The regular meeting of the Board of Health was held on Tuesday, September 10, 2019. Carolyn Rogowski-Duarte, Chair, Adrienne DeSantis, Secretary, Michael LaFever, Member, and Andrea Crete, Health Agent were present with Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 4:02 p.m. by Ms. Rogowski.

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Board members reviewed the minutes of the August 20, 2019 meeting. Motion made by Mr. LaFever to approve the minutes as written, seconded by Ms. DeSantis. All in favor 3-0. Minutes were signed by Ms. DeSantis.

Payroll schedules and bills were signed by all Board Members.

Odette Sousa was due to meet with the Board at 4:15 p.m. to discuss roosters in her neighborhood. Ms. Sousa did not show for her appointment.

Cheryl Messer-Lusty, Director of Nurses, met with the Board to provide them with the following updates:

- Ms. Messer updated the Board of the raised risk for EEE in Ludlow. Ms. Messer received notification from the State. She then notified the Register, local TV, schools, and coaches. Ms. Messer wanted the Town to be proactive in this matter.
- There will be CPR classes held for the Fire Department staff on Thursday October 24th, Friday October 25th, Monday October 28th, and Tuesday October 29th. The classes will be held at the fire station from 9:00 a.m. to 12:00 p.m. The Fire Department will only be charged for the cost of the card.
- Ms. Messer will be attending ICS-400 training on September 12, 2019 and September 14, 2019. These trainings will be held outside of work hours in Chesterfield, MA. Motion made by Ms. DeSantis to allow for Ms. Messer to receive comp time and mileage reimbursement for this training. Seconded by Mr. LaFever. All in favor 3-0.
- Ms. Messer and Nurse Sandy Table went to volunteer at Operation Stand Down in Boston. They were accompanied by two (2) of the town volunteers. This event provided veterans with free pedicures, boots, socks, and other essentials. It was a great learning experience for both nurses.
- Veterans Agent Eric Segundo has asked for the Board of Health Nurses to volunteer with Operation Stand Down to be held in Springfield on Friday, September 27, 2019. The Board would like to see two (2) of our staff attend.
- Our first delivery of the flu vaccine has arrived. There will be another delivery in October. A flu clinic will be scheduled in the future.
- Ms. Messer asked the Board for clarity of her job description. Ms. Messer has been told that she is no longer the nurses supervisor and all nurses will be reporting to Ms. Crete. Board Members would like to see Ms. Messer and Ms. Crete work out the details between the two of them.

Ms. Crete spoke of the Attorney General's Vacant Abandoned Housing Initiative. Through this program, properties that will not comply with Town orders could be subject to receivership. The Attorney General's office would assist the Town with a title search to verify ownership. A new violation order would be issued by the AG office. If the property does not comply, the Attorney General's office would assist in finding a receiver to clean up the property. The receiver would then sell or auction the property to recoup their investment.

The following Food Establishment Inspection Reports were reviewed by the Board:

- Alexander's Restaurant, 200 Center Street
- Chin's Kitchen, 12 Lakeview Avenue
- Europa Bar & Grill, 782 Center Street
- Frank's Diner, 99 East Street
- The Batch, 167 Parker Lane
- Gung Ho, 305 Center Street
- Encompass Health, 222 State Street
- Holiday Inn Express, 321 Center Street
- Keystone Commons, 460 West Street
- Ludlow Senior Center, 39 Chestnut Street
- Primavera Café, 257 East Street
- Villa Rose, 1428 Center Street

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This Department has received numerous complaints of roosters in town. The current bylaws allow for the Board of Health to give permission to a homeowner to have accessory livestock (chickens, ducks, goats, and ponies) on a property of five (5) acres or less. There is no current exclusion for roosters. Board Members are requesting for the Planning Board to amend the current Bylaws to exclude roosters from all properties of five (5) acres or less.

Ms. Crete will be attending the Massachusetts Health Officers Association Annual Conference in Falmouth, Ma on November 6-8, 2019. This conference contains a lot of valuable information on many subjects. It also provides Ms. Crete with many of CEU's that are required. Motion made by Ms. DeSantis to allow payment for this conference. Seconded by Mr. LaFever. All in favor 3-0.

There was a request for a Variance for 15 Leland Drive, owned by Mr. Ed Wilczynski. Registered Sanitarian Lorri McCool is asking for the use of only one (1) deep hole in the proposed disposal area. Ms. Crete recommends approval of the variance. The Variance was reviewed and approved by Board members.

There was a request for a Variance for 33 Evergreen Drive, owned by Mr. Jason Abeid. Engineer Walter Markett is asking for a 4.15 foot reduction in setback to residence foundation. Ms. Crete recommends approval of the variance. The Variance was reviewed and approved by Board members.

A complaint was received regarding unkempt property at 259 Chapin Street. Inspector Fontaine found that the yard is overgrown. A Certified letter will be written allowing the owner ten (10) days to correct all violations.

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Legal Notice - Special Permit/Accessory Apartment submitted by the Planning Board for 21 Mineral Spring Avenue, was reviewed by the Board. The public hearing is scheduled for Thursday, September 12, 2019, at 7:00 p.m.

A discussion was held regarding billing for nursing services. There are instances when a home visit lasts longer than 1 hour. This department has recently started billing for an additional charge for time spent over the first hour. Most visits of over an hour occur when the nursing staff are performing non-skilled services (showers, haircare, etc.). Ms. Rogowski feels there should not be an additional charge for any additional time over the first hour spent at a patient's house and it should be a flat fee for any and all services provided. Ms. DeSantis feels that this department should charge $15.00 for a regular clinical medical services visit and an additional charge of $15.00 for any non-skilled services that the nurses are performing during the visit. Mr. LaFever would like to table this to the next meeting to give some time to look at staffing, workload, and the direction this department should be working toward. Motion made by Ms. DeSantis to charge $15.00 for regular medical services visits and an additional $15.00 for any non-skilled services. There was no second. Ms. DeSantis then motioned to table this subject to the September 24, 2019 meeting. Seconded by Mr. LaFever. All in favor 3-0.

This department has been inquiring to make three (3) cubicles in the office area across the hall. This would allow for a new office to be made for Ms. Crete. Motion made by Ms. DeSantis to go ahead and order the wall units. Seconded by Mr. LaFever. All in Favor 3-0.

Food establishments that seat over 25 people must have a trained choke saver. This is a requirement of the Food Code. Ms. Crete is looking to have a class available to establishments in December.

Change of Occupancy for John & Natalie Gil, 148 Amherst St, submitted by the Planning Board, was reviewed by the Board.

The following Notices of Casualty Loss were reviewed by the Board:

- Michelle Gates, 25 Arthur Street
- KLM West End LLC, 15 West Avenue
- Glenn Cardarelli, 191 Cady Street
- Dariusz & Barbara Szewczyk, 81 Grimard Street
- 859 Center Street
- Adrienne Brzezicki, 14 Grant Street
- Kristen & Jason Bienvenue, 58 Erin Lane
- Patricia Messier, 549 Alden Street

Water test results for Lupa Zoo submitted by Quabbin Analytical Laboratory was reviewed by the Board.

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The inspection report of the Ludlow Police Department lockup facility, performed by MassDPH, was read by the Board.

The following Food Recalls were read by the Board:

- Hy-Vee Fresh Commissary Recalls Ready-To-Eat Beef and Chicken Products Due to Misbranding and Undeclared Allergens.
- Olympia Meats Recalls Ready-To-Eat Pork Sausage Products due to Misbranding and Undeclared Allergens
- Bakkavor Foods USA, Inc. Recalls Ready-To-Eat Chicken Salad Products Due to Misbranding and Undeclared Allergens
- American Beef Packers, Inc. Recalls Raw Beef Products Deemed Unfit for Human Consumption
- Heatherfield Foods Inc. Recalls Pork Sausage Products Due to Misbranding

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

Meeting adjourned at 6:25 p.m.

Respectfully submitted,

Adrienne DeSantis
Secretary

AD/tf