Minutes of Ludlow Board of Health meeting 4/19/2020

In attendance Kelly Lamas, Chairperson; Adrienne DeSantis, Secretary; Tony Tavares member; and Chrissy Florence, contracted inspector.

Meeting was called to order at 6:03 pm.

Pledge of Allegiance was performed.

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Ms. Lamas introduced the agenda for this meeting as discussion and vote on RFR for Public Excellence Grant Program for Shared Services. Mr. Tavares stated he spoke to Mike at DPH and was educated on overview of this program. He said he learned a lot and is comfortable at this time having further discussion on a vote by this board.

Ms. Florence updated us that West Brookfield and Warren are meeting on 4/20/22 to discuss possibly not being part of this proposed shard grant program. West Brookfield has retracted their interest but at their upcoming meeting their final decision will be made. This grant program is designed to have at least 3, ideally at least 4 towns to participate together. It is questionable if both towns retract if we can go forward with Palmer and Ludlow as a two-town grant receiving entity. Ms. Florence further clarified for this group that this grant will provide additional services to each town and not interfere with current services or planned services of each individual town. This is the 4th and final round of the $300,000.00 grant RFR process. The letter of intent from the towns is due 4/20/22 and the application is due by 5/3/2022. Anticipation is that inspectors for housing and food inspections will be the main expense off this grant which is allotted the $300,00.00 every year for 3 years total. This grant will allow towns to have funds for trainings for staff and not use current town BOH budget for these programs. This grant includes access to "Food go pro" and "Housing go pro" software which is state of MA software that had Mass codes built in. The enrollment in the grant program by individual towns is fluid as they can leave the group at any time. Towns are not locked in for three consecutive years. Towns can also choose to leave current group and join another shared services group in the state if they wish at any time. The lead town, which would be Palmer in our case, would receive from the funds 15% monies to lead the towns in this grant. A member from each town is chosen to serve on this shared grant Board which will direct the spending.

Some outstanding questions included whether there is a cost for the software that come with this grant, and if Palmer, host agency, covers benefits and liability for hired staff through this program. As a group we anticipate a need for salary for 1-2 floating inspectors for food and housing with mileage. A float administrator assistant may be useful too. These staff in no way replace current hiring of their core staff in either town.

This Board all stated they were comfortable moving ahead with the following motion: Pending outcome of the town of Warren and West Brookfield decision to join or not, the Ludlow Board of Health would like to join up with Palmer for shared services program if allowed to proceed as a 2-town group. If we are not allowed to proceed as a 2-town group, then options for sharing and recruiting other towns will be discussed. We agree to submit letter of intent by 4/20/22.

Mr. Tavares made motion of the above and Ms. DeSantis second. Ms. Lamas asked for all in favor and all 3 members agreed to proceed.

Meeting closed at 6:44 pm. Next regular meeting will be held 5:30 pm 4/26/22.

Respectfully submitted,

Adrienne DeSantis

Adrienne DeSantis Secretary

Town of Ludlow Board of Health

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