

Board of Health

Meeting Minutes

February 9, 2026

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Members Present: Kelly Lamas, Chair; Antonio Tavares, Secretary; Lauren Yelinek, Member

Also Present: Paulina Matusik; Health Director

Meeting was called to order at 6:01 PM by Ms. Lamas and the Pledge of Allegiance was performed.

Monthly Business:

Mr. Tavares signed the meeting minutes from January 14, 2026. Mr. Tavares made a motion to approve the meeting minutes of Wednesday, January 14, 2026, seconded by Ms. Yelinek. All in favor 3-0.

Actions/Correspondence:

Ms. Matusik updated the Board with the 2026 permit renewals. There was a total of two hundred and forty-nine permits renewed, that included:

- Food
- Body Art Establishments
- Body Art Practitioners
- Dumpsters
- Frozen Dessert
- Haulers
- Mobile Homes
- Hotel/Motel
- Piggery
- Residential Kitchens
- Pools
- Schools

This does not include funeral directors, mobile or temporary permits, septic permits, tobacco, and well. She also noted that there are two pending food applications and explained that there will be two new restaurants coming to Ludlow, they did submit their plan reviews and have not yet been approved or have a preoperational inspection, which means the food numbers will increase.

Ms. Matusik explained to the Board that the Septic Repair permit is relatively high compared to surrounding towns. She explained that any work done on a septic system requires a Disposal System Construction permit and noted that even for small jobs like a Tee replacement, this becomes costly for the homeowner. She is recommending lowering the component fee that is currently \$170.00. Ms. Matusik noted that the fee for surrounding towns is listed as follows:

scheduled for an hour, and went well over the time allotted, which shows there is a need for this environmental work group collaboration.

Ms. Matusik updated the Board with the Shared Services updates. They contracted with a new Title V Contractor (Andy) who started on February 3, 2026. She also noted that Mr. Garcia, the previous Title V Contractor, did not have the capacity to continue in this role.

Ms. Matusik updated the Board regarding the part-time health nurse position. In January an interview was conducted with Ms. Hertz who is the contracted nurse for their homebound footcare. When Ms. Matusik reached out to the Human Resources department to offer Ms. Hertz the position, she was notified that Ms. Hertz would need to be voted in as a special municipal employee because it is a slight conflict of interest. The Select Board will vote on this at their next meeting on February 17, 2026, and Ms. Matusik will be attending their meeting in case the Select Board has any questions regarding the position and once the position is voted on and approved, they can officially hire Ms. Hertz.

Ms. Matusik explained that she updated the Social Worker job description position to a Community Health Advocate and has received six applicants, with three of them moving forward to interviews and she is looking to schedule them sometime next week. She feels there is a need in the community for help with services like food, health insurance or housing.

The legal notices were reviewed by the Board.

The next Board of Health meeting will be on Tuesday, March 17, 2026 @ 5:30 PM in Hearing Room #1.

Mr. Tavares mad a motion to adjourn the meeting Monday, February 9, 2026, @ 6:23 PM, seconded by Ms. Yelinek. All in favor 3-0.

Respectfully Submitted,



Antonio Tavares, Secretary