The regular meeting of the Board of Health was held on Tuesday, July 2, 2019. Carolyn Rogowski-Duarte, Chair, Adrienne DeSantis, Secretary, and Michael LaFever, Member were present with Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 4:00 p.m. by Ms. Rogowski.

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Board members perused the minutes of the June 18, 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.

Kelly Ann Adams, 18 Ampere Ave., came in to talk with the Board regarding her chickens. As of right now she maintains 14 chickens and 2 roosters. Accompanying Ms. Adams was her neighbor, Tara Lavertue from 95 Posner Circle. Ms. Lavertue has no complaints of the chickens being next door. Board Members advised Ms. Adams of the Town By-law regarding roosters. The birds are being housed in a 10X18 coop and enclosure. The chickens are only used for eggs for the family. Board Members would like to have Ms. Adams collect letters from her immediate abutters about her chickens, properly clean the coop to eliminate any odor, and remove or collar the roosters to eliminate crowing. The Board also asked Ms. Adams to follow up with the Building Department regarding her coop. A continuation has been scheduled for Tuesday, July 16, 2019 at 4:00 P.M.

Payroll schedules and bills were signed by all Board Members.

While signing the Nurses mileage, Ms. Rogowski-Duarte asked why the Director of Nurses has to go and pick up medication at the TB Clinic in Springfield. This will be looked into and brought back to the Board at their next meeting of July 16, 2019.

A complaint was received regarding trash and odor behind Galo Rei, 313-319 East Street. Inspector Fontaine found numerous trash bags in the rear of the building. There were also 10-12 containers filled with old frying oil. A strong odor was present. Ludlow Fire Prevention will be contacted about the numerous oil containers behind the building. Inspector Fontaine will revisit the property and talk to the owners about cleaning up.

There is a webinar coming up in August for the flu vaccine billing. In the past Nurse Marianne Moura attended this. Board Members feel that it should be attended by Ms. Messer. Motion made by Ms. DeSantis to have Ms. Messer, Director of Nurses, attend this webinar. Seconded by Mr. LaFever. All in favor 3-0. Board Members would like to look into the possibility of having Ms. Messer do the billing.

There is a timesheet for MAVEN work that needed to be signed. Nurse Angela Kramer works with the MAVEN for 7 different towns in Massachusetts. This work is paid through a grant from the Pioneer Valley Planning Commission. There was a timesheet signed by Ms. Rogowski and was sent in. The Commission returned this first sheet and asked for a newer timesheet. The Commission had made changes to the timesheet without Board of Health approval. Ms. Rogowski was to contact Ms. Erica Johnson at the PVPC as to why the timesheet was changed.

The times on this sheet cannot be verified at this time. Motion made by Ms. DeSantis that all MAVEN activity be recorded on the daily sheets and that all work has to be translucent. The Director of Nurses is to oversee, verify and submit MAVEN timesheets monthly. These are to be signed by Ms. Kramer, Ms. Messer, and the Chair of the Board. An email will be sent to Erica Johnson from the PVPC to inform her of these changes.

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Nurse Kramer approached Mr. LaFever and Ms. DeSantis about her time at the Senior Center. The Board feels that this needs to be addressed with the Director of Nurses and is not a Board issue. Ms. DeSantis will contact Ms. Kramer about this matter.

The following water samples taken from Haviland Pond, reviewed by Board members, were found to be safe for swimming:

- June 18, 2019 – 40 CFU's of E. Coli per 100 ml
- June 24, 2019 – 10 CFU's of E. Coli per 100 ml

Approval of a Withdrawal of an Application for a Special Permit, granted by the Board of Appeals, for 664 Fuller Street was reviewed by the Board.

Notice of Decision - Special Permit/Home Occupation submitted by the Planning Board for 60 Bluegrass Lane, was reviewed by the Board. The Permit is for a Home Office – Property Management Business (Monteiro Properties/Monteiro Home Improvement).

Legal Notice – Special Permit/Home Occupation submitted by the Planning Board for 217 Church Street, Home Office – Law Office, was reviewed by the Board.

Legal Notice – Special Permit/Home Occupation submitted by the Planning Board for 52 Skyridge Street, Home Office – Home Remodeling Business, was reviewed by the Board.

Change in Occupancy submitted by the Planning Board for Chin's Kitchen, 12 Lakeview Drive, was reviewed by the Board.

Notice of Casualty Loss for Jamie Dionne, 360 Fuller Street, was reviewed by the Board.

Septic pumping reports submitted by Clean Septics and Modern Septics were reviewed by the Board.

The following Food Recalls were read by the Board:

- San Giuseppe Salami Co. by Giacomo Recalls Ready-To-Eat, Frozen Andouille Sausage Products due to Possible Foreign Matter Contamination
- Growers Express Issues Voluntary Recall of Multiple Fresh Vegetable Products Due to Potential Contamination of Listeria monocytogenes
- FDA Investigated Shigella Illnesses Linked to Imported Raw Oysters
- Outbreak Investigation of E. Coli O26 Linked to ADM Milling Co. Flour, May 2019

- C&S Wholesale Grocers Recalls Meat and Poultry Products due to Possible Temperature Abuse During Transport at Two Stores in New York

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NACCHO Exchange, Volume 18 Issue 2, was read by the Board.
Public Health Dispatch, presented by NACCHO, was read by the Board.

ArcNews for Summer 2019 was read by the Board.

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

Meeting adjourned at 5:44 p.m.

Respectfully submitted,

Adrienne DeSantis
Secretary

AD/tf