

**Board of Health Meeting
Regular Meeting Minutes
July 21, 2022**

The Hopedale Board of Health held a regular meeting on Thursday, July 21, 2022, at 6:00 p.m., in the Draper Room, Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Walter Swift, Jason MacDonald and Mary Watson. The meeting was videotaped.

A. CALL TO ORDER

Mr. Swift called the meeting to order at 6:00 p.m., noting that all members were present.

B. PUBLIC COMMENTS – None.

C. APPROVAL OF MINUTES

1. Draft Minutes: May 19, 2022 Regular Meeting

It was moved by Ms. Watson, seconded by Mr. MacDonald, to approve the regular meeting minutes of May 19, 2022. All voted in favor.

2. Draft Minutes: June 16, 2022 Regular Meeting

It was moved by Mr. MacDonald, seconded by Ms. Watson, to approve the regular meeting minutes of June 16, 2022. All voted in favor.

D. REPORT OF THE CHAIR

Mr. Swift noted that COVID-9 case numbers are increasing and the new variant is extremely contagious.

E. REPORTS OF BOARD MEMBERS

Mr. Swift thanked Mr. MacDonald for all the work he does at the recycle center.

F. DISCUSSION ITEMS

1. Accessory Structure/Trash and Recycle Totes

Ms. Villa gave a brief description of accessory structures, in-law apartments, and special permits as it related to appropriate coding by the

assessor's office for single-family, two-family and multi-family units and the receipt of the new E.L. Harvey trash and recycle totes.

2. Personnel Performance Reviews

Mr. Swift noted that there should be a record of a performance review for both Mr. Fisher and Ms. Villa. He noted he will be working on the process.

3. Other

Mr. Swift noted a letter that he sent to the chairmen of the Planning Board and the Zoning Board of Appeals regarding the 75 Plain Street development, in which he noted his concern for the lack of proper communication and approval of the documents.

G. ACTION ITEMS

1. Other – Approval of Disposal Works Septic System: 333 South Main St.

After review of the plan, it was moved by Ms. Watson, seconded Mr. MacDonald, to approve the disposal works septic system plan for 333 South Main Street. All voted in favor.

H. INFORMATIONAL ITEMS

1. Email re: Remote Meetings Mandated Provisions
2. FY22 Encumbrance Request
3. Accounting Department Expenditure Ledger: 6/24/22
4. Recycle Center Payroll V. Revenue: FY2022 Final
5. Stormwater & You PowerPoint Presentation
6. Letter to Donald Howes
7. Miscellaneous Employment Letters
8. Email from J. Beard re: E.L. Harvey trash contract

I. FUTURE AGENDA ITEMS

1. Review of Overage Trash Bags
2. Review of 75 Plain Street Development Plans
3. Personnel Performance Reviews

J. NEXT MEETING

1. Thursday, August 18, 2022

J. ADJOURNMENT

At 6:28 p.m., it was moved by Ms. Watson, seconded by Mr. MacDonald, to adjourn the meeting. All voted in favor.

Respectfully submitted,

Carol A. Villa

Carol A. Villa
Recording Secretary

Approved: _____

**Board of Health
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Documents List**

1. Draft Minutes: May 19, 2022 Regular Meeting
2. Draft Minutes: June 16, 2022
3. Hopedale By-Laws re: Accessory Structure
4. Letter to Planning Board Chairman and Zoning Board of Appeals Letter
5. Carol Villa's Responsibilities and Office Activities
6. Informational Items
 - a. Email re: Remote Meetings Mandated Provisions
 - b. FY22 Encumbrance Request
 - c. Accounting Department Expenditure Ledger: 6/24/22
 - d. Recycle Center Payroll V. Revenue: FY2022 Final
 - e. Stormwater & You PowerPoint Presentation
 - f. Letter to Donald Howes
 - g. Miscellaneous Employment Letters
 - h. Email from J. Beard re: E.L. Harvey trash contract