

**TOWNSEND BOARD OF HEALTH**

272 Main Street

Townsend, Massachusetts 01469

***Christopher Nocella, Chairman James Le’Cuyer, Vice-Chairman Gavin Byars, Clerk***

Office (978) 597-1713 Fax (978) 597-8135

**Thursday, March 4th at 10:00 a.m., EST**

**Board of Health members and staff will meet in Meeting Room 2 at Memorial Hall**

The Board of Health meeting is **also being held virtually** in accordance with the Governor’s Executive Order Suspending Certain Provisions of the Open Meeting Law, MGL c. 30A. s.20. Interested individuals can listen in and participate by phone by dialing the phone number below and using the provided access code. **Telephone Number: 1-717-275-8940 Access Code: 6602188**

# PRELIMINARIES

* 1. Roll Call
	2. Additions or Deletions not anticipated 48 hours in advance.
		1. Invoice for Townsend’s Earth Day clean-up for Tee-Shirts

WORK SESSION

* 1. RFP for Curbside Trash and Recycling Program

ADJOURNMENT

* 1. The meeting was called to order at 10:00 am. Vice-Chairman James Le’Cuyer was absent. Chairman Chris Nocella and Clerk Gavin Byars were present.
	2. Health Administrator Carla Hitzenbuhler explained the Recycling Committee is starting to plan 2021 Earth Day activities. She respectfully requests the Board to approve purchasing 60 tee-shirts to give out for the first people to sign up for the Town Wide Clean Up scheduled for April 17-24, 2021. The Board signed the invoice.
	3. RFP Process: The Board and Tessa David continued to edit the draft RFP to specific details on how the Board of Health would like the proposal to read. They discussed prevailing wage, and many duplications that will need to be taken out of the lengthy document. They discussed educational matter and what the vendor and what the Board of Health would be responsible for as well. They continued the discussion.
	4. A MOTION to adjourn the meeting was made by GB and 2nd by CN. Voting 2/0 the meeting was adjourned at 11:00 am. The Board thanked Tessa David for all her work on developing a detailed RFP.