

North Brookfield Board of Health Meeting Minutes

Date: 2.1.23

Members (checked if present)

Ethan Melad	•
Doug Borowski	•
Jillian Phillips	•

Meeting called to order: 7pm

Meeting adjourned: 8:20pm

Minutes:

- Call to order 7pm
- Need to hire to fill Jason's position. Will post the position online.
- Reviewed job descriptions and expectations for the clerk, recycling center staff, and recycling center manager.
- Discussed the issues in the bathroom and that the sink is working fine, as well as the toilet. There have been no issues since. We talked about the expectations of the recycling center manager, the attendants, and the expectations around communication going forward.
- Need to order no smoking signs, and other signs that are needed down there.
- Will make a sign of where in town people can get covid test kits.
- Buy a new lock box and new locks for entrance and exit. Issues with the push gate-swing gates are working fine. Reduce to 1 key in Paul's truck- or leave it at the office if there is a space where it could be kept.
- Security cameras for the dump as there has been numerous items being dropped off that we are having to pay to get rid of as we can't locate who is doing it. Tires and TVs are getting dumped a lot.
- Need to post capacity assessments online
- Voted to approve board of health policy 3-0 in favor
- Reviewed commitment to buy recycled products
- Trash bags have been delivered
- RDP eligible expenses- will review how much we have and what to do with it.
- Approve minutes from 1.11.23
- Adjourned at 8:20