

Board of Health Meeting Minutes

Wednesday September 17, 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 6:06 p.m.

Meeting Minutes: A motion was made, seconded and unanimously voted to approve September 3, 2025, minutes.

FY26 Budget/Payables: A motion was made, seconded and unanimously voted to approve the following FY26 invoices:

Vendor	Invoice#	Date	Amount
Rachel Lewis, August mileage	250831	8/3/2025	\$94.78
McKesson	24287556	9/4/2025	\$158.93
Waste Management	IAC7203966	9/6/2025	\$107.80
FCSWMD	26264	9/5/2025	\$511.70
FCSWMD	26261	9/5/2025	\$1,776.85
FCSWMD	26262	9/5/2025	\$947.59
FCSWMD	26263	9/5/2025	\$155.00
Avery's General Store, Grease Card, Pen-oil	250828	8/28/2025	\$17.07
Wired West	4076340	9/12/2025	\$90.00
National Grid	250905	9/5/2025	\$68.20
Robert Beaumier (Aubuchon Hardware-Camera Signs)	250909	9/09/25	\$21.01
Robert Beaumier (Home Depot – Keys to TS Shed)	250912	9/12/25	\$15.84

FY26 Acct	Account #	7-1-25 Approp	Curr Bal (8/31/25)	Payroll/Payables	Amount	New Bal
Transfer St Att	01-512-5140	\$ 18,416	\$ 15,572			
TS Att. Training	01-512-5800		\$ 687			
Clerk Wages	01-512-5142	\$ 13,930	\$ 11,787			
BOH Clerk Training	01-512-5711		\$ 1,213			
Town Nurse	01-512-5143	\$ 54,644	\$ 46,595			
BOH Stipends	01-512-5141	\$ 4,938	\$ 4,938			
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	\$ 6,985			
Mosquito Control	01-512-5382	\$ 5,000	\$ 250.00			
BOH Operations	01-512-5701	\$ 13,500	\$10,676.10			
Health Services	01-512-5803	\$ 7,500	\$ 6,985.07	Rachel Lewis, #250831, 8/3/-25 McKesson, #24287556, dtd 9/4/25	\$ 94.78 \$ 158.93	\$ 6,731.36
Refuse Gardens	01-512-5708	\$ 41,870	\$35,786.45	Waste Mmt,#IAC72003966,dtd 9/6/25 FCSWMD, #26264, dtd 9/5/25 FCSWMD, #26261, dtd 9/5/25 FCSWMD, #26262, dtd 9/5/25 FCSWMD #26263, dtd 9/5/25 Averys, #250828, dtd 8/28/25 Wired West, #4076340, 9/12/25 National Grid, #250905, 9/5/25 Rob Beaumier, #250909, dtd 9/9/25 Rob Beaumier, #250912, dtd 9/12/25	\$ 107.80 \$ 511.70 \$ 1,776.85 \$ 947.59 \$ 155.00 \$ 17.07 \$ 90.00 \$ 68.20 \$ 21.01 \$ 15.84	\$ 32,075.39
FRCOG Health Svs	01-512-5788	\$ 6,040	\$ 4,562.50			
OPIOID FUNDS 27-512-5400-83139	Rec'd to Dte	\$14,589.22	\$ 5,153.21			

Transfer Station:

- Chair Herb read the Transfer Station Logs.
- Jan Ameen emailed the August recycling of \$79.85 per ton with Rowe's share of \$107.80.
- Christine submitted an article to the Goal Post in reference to the new textile bin coming from CRMK. She listed what are acceptable textiles for the bin.

BOH Concerns & Updates:

- The Town requires a supervisor or appointed person to authorize and sign all bill schedules. **A motion was made, seconded and unanimously voted to authorize Christine Bailey to sign bill schedules. She will continue to present all submitted bills at each meeting.**
- The Town requires a supervisor or appointed person to authorize and sign all time sheets. **A motion was made, seconded and unanimously voted to authorize Christine Bailey to sign time sheets. She cannot sign her own.**
- Housatonic Basin submitted the Pelham Lake Sanitary Survey. Tom Lussier will be working with the office in what needs to be rectified.
- **BOH Emergency Plan: N/A**

NURSE UPDATES: N/A

OPIOID Updates: Christine presented a spreadsheet of all FY25 & FY26 OPIOID revenue and expenditures.

SYSTEM PUMPING: N/A

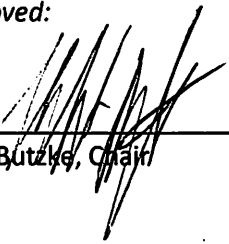
WATER TESTING:

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

New Business: N/A

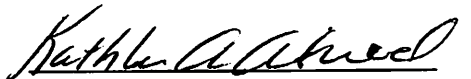
Meeting Adjourned: A motion was made, seconded and unanimously voted to *adjourn the meeting at 6:25 pm.*
The next Board of Health meeting will be held on October 1, 2025 at 6:00 p.m.

Approved:



Herb Butzke, Chair

Daniel Poplawski



Kathleen Atwood