations. Certified letter will be written allowing the landlord fourteen (14) days to correct all violations.

A complaint was received by phone regarding possible overcrowding and fifteen (15) dogs and cats at 11 Duke Street. Animal Control Officer Gil Turcotte was notified and will investigate further.

A complaint was received regarding 224 Holy Cross Circle. A neighbor is complaining that the homeowner was butchering chickens and a pig in the backyard of the home. In researching this issue, there is no Town By-law that restricts this. In looking into State Laws, there are no permits or permission needed as long as the animals are for personal consumption. No further action to be taken.

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A complaint was received from 32 Chestnut Street, Apartment 9. The tenant is complaining of Bedbugs throughout the apartment. Inspector Dacruz will be notified to perform a complete inspection.

An e-mail was received from 1248 Center Street. The homeowner was to install a drain in the back of the house to keep the septic system working. The e-mail states that they are not going to install the drain now. It has been referred to Mike Pietras, Septic Inspector, for his recommendations.

A complaint has been received regarding 237 West Street. Inspector Dacruz went to the property on Saturday March 23, 2019. The house is in deplorable condition and has since been condemned. Certified letter will be written instructing the owner to correct all violations immediately.

A complaint was received regarding rubbish at 26 Hampden St. There is a large pile sitting in the back yard. Certified letter will be written allowing the landlord fourteen (14) days to correct all violations.

Board Members further discussed allowing Ms. Messer to attend the CERT training in April. After asking for reconsideration from Fire Chief Pease, the Board feels that it is still not necessary and will not allow Ms. Messer to attend this training. Board Members still feel that Ms. Messer is taking too much time outside of the office.

Board Members further discussed the charge for CPR for the Fire Department. Board members agree that they should only be charged the card fee of \$6.00. This will be enforced beginning with the next training.

The State has issued new Food Establishment Inspection Reports. Board Members discussed how we should order them. Ludlow Printing will be contacted for a quote to be brought to the next meeting.

The following Food Establishment Inspection Reports were reviewed by the Board:

- Frank's Diner, 99 East Street
- Moonlight Café, 387 East Street
- EZ Shop Convenience, 546A Center Street
- Pride, 478 Center Street

Special Permit approval submitted by the Planning Board for Joe Salvador, 185 Miller Street, for Engineering & Land Solutions, Inc. & Hotside Equipment Repair, was reviewed and signed by the Board. A public hearing is scheduled for Thursday, April 11, 2019 at 7:00 p.m.

Change of Occupancy for Diosa King, Dave and Diosa's New Age Shop, to be located at 65 East Street submitted by the Planning Board was reviewed by the Board.

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

- Leal Family Trust Agreement, 168 Southwood Drive
- Raymond Lavalley, 433 Ventura Street
- Jeffery Kaloroumakis, 101 Pine Street
- Philip McBride, 85 Hunter Road

A letter from Eversource Energy regarding 2019-2023 Five-year Vegetation Management Plan for Western Massachusetts was read by the Board.

A letter from MassDAR, John Lebeaux, Commissioner, to Eversource Energy regarding approval of their Vegetation Management Plan was read by the Board.

Public Health Dispatch, provided by NACCHO, for March 2019 was read by the Board.

The following Food Recalls were read by the Board:

- Claire's Stores, Inc., Announces Voluntary Recall of Three Make-Up Products
- Fullei Fresh Recalls Organic Bean Sprouts Because of Possible Health Risk
- Hometown Food Company Recalls Two Production LOT Codes of Pillsbury Unbleached All-Purpose 5lb Flour Due to Possible Health Risk

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

Meeting adjourned at 7:48 p.m.

Respectfully submitted,


Adrienne DeSantis
Secretary

AD/tf