

**Board of Health Meeting
Regular Meeting Minutes
February 21, 2019**

The Hopedale Board of Health held a regular meeting on Thursday, February 21, 2019, at 12:00 noon, in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Walter Swift, Jason MacDonald, and Donald Howes. The meeting was videotaped.

A. CALL TO ORDER

At approximately 12:02 p.m., Mr. Swift called the meeting to order, noting all members were present.

B. ADJOURNMENT TO EXECUTIVE SESSION

Mr. Swift stated there was a need for the board of health to adjourn to executive session, in accordance with M.G.L. Chapter 30A, Section 21, Exemption #10, to discuss competitively-sensitive information, specifically curbside collection of refuse, recyclable materials and bulk item collection for a period of three years commencing July 1, 2019, because discussion in public session might adversely affect its ability to conduct a contract award; with the understanding that the board will reconvene in public session.

It was moved by Mr. MacDonald, seconded by Mr. Howes, to adjourned to executive session in accordance with M.G.L. Chapter 30A, Section 21, Exemption #10, for the purpose of discussing competitively-sensitive information, specifically curbside collection of refuse, recyclable materials and bulk item collection for a period of three years commencing July 1, 2019, because discussion in public session might adversely affect its ability to conduct a contract award; with the understanding that the board will reconvene in public session. A roll call vote is required. Voting in favor: Mr. Swift, Mr. MacDonald and Mr. Howes. Voting opposed: none.

The board adjourned into executive session.

C. RECONVENE IN PUBLIC SESSION

The board reconvened in public session.

D. CALL TO ORDER

At approximately 12:32 p.m., Mr. Swift called the regular meeting to order, noting that all members were present.

E. PUBLIC COMMENTS – None.

F. APPROVAL OF MINUTES

1. Joint Meeting: January 17, 2019

It was moved by Mr. MacDonald, seconded by Mr. Howes, to approve the joint meeting minutes of January 17, 2018. All voted in favor.

2. Joint Meeting: January 28, 2019

It was moved by Mr. MacDonald, seconded by Mr. Howes, to approve the joint meeting minutes of January 28, 2019. All voted in favor.

3. Workshop Meeting: February 5, 2019

It was moved by Mr. MacDonald, seconded by Mr. Howes, to approve the workshop meeting minutes of February 5, 2019. All voted in favor.

4. Workshop Meeting: February 12, 2019

It was moved by Mr. MacDonald, seconded by Mr. Howes, to approve the workshop meeting minutes of February 12, 2019. All voted in favor.

G. REPORT OF THE CHAIR – None.

H. DISCUSSION ITEMS

1. All Boards Communication Protocol

Mr. Howes suggested that the board establish a protocol for communication when the health agent is notified of an issue, in order to keep other town departments and boards apprised of the situation and what is being done to resolve the issue.

2. Other – None.

I. ACTION ITEMS

1. Curbside Collection of Refuse, Recyclable Materials and Bulk Item Collection Proposals.

Mr. Swift noted that, after discussion in executive session, the board has come to a consensus on the most advantageous proposal.

It was moved by Mr. Howes, seconded by Mr. MacDonald, to accept the contract proposal submitted by E.L. Harvey & Sons, Inc. subject to final contract negotiations. All voted in favor.

2. Other

Mr. Swift noted that the office has had a request for approval of the installation of a tight tank for new construction of a hair salon. In accordance with 310 CMR 15.260, approval of a tight tank shall be granted by the “approving authority,” which is the “Board of Health.” The tight tank plan shall be designed in compliance with the requirements for the construction of septic tanks and conform to specific criteria. A professional engineer must design the plan and submit to the board of health for approval. It was noted that the board needed to set a permit fee for the installation of tight tanks.

After discussion, it was moved by Mr. Howes, seconded by Mr. MacDonald, to set the fee for installation of tight tanks at three hundred dollars (\$300.00). All voted in favor.

J. INFORMATION ITEMS

1. Recommendation to Board of Selectmen to Appoint Kevin Sullivan as Animal Control Officer
2. Annual Report: FY2018
3. Mosquito Control Project Budget Notification
4. Expenditure Ledger: 1/31/19

K. FUTURE AGENDA ITEMS

1. Annual Appointment of Inspector of Animals

L. NEXT MEETING

The next meeting of the Board of Health will be Thursday, March 21, 2019.

M. ADJOURNMENT

At approximately 12:58 p.m., it was moved by Mr. Howes, seconded by Mr. MacDonald, to adjourn. All voted in favor.

Respectfully submitted,

Carol A. Villa
Recording Secretary

Approved: March 21, 2019

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Documents List

1. Draft Minutes: January 17, 2019 Regular Meeting
2. Draft Minutes: January 29, 2019 Joint Meeting
3. Draft Minutes: February 5, 2019 Workshop Meeting
4. Draft Minutes: February 12, 2019 Workshop Meeting
5. E. L. Harvey and Sons, Inc. Proposal for Curbside Collection of Refuse, Recyclable Materials and Bulk Item Collection
6. Memorandum re: Tight Tanks
7. Informational Items
 - a. Recommendation to Board of Selectmen to Appoint Kevin Sullivan as Animal Control Officer
 - b. Annual Report: FY2018
 - c. Mosquito Control Project Budget Notification
 - d. Expenditure Ledger: 1/31/19