Board of Health

Meeting Minutes

April 3, 2019

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TOWN OF LUDLOW

Members Present: Adrienne DeSantis, Carolyn Rogowski, Michael LaFever

Also Present: Tim Fontaine

This was a joint meeting with the Finance Committee to discuss FY20 Budget.

Mr. Fontaine informed the Finance Committee that the Board of Selectmen has approved a Health Agent position for the Board of Health and that it is the biggest change to the budget. The position was approved for a Level 3 Management position with a salary ranging between $54,00- $74,300. Mr. Fontaine also went through the line items of the budget and reviewed any changes there were from the previous year's budget. There is a line item for a back-up inspector as we will need them when the Health Agent is away. There is also an increase in contractual salaries, as well as the clerical salary to account for step increases.

Mr. Fontaine reported that the department fees have been increased this year so there is an offset of approximately $11,000 from that. There will also be an offset from the revolving fund as that is where the current septic inspector's salary is coming from.

The Finance Committee members asked what the Health Agent would bring to the town to offset the salary. Mr. Fontaine explained that they will be responsible for bringing the town up to speed on their food establishment inspections, addressing housing complaints and doing all septic inspections. There are currently 102 locations that require inspections twice a year. There will also be a managerial role to oversee the department staff. Which will allow the Board of Health members to focus more on policies.

Ms. Rogowski explained that the town is mandated to perform two inspections per year on all food establishments and have not been compliant due to staffing shortages. She explains that while the town is getting bigger, the needs of the department are growing and the addition of the Health Agent is crucial to its success.

The meeting ended at this time.

Respectfully submitted,

Adrienne DeSantis

Secretary