

**Board of Health Meeting
Regular Meeting Minutes
September 17, 2020**

The Hopedale Board of Health held a regular meeting on Thursday, September 17, 2020, at 6:00 p.m., in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Chairperson Don Howes, Jason MacDonald, and Walter Swift. The meeting was televised on the local cable station and on Zoom.

A. CALL TO ORDER

Mr. Howes called the meeting to order at 6:15 p.m., noting that all members were present.

B. APPROVAL OF MINUTES

1. Regular Meeting: August 27, 2020

It was moved by Mr. Swift, seconded by Mr. MacDonald, to approve the regular meeting minutes of August 27, 2020. All voted in favor.

2. Joint Meeting with School Committee: September 2, 2020

It was moved by Mr. MacDonald, seconded by Mr. Swift, to approve the joint meeting with school committee meeting minutes of September 2, 2020. All voted in favor.

C. DISCUSSION ITEMS

1. Review of Animal Incident Reporting Procedures

Mr. Howes reported that there was a dog attack and bite victim on September 7th. He reported that the police department protocol is not to contact the Board of Health for an incident of this type. The animal control officer has not given a report to the board or the office on this dog attack. The victim of this incident, Ms. Arcudi, gave an account of the incident and stated that the animal control officer did not communicate with her.

Mr. Howes noted that there has been an ongoing lack of communication and information and records from the animal control officer. He reviewed the salary of the animal control officer.

Mr. Howes stated he has reached out to an animal control officer in a neighboring town to learn that person's salary, how his fees for that town were calculated, and if he was interested in working for Hopedale, which he was not.

Mr. Howes noted there was approximately \$30,000 in the animal control revolving account which could be used to pay the salary of an animal control officer.

Mr. Howes stated that fees collected for dog and animal licenses could be deposited into the animal control revolving account, which could then be used to pay a salary for the animal control officer.

He also stated that the animal control officer did not follow up with the town clerk regarding unlicensed dogs in 2018 and 2019 and, therefore, no fines were issued, which generates revenue for the animal control revolving account.

Discussion points included: not enough money set for the animal control officer salary; advertising the position; lack of records from the current animal control officer; the need for a secondary or backup animal control officer in case of emergencies or sickness; possibility of a police officer taking the position; the need to move forward with setting a reasonable salary to attract candidates for the position; leash violations; board members with the ability to write a leash law violation.

Mr. Swift noted that without proper records, it opens the town up to possible liability.

It was the consensus of the board to review at a future meeting a salary for the animal control officer and protocols for reporting and record keeping, and setting a fee for a keeping of animals permit.

At 7:00 p.m., the meeting was paused due to technical difficulties with Zoom. The meeting reconvened at approximately 7:18 p.m.

J. ADJOURNMENT

At approximately 7:20 p.m., due to technical difficulties which prevented the meeting from being broadcast via Zoom, it was moved by Mr. Swift, seconded by Mr. MacDonald, to adjourn the meeting. All voted in favor. A meeting to continue with the agenda items not addressed at this meeting would be determined.

Respectfully submitted,

Carol A. Villa

Carol A. Villa
Recording Secretary

Approved: January 21, 2021

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Documents List**

1. Draft Minutes: August 27, 2020 Regular Meeting
2. Draft Minutes: September 2, 2020 Joint Meeting with School Committee
3. Disposal Works/Septic Plan: 82 Neck Hill Road *(available upon request)*
4. Informational Items
 - a. Employment Letter for John Bache
 - b. Simple Recycling Per Pound Report: July
 - c. Dog Attack on September 7, 2020 Account