The regular meeting of the Board of Health was held on Tuesday, March 10, 2020. 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 4:01 p.m. by Ms. Rogowski.

Payroll schedules and bills were signed by all Board Members.

Ms. Crete presented the iPad agreement from Relevant Software to be signed by the Board. This allows the department the use of a loaner iPad while testing the Food Code Pro software. The agreement was signed by the Board.

Cheryl Messer, Director of Nurses, was to meet with the Board at 4:00 p.m. to provide a coronavirus update. Ms. Crete provided the update to the Board instead. Ms. Messer has provided a lot of information to be posted on the Town website. Ms. DeSantis would like to see the source of the information (WHO, CDC, DPH, etc.) added to the bottom of the page.

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The nomination paper for Animal Inspector was received from Massachusetts Department of Agricultural Resources for this year. Sheila Andre has been the Animal Inspector for the Town for a very long time. Ms. Andre is still interested in continuing in that position. Ms. Crete would like to add herself as a backup inspector to Ms. Andre. Motion made by Ms. DeSantis to nominate Sheila Andre as Animal Inspector and Andrea Crete as a backup. Seconded by Mr. LaFever. All in favor 3-0.

A bill was presented to the Board for the nurses yearly MAPHN conference. The cost for attending the daylong conference is $149.00 per nurse. There is a presentation held on the night before that costs an additional $20.00. Last year the Board required any nurse attending the night program to pay the additional $20.00. Motion made by Ms. DeSantis for the department to pay the additional amount for any nurse that would like to attend the night program, with no reimbursement required by the nurses. Seconded by Mr. LaFever. All in favor 3-0.

Sarah Moriarty, PVTC; Sarah McColgan, MHOA Tobacco Control Director; and Merridith O'Leary, PVTC came in to speak with the Board about amending the Town of Ludlow Tobacco Regulations. They would like to see the Town include the new language that the state has added in regards to flavored products, e-cigarettes, and fining. They also recommend possibly lowering the cap on Tobacco Permits, banning smoking bars, and regulating Adult Only Retail Stores. The cap on permits would lower the amount of permits the Town would offer. It would not affect anyone at this time. If a permit holder were to close or not renew, the permit would only be reissued only if it were under the cap. Smoking bars are locations that can sell all flavored products for onsite consumption. Board members would like to do more research on this topic before making a decision.

Mr. Fontaine informed the Board about himself becoming a ServSafe Instructor and Proctor. Servsafe certification (or similar) is a requirement for all food establishments. This could be an additional service that the department could provide. Ms. Rogowski feels that it is not necessary and that the town would not benefit from this. Ms. DeSantis would like to see a breakdown of income vs. expenses. It will be addressed at a future meeting.

Board members selected the following dates for upcoming meetings: April 14, 2020; April 28, 2020; May 12, 2020; May 26, 2020; June 9, 2020; and June 23, 2020.

The following Food Establishment Inspection Reports provided by Ms. Crete were reviewed by the Board:

- Abudanza, 6 Fuller Street
- Ludlow Senior Center, 37 Chestnut Street
- Keystone Commons, 460 West Street
- Tony and Penny's, 38 Canterbury Street
- Mills Tavern, 14 Worcester Street
- Ludlow Country Club, 1 Tony Lema Drive
- Alexander's Pizza, 200 Center Street
- Gung Ho, 305 Center Street
- Randall's Farm, 631 Center Street
- Ishkabbile Crafts, 37 Brookhaven Drive
- St. John's Elementary School,181 Hubbard Street
- Veterans Park Elementary School, 486 Chapin Street
- Primavera Restaurant, 257 East Street

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

Meeting adjourned at 5:32 p.m.

Respectfully submitted,

Adrienne DeSantis
Secretary