

**Regular Meeting Minutes
Board of Health Meeting
June 21, 2018**

The Hopedale Board of Health held a regular meeting on Thursday, June 21, 2018, at 6:00 p.m., in the Draper Room, Hopedale Town Hall, 78 Hopedale Street, Hopedale, MA. Those in attendance included: Robert Burns and Jason MacDonald. The meeting was videotaped.

A. CALL TO ORDER

Mr. Burns called the meeting to order at 6:20 p.m., noting that Mr. Swift was absent.

B. PUBLIC COMMENTS – None.

C. APPROVAL OF MINUTES

1. Regular Meeting: May 17, 2018

It was moved by Mr. MacDonald, seconded by Mr. Burns, to approve the regular meeting minutes of May 17, 2018. All voted in favor.

D. REPORT OF THE CHAIR

E. ACTION ITEMS

1. Approval of FY2019 Meeting Schedule

It was moved by Mr. MacDonald, seconded by Mr. Burns, to approve the FY2019 meeting schedule. All voted in favor.

2. Approval of FY2019 Activities/Actions By Month

It was moved by Mr. MacDonald, seconded by Mr. Burns, to approve the FY2019 Activities/Actions by Month Schedule with the understanding that items can be add on an as-needed basis. All voted in favor.

3. Approval of FY2019 Salmon VNA and Hospice Contract

It was moved by Mr. MacDonald, seconded by Mr. Burns, to approve the FY2019 Salmon VNA and Hospice Contract in the amount of \$3,000.00 for the period July 1, 2018 through June 30, 2019 and authorize the chairman to execute the document. All voted in favor.

4. Appointment of Mary Watson: Duties and Hours

It was moved by Mr. MacDonald, seconded by Mr. Burns, to appoint Mary Watson as a nurse providing services at the Hopedale Senior Center for the period July 1, 2018 through June 30, 2019, at a rate of \$25.00 per hour, not to exceed a total salary of seven hundred dollars (\$700.00) for said time period. All voted in favor.

5. Approval of Disposal Works System (Septic) Plan

- a. 5 Rosenfeld Drive

It was moved by Mr. MacDonald, seconded by Mr. Burns, to approve the disposal works system/septic plan for 5 Rosenfeld Drive, previously reviewed and approved by Health Agent William Fisher on May 21, 2018. All voted in favor.

6. Other – None

F. DISCUSSION

1. Review Possible FY2018 Encumbrances

Mr. Burns noted that the last day for submitting bills for the FY2018 fiscal year is Tuesday, July 10th. Any bills not received by this date and will be owed must be listed on an encumbrance form and returned to the accounting office not later than July 25th.

2. Other– None.

G. INFORMATION ITEMS

- a. Memo re: Appointment of BOH Chairperson and Vice Chairperson and Authorization to Sign Payroll and Department Vouchers
- b. Grafton and Upton Railroad Company 2018 Vegetation Control Program
- c. Letter to BOS recommending appointment of Kevin Sullivan as Animal Control Officer
- d. Mosquito Control Project Update
- e. DEP Notice re: Green Street Water Treatment Plan
- f. Expenditure Ledgers: 5/31/18
- g. Recycle Center Payroll V. Revenue: Current
- h. General State Recycling Information
- i. Wheelabrator Letter re: CPI Increase for FY2019
- j. Recycle Center Payroll V. Revenue Report: dated 6/14/18

- k. Order for Compliance of Septic System: 150 Hartford Ave.

H. FUTURE AGENDA ITEMS

- 1. Set Fee Schedule for Non-Residents at Recycling Center
- 2. Review of FY2019 Allocated Budget

I. NEXT MEETING

The next meeting of the Board of Health will be Thursday, July 19, 2018.

J. ADJOURNMENT

At approximately 6:42 p.m., it was moved by Mr. MacDonald, seconded by Mr. Burns, to adjourn. All voted in favor.

Respectfully submitted,

Carol A. Villa
Recording Secretary

Approved: **July 19, 2018**

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Documents List

1. Draft Minutes: May 17, 2018
2. Draft FY2019 BOH Meeting Schedule
3. Draft FY2019 Activities/Actions Schedule
4. Salmon VNA & Hospice Contract for FY2019
5. Disposal Works (Septic) System Plan: 5 Rosenfeld Drive
(available upon request)
6. Informational Items
 - a. Memo re: Appointment of BOH Chairperson and Vice
Chairperson and Authorization to Sign Payroll and Department
Vouchers
 - b. Grafton and Upton Railroad Company 2018 Vegetation Control
Program
 - c. Letter to BOS recommending appointment of Kevin Sullivan as
Animal Control Officer
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