

Board of Health Meeting Minutes

Wednesday, July 02, 2025 at 6:00 p.m.
Rowe Town Hall, Conference Room 1

Present: Herb Butzke, Chair; Dan Poplawski and Kathy Atwood, Members; Rachel Lewis, RN 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, seconded and unanimously voted to approve June 18, 2025, minutes.

Meeting Minutes: A motion was made, seconded and unanimously voted to approve June 26, 2025, minutes.

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

Vendor	Invoice#	Date	Amount
Housatonic Basin	H2506-189	6/20/2025	\$156.00
Housatonic Basin	H2506-193	6/20/2025	\$286.00
Housatonic Basin	H2506-192	6/20/2025	\$1,036.00
Kathy Atwood - Sch, RC&CC, Pelham Lk Insps.	260601	6/24/2025	\$135.00
Amazon - Transponders	112-9289211-161036	6/17/2025	\$116.85
Amazon – 2 Reolink Home Hub Cameras for RS	112-0627093-0713041	6/30/25	\$195.99
Bostley – Emptying of Porta Potty	40871	6/30/25	\$125.00
Rachel Lewis – Mileage	250630	6/30/25	\$101.34
Amazon - Nurse (Supplies)	111-3496799-3587437	6/2/2025	\$24.84
Amazon - Nurse (Supplies)	111-2915999-4289063	6/12/2025	\$44.15
Amazon - Nurse (Supplies)	111-7638468-3277023	6/12/2025	\$68.48
FCSWMD	26051	6/23/2025	\$195.00

FY25 Acct	Account #	7-31-24 Approp	Curr Bal (5/30/25)	Payroll/Payables	Amount	New Bal
Transfer St Att	01-512-5140	\$17,663.00	\$ 3,517.18			
TS Att. Training	01-512-5800	\$ 425.00	\$ 425.00			
BOH Stipends	01-512-5141	\$ 4,938.00	\$ 1,234.52			
Clerk Wages	01-512-5142	\$13,364.00	\$ 2,557.15			
BOH Clerk Training	01-512-5711	\$ 514.00	\$ 102.80			
Town Nurse	01-512-5143	\$52,391.00	\$ 9,406.18			
Physician Stipend	01-512-5144	\$ 500.00	\$ 0			
Snow Removal	01-512-5145	\$ 500.00	\$ 452.22			
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	\$ 5,274.63	HBST, H2506-189 HBST, H2506-193 HBST, H2506-192 K. Atwood, Inspections (3) Amazon – Transponders Amazon – 2 Cameras/Hubs for RS Bostley Sanitary Service	\$ 156.00 \$ 286.00 \$ 1,036.00 \$ 135.00 \$ 116.85 \$ 195.99 \$ 125.00	\$ 2,944.01
Health Sv Ops	01-512-5703	\$ 7,500.00	\$ 1,106.63	Amazon – Nurse Supplies Amazon – Nurse Supplies Amazon – Nurse Supplies Rachel Lewis – June Mileage	\$ 24.84 \$ 44.15 \$ 68.48 \$ 101.34	\$ 867.82
Refuse Gardens	01-512-5708	\$37,503.00	-\$ 433.06	FCSWMD #26051	\$ 195.00	-\$ 628.06
FRCOG Health Svs	01-512-5788	\$ 5,797.00	\$ 41.00			

OPIOID FUNDS \$90,000	27-512- 5400-83139	\$10,286.29	\$ 8,654.26			
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FY26 Budget/Payables: A motion was made, seconded and unanimously voted to approve the following FY26 invoices:

Vendor	Invoice#	Date	Amount
FRCOG – FY26 1 ST qtr Coop Public Health Services	2539	7/1/25	\$1,477.50
FCSWMD FY26 1 st qtr Town Admin Assessment Services	26044	7/1/25	\$2,328.52
Pioneer Valley Mosquito Control District	2357FY26-017	7/1/25	\$5,250.00

FY26 Acct	Account #	7-1-25 Approp	Curr Bal (7/1/25)	Payroll/Payables	Amount	New Bal
Transfer St Att	01-512-5140	\$ 18,416	\$ 18,416			
TS Att. Training	01-512-5800					
Clerk Wages	01-512-5142	\$ 13,930	\$ 13,930			
BOH Clerk Training	01-512-5711					
Town Nurse	01-512-5143	\$ 54,644	\$ 54,644			
Physician Stipend	01-512-5144	\$ 500	\$ 500			
Snow Removal	01-512-5145	\$ 500	\$ 500			
Hazardous Waste	01-512-5290	\$ 500	\$ 500			
FCSWMD Assess	01-512-5300	\$ 9,314	\$ 9,314	FY26 1 st qtr Admin Assessment Srvs.	\$2,328.52	\$6,985.48
Mosquito Control	01-512-5382	\$ 5,000	\$ 5,000	Pioneer Valley Mosquito Control	\$5,250.00	-\$ 250.00
BOH Operations	01-512-5701	\$ 13,500	\$ 13,500			
Health Services	01-512-5803	\$ 7,500	\$ 7,500			
Refuse Gardens	01-512-5708	\$ 41,870	\$ 41,870			
FRCOG Health Svs	01-512-5788	\$ 6,040	\$ 6,040	FY26 1 st qtr.	\$1,477.50	\$4,562.50
OPIOID FUNDS \$90,000	27-512- 5400-83139	\$10,286.29	\$ 8,654.26			

Transfer Station:

- Dan Poplawski read the Transfer Station Logs.
- The Board reviewed the MOUs for all District Services. **A motion was made, seconded and unanimously voted to sign and approve the MOUs for all District Services.** Christine will forward a copy to Jan Ameen at FCSWMD.
- A reminder was made that Barlow Paving will be at the Rowe Refuse Gardens to mill and repave beginning July 9th through the 11th. Christine posted in the Goal Post that the Gardens will be closed on Wednesday, July 9, 2025. It is also posted at the Town Hall and Dump. Rob will be on site to open the gate and assist Jan Ameen in witnessing the milling process for DEP.

BOH Concerns & Updates:

- Cliff Swallows:** Marilyn Wilson did research on relocating the cliff swallows. Herb Butzke, Kathy Atwood and Christine Bailey attended the Board of Selectmen meeting on June 26th to share their concerns and human health hazards of housing the birds on the Town Hall building. The Board agreed the cliff swallows could cause harm and health dangers to the Town Hall associates and visiting residents. **A motion was made, seconded and unanimously voted to deem the cliff swallows a potential health hazard to the associates and residents of the town. If the BOS, residents and/or any organization voices different, the BOH will deem them a potential health hazard. The nests will be required to be dismantled at the end of the breeding season and will not be allowed on any town building that houses/employs people. The Board suggested in the future the Swallow Conservation revisit housing the nests possibly on another building in town not being used by the public.**
- Vacation Request** – Rachel Lewis submitted a vacation request for approval.
- Food Guidance Inspection Tools:** Christine shared the Food Guidance Inspection informatin from FRCOG. The Board does not get involved in approving food trucks, etc. That is the responsibility of the business owner.
- BOH Emergency Plan:** Tabled

NURSE UPDATES: Rachel spoke on the following nurse updates:

- Individual Stats: June- 11 days worked, 110 patient encounters. 99 of the encounters were residents 65 years +
- Arbovirus: 3 positive West Nile Virus mosquitoes- all in central/eastern Mass. No human cases of EEE or WNV yet.
- Walking Club-continuing Mondays 10am-1130
- Vaccine clinic paperwork filled out- awaiting for date/time to be confirmed
- First Aid talk to park staff (14-18 years old) last week. Spoke about wound care, burn care, anaphylaxis, what to do in an emergency, equipment safety etc.
- Vacation requests (the rest of FY 25 vacation time)
- Christine deposited a University of Massachusetts Vaccine Reimbursement check in the amount of \$50.81.

SYSTEM PUMPING RECORD: The following businesses/residences were pumped.

- 22 Kings Highway – RC &CC
- 49 Yankee Road - Yankee Atomic
- 171 Zoar Road – Pelham Brook Farm

OPIOID Updates: The FlyFive Program was approved by the CareMass.gov for the Rowe Elementary School. A motion was made, seconded and unanimously voted to approve to utilize the OPIOID funds of \$6,472.01 for the first year of the FlyFire Program. Christine will notify John Freedman of the approval and request a quarterly update.

WATER TESTING:

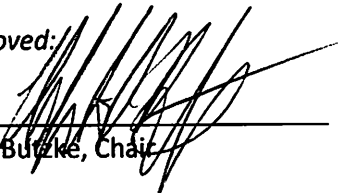
- Housatonic Basin Sampling & Testing - All samples in proper condition

New Business: N/A

Meeting Adjourned: 6:43 pm unanimously.

Next meeting: July 16, 2025

Approved:



Herb Butzke, Chair



Daniel Poplawski

Kathleen Atwood