

**Regular Meeting Minutes  
Board of Health Meeting  
December 20, 2018, 2018**

The Hopedale Board of Health held a regular meeting on Thursday, December 20, 2018, at 6:00 p.m., in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Walter Swift and Jason MacDonald. The meeting was not videotaped.

**A. CALL TO ORDER**

Mr. Swift called the meeting to order at 6:02 p.m., noting all members were present.

**B. PUBLIC COMMENTS – None.**

**C. APPROVAL OF MINUTES**

It was moved by Mr. MacDonald, seconded by Mr. Swift, to approve the regular meeting minutes of November 15, 2018. All voted in favor.

**D. REPORT OF THE CHAIR**

Mr. Swift noted that he received a notice from Region 2 Emergency Preparedness for a standard drill notification, as he is on the “call-down” list. It was noted that Jason MacDonald’s name would be added to the “call-down” list.

**E. INTERVIEW OF BOARD OF HEALTH VACANCY CANDIDATES**

Mr. Swift called upon candidate Glenn Hall who gave a brief summary of his background and experience.

Mr. Swift noted that candidate Donald Howes was not present.

**F. ACTION ITEMS**

1. Recommendation to Fill Board Vacancy

The board members stated their opinion on each candidate. No action was taken at this time.

**G. DISCUSSION ITEMS - continued**

1. FY2020 Budget Discussion

**H. INFORMATION ITEMS**

1. Expenditure Ledgers: 11/30/18
2. Salmon VNA & Hospice Quarterly Report

**I. FUTURE AGENDA ITEMS**

1. FY2020 Budget Discussion

**J. F. ACTION ITEMS - continued**

1. Recommendation to Fill Board Vacancy

After further discussion, it was moved by Mr. Swift, seconded by Mr. MacDonald, to recommend Donald Howes to fill the vacancy on the board. All voted in favor.

**K. NEXT MEETING**

The next meeting of the Board of Health will be Thursday, January 17, 2018.

**L. ADJOURNMENT**

At approximately 6:25 p.m., it was moved by Mr. MacDonald, seconded by Mr. Swift, to adjourn. All voted in favor.

Respectfully submitted,

Carol A. Villa  
Recording Secretary

**Approved: January 17, 2019**

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**Documents List**

1. Draft Minutes: November 15, 2018
2. Talent Bank Forms for Board Vacancy
3. FY2020 Budget Discussion Documents
  - a. FY2019 and Proposed FY2020 Comparison By Line Item
  - b. Notes for FY 2020 Budget Proposal Preparation
  - c. Expenditure Ledger (BOH Office Version), as of 11/20/18
  - d. Vendor Payment Tracking, as of 11/20/18
  - e. Wage Analysis on Villa, as of 11/20/18
  - f. Memo from Council on Aging re: Nurse
4. Informational Items
  - a. Expenditure Ledgers: 11/30/18
  - b. Salmon VNA & Hospice Quarterly Report