The regular meeting of the Board of Health was held on Thursday, September 8, 2022. Kelly Lamas, Chair; Adrienne DeSantis, Secretary; and Antonio Tavares, Member were present. Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 5:01 p.m. by Ms. Lamas.

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Board members signed departmental bills.

There was a request for a Local Upgrade Approval for 604 Center Street. Engineer John Kopinsky is asking for the use of a sieve analysis in lieu of a percolation test along with a 2-foot reduction to groundwater from 4ft required to 2ft proposed. Motion made by Mr. Tavares to approve the variances as requested. Seconded by Ms. DeSantis. All in favor 3-0.

Board members discussed how the Board should communicate about different items. Mr. Tavares brought up how Ms. Lamas asked the Town Administrator to watch over the department while she was on vacation. Mr. Tavares feels that it should have been brought to the attention of the other board members to cover the department. Ms. Lamas apologized for the miscommunication. Ms. DeSantis confirms that it should have been a group discussion. Ms. DeSantis would like board members to be more cognoscente going forward and work as a team.

Board members discussed the fee for CPR training provided by the department. Ms. DeSantis would also like to see a target of the number of classes provided during the year. Board members reviewed the actual cost associated with the trainings. There has been a rough suggestion as to how much the department should charge. Ms. DeSantis feels that it should be discounted for our local first responders and teachers. Motion made by Ms. DeSantis to charge $55.00 for CPR, $35.00 for first aid, and to charge first responders $35.00. Seconded by Mr. Tavares. All in favor 3-0. Motion made by Mr. Tavares to charge $60.00 for Mental Health First Aid. Seconded by Ms. DeSantis. All in favor 3-0.

Ms. Lamas provided an update on the Ludlow High School student representative. Since school has now started, this student will either be attending meetings or given other topics and ideas to work on for the department.

Ms. Lamas gave an update on the shared services grant. The Towns have signed the necessary paperwork. A meeting will be set up in upcoming months to discuss moving forward. Another update will be provided once the next steps have been completed.

Board members discussed the vacant Health Inspector position. Ms. Lamas mentioned that at the time of the meeting, there has been one applicant that has since withdrawn her application. Ms. Lamas provided an updated job description allowing for up to 24 months to complete the necessary certifications. Ms. Lamas also mentioned that the Registered Sanitarian certification is more of an optional certification and not mandatory. The position will be reposted with the hope of finding additional applicants.

Ms. Lamas discussed how Mr. Fontaine has been performing inspections by receiving "out-of-grade" pay. Mr. Fontaine would like to attend a System Inspector class to be held in November. For this to happen, he must be confirmed as an "Agent of the Board". Motion made by Ms. DeSantis to confirm Mr. Fontaine as an Agent of the Board. Seconded by Mr. Tavares. All in favor 3-0.

Board members discussed upcoming meetings. There are a lot of schedule challenges amongst the board members. Thursdays seem to work for most members. Board members selected Thursday October 6, 2022 at 4:30pm as the next meeting time. October 20, 2022 will be used as a second meeting date if necessary.

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Motion made by Ms. DeSantis to adjourn the meeting at 5:40pm with Mr. Tavares seconding the motion. All in favor 3-0.

Respectfully submitted,

Adrienne DeSantis
Secretary