

# Board of Health Meeting Minutes

Wednesday, January 22, 2025 at 6:00 p.m.  
Rowe Town Hall, Conference Room 1

**Present:** Herb Butzke, Chair; Kathy Atwood, Member; and Christine Bailey, Admin Assistant.

**Call to Order:** The meeting was called to order by Chair Herb Butzke at 6:05 p.m.

**Meeting Minutes:** A motion was made and seconded to approve the January 8, 2025, minutes.

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

Vendor	Invoice#	Date	Amount	Account
MAHB-MA Association of Health Boards	1300245	1/15/25	\$55.00	01-512-5701
EDDM – RN Mailing to all Residents	9734018	1/16/25	\$56.20	01-512-5703
National Grid	250106	1/6/25	\$246.79	01-512-5708
Wired West	3780353	1/12/25	\$90.00	01-512-5708
FCSWMD	25537	1/8/25	\$50.00	01-512-5708
FCSWMD	25538	1/8/25	\$1,542.54	01-512-5708
FCSWMD	25539	1/8/25	\$30.00	01-512-5708
FCSWMD	25540	1/8/25	\$30.00	01-512-5708

FY25 Acct	Account #	7-31-24 Approp	Curr Bal (12/31/24)	Payroll/Payables	Amount	New Bal
Transfer Station Att	01-512-5140	\$17,663.00	\$ 9,094.46			
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	\$ 7,196.00			
BOH Clerk Training	01-512-5711	\$ 514.00	\$ 179.90			
Town Nurse	01-512-5143	\$52,391.00	\$ 28,239.91			
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	\$ 2,209.10			
Mosquito Control	01-512-5382	\$ 5,000.00	\$ 0			
BOH Operations	01-512-5701	\$13,500.00	\$ 8,648.26	MAHB, #1300245, dtd 1/15/25	\$ 55.00	\$ 8,593.26
Health Sv Ops	01-512-5703	\$ 7,500.00	\$ 3,669.16	EDDM Mailing, #9734018, dtd 1/16/25	\$ 56.20	\$ 3,612.96
Refuse Gardens	01-512-5708	\$37,503.00	\$ 16,031.22	National Grid, #250106, dtd 1/6/25	\$ 246.79	
				Wired West, #3780353, dtd 1/12/25	\$ 90.00	
				FCSWMD #25537, dtd 1/8/25	\$ 50.00	
				FCSWMD #25538, dtd 1/8/25	\$ 1,542.54	
				FCSWMD #25539, dtd 1/8/25	\$ 30.00	
				FCSWMD #25540, dtd 1/8/25	\$ 30.00	\$14,041.89
FRCOG Health Svs	01-512-5788	\$ 5,797.00	\$ 1,480.00			
OPIOID FUNDS \$90,000	83-512-4540-83139	\$10,286.29	\$ 9,540.29			

## Transfer Station:

- Herb Butzke read the Transfer Station Logs.
- Christine spoke with Barlow Trucking in the resurfacing of the Refuse Gardens. If the Capital Expense is approved and the Town favorably votes at the May Annual Town Meeting, the Gardens will be resurfaced July 7<sup>th</sup> through July 9<sup>th</sup>. Barlow said there would most likely be approximately a 6% increase due to rising costs, etc. This would bring the original quote of \$33,600.00 to \$35,616.00. Herb anticipated this increase and appropriately wrote the Capital Expenditure to include an increase, if needed. Rob Beaumier agreed to open on Thursday, July 10<sup>th</sup> to accommodate residents for closure on the day before.
- Jan Ameen reported the FY25 January Recycling Processing Cost at \$36.53 per ton which is a \$7.00 increase. This is due to the rising prices in plastic.

**OPIOID Updates:** N/A

### BOH Concerns & Updates:

- Jan Ameen sent the FCSWMD FY26 Addoped Budget. She had spoke to Herb prior so he was able to include any adjustments to the Rowe BOH budget.
- PVMCD sent an email stating their FY26 budget for Mosquito testing and monitoring will have a 5% increase. The Board of Health Budget line (01-512-5382 Mosquito Control District) would increase \$250.00 from \$5,000.00 to \$5,250.00.
- Christine asked for a few days off in February when a grandchild is expected. Herb and Kathy encouraged the time off. She will let them know as soon as the baby is born.
- BOH Emergency Planning: Chair Herb said he received an email from an unknown person heading up another emergency survey. He will forward it to the office. He also said he will follow-up with Julie and see if they could work together to complete.
- Matt Stine sent Herb an email if the BOH has a list of condemned buildings in Town. The Board all agreed that there is not a formal list but mentioned several "unlived in and deteriorating houses". Christine will email Randy Crochier to see if there are steps that FRCOG takes in houses of this nature.

### Nursing Updates:

Herb read the following nursing updates:

- Individual Stats: January is on par - averaging 10 patients/day
- Rachel said the Walking Club continues by request and weather permitting.
- Exercise class with Deb Lively to start beginning February. She will help Deb, if need be and will also encourage BPs to be taken from all program goers.
- Rachel mailed an updated emergency preparedness survey on 1/16/25 to residents to help keep the records up to date regarding residential assistance/needs, etc. She will update data as surveys are handed back in.
- Rachel suggested in reporting her statistics and happenings once a month.

**SEPTIC PUMPING RECORDS:** The following Rowe resident/businesses were pumped:

- 40 Shippee Road – Kathy Sprague
- Fife Brook – Bear Swamp

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


**New Business:** Kathy said that her neighbor has hired a very good and reliable Tree Company from Greenfield. She will get a business card to share at next meeting. Christine suggested it would be nice to have a community webpage page besides the bulletin board in the mail room. This would be especially beneficial for reliable contractors in Town.

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

Meeting Adjourned: 6:32 pm Unanimously

Next meeting: February 5, 2025

Approved:

  
Herb Butzke, Chair  
Daniel Poplawski  
Kathleen Atwood