

**Board of Health Meeting
Regular Meeting Minutes
March 19, 2020**

The Hopedale Board of Health held a regular meeting on Thursday, March 19, 2020, at 6:00 p.m., in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Chairperson Jason MacDonald, Donald Howes, and Walter Swift. The meeting was videotaped.

A. CALL TO ORDER

Mr. MacDonald called the meeting to order at 6:00 p.m., noting that all members were present. He also noted that, due to the COVID-19 pandemic, the meeting is not open to the public but is being video-taped and televised on the local cable station.

B. PUBLIC COMMENTS – None.

C. APPROVAL OF MINUTES

1. Regular Meeting: February 20, 2020

It was moved by Mr. Howes, seconded by Mr. Swift, to approve the regular meeting minutes of February 20, 2020. All voted in favor.

D. REPORT OF THE CHAIR

Mr. MacDonald reported that a recycle center employee has indicated he would not be returning to work in April and noted that if anyone was interested in working every other Saturday at the recycle center to call the board of health office for more information.

E. REPORTS OF BOARD MEMBERS

1. Report on MS4 Meeting

Mr. Howes reported he attended a meeting for storm water drainage regulations. He noted that engineers have been employed and there was discussion about joining a coalition to combine resources. He noted that a town by-law would have to be approved at an annual town meeting and what size properties it would apply to and the state provides a generic boilerplate from which to work and the conservation commission, planning board, water/sewer department and highway department would need to be involved.

F. DISCUSSION ITEMS

1. Novel Coronavirus Information

Mr. MacDonald noted that the information included Guidance for Boards from KP Law and the CDC's Guidance for Businesses and Employers.

2. Opening of Recycle Center

Board members discussed opening the recycle center on its regular schedule on April 4th. It was noted that there will be a need to provide a location for residents to dispose of leaves and yard waste along with items that should not be put into curbside trash. Safeguards that will be put in place include: signs on posts that read "stay in your vehicle, someone will come to you;" recycle center workers will look in vehicle to determine the item and cost; no stickers would be distributed until further notice; a box to deposit checks will be provided; recycle center workers will maintain social distancing and advise residents to do the same; and recycle center workers will not offer assistance to remove items.

3. BOH Liaisons to Town Boards and Commissions

Board members reviewed a draft liaisons list to other town boards and commissions to be voted on at a future meeting.

4.. Other - None.

G. ACTION ITEMS

1. Set Recreational Camp Permit Fee

It was noted that there was a need to set a recreation camp for children fee, as these camps are required by the state to submit an application and to be reviewed and inspected by the local board of health.

After a brief discussion, it was moved by Mr. Howes, seconded by Mr. Swift, to set the fee for a recreation camp for children at \$150. All voted in favor.

2. Set Annual Permit Fee Schedule

After a review of the proposed changes to the annual permit fees for the FY2021 fiscal year, it was moved by Mr. Swift, seconded by Mr. Howes, to approve the new FY2021 annual permit fee schedule. All voted in favor.

3. Set Recycle Center Fee Schedule

It was moved by Mr. Howes, seconded by Mr. Swift, to approve the

recycle center fee schedule and set the sticker fee at \$25. After discussion, all voted in favor.

4. Annual Nomination of Inspector of Animals

It was moved by Mr. Swift, seconded by Mr. Howes, to nominate Kevin Sullivan as inspector of animals. It was noted that this is an annual appointment. After discussion, all voted in favor.

5. Other – This time was reserved for topics that the chair did not reasonably anticipate would be discussed.

a. Town of Hopedale Declaration of Emergency

It was moved by Mr. Howes, seconded by Mr. Swift, to approve the Town of Hopedale Declaration of Emergency. Mr. MacDonald read the declaration noting that the Board of Selectmen had approved it. After discussion, all voted in favor.

b. COVID-19 Protocols for the Workplace

It was moved by Mr. Howes, seconded by Mr. Swift, to approve the COVID-19 Protocols for the Workplace. Mr. MacDonald read the protocols and noted an amendment. After discussion, all voted in favor.

c. Closing of Parks

The board members discussed Governor Baker's request to close all state-run park properties but leave trails and open areas open.

After discussion, it was moved by Mr. Howes, seconded by Mr. Swift to close all town parks, playgrounds, basketball court, and baseball fields until further notice; tennis courts could remain open unless it becomes problematic. All voted in favor.

H. INFORMATION ITEMS

1. Accounting Office Expenditure Ledger: 2/28/2020
2. Email to Town Administrator and Highway Dept. re: Hopedale Dog Van/Animal Control Vehicle
3. Simple Recycling Receipt: 02/11/2020
4. Copy of Proposed Warrant Article for Annual Town Meeting
5. MDPH Coronavirus Disease 2019 Cases as of March 18, 2020
6. Governor Baker's COVID-19 Response Command Center Update: March 17, 2020

7. CC Interim Guidance for Businesses and Employers
8. Needs Assessment re: COVID-19 to CMRPC: 3/18/2020

I. FUTURE AGENDA ITEMS

1. Review of Annual Trash and Recycle Brochure

J. NEXT MEETING

The next meeting of the Board of Health will be Thursday, April 16, 2020.

K. ADJOURNMENT

At approximately 6:55 p.m., it was moved by Mr. Swift, seconded by Mr. Howes, to adjourn. All voted in favor.

Respectfully submitted,

Carol A. Villa

Carol A. Villa
Recording Secretary

Approved: May 28, 2020

**Board of Health
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Documents List**

1. Draft Minutes: February 20, 2020 Regular Meeting
2. Guidance for Boards of Health Re: COVID-19
3. Draft BOH Liaison List
4. Annual Permit Fee Schedules
 - a. FY2020
 - b. FY2021 Draft
5. Recycle Center Fee Schedule
6. E.L. Harvey & Sons, Inc. Bulk Item Pricing Chart
7. MDAR Annual Notice of Nomination of Inspector of Animals
8. Town of Hopedale Declaration of Emergency
9. Board of Health COVID-19 Protocols for the Workplace
10. Informational Items
 - a. Accounting Office Expenditure Ledger: 2/28/2020
 - b. Email to Town Administrator and Highway Dept. re: Hopedale Dog Van/Animal Control Vehicle
 - c. Simple Recycling Receipt: 02/11/2020
 - d. Email to Chris Nadeau re: Dog Van
 - e. Copy of Proposed Warrant Article for Annual Town Meeting
 - f. MDPH Coronavirus Disease 2019 Cases as of March 18, 2020
 - g. Governor Baker's COVID-19 Response Command Center Update: March 17, 2020
 - h. CC Interim Guidance for Businesses and Employers
 - i. Needs Assessment re: COVID-19 to CMRPC: 3/18/2020