

# Board of Health Meeting Minutes

Wednesday, December 4, 2024 at 6:00 p.m.  
Rowe Town Hall, Conference Room 1

**Present:** Herb Butzke, Chair; Kathy Atwood and Dan Poplawski, Members; Rachel Lewis, RN and Christine Bailey, Admin Assistant

**Call to Order:** The meeting was called to order by Chair Herb Butzke at 6:06 p.m.

**Rowe Elementary School:** The Board, the School Committee and Principal Knittle were to discuss approved OPIOID elementary level funded programs for Rowe Elementary School. The agenda item was cancelled and postponed to a later date as Mr. Knittle requested more time for research of other programs for the School. All participants were notified and the Zoom call was cancelled.

**Meeting Minutes:** A motion was made and seconded to approve the November 20, 2024 minutes.

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

Company	Invoice #	Date	Amount
• FCSWMD	25405	11/25/24	\$200.00
• FCSWMD-Methane detector	25413	12/2/2024	\$52.21
• McKesson Medical Supplies	22943648	11/21/24	\$331.06
• McKesson Medical Supplies	22943742	11/21/24	\$17.18
• McKesson Medical Supplies	22946487	11/22/24	\$16.23
• Rachel Lewis – November Mileage	Nov Mileage – RN	11/30/24	\$45.05
• Baystate Franklin -Moms Do Care-OPIOID funds	FY2025ROSP	11/27/24	\$ 746.00

FY25 Acct	Account #	7-31-24 Approp	Curr Bal (10/30/24)	Payroll/Payables	Amount	New Bal
Transfer Station Att	01-512-5140	\$17,663.00	\$ 11,948.58			
TS Att. Training	01-512-5800	\$ 425.00	\$ 425.00			
BOH Stipends	01-512-5141	\$ 4,938.00	\$ 2,469.00			
Clerk Wages	01-512-5142	\$13,364.00	\$ 9,303.40			
BOH Clerk Training	01-512-5711	\$ 514.00	462.60			
Town Nurse	01-512-5143	\$52,391.00	\$ 36,285.38			
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	\$ 9,433.26			
Health Sv Ops	01-512-5703	\$ 7,500.00	\$ 4,207.89	McKesson, #22943648, dtd 11/21/24 McKesson, #22943742, dtd 11/21/24 McKesson, #22946487, dd 11/22/24 Rachel Lewis, Nov Mileage, dtd 11/30/24 Sanofi credit not rec'd as of yet	\$ 331.06 \$ 17.18 \$ 16.23 \$ 45.05 \$ 57.96	\$ 3,740.41
Refuse Gardens	01-512-5708	\$37,503.00	\$18,978.75	FCSWMD, #25405, dtd 11/25/24 FCSWMD, #25413, dtd 12/2/24	\$ 200.00 \$ 52.21	\$ 18,726.54
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	BFMC-Mom's Do Care, #FY2025ROSP, dtd 11/27/24	\$ 746.00	\$ 9,540.29

**Transfer Station:**

- Dan Poplawski read the Transfer Station Logs.
- **A motion was made and seconded to approve and sign the 3<sup>rd</sup> Party Transfer Station Inspection Report & Corrective Action Form.** There were no infractions. Chair Herb signed and Christine will scan/email a copy to Jan Ameen.

**OPIOID Updates:** Care Massachusetts Training and Technical Assistance Team (TTA) Office Hours are being held on the following dates/times. Rachel is able to attend the December 19, 2024 Office Hours session.

- December 5th 2-3 PM - Words Matter: Stigma and Language (the buzz words used to address Opioid users)
- December 19th 2-3 PM - Police Assisted Addiction and Recovery Initiative (PAARI) Opioid Abatement Fund Usage Overview

**BOH Concerns & Updates:**

- Herb will be attending the budget meeting tomorrow, December 5, 2024 at 6 p.m. Jan Ameen emailed the FCSWMD FY26 Proposed Budget with proposed updates. The BOH budget is due December 19, 2024 to the Finance Committee.
- Herb will be attending Franklin County Regional Emergency Planning Committee (REPC) – December 10, 2024 @4:00 p.m. via zoom. The Board reviewed the BOH Hawlemont EDS Plan. Herb will be following up with Randy Cardonell, Planner for Massachusetts Emergency System in coordination with FRCOG's Emergency Planning Committee.

**Nursing Updates:** Rachel said her November Individual Statistics were: 8.5 days worked, 84 patients seen. 72 patients were over 65 years. She made 20 house calls, 39 office visits and 25 phone calls. The Foot Clinics are still going very well and have been booked up through February. The COA has started to pay for an extra clinic every 3 months as well as extending the time by 30-60 minutes each time depending on need/availability of a foot care nurse. It has been suggested for participants to offer a \$20 fee for service to help infringe the cost. The Walking Club has gotten very good reviews from residents. The participants have asked to continue as long as possible during the winter months (road walking). The Board agreed that her annual report was very informative and she will submit it to the Town Administrator.

**SEPTIC PUMPING RECORDS:** The following septic pumping records were reported:

- 37 Brittingham Hill Road – Mazen Nasrallah
- 31 Kings Highway – RC&CC
- 22 Kings Highway – RC & CC
- Fife Brook – Bear Swamp
- 370 River Road – Bear Swamp

**New Business:** Dan Poplawski requested 112 Ford Hill Road to be put on the next Agenda. Herb will follow up with Randy Crochier at FRCOG to request any updates.

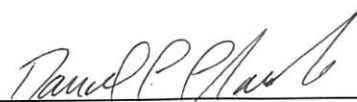
**Resident Comments/Questions:** *It is requested that residents wait for comments during a meeting until recognized by the Chairperson.*


Meeting Adjourned: 6:35 pm Unanimously

Next meeting: **December 18, 2024**

Approved:

  
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Herb Butzke, Chair

  
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Daniel Poplawski

  
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Kathleen Atwood