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TOWN OF LUDLOW

Board of Health

Meeting Minutes

February 19, 2019

Members Present: Adrienne DeSantis, Carolyn Rogowski

This was a joint meeting with the Board of Selectman to discuss the request for a Health Director position.

The Board of Health is asking the Board for approval to hire a Health Director. Mrs. Fernandes had a few more questions for the Board of Health. Carolyn Rogowski told the Board that whatever they decide to call the position, that person will do all the inspections for restaurants and food establishments, perc tests, and septic systems. The position will take the place of the two part-time inspectors performing these tasks currently. Ms. DeSantis stated that another component of the position is to manage the day-to day operations of the whole department. Currently the Board is having to micro manage the department and they shouldn't be. The department needs a strong day to day office and staff management position.

Ms. DeSantis stated that the BOH has not been inspecting the restaurants and food establishments two to three times per year as required because the two current part-time inspectors have their won full-time jobs to do. The Board designed the job description for the position based on what their needs are for the department. Currently, together the two part-time inspectors are paid over $30,000. The salary for the new full-time position would be about $75,000.

Mrs. Villano stated that this is a positive direction that the BOH needs to go in, no matter what you call the position. There needs to be someone doing the inspections daily, who is available daily and who can monitor and oversee the current staff within the department.

Mr. DeBarge is 100% in agreement about getting a full-time inspector for the town immediately. He would like to do that at the most cost-effective salary possible. He is not sure if the supervisory component is necessary.

Moved by Mr. DeBarge seconded by Mrs. Fernandes to go ahead and hire the Health Agent for the Board of Health at Level 3 immediately for posting, starting July 1st. Vote 4-0 all in favor.

Respectfully submitted,

Adrienne DeSantis

Secretary