Board of Health

Meeting Minutes

June 15, 2023

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Members Present: Kelly Lamas, Chair; Adrienne DeSantis, Secretary; Antonio Tavares, Member

Also Present: Paulina Matusik, Fatma Tufa (Student Intern)

Meeting was called to order at 4:32 PM by Ms. Lamas and Pledge of Allegiance was performed.

Monthly Business:

Ms. DeSantis signed the meeting minutes from April 20, 2023.

Ms. DeSantis made a motion to approve the meeting minutes from May 25, 2023. Seconded by Mr. Tavares. All in favor 3-0.

Visitations:

Laura Rooney from Ludlow CARES Coalition was in to discuss their Mental health Initiative with the board. Mrs. Rooney provided an overview of the role of CARES and how it can overlap with what the Board of Health and Health Department offer. She reports that their primary focus is on education/support/awareness to the community. Mr. Tavares asked her what the difference was between Ludlow CARES and the Michael J Dias Foundation. Mrs. Rooney stated that they do work together at times, but that the MJD Foundation focuses on the recovery side by providing shelter as people are recovering. The CARES Coalition also only provides support to the Ludlow community while MJD supports surrounding communities as well. Mrs. Rooney also discussed the Mental Health First Aid training that they provide. It is free of charge and can help folks identify the signs that someone is struggling. She feels that having as many people as possible trained is important as the mental health system is already very taxed. She encouraged all board members to get trained. Lastly, Mrs. Rooney asked about the Opioid funds and is hoping to receive some money to assist in their efforts. Ms. Lamas explained that at this time there is no information surrounding the funds.

Ms. Matusik introduced Fatma Tufa to the board. She is a student intern from University of Massachusetts who is working on a Community Needs Assessment for our town. The goal is to have the assessment rolled out in the beginning of August.

Actions/Correspondence:

Ms. Matusik provided the board with an update on the Community Needs Assessment. She is hoping to identify and prioritize the needs of the community which will in turn help identify staffing needs for the health department.

Ms. Matusik provided an update on the Relevant Code Enforcement Software/Shared Services. She reports that she submitted the budget to the state two weeks ago and is still waiting to hear back from them. Due to the fact that Ludlow has taken over the lead with the grant, things are

starting from scratch in terms of paperwork. She is waiting on the other towns to get their information together and to sign the required paperwork. Ms. Matusik informed the board of the software she is hoping to get in terms of Food and Housing inspections. When asked by Ms. DeSantis about hiring new staff, Ms. Matusik reported that everything is on hold until the state approves the budget.

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Ms. Matusik provided an update on the Title V Agent. Tim Fontaine did get his soil evaluator license but is waiting for the paper copy to come in. Chrissy Florence will continue to do all inspections, Perc tests, and plan reviews through the end of the month. She recommends that Mr. Fontaine start doing all inspections on July 1, 2023 with the start of the new fiscal year. Mr. Tavares made a motion to accept Tim Fontaine as the Title V Agent effective July 1, 2023. Seconded by Ms. DeSantis. All in favor 3-0.

The board discussed the temporary housing correction order for 11 Duke Street. Ms. Matusik shared with the board a timeline of complaints/correction orders at 11 Duke Street in 2023. In March of 2023 a temporary housing request was made by Joanne Gow and approved by the Board of Health for 30 days. In May 2023 another complaint was received due to the camper still being in the driveway. An inspection was completed and another correction order was sent for removal of the camper. A request for a hearing was made by Mrs. Gow. Present for today's discussion were Clifford and Karen Langford of 17 Duke Street. They voiced their frustrations and health concerns over the camper being used for temporary housing and would like to see it removed. They do not have any issues with the homeowner, rather the people living in the camper. Upon further discussion, the board members feel that they should schedule a hearing and allow all parties to speak and make a decision following the hearing. A hearing for 11 Duke Street temporary housing request is scheduled for Monday, June 26, 2023 at 4:30 PM. A certified letter will be sent to the homeowner.

The board discussed 16 Berkshire Street and the failure of the homeowners to comply with a correction order. Ms. Matusik informed the board of all the complaints filed against this property dating back to 2016. On May 24, 2023 a correction order for excessive rubbish and unkept property was sent to Mr. Teixeira and he was given two weeks to clean up his property. A re-inspection was done on 6/13/23 and the yard was not cleaned up, in fact it looked worse. There was no communication from Mr. Teixeira in regards to the letter. Ms. Matusik feels that the board members should discuss starting to fine the homeowner. Mr. Tavares had some concerns about whether or not Mr. Teixeira understood what was being asked of him in the correction order. He feels there may be a language barrier and wondered if someone could call him to discuss things. Ms. DeSantis asked if Anita Goncalves could call as she speaks Portuguese. The board members agreed that another correction order will be sent out giving Mr. Teixeira seven days to clean up the yard after which fines will begin upon non-compliance. They agreed to fine him $25 per day until significant progress is made as determined by the health inspector. The fines will begin on 6/28/23 and a re-inspection will be completed on 6/29/23. A motion was made by Ms. DeSantis to give Mr. Teixeira seven days to clean up his yard until 6/27/23 and that a $25 per day fine will begin on 6/28/23. Seconded by Mr. Tavares. All in favor 3-0.

Other Discussion:

Ms. Lamas provided an update on the Health Director position. She spoke with Carrie Ribeiro in Human Resources and was told that there are three applicants. The three applicants will first be interviewed by Ms. Ribeiro and Marc Strange, who will make their recommendation to the board. Within the next two weeks the board will interview the applicants. Tentative dates for interviews are as follows: June 27, 2023, June 30, 2023 & July 7, 2023 all at 4:00 PM.

The Board of Health received a legal notice from the Planning Board regarding a road that is being built parallel to the Mills project. Upon review it was determined that there are no concerns or comments from the Board of Health and Ms. Lamas signed the form.

The Town Hall will have new summer hours starting on July 3, 2023. Mondays, Wednesdays and Thursdays the hours will 8:00 AM - 4:30 PM, Tuesdays 8:00 AM – 5:30 PM and Fridays 8:00 AM – 12:00 PM.

The next Board of Health meeting will be on August 24, 2023 at 5:00 PM.

A motion was made by Mr. Tavares to adjourn the meeting at 6:16 PM. Seconded by Ms. DeSantis. All in favor 3-0.

Respectfully submitted,

Adrienne DeSantis

Secretary

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