

# Board of Health Meeting Minutes

Wednesday, November 20, 2024 at 6:00 p.m.

**Present:** Herb Butzke, Chair; Dan Poplawski, Member; and Christine Bailey, Admin Assistant

**Call to Order:** The meeting was called to order by Chair Herb Butzke at 6:01 p.m.

**Meeting Minutes:** A motion was made and seconded to approve the November 6, 2024 minutes.

**FY25 Budget/Payables:** A motion was made and seconded to approve the following FY25 invoices.

Company	Invoice #	Date	Amount
• Nat'l Grid-Electric Refuse Gardens	Oct 3-Nov 1, 2024	11/1/24	\$151.53
• Wired West-Internet Refuse Gardens	3705673	11/12/24	\$90.00
• FCSWMD-Hauling etc.	25384	11/12/24	\$411.00
• Amazon – Supplies - RN	111-5518207-6728213	11/4/24	\$9.99
• Waste Mngt- July billing	IAC5771727	8/6/24	\$127.68
• Waste Mngt – October billing	IAC6096005	11/6/24	\$199.87
• Kathy Atwood-Inspections	4 Inspections	11/20/24	\$180.00
• WB Mason-Office Supplies (Toner)	S148370276	11/14/24	\$289.24

FY25 Acct	Account #	7-31-24 Approp	Curr Bal (9/30/24)	Payroll/Payables	Amount	New Bal
Transfer Station Att	01-512-5140	\$17,663.00	\$ 13,313.20			
TS Att. Training	01-512-5800	\$ 425.00	\$ 425.00			
BOH Stipends	01-512-5141	\$ 4,938.00	\$ 3,703.50			
Clerk Wages	01-512-5142	\$13,364.00	\$ 10,331.40			
BOH Clerk Training	01-512-5711	\$ 514.00	462.60			
Town Nurse	01-512-5143	\$52,391.00	\$ 40,307.06			
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	\$ 8,846.00	\$ 4,421.40			
Mosquito Control	01-512-5382	\$ 5,000.00	\$ 0			
BOH Operations	01-512-5701	\$13,500.00	\$ 9,902.50	Kathy Atwood, 4 Inspections WB Mason – Toner for Office	\$ 180.00 \$ 289.24	\$ 9,433.26
Health Sv Ops	01-512-5703	\$ 7,500.00	\$ 4,217.33	Amazon, #111-5518207-6728213	\$ 9.99	\$ 4,207.34
Refuse Gardens	01-512-5708	\$37,503.00	\$19,958.83	Nat'l Grid, 11/1/24 Wired West, #3705673 FCSWMD, #25384 Waste Mngt #IAC5771727 Waste Mngt #IAC6096005	\$ 151.53 \$ 90.00 \$ 411.00 \$ 127.68 \$ 199.87	\$18,978.75
FRCOG Health Svs	01-512-5788	\$ 5,797.00	\$ 2,919.00			
OPIOID FUNDS \$90,000	83-512-4540-83139	\$10,286.29	\$10,286.29			

**Transfer Station:**

- Dan Poplawski read the Transfer Station Logs. Rob submitted a customer pick up sheet from Interstate Refrigerant Recovery Pickup on 11/06/24. It consisted of 17 refrigerators, 6 Dehumidifiers and 10 air conditioners. A bill should be forthcoming.
- A motion was made and seconded to approve the Springfield MRF 5-year extension contract. Christine will scan and email Jan Ameen a copy.

- Jan Ameen reported the FY25 Monthly Recycling Processing fee for November of \$35.30 per ton. This is almost \$5/ton increase, which is due to lower paper values. She also included an Average Market Value (AMV) tracking spreadsheet and an AMV for each commodity.
- Jan submitted a 2024 September HHW Collection Report – per town. Rowe had 5 sign ups with 1 no show.

**OPIOID Updates:**

- The following funded Elementary level OPIOID programs are approved by the State of Massachusetts. Christine to invite Principal Bill Knittle, Rowe Elementary School Board and FRCOG, Phoebe Walker to the December 4, 2024 meeting to discuss which programs the Elementary School would benefit from best.
  - [FAST® Program – Families and Schools Together, Inc.](#)
  - [FIRST STEP Next | Ancora Publishing](#)
  - [Evidence-Based Early Intervention Programs | Incredible Years](#)
  - [Guiding Good Choices - A Program with Proven Success](#)

**Nursing Updates:**

Herb read the following nurse updates from Rachel Lewis:

- Flu shots are winding down although there have been a few stragglers.
- Rachel is still trying to organize the Town employee CPR class. She is looking for a few more people so will probably open attendance to the various board members.
- An exercise club is being organized for the winter months with Deb Lively and she will help to keep everyone (who wants to) still moving. The walking club will continue outside, weather permitting.
- Rachel has completed her annual report and will submit after approval from the Board.

**BOH Updates:**

- Christine reminded the group in the upcoming mandatory Finance Budget Meeting being held on 12/5/24.
- Herb continues to work on the Annual Report which is due 12/19/24.
- Christine brought various Emergency Plan information found in the BOH files. Rachel has the Hawlemont EDS Plan which encompasses Charlemont, Heath and Rowe. Herb asked for Rachel to bring to the next meeting.

**SEPTIC PUMPING RECORDS:** The following septic pumping records were discussed.

- Hazelton Road - Julie Moran
- 5 Pine Hill Drive – Darlene Upton
- 6 Pine Hill Drive – Brian Ash
- 9 Pine Hill Drive – Idiko Toth
- 22 Kings Highway – RC&CC
- 41 Davenport Road – Mitch Soviecke

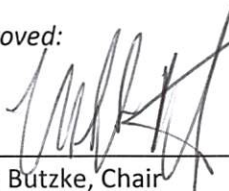
**New Business:**

- Herb and Kathy attended the Additional Dwelling Unit (ADU) meeting held at the school. Herb called the Board of Health meeting at 6:00 p.m. and adjourned the meeting at 7:05 pm.
- Herb asked Christine to find out the septic size and bedroom capacity for 145 Leshure Road.

Meeting Adjourned: 6:31 pm Unanimously

Next meeting: **December 4, 2024**

Approved:



Herb Butzke, Chair



Daniel Poplawski

Kathleen Atwood