

**Board of Health Meeting  
Regular Meeting Minutes  
June 20, 2019**

The Hopedale Board of Health held a regular meeting on Thursday, June 20, 2019, at 6:00 p.m., in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Walter Swift, 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.

**B. DISCUSSION ITEMS**

**1. Carole Mullen, Council on Aging re: Nurse**

The board members questioned Ms. Mullen regarding the circumstances of the transfer of seven hundred dollars from the board of health budget to the council on aging budget. Ms. Mullen did not have an answer.

The board expressed concern that Town funds were being used to pay for a nurse for wellness clinics when Salmon VNA & Hospice provides for wellness clinics under its contract at no additional charge. The board asked Ms. Mullen to work with Salmon VNA & Hospice to utilize the free clinics.

**2. Gerald "Tykie" Small re: Recycle Center – None.**

**C. PUBLIC COMMENTS – None.**

**D. APPROVAL OF MINUTES**

It was moved by Mr. Swift, seconded by Mr. Howes, to approve the regular meeting minutes of May 16, 2019. All voted in favor.

**E. REPORT OF THE CHAIR – None.**

**F. REPORTS OF BOARD MEMBERS**

Mr. Howes reported that Green Day Recycling collected televisions, air conditioners, microwaves, vacuums, etc. at the recycling center at no charge to the town.

**G. ACTION ITEMS**

**1. Appointment of Mary Watson: Duties and Hours – None.**

**2. Other – None.**

## **H. DISCUSSION ITEMS - *continued***

### **1. Animal Control Officer and Animal Inspector Requirements Letter: Draft**

Board members reviewed a draft letter to Kevin Sullivan, Animal Control Officer and Animal Inspector regarding requirements for these positions. It was the consensus of the board to send the letter out.

### **2. Procedures for Recycle Center Employees: Draft**

The board members reviewed the draft procedures for recycle center employees and a list of do's and don'ts for employees. The board suggested adding submission of monthly work schedules to the office, as well. Mr. MacDonald will bring this information to the recycle center.

### **3. Board of Health Members Writing Warnings re: Removal and Disposal of Canine Waste (Poop-an- Scoop Law) Regulation**

The board briefly reviewed the regulation noting that no board members had the authority to write warnings for violations.

### **4. Board of Health Members Writing Warnings re: Unleashed Dogs**

The board briefly reviewed the town's by-law on unleashed dogs, noting that board members did not have the authority to write warnings for violations.

### **5. Review of Possible FY2019 Encumbrances**

The board reviewed the list of possible FY219 encumbrances.

### **6. Review of Contract Proposal from Waste Zero re: Curbside Textiles Recycling Program (vote for approval scheduled for July or August meeting)**

The board members requested that the representative from Waste Zero attend the July board meeting.

### **7. Other – None.**

## **I. INFORMATION ITEMS**

1. Massachusetts Report Detailing Shortcomings at Local Public Health Agencies
- 2.. Department of Public Health Letter re: Special Commission

on Local and Regional Public Health

3. Copy of Animal Complaint Letter
4. Mosquito Control Project Letter re: June dates
5. Mosquito Control Project Letter re: Potential Projects
6. Expenditure Ledgers: 5/31/19

**J. FUTURE AGENDA ITEMS**

1. Review and Adoption of Contract Proposal from Waste Zero re: Curbside Textiles Recycling Program
2. Review of FY2020 Allocated Budget

**K. NEXT MEETING**

The next meeting of the Board of Health will be Thursday, July 18, 2019, at 6:00 p.m.

**L. ADJOURNMENT**

At approximately 6:50 p.m., it was moved by Mr. Howes, seconded by Mr. Swift, to adjourn. All voted in favor.

Respectfully submitted,

*Carol A. Villa*

Carol A. Villa  
Recording Secretary

**Approved: July 18, 2019**

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**Documents List**

1. Draft Minutes: May 16, 2019 Regular Meeting
2. Contract with Salmon Home Care (VNA & Hospice)
3. Mary Watson Appointment Letter: Draft
4. Animal Control Officer and Animal Inspector Requirements Letter: Draft
5. Procedures for Recycle Center Employees: Draft
6. Regulations for the Removal and Disposal of Canine Waste (Poop-an-Scoop Law)
7. Code of the Town of Hopedale: Chapter 207 - Animals
8. Possible FY2019 Encumbrances
9. Contract Proposal of Waste Zero for Curbside Textiles Recycling Program
10. Informational Items
  - a. Massachusetts Report Detailing Shortcomings at Local Public Health Agencies
  - b. Department of Public Health Letter re: Special Commission on Local and Regional Public Health
  - c. Letter to Dog Owner re: Animal Complaint and Owner's Response
  - d. Mosquito Control Project Letter re: June dates
  - e. Mosquito Control Project Letter re: Potential Projects
  - f. Expenditure Ledgers: 5/31/19
  - g. Copy of Republic Services Invoice for Recycling Charges