

The regular meeting of the Board of Health was held on Tuesday, April 9, 2019. Carolyn Rogowski, Chairman, Adrienne DeSantis, Secretary, and Michael Lafever, Member were present with Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 4:04 p.m. by Ms. Rogowski.

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Christopher Goshea, Emergency Preparedness Planner and EDS Coordinator for Western Massachusetts, came in to talk to the Board of some of the responsibilities that are required for the Town. Also in attendance were Deputy Fire Chief Jeff Lavoie and Town Administrator, Ellie Villano. Mr. Goshea spoke of required training for office staff and Board Members to take in order for them to participate as management in an emergency situation. The required classes are ICS 100, 200, 300 and NIMS 700, 800. Most of these are available for free online. Mr. Goshea went on to discuss some of the items that Director of Nurses Cheryl Messer-Lusty has been doing for the Town. She has coordinated the Town EDS Drill in past years and continues to participate in State required trainings and deliverables. He commended her for being one of four towns that responded correctly to the most recent call down exercise put on by the State.

Deputy Fire Chief Lavoie further discussed allowing Ms. Messer to attend a CERT training in Worcester, MA on April 17 & 18, 2019. Ms. Messer has been told by Board Members that she was not allowed to attend this training. Mr. Lavoie stated that in the event of an emergency, the Fire and Police Departments would not be available to run shelters or Emergency Dispensing Sights. Mr. Lavoie went on to state how important it would be to have someone with the proper training and confidence in place to oversee these matters if something were to happen. The Fire Department feels that any education Ms. Messer can bring to the Town would be extremely important in the case of an emergency. Mr. Lavoie is asking for the Board's reconsideration on this matter. Board Members will discuss further later in the meeting.

Ms. Messer asked the Board for clarity in regards to the new Seminar/Conference policy. According to the new policy, all Nursing staff will be allowed to attend two (2) Seminar days, the MAPHN Conference, and the MAIC Adult and Pediatric Conferences. Anything over and above this allotment will need to be approved by the Board. This new policy was due to go into effect on May 1, 2019. Ms. Messer is hoping to make it effective as of July 1, 2019 due to some Conferences have already been approved for May. The Board will make this policy effective July 1, 2019.

Ms. Messer informed the Board of a CPR training for the Ludlow Soccer Coaches. This training will take place on an upcoming Saturday.

A meeting with the Town Emergency Preparedness Volunteers is scheduled for April 25, 2019 at 6:00 p.m. Ms. Messer is providing training from the Alzheimer's Association on how to care for people with the disease during an emergency as Ludlow is a Dementia Friendly Town.

Fran & Nancy Dygon from 241 West Street came in to meet with Board Members in regards to 237 West Street. Mr. Dygon would like to know what steps are being taken to clean the house and property. Ms. Rogowski told them that a letter has been sent and further follow-up will take place to ensure the house is cleaned in a timely fashion.

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Board members perused the minutes of the March 26, 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. DeSantis.

Payroll schedules and bills were signed by all Board Members.

The Board discussed dates for the May Board of Health meetings. The meetings have been scheduled for May 7, 2019 and May 21, 2019 at 4:00 p.m.

Board Members discussed how Ms. Messer would be paid for instructing CPR training. Currently Ms. Messer would be given Comp time or no pay. The Board had set up a revolving fund in order to compensate Ms. Messer for instructing. In order for Ms. Messer to receive compensation from this account, a 1099/w9 would need to be filed. Motion was made by Ms. DeSantis to have Ms. Messer fill out the 1099/w9 forms and receive compensation from this account immediately. Seconded by Mr. Lafever, All in favor 3-0.

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

Board Members further discussed allowing Ms. Messer to attend the CERT training in April. After asking for reconsideration from Deputy Fire Chief Lavoie, Board Members feel that it is a very good opportunity for the community. Motion made by Mr. Lafever to allow Ms. Messer to attend the CERT training in Worcester, MA with the condition that within six (6) months after becoming a CERT Town, Ms. Messer shows evidence of actively pursuing and writing for Grants and training for the Town volunteers. Seconded by Ms. DeSantis, All in favor 3-0.

A letter was received by Ms. Rogowski from Angela Kramer, RN. Ms. Kramer is questioning the fact that Ms. Messer is now the President of the Western Mass Chapter of MAPHN. Ms. Messer has scheduled the monthly meeting to be held in Town Hall. Ms. Messer would like the staff Nurses to attend these meetings. Ms. Kramer does not feel that the pedicure clinic should be closed during that time. Board Members would like to see the Nurses attend on a rotating basis.

In the same letter, Ms. Kramer is questioning the amount of Comp time that she has. Mr. Fontaine has no documentation on the computer. Mr. Fontaine researched back from 2014, 2015, 2016, 2017, and 2018 to reconfigure the amount. Mr. Fontaine reports that from what he could find, Ms. Kramer is in the negative by 3 hours. Motion made by Ms. DeSantis to eliminate the negative balance and restart Ms. Kramer at a zero (0) balance. Seconded by Mr. Lafever, All in favor 3-0.

A complaint was received regarding 436 Poole Street. The neighbor is complaining that there are dogs barking through all hours of the night. The neighbor presented numerous Police reports concerning this. This complaint has been redirected to the Selectmen's office.

A complaint was received regarding a large amount of trash and debris located at 22 Fuller Street. Ms. Rogowski went by the property and confirmed that there is a large pile of trash located next to the garage. Certified letter will be written allowing the landlord fourteen (14) days to correct all violations.

A complaint was received regarding overall conditions at 182 Fuller Street. Ms. Rogowski drove by the property and noticed a dumpster in the driveway. Overall the yard is in the process of being cleaned. There are two big boards holding up the front of the house. The Building Department will be contacted. No further action is required by the Board.

A complaint was received by phone regarding possible overcrowding and fifteen (15) dogs and cats at 11 Duke Street. Animal Control Officer Gil Turcotte went to the property on March 27, 2019. Upon arrival he witnessed 1 dog and 6 cats. The dog is currently licensed by the Town. The homeowner owns 1 cat, the other 5 are there as fosters for rehoming. All animals are up to date on vaccinations and fixed. Mr. Turcotte states that there is a small pile of trash out back. The homeowner had a water issue in the basement. The pile will be cleaned within the week. No further action is required by the Board.

A letter from the Board of Selectmen was received regarding Frank's Diner, 99 East Street. It is informing the Board of a Hearing to revoke the Wine and Malt Beverage License scheduled for April 16, 2019 at 6:15 p.m. There will be a Food Establishment Inspection completed before this date.

A final Health Agent Job description was discussed by the Board. There are a few last minute changes to be made. The job description will be corrected and sent to Carrie Ribeiro, Director of Human Resources, for final approval.

Change of Occupancy for Winn Managed Properties LLC, located at 68 State Street submitted by the Planning Board was reviewed by the Board.

Legal Notice submitted by the Planning Board for Chad Fraga, 25 Essex Street, for a Home Office – concrete work was reviewed by the Board. Public hearing is scheduled for Thursday, April 11, 2019 at 7:15 p.m.

Notice of Decision – Special Permit submitted by the Planning Board for Dominick Dasilva, 30 Clark Street, Home Office – contracting business was reviewed by the Board.

A memo from Town Administrator Ellie Villano regarding "buy recycled" was read by the Board. This is a policy the Town put into place in 1997.

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

- Joan Haney, 117 West Street
- SO COOL REALTY LLC, 345 Holyoke Street
- Melody & Jason Fontaine, 40 Brunelle Street
- Deborah Rainey, 52 Franklin Street
- Robert Lindsey, 64 Meadowlark Circle
- Gary & Teresa Bachorz, 112 Longview Circle
- Robert Robar, 31 Edgewood Road

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The Reorganization of the following Boards were reviewed by Board members:

- **Board of Public Works**
Thomas Haluch, Chairman
Barry Linton, Vice-Chairman
Guilherme Rodrigues, Member
Alexander Simao, Member
John Davis, Member
- **Planning Board**
Joseph Queiroga, Chairman
Raymond Phoenix, Vice-Chairman
Kathleen Houle, Secretary
Christopher Coelho, Member
Rafael Quiterio, Member
John Pedro, Member
- **Conservation Commision**
Jason Martowski, Chairman
Penny Lebel, Vice-Chairman
Angela Tierney, Secretary
Steven Hicks, Member
Scott Urban, Member
- **School Committee**
Charles Mullin, Chairman
Jeff Laing, Vice-Chairman
Jacob Olivera, Secretary
James Harrington, Member
Dr. Michael Kelliher, Member

- **Board of Selectman**
Derek DeBarge, Chairman
Carmina Fernandes, Vice-Chairman
Manuel Silva, Member
Antonio Goncalves, Member
William Rosenblum, Member

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A letter from Mass Health Officers Association regarding a failed FDA Tobacco Compliance check at Pop N' Kork, 12 Cady Street, was read by the Board.

Water test results for Lupa Zoo, 62 Nash Hill Road, was reviewed by the Board. The test shows the absence of coliform in the water.

A letter from Michelle Moran, Vaccine Reimbursement Program Umass Medical School, regarding the 2018-2019 flu season reimbursement was read by the Board.

Septic Pumping records, submitted by Complete Septic, for Villa Rose Restaurant were reviewed by the Board.

The following Food Recalls were read by the Board:


- JBS Plainwell, Inc. Recalls Ground Beef Products Due to Possible Foreign Matter Contamination
- J&J Snack Foods Handhelds Corp. Recalls Stuffed Sandwich Products due to Possible Foreign Matter Contamination
- Blount Fine Foods Recalls Ready-To-Eat Chicken Soup Product due to Misbranding and an Undeclared Allergen
- AdvancePierre Foods, Inc. Recalls Frozen Beef Patties due to Possible Foreign Matter Contamination

ArcNews for Spring 2019 was reviewed by the Board.

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

Meeting adjourned at 7:05 p.m.

Respectfully submitted,


Adrienne DeSantis
Secretary

AD/tf