The regular meeting of the Board of Health was held on Tuesday, March 9, 2021. Michael LaFever, Chairman; Adrienne DeSantis, Secretary; Carolyn Rogowski-Duarte, member, and Andrea Crete, Health Agent were present. Minutes are being recorded by LCTV video and are being transcribed from the video. The meeting was called to order at 4:07 p.m. by Mr. LaFever. **This meeting was held during the 2020-2021 COVID-19 pandemic.**

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Board members signed departmental bills.

While signing the bills, there was question about the AED located in the nursing department. Ms. Rogowski asked if the bill was still being paid by PVPC. There was also question as to why it is not located in an area accessible after hours. Ms. Crete will look into placing it in a central location.

Board members read the minutes of January 12, 2021; January 26, 2021; and February 24, 2021. Motion made by Ms. DeSantis to approve the minutes as written. Seconded by Ms. Rogowski. All in favor 3-0. Minutes were signed by Ms. DeSantis.

There was a letter from the LATOSS union to the Board regarding the Administrative Assistant job description. The union is asking for no action to be taken until the classification study is complete. Ms. Crete will bring the changes to the Selectmen for approval.

Health Agent Report

Board members reviewed food establishment inspections submitted by Ms. Crete.

Nomination papers for Animal Inspector were received from DAR. In 2020 there were no barn inspections performed. Due to COVID, DAR only recommended performing an inspection if needed due to an emergency. There was a total of 6 rabies quarantines put in place in 2020. In 2019, there were a total of 23 barn inspections and 11 rabies quarantines. Ms. Crete is still designated as a backup Animal Inspector for the Town. Ms. Rogowski feels that Ms. Crete should receive the annual stipend in addition to her regular pay if doing both jobs. Ms. Crete spoke of the training involved to be an animal inspector. Inspectors only are required to have a general knowledge of animals. There is also a yearly training to attend. The town is currently looking to hire a new Animal Control Officer. Ms. Crete will research into the possibility of combining both roles in the new position. This will be tabled to a future meeting.

Ms. Crete submitted to the Board an advertisement she would like to place in The Register. Board members agree into running the advertisement.

The newly hired Public Health Program Coordinator, Martha Seed, has been really busy over the past two weeks. Ms. Seed has been actively engaged in online trainings including ICS 100, ICS 200, ICS 300, and ICS 700. All of the trainings are scheduled to be completed at the end of the week. The next step for Ms. Seed would be coordinating and managing the town volunteers. Ms. Seed will be formally introduced at the next Board meeting.

Ms. Crete introduced the new fee schedule that she would like to implement. This was tabled from a past meeting. The new schedule is more streamlined. This schedule would be based on seating for food service establishments. Retail establishments, the fee is based on square footage. Local businesses would see a small change in the amount of fees paid, with a lot of businesses paying less than previous years. The department would see a small increase in revenue. The main increase would be from a $50.00 Title 5 inspection review and filing fee. Motion made by Ms. DeSantis to approve the new fee schedule effective immediately. Seconded by Ms. Rogowski. All in favor 3-0.

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Ms. Crete discussed a recent housing inspection that was performed at 315 East Street. The tenant was complaining of the heat in the front bedrooms not working properly. Upon inspection, the heat inside the apartment was set at 66 degrees. This is lower than the required 68 degrees. Ms. Crete would not enforce the regulation if the tenant is choosing to keep the heat lower than required. Ms. Crete did provide the landlord with suggestions to provide better circulation of heat within the 2 rooms.

Ms. Crete informed the Board of the resignation on Public Health Nurse Sandra Table. Ms. Table has been a Public Health Nurse since 2018. Ms. Crete would like to fill the position. This is a full-time nursing position. Ms. DeSantis asked if there is a need to fill the position. Ms. Crete feels that there is a possibility of retirements coming in the near future. It would be beneficial to have someone hired to train with the current nursing staff. The department could look into the possibility of reducing the staff in the upcoming years.

Ms. Rogowski would like to reduce the fee charged for pedicures from $25.00 to $15.00. The increase was due to COVID and the amount of extra time and supplies it was taking to perform the pedicures. The nurses currently are not ready to perform home visits. The schedule for office appointments is currently every 2 hours. The appointments will be increasing to every hour soon. Motion made by Ms. Rogowski to lower the pedicure fee from $25.00 to $15.00. There was no second on Ms. Rogowski's motion. Motion falls to the floor. The decrease will be discussed at a future meeting.

Motion made by Ms. DeSantis to adjourn the meeting at 5:03 p.m. with Ms. Rogowski seconding the motion. All in favor 3-0.

Respectfully submitted,

Adrienne DeSantis
Secretary