

Board of Health Meeting Minutes

Wednesday, April 2, 2025 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. Police Chief Hyytinen joined the meeting at 6:05 p.m.

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

Town Residents: Police Chief Christopher Hyytinen joined the meeting at 6:05 p.m. The Chief had concerns with several residents using threatening and harassing language towards Town employees. He has had 3 complaints recently. He felt that a policy should be put in place. The Board agreed the policy should come from the Board of Selectmen. The Board and Chief discussed security cameras at the Refuse Gardens, in conjunction with other Town properties. In follow-up to last BOH meeting, Herb is working with Randy to attend a future meeting to discuss hoarding and unsanitary conditions within the Town. Chief left the meeting at 6:24 p.m.

Meeting Minutes: A motion was made and seconded to approve March 19, 2025, minutes.

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

Vendor	Invoice#	Date	Amount
Housatonic Basin Sampling & Testing	H2503-164	3/31/2025	\$ 291.00
Housatonic Basin Sampling & Testing	H2503-163	3/31/2025	\$ 135.00
Housatonic Basin Sampling & Testing	H2503-160	3/31/2025	\$ 291.00
SmartSign – FY26 Dump Tags (DEBIT CARD)	SMT-822528	4/1/25	\$ 369.50
FRCOG – FY25 Q4 Apr-Jun Coop Public Health Svcs	2513	4/1/25	\$ 1,439.00
McKesson Medical-Surgical	23516897	3/26/2025	\$ 18.50
McKesson Medical-Surgical	23516745	3/26/2025	\$ 116.94

FY25 Acct	Account #	7-31-24 Approp	Curr Bal (1/31/25)	Payroll/Payables	Amount	New Bal
Transfer Station Att	01-512-5140	\$17,663.00	\$ 7,013.91			
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	\$ 5,641.15			
BOH Clerk Training	01-512-5711	\$ 514.00	\$ 179.90			
Town Nurse	01-512-5143	\$52,391.00	\$ 22,198.99			
Physician Stipend	01-512-5144	\$ 500.00	\$ 500.00			
Snow Removal	01-512-5145	\$ 500.00	\$ 478.76			
Hazardous Waste	01-512-5290	\$ 500.00	\$ 500.00			
FCSWMD Assess	01-512-5300	\$ 8,846.00	\$ -3.20			
Mosquito Control	01-512-5382	\$ 5,000.00	\$ 0			
BOH Operations	01-512-5701	\$13,500.00	\$ 7,158.26	HBST #H2503-164 HBST #H2503-163 HBST #H2503-160	\$ 291.00 \$ 135.00 \$ 291.00	\$ 6,441.26
Health Sv Ops	01-512-5703	\$ 7,500.00	\$ 2,557.99	McKesson McKesson	\$ 18.50 \$ 116.94	\$ 2,422.55
Refuse Gardens	01-512-5708	\$37,503.00	\$ 8,477.35	Smart Sign FY26 Dump Tags	\$ 369.50	\$ 8,107.85
FRCOG Health Svcs	01-512-5788	\$ 5,797.00	\$ 1,480.00	FRCOG 4 th Qtr. Coop Public Health Svcs	\$ 1,480.00	\$ 41.00
OPIOID FUNDS \$90,000	27-512-4680-83139	\$10,286.29	\$ 9,540.29	BayState Franklin (Mom's do care) The Consortium (Recovery Project)	\$ 746.00 \$ 1,472.00	\$ 8,068.29

Transfer Station:

- Dan Poplawski read the Transfer Station Logs.
- Christine order the FY26 Dump tags. The price of \$369.50 was comparable to FY25 tags. She will also need to order more stickers. She was quoted by Baker Industries \$787.10 (2500 stickers) and \$1220.20 (5000

stickers). She was able to save money in not having the stickers numbered. Paul Boulanger of Baker Industries agreed to bill half in FY25 and the other half in FY26. All agreed the higher amount as financially it made more sense.

- Transfer Station – Security (Please see above discussion with Chief Hyytinen).

BOH Concerns & Updates:

- Brookfield and Pan Am sent there 2025 Yearly Operational Plan Letters for the spraying of the power lines and RR Tracks.
- BOH Emergency Plan – Herb will be working with Julie Shippee and Dennis Annear on the Emergency Pan.

Nursing Updates:

- Individual Stats: March 2025- 12 days worked, 131 patient encounters. 31 house calls, 62 office visits, 38 phone calls. 102 of the encounters were with residents 65 years +
- Walking Club to continue Mondays from 10am-1130
- Rachel presented Health Care Proxy and MOLST form (Medical orders for life-sustaining treatment) presentation at the March third Thursday coffee morning on March 20th – 15 people attended.
- Rachel presented a “Sanitary Flyer” for the Goal post- ideas and wording. The Board agreed it was very informational and suggested some rewording. She will post for May Goal Post.
- Rachel discussed a policy to put in place in reference to making house calls during inclement weather and especially on dirt roads during mud season. She has had several near-misses in the past few weeks, but also carry caregivers guilt about not being able to make it to someone’s home, no matter the weather. She feels, her car is also taking a beating and am concerned about over the long-term.

SYSTEM PUMPING RECORD:

- 106 Potter Road – Danek, Tom

OPIOID Updates: N/A

WATER TESTING: N/A

New Business:

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

Meeting Adjourned: 6:58 pm Unanimously

Next meeting: April 16, 2025

Approved:


Herb Butzke, Chair


Daniel Poplawski


Kathleen Atwood