

Board of Health

Meeting Minutes

May 21, 2025

RECEIVED
TOWN CLERK'S OFFICE

2025 JUN 20 A 10:13

TOWN OF LUDLOW

Members Present: Kelly Lamas, Chair; Antonio Tavares, Secretary; Adrienne DeSantis, Member

Also Present: Paulina Matusik; Health Director

Meeting was called to order at 4:30 PM by Ms. Lamas and the Pledge of Allegiance was performed.

Mr. Tavares signed the meeting minutes from April 16, 2025. Mr. Tavares made a motion to approve the meeting minutes from Wednesday, April 16, 2025, seconded by Ms. DeSantis. All in favor 3-0.

Visitations/Call In:

Ms. Matusik introduced Claire S. from the MA Department of Public Health – Local Health Internship Program. She will focus on Enhancing Outdoor Access and Physical Activity through Improved Education and Resources. This was a service that needed improvement, a topic that required more education and a top priority area to address per the 2023 Community Health Needs Assessment (CHNA).

Clair explained that she is currently a master's student at the University of Massachusetts, pursuing her master's in public health and just finished her first year. She will be with the Health Department for about eight weeks.

Actions/Correspondence:

Ms. Matusik explained that the septic system at 73 McKinley Avenue was installed prior to the approval of plans and without obtaining an installer's permit in April. This was a first-time violation for Baystate Excavating, they did receive a violation letter and were charged a fifty percent late fee for not pulling an installer's permit.

The Board discussed the request for chickens at 63 McKinley Avenue. Ms. Matusik explained that they fall under zoning RA and would need the Boards approval. They currently have six hens and have submitted a request to keep them, they do not have any roosters, they are used for eggs only. The chicken feed is stored in the garage and the coop is cleaned weekly with a deep clean once a month. Ms. DeSantis made a motion to approve the request for six chickens and no roosters at 63 McKinley Avenue, seconded by Mr. Tavares. All in favor 3-0.

The Board discussed the request for chickens at 83 McKinley Avenue. Ms. Matusik explained that this address also falls under the same zoning. They currently have seven hens and will remove any roosters they have, they are used as pets and for eggs. The coop is located at the back of their property approximately ten feet away from any property lines. The food is stored in heavy duty plastic bins located in an enclosed shed. The coop and run are cleaned weekly. Ms. Matusik noted

(1) Correspondence

(4) Permit Reviews

Nursing (Maven Report):

(1) Norovirus Case

(14) Covid Cases

(3) Hepatitis B Cases

(7) Hepatitis C Cases

(12) Influenza Cases

Blood Pressure & Footcare Clinics:

Ms. Kramer is at the Veterans Center the second Tuesday of every month at 11:30am during their luncheon doing blood pressures. The Senior Center offers Blood Pressure Clinics every Tuesday at 12:30pm and on Fridays at 10:00 am. Ms. Kramer attends at least one Friday a month.

Ms. Kramer is at the Senior Center every Thursday for the footcare clinics. The Senior Center schedules the appointments for the foot care. Ms. Kramer also attends a footcare clinic at Keystone on the third Wednesday of every month.

Administrative:

(1) Food Service License

(1) Food Establishment Plan Review

(9) Mobile Server Permits (Annual Permits)

(3) Temporary Food Event Permits

(1) Mobile Home Park Permit

(2) Funeral Director Licenses

(2) Dumpster Permits

(5) Well Construction Permits

(5) Disposal Works Construction Permits

(1) Septic Repair Permit

(2) Septic Installer's Permits

(1) Septic Tank Pumping License

(6) Percolation Tests

The total collected was \$7,385.00 that includes footcare.

Ms. Matusik shared with the Board Ms. McMurray's (Shared Services) updates, she noted that Ms. Jediny now offers Narcan training, that has been going well, and she has also received compliments. She recently held a training session at the Ludlow Boys & Girls Club for their directors and coordinators.

The legal notices were reviewed by the Board.

Moving forward donors are encouraged to specify their intended use for the funds when making a contribution. If no specific purpose is indicated, the donation will be treated as unrestricted and used at the department's discretion in support of its overall mission.

Oversight:

The Health Director or their Designee will be responsible for managing the use of these funds. The Board of Health will receive regular updates regarding the account's usage and current status.

Ms. DeSantis made a motion to approve the policy as written and presented for the Nurses Donation Account, seconded by Mr. Tavares. All in favor 3-0.

Ms. Matusik updated the Board regarding 50 Pond Street in regard to the Public Hearing that was held March 19, 2025. On April 21, 2025, Ms. Matusik received a voicemail from the homeowner. She returned the call, he told her there was no mess at the house, the chairs and couches were going to be repaired, and he needed more time. She explained to him that the first letter was mailed to him for a date and time to meet and to discuss the issues that are going on and he disconnected the call. The letters that were sent after this conversation, he did not respond to any of them, they date back to December of 2024 up to the Public Hearing in March. On April 25, 2025, Ms. Crosby (Administrative Assistant) received a call from Ms. Cote (Access Care Partners) and explained that she is a care manager trying to help the homeowner. Ms. Cote called on May 21, 2025, to let the Health Department know that she received a quote for a dumpster of \$450.00 and that she will be working with the homeowner on this. She is hoping to have the dumpster delivered this week or next week because the trash and debris have been put into piles and is hoping to have this cleaned up within two weeks. She noted that the homeowner is eighty-three years old and lives alone. Ms. Matusik explained that the date to correct regarding the violation is May 24, 2025, she did drive by the property on Friday, May 16, 2025, noting it did not look like any work had been done, she also stated the letter included a three-hundred-dollar fine that has not been paid yet. Ms. Matusik asked the Board how they would like to proceed.

Ms. DeSantis made a motion regarding 50 Pond Street to uphold the three-hundred-dollar fine and to pause for now on the five-hundred-dollar fine dependent on the cleanup of the property until next month's Board of Health meeting, seconded by Mr. Tavares. All in favor 3-0.

The next Board of Health meeting will be on Wednesday, June 18, 2025, at 4:30 PM in Hearing Room #1.

Ms. Matusik shared the Select Board Committee Liaison List with the Board.

A motion was made by Mr. Tavares to adjourn the meeting on May 21, 2025, at 5:30 PM, seconded by Ms. DeSantis. All in favor 3-0.