

Board of Health Meeting Minutes

Wednesday, January 3, 2024 at 6:00 p.m.

Present: Herb Butzke, BOH Chair; Kathleen Atwood, Board Member; and Christine Bailey, Admin Ass't

Call to Order: The meeting was called to order at 6:03 p.m.

General Business:

- A motion was made and seconded to approve the meeting minutes for December 20, 2023.

FY24 Budget/Payables: A motion was made and seconded to approve the following FY24 invoices:

- **W.B.Mason, Inv. 24324364 - Toner, dtd 12/14/23; \$209.28**
- **HBST, Inv. H2312-126, Water Testing, dtd 12/31/23; 155.00**
- **HBST, Inv. H2312-128, Water Testing, dtd 12/31/23; 105.00**
- **HBST, Inv. H2312-129, Water Testing, dtd 12/31/23; 155.00**
- **McKesson, Inv. 21498012, Credit on recall, dtd 12/20/23; -\$96.91**
- **McKesson, Inv. 21487414, RN Supplies, dtd 12/19/23; \$61.73**
- **Lodge Tire, Inv. G1-235001, Tire Disposal, dtd 12/20/23; 52.00**

FY24 Acct	Account #	7-1-23 Approp	Curr Bal (12-14-23)	Payroll/Payables	Amount	New Bal
Transfer Station Att	01-512-5140	\$16,607.00	\$ 9,497.15			
BOH Stipends	01-512-5141	\$ 4,938.00	\$ 3,703.50			
Clerk Wages	01-512-5142	\$12,880.00	\$ 7,138.10			
Town Nurse	01-512-5143	\$43,997.00	\$24,772.15			
Physician Stipend	01-512-5144	\$ 500.00	\$ 500.00			
Snow Removal	01-512-5145	\$ 500.00	\$ 500.00			
Hazardous Waste	01-512-5290	\$ 500.00	\$ 500.00			
FCSWMD Assess	01-512-5300	\$ 8,417.00	\$ 2,104.25			
Mosquito Control	01-512-5382	\$ 5,000.00	\$.00			
BOH Operations	01-512-5701	\$13,500.00	\$ 7,804.02	W.B.Mason, Inv. 24324364, dtd 12/14/23	\$ 209.28	\$ 6,874.74
				HBST, Inv. H2312-126, dtd 12/31/23	\$ 155.00	\$ 6,719.74
				HBST, Inv. H2312-128, dtd 12/31/23	\$ 105.00	\$ 6,614.74
				HBST, Inv. H2312-129, dtd 12/31/23	\$ 155.00	\$ 6,459.74
Health Sv Ops	01-512-5703	\$ 7,390.00	\$ 5,185.15	McKesson, Inv. 21498012, dtd 12/20/23	\$ (96.91)	\$ 5,282.06
				McKesson, Inv. 21487414, dtd 12/19/23	\$ 61.73	\$ 5,220.33
Refuse Gardens Ops	01-512-5708	\$35,050.00	\$19,352.00	Lodge Tire, Inv. G1-235001, dtd 12/20/23	\$ 52.00	\$ 19,300.00
FRCOG Health Svs	01-512-5788	\$ 5,797.00	\$ 1,480.00			
OPIOID FUNDS	83-512-4540-83139	\$90,000.00	\$.00	Next disbursement - July 2024		

Transfer Station:

- The Transfer Station logs were reviewed and read by Herb Butzke.
- Christine will email the Fire Department for their recommendations on a follow up from FCSWMD, Jan Ameen suggesting the Refuse Garden's propane tanks be housed in a storage area.
- Christine ordered 3 more clickers for the Refuse Garden's gate. Two will go to the Highway Department for when plowing is needed. The other one is a replacement for the office which was given to the Salvation Army. Herb will program the new clickers.

FY25 Budget:

- 1) A motion was made and approved to submit a Capital Improvement of \$150,000.00 to the Finance Committee for the repavement of the Transfer Station. This was the estimate amount Herb received from Lance Larned, Highway Department.
- 2) Jan Ameen, FCSWMD submitted the FY25 budget. The additional adjustment is primarily due to the upswing of hauling prices.
- 3) The next budget meeting for BOH to meet with the Finance committee is **Thursday, February 1, 2024.**

BOH Updates:

- 1) Kathy Atwood submitted the annual report for the Board review/approval. A motion was made and approved to submit the Board of Health Annual Report to the Town Administrator.
- 2) The BOH received an email from the FRCOG Training Hub. The Training Hub offers a Foundations Course which is now available on [TRAIN](#). The Foundations course is required per the [Workforce Standards](#) for Directors/Agents, Inspectors, Public Health Nurses, and BOH members (within 1 year of appointment). To access TRAIN and take the course, you can email Amy Tisdell at OLRH in regards to creating an account: Amy.e.tisdell@mass.gov.

OPIOID Updates: There will be a zoom meeting on the Overview of the OPIOID Recovery and Remediation Fund – Office Hours on January 4, 2024 from 2:00-3:00pm. This “Office Hours” is held every other Thursday which consists of an overview and questions/answer session after. Christine is planning to attend. She will send the email to Herb and Kathy for possible attendance. The next session will be January 18, 2024 from 2:00-3:00pm.


Septics pumped: The following septics were pumped in Town:

- 370 River Road - Bear Swamp
- 10 Kings Highway – Rowe Camp & Conference Center

Meeting Adjourned: 6:32 pm unanimously

Next meeting: January 17, 2024, at 6:00 pm

Approved:



Herb Butzke, Chair

Daniel Poplawski



Kathleen Atwood