

Board of Health Meeting Minutes

Wednesday October 1, 2025 at 6:00 p.m.

Rowe Town Hall, Conference Room 1

Present: Herb Butzke, Chair; Kathy Atwood & Dan Poplawski, Members, Rachel Lewis, Nurse, Joanne Semanie, Jay Williams and Jim Williams, Cemetery Committee, Randy Crochier, FRCOG, and Christine Bailey, Admin Assistant.

Call to Order: The meeting was called to order by Chair Herb Butzke at 6:02 p.m.

Cemetery Committee: Joanne Semanie, Jay Williams and Jim Williams joined the meeting at 6:02 p.m. to discuss the requirements of green burials. Randy said that FRCOG is in the process of writing procedures. He said that a soil evaluation needs to be completed. The soil evaluation would need several 3-1/2 foot test holes similar to a perk test. The results would then be submitted to the Board of Health for approval. The Health Inspector defines and determines if the results are permissible and if any corrections are needed. The area needs to be surveyed, and a deed filed. FRCOG would submit it to DEP for approval. Randy said it was about a 72-hour turnaround. Joanne Semanie, Jay Williams and Jim Williams left the meeting at 6:22 p.m.

Meeting Minutes: A motion was made, seconded and unanimously voted to approve September 17, 2025, minutes.

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

Vendor	Invoice#	Date	Amount
Massachusetts Fire Technologies, Inc.	234004	8/31/25	\$48.00
FCSWMD – 2 nd Qtr Town Admin Assessment	26352	9/19/25	\$2,328.52
Baker Industries – TS orange stickers	18421B	4/12/25	\$600.00
FCSWMD	26366	9/30/25	\$135.92
CHD, FY25 CPHS Health District OPIOID Settlement Funds	FY25 CPHS Opioid	9/25/25	\$736.00
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HBST	H2509-173	9/30/25	\$156.00
HBST	H2509-176	9/30/25	\$341.00
HBST	H2509-177	9/30/25	\$156.00

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			
Clerk Wages	01-512-5142	\$ 13,930	\$ 11,787			
Training	01-512-5711	\$ 1,213	\$ 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	FCSWMD, 2 nd Qtr Asmt, dtd 9/19/25	\$ 2,328.52	\$ 4,656.48
Mosquito Control	01-512-5382	\$ 5,000	\$ 250.00			
BOH Operations	01-512-5701	\$ 13,500	\$10,676.10	HBST, #H2509-173, 9/30/25 HBST, #H2509-176, 9/30/25 HBST, #H2509-177, 9/30/25	\$ 156.00 \$ 341.00 \$ 156.00	\$10,023.10
Health Services	01-512-5703	\$ 7,500	\$ 6,731.36			
Refuse Gardens	01-512-5708	\$ 41,870	\$32,075.39	MA Fire Tech. #234004, dtd 8/31/25 Baker Ind. #18421B, dtd 9/25/25 FCSWMD, #26366, dtd 9/30/25	\$ 48.00 \$ 600.00 \$ 135.92	\$31,291.47
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	CHD, FY25 & FY26 CPHS Funding	\$ 1,472.00	\$ 3,681.21

Transfer Station:

- Dan Poplawski read the Transfer Station Logs.
- Rob asked the trees to be trimmed over the bulky waste bin and the composter. Herb will speak with Brooke about using Maintenance (Jerry) or companies in the area to call to complete the work.
- Jan Ameen emailed the FY26 September AMV (\$43.26) with the net fee of \$80.03.
- Christine submitted the Refuse Gardens budget. To date of \$10,442.61 with a balance of \$31,427.39.

BOH Concerns & Updates:

- Housatonic Basin submitted the Avery Fountain Survey. Tom Lussier from HBST will be contacting the Office on what the BOH needs to do for the Town to bring it up to specifications.
- The Town requires a supervisor to authorize and sign time sheets. Rachel, Christine and Rob will be submitting their bi-weekly sheet to Donna Butzke to have Herb review and sign.
- BOH Emergency Plan: Herb will be contacting Julie to see where this is at. The group agreed a meeting should be held before winter.

NURSE UPDATES:

- NARCAN TRAINING/CPR –Lydia would like to hold a CPR class at the Rowe School to include Narcan training. She would like to know if it is covered by OPIOID funding. Randy Crochier suggested calling Phoebe Walker.
- Individual Stats: September- 12 days worked, 115 patient encounters. 100 residents 65 years +
- Arbovirus: 443 total positive WNV mosquitoes in MA this season and 8 human cases. 23 total positive EEE mosquitoes in MA and 0 human cases, only 1 animal case of EEE reported. Pioneer Valley had 1 positive WNV mosquitoes this past week and 53 total positives this season. No EEE found in the Pioneer Valley. Mosquito risk will not decrease until first hard frost.
- Walking Club-continuing Mondays 10am-1130
- Vaccine clinic- scheduled for Tuesday October 14th 12-4pm- so far 27 residents have signed up (most for Flu AND Covid) walk-ins also welcome. Will also give out both High dose and regular dose flu vaccine this year for those who cannot make clinic

OPIOID Updates: Christine will be attending the Mosaic/OPIOID bi-weekly meeting on October 16, 2025 @ 12pm.

SYSTEM PUMPING: The following septic were pumped in Town:

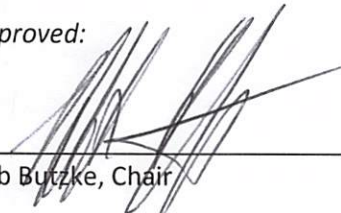
- 47 Stone Hill Road – Packard
- 38 Kings Highway – RC&CC
- 22 Kings Highway – RC&CC
- 21 Pelham Drive - Provost

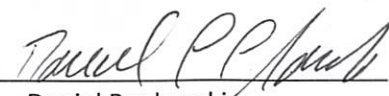
New Business: Randy is in the process of checking the following residences:

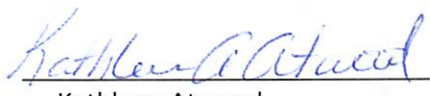
- Shantigar – Renewal/Inspection
- Levitre property – Christine said the bank is first establishing ownership before it can go forward
- Shippee property – Randy is sending an order on septic/tight tank intentions.

Meeting Adjourned: A motion was made, seconded and unanimously voted to *adjourn the meeting at 6:58 pm.*
The next Board of Health meeting will be held on October 15, 2025 at 6:00 p.m.

Approved:


Herb Butzke, Chair


Daniel Poplawski


Kathleen Atwood