

Board of Health Meeting Minutes

Wednesday, December 18, 2024 at 6:00 p.m.
Rowe Town Hall, Conference Room 1

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

Call to Order: The meeting was called to order by Chair Herb Butzke at 6:00 p.m.

Meeting Minutes: A motion was made and seconded to approve December 4, 2024, minutes.

FY25 Budget/Payables: A motion was made and seconded to approve the following FY25 invoices. Chair Herb would like to maintain a breakdown of the Refuse Gardens Account: 01-512-5708. This would allow the Board to see a quick glimpse of how much each Vendor is paid to date (National Grid, Wired West, Lodge Tire, etc) within this account.

| Vendor | Invoice# | Date | Amount | Account |
|---------------------------------|--------------------|------------|------------|-------------|
| FCSWMD | 25431 | 12/4/2024 | \$ 305.35 | 01-512-5708 |
| FCSWMD | 25432 | 12/4/2024 | \$1,226.98 | 01-512-5708 |
| FCSWMD | 25433 | 12/4/2024 | \$ 335.50 | 01-512-5708 |
| Waste Management | IAC6204660 | 12/6/2024 | \$ 49.77 | 01-512-5708 |
| Wired West | 3596162 | 8/12/2024 | \$ 90.00 | 01-512-5708 |
| Wired West | 3740845 | 12/12/2024 | \$ 90.00 | 01-512-5708 |
| National Grid | 11-1-24 to 12-4-24 | 12/4/2024 | \$ 166.10 | 01-512-5708 |
| FCSWMD- FY25 3rd Qtr Assessment | 25493 | 12/5/2024 | \$2,212.30 | 01-512-5300 |

| 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 | FCSWMD-FY25 3 rd Qtr Assessment | \$2,212.30 | \$2,209.10 |
| Mosquito Control | 01-512-5382 | \$ 5,000.00 | \$ 0 | | | |
| BOH Operations | 01-512-5701 | \$13,500.00 | \$ 9,123.26 | | | |
| Health Sv Ops | 01-512-5703 | \$ 7,500.00 | \$ 3,740.41 | | | |
| Refuse Gardens | 01-512-5708 | \$37,503.00 | \$ 18,726.54 | FCSWMD, Invoice #25431 FCSWMD, Invoice #25432 FCSWMD, Invoice #25433 Waste Mngt, Invoice IAC6204660 Wired West, Invoice 3596162 Wired West, Invoice 3740845 National Grid, Invoice dtd 11-1-24 to 12-4-24 FCSWMD: Invs 24770&24756 never deducted Jerry Ferguson work on RG-never deducted | \$ 305.35 \$1,226.98 \$ 335.50 \$ 49.77 \$ 90.00 \$ 90.00 \$ 166.10 \$ 233.19 \$ 128.44 | \$16,101.22 |
| FRCOG Health Svs | 01-512-5788 | \$ 5,797.00 | \$ 2,919.00 | | | |
| OPIOID FUNDS \$90,000 | 83-512-4540-83139 | \$10,286.29 | \$ 9,540.29 | | | |

Transfer Station:

- Dan Poplawski read the Transfer Station Logs.
- Jan Ameen reported the FY25 November Recycling Processing Cost - \$35.30/ton with Rowe's share at \$49.77.
- Christine will ask Administrative Assistant, Donna Butzke to make a robo call informing residents the Refuse Gardens will be closed on December 25th and January 1st. She will have Rob post a sign at the gate.

OPIOID Updates: Care Massachusetts Training and Technical Assistance Team (TTA) Office Hours are being held on the following date/time. Rachel will be attending.

- December 19th 2-3 PM - Police Assisted Addiction and Recovery Initiative (PAARI) Opioid Abatement Fund Usage Overview

BOH Concerns & Updates:

- The Board discussed 96 Ford Hill Road and next steps. Herb will call Randy Crochier at FRCOG to see how to initiate this process.
- Herb reviewed the FY26 Proposed Budget for the BOD, in which he submitted to the Finance Committee.
- Herb attended the Franklin County Regional Emergency Planning Committee (REPC) – December 10, 2024 @4:00 p.m. via zoom. Herb left a message with Randy Cardonell, Planner for Massachusetts Emergency System in coordination with FRCOG's Emergency Planning Committee but has not heard back from him. Herb will follow up again.
- BOH Emergency Planning: The Emergency Planning for Rowe needs to be updated within each department. Herb will call Dennis Annear.
- January BOH meetings: The upcoming January Board of Health meetings will be held on January 8th and January 22nd. Christine to reschedule.

Nursing Updates: Herb read the following nursing updates:

The Foot Clinics are still going very well. They are all booked up through February. COA has started to pay for an extra clinic every 3 months as well and the clinic to be extended for 30 minutes to an 1 hour each time depending on the need/availability of a foot care nurse. The Walking Club is continuing by request. Rachel will be attending the Opioid meeting on zoom on Thursday December 19th and report back at next meeting. She will send out an updated emergency preparedness survey to residents in the New Year to help keep records up-to-date regarding resident needs, physical, mental, etc. She has scheduled CPR for town employees and residents (if spots are still open) This is tentatively scheduled for March 13th. Rachel submitted vacation requests for February 1st week and 1 day for Disney and a few hours on 2 Wednesdays at end of January, to help with a school talent show

SEPTIC PUMPING RECORDS: N/A

Housatonic Basin Sampling & Testing – All samples were received in proper condition and the reported results conform to applicable accreditation standard.


New Business: None


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

Meeting Adjourned: 6:29 pm Unanimously

Next meeting: **January 8, 2025**

Approved:


Herb Butzke, Chair


Daniel Poplawski


Kathleen Atwood