

BOH Meeting Minutes 10/18/2023

Present: All Board Members, Trevor Bruso LRPHC

- Meeting called to order at 5:06 pm.
- Reviewed and approved the minutes from the September 20th meeting.
- Old Business
 - o COA Lunch – Board members met with COA, provided informational update, answered kitchen and vaccine related questions, talked about a concern for presence of first aid kits around town, also discussed benefits of LRPHC, meeting was purely educational.
 - o Flu Vaccine Clinic – organized and will take place on Monday October 23rd, 2023 from 12:30-3:00.
 - o ECSI for CPR + Babysitting- registering for service is all set, just need to order course supplies when ready, BOH has some equipment already.
- Clerk Report
 - o Reviewed the payments and deposits submitted since previous meeting. No Questions.
 - o Reviewed recent website updates – North Brookfield Recycling Opportunity – out of town residents can recycle tires, mattresses, and e-waste for the original cost + an extra \$5 fee/item at the NB Transfer Station.
- LRPHC Update
 - o Trevor Bruso gave an update on the inspections he conducted since the last meeting (Toupin Catering, Senior Center Kitchen). He also delivered 2 cases of COVID tests from LRPHC. Discussed the plentiful amount of tests in possession, could offer some to elementary school and/or other public spaces.
- New Business
 - o Discussed the BOS Social Media Policy that will be sent out soon. Once sent out they request feedback from boards and committees. Will discuss the policy at November meeting.
 - o Discussed the Remote Meeting Policy- 100% virtual allowance until 2025. It is at the chair's discretion whether or not offering virtual attendance is needed, Aaron said it is worthwhile to always offer, no members were against virtual meetings.
 - o Discussed ARPA funds and where to use money dedicated for BOH purposes. Potential ideas were a trailer for storage and transport of supplies, board will continue to brainstorm ideas.
 - o Review of 21 Coldbrook Rd- Trevor reached out to the owner multiple times with no response, Trevor sent a letter via regular and certified mail stating violations with 30 days to respond, after 30 days he will follow up with orders, if the property is sold before then an extermination plan will have to be in place before a demolition permit is granted.
 - o Public Records Policy – the town adopted new guidelines for requests, there are timing requirements and the primary contact will be the town clerk.
 - o Discussed a DEP report on a local public water supply, there was a bad test, but the problem has been resolved.
 - o Discussed DEP communication on the water supply at Oakham Center School, just informational, no issues present, just recommendations.
- Public Session
 - o N/A
- Meeting adjourned at 5:33 pm.

Deposits		AGENT	BOH	TOTAL
9/20/2023	Donlin 1820 Old Turnpike Perc #7971	\$ 175.00	\$ 75.00	\$ 250.00
	Earthworks/Grenier Installer #564	\$ -	\$ 100.00	\$ 100.00
10/2/2023	Teddy's Lunch Box Mobile Permit	\$ -	\$ 75.00	\$ 75.00
10/16/2023	WM 2022 Permit	\$ -	\$ 100.00	\$ 100.00
	0 Crocker Nye Plan Review	\$ 150.00	\$ 75.00	\$ 225.00
	1822 Old Turnpike Cons. Permit	\$ -	\$ 100.00	\$ 100.00
TOTAL		\$ 325.00	\$ 525.00	\$ 850.00

Payables		
10/9/2023	Phil Leger	\$ 550.00
TOTAL		\$ 550.00