

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

The Hopedale Board of Health held a regular meeting on Thursday, March 21, 2019, at 6:00 p.m., in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Jason MacDonald, and Donald Howes. The meeting was videotaped.

A. CALL TO ORDER

Mr. MacDonald called the meeting to order at 6:00 p.m., noting that Mr. Swift was absent.

B. PUBLIC COMMENTS – None.

C. APPROVAL OF MINUTES

1. Regular Meeting: February 21, 2019

It was moved by Mr. Howes, seconded by Mr. MacDonald, to approve the regular meeting minutes of February 21, 2019. All voted in favor.

2. Executive Session: February 21, 2019

It was moved by Mr. Howes, seconded by Mr. MacDonald, to approve the executive session minutes of February 21, 2019. All voted in favor.

D. REPORT OF THE CHAIR – None.

E. DISCUSSION ITEMS

1. Report on Landfill at 228 South Main Street Rear: Eugene Bernat, Cover Technologies – Mr. Bernat did not attend.

2. Communication Protocol

The board discussed and established a protocol for communication that was designed to promote good communication amongst the board members and to keep other town boards and departments apprised of situations in town that the board of health is dealing with. The board

3. Removal and Disposal of Dead Animals Protocol

The board discussed and established a protocol for the removal and disposal of dead animals. The protocol is designed to make sure that only the animal control officer is responsible for dead animals, which will eliminate the

possibility of dead animals being disposed of improperly and no unauthorized town employee being exposed to any diseases.

4. Other

Mr. Howes noted that a “closed” sign was placed at the entrance to the recycle center.

F. ACTION ITEMS

1. Set Recycle Center Annual Fee Schedule

The board members reviewed the current fee schedule for the recycle center.

After discussion, it was moved by Mr. Howes, seconded by Mr. MacDonald, to set the recycle center fee schedule for FY2020 at the same rates as the current fee schedule. All voted in favor.

The board also discussed the whether or not to order recycle center vehicle stickers for the 2019-2020 period. Since there were still stickers available, it was the consensus of the board not to order stickers and have the attendants mark the remaining 2018-2019 stickers with a magic marker.

2. Annual Appointment of Inspector of Animals

Mr. MacDonald noted that the appointment of the inspector of animals is done annually.

After a brief discussion, it was moved by Mr. Howes, seconded by Mr. MacDonald, to appoint Kevin Sullivan as the Inspector of Animals. All voted in favor.

3. Other – None.

G. INFORMATION ITEMS

Information items included:

1. FY2019 Board of Health Office Budget Information
 - a. Shortfalls
 - b. Expenditures to Date
 - c. Vendor Tracking
2. Letter to Harvey & Sons, Inc.
3. Accounting Office Ledger History – Expenditure Ledgers

H. FUTURE AGENDA ITEMS

1. Set Annual Permit Fee Schedule

I. NEXT MEETING

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

J. ADJOURNMENT

At approximately 6:26 p.m., it was moved by Mr. Howes, seconded by Mr. MacDonald, to adjourn. All voted in favor.

Respectfully submitted,

Carol A. Villa

Carol A. Villa
Recording Secretary

Approved: April 18, 2019

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

Documents List

1. Draft Minutes: February 21, 2019 Regular Meeting
2. Draft Minutes: February 21, 2019 Executive Session
3. Communication Protocol: Draft
4. Removal and Disposal of Dead Animals Protocol: Draft
5. Recycle Center Free Schedule
6. Recycle Center Vehicle Sticker Information
7. Recycle Center FY2019 Payroll V. Revenue Report
8. Notice to Appoint Inspector of Animals
9. Informational Items
 - a. FY2019 Board of Health Office Budget Information
 1. Shortfalls
 2. Expenditures to Date
 3. Vendor Tracking
 - b. Letter to Harvey & Sons, Inc.
 - c. Accounting Office Ledger History – Expenditure Ledgers
 - d. DEP Notice re: Hopedale Landfill