

Board of Health Meeting Minutes

Wednesday March 18, 2026 at 6:00 p.m.

Rowe Town Hall Conference Room

Present: Herb Butzke, Chair, Kathy Atwood, and Dan Poplawski, Members. Briel Gibson, Park Manager and Matt Brown, Resident.

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

Rowe Pelham Lake: Briel Gibson, Park Manager joined the meeting at 6:02 p.m. to discuss hosting a camp or recreation program at the park this summer. Randy said it is up to the BOH to decide. The Board would like Briel to request documentation from the State on criteria for a camp vs. recreation program. Briel left the meeting at 6:21 p.m.

16 Hazelton Septic: Matt Brown has proposed a new septic system at his 16 Hazelton Road property. In meeting the seventy-five feet frontage requirement for the septic, he acquired additional land from his neighbor, Eric Stetson. His two-year requirement for installation has expired and he was not sure if he needed an extension. Herb will be contacting Randy and looking into the by-laws to see if an extension is mandatory. Matt left the meeting at 6:40 p.m.

Meeting Minutes: A motion was made, seconded and unanimously voted to approve March 4, 2026, meeting minutes.

FY26 Budget/Payables: A motion was made, seconded and unanimously voted to approve the following FY26 invoices totaling \$6,586.05.

Vendor	Invoice#	Date	Amount
Waste Mngt – Container Pick up	IAC7889747	3/6/26	\$136.27
FCSWMD	26895	3/5/26	\$413.70
FCSWMD	26896	3/5/26	\$1,475.85
FCSWMD	26897	3/5/26	\$1,059.77
FCSWMD	26898	3/5/26	\$30.00
FCSWMD	26969	3/13/26	\$2,328.52
Smart-signs FY27 RG tags	SMT-940384	3/10/26	\$406.50
USPS, EDDM Mailing (Rachel)	10474451	3/9/26	\$64.96
Wired West – RG internet service (March)	4304169	3/12/26	\$90.00
Institute for Wild Med – CPR/Narcan Course (1/3 amount)	2378	3/12/26	\$333.33
Lodge Tire	13004514	3/17/26	\$35.00
National Grid – February	260306	3/6/26	\$212.15
TOTAL			\$6,586.05

FY26 Acct	Account #	7-1-25 Approp	Curr Bal (2/17/26)	Payroll/Payables	Amount	New Bal
Transfer St Att	01-512-5140	\$ 18,416	\$ 6,258.46			
Clerk Wages	01-512-5142	\$ 13,930	\$ 5,251.00			
Training	01-512-5711	\$ 1,213	\$ 1,1105.84			
Town Nurse	01-512-5143	\$ 54,644	\$ 21,387.74			
BOH Stipends	01-512-5141	\$ 4,938	\$ 2,469.00			
Physician Stipend	01-512-5144	\$ 500	\$ 500.00	MD Warner	\$ 250.00	\$ 250.00
Snow Removal	01-512-5145	\$ 500	\$ 500.00			
Hazardous Waste	01-512-5290	\$ 500	\$ 500.00			
FCSWMD Assess	01-512-5300	\$ 9,314	\$ 4,656.96			
Mosquito Control	01-512-5382	\$ 5,000	\$ 250.00			
BOH Operations	01-512-5701	\$ 13,500	\$ 7,300.24	Smart Signs, SMT940384, dtd 3/10/26	\$ 406.50	\$ 6,893.74
Health Services	01-512-5703	\$ 7,500	\$ 2,423.60	MD Warner correction Rachel Lewis mileage correction	+\$ 250.00 \$ 14.56	

				UPS Mailing, # 10474451 dtd 3/9/26	\$ 64.96	\$ 2,594.08
Refuse Gardens	01-512-5708	\$ 41,870	\$11,052.97	Waste Mngt #IAC7889747, dtd 3/6/26	\$ 85.50	
				FCSWMD, #26895, dtd 3/5/26	\$ 413.70	
				FCSWMD, #26896, dtd 3/5/26	\$ 1,475.85	
				FCSWMD, #26897, dtd 3/5/26	\$ 1,059.77	
				FCSWMD, #26898, dtd 3/5/26	\$ 30.00	
				Wired West, \$4304169, dtd 3/12/26	\$ 90.00	
				Lodge Tire, #13004514, dtd 3/17/26	\$ 35.00	
				National Grid #260306, dtd 3/6/26	\$ 212.15	\$ 7,651.00
FRCOG Health Svs	01-512-5788	\$ 6,040	\$ 1,607.50			
RDP Funds	29-500-5400-29123	\$19535.00	\$ 18,615.71	Waste Mngt #IAC7889747, dtd 3/6/26	\$ 50.77	
				FCSWMD, #26969, dtd 3/13/26***	\$ 2,328.52	\$16,236.42
OPIOID FUNDS	Rec'd to	\$18,875.82	\$ 6,495.81	Walgreens, Payment #4 Allocation	+\$ 585.97	\$ 7,081.78
27-512-5400-83139	Date			Institute for Wild Med, #2378, 3/12/26	\$ 333.33	\$ 6,748.45

Transfer Station:

- Dan Poplawski read the Transfer Station Logs.
- The group discussed book donation bins to be placed at the Refuse Gardens per Molly Lane suggestion. Herb will speak to both Molly and Rob on who will be maintaining. Rob did not have an issue with placing the bins there.
- Repair/Fixit program – The Board discussed the program and would like to talk more with Jan Ameen before getting involved.
- Jan Ameen emailed the FY26 March MRF Processing Cost of \$75.44 per ton. Rowe's portion is \$136.27. (\$50.77 was paid out of RDP)
- The FY26 FCSWMD 4th Qtr. Assessment invoice was received. Christine paid \$2,328.52 (see above) out of RDP funds. Note: RDP funding can pay up to \$3,000/year towards the yearly assessment charge. The remaining RDP funding account is \$16,236.42. The Board would like further discussion on using the funds. Hosting a shredding event was suggested.

BOH CONCERNS & UPDATES:

1. The Office received notice from the Commonwealth of the Walgreens #4 OPIOID allocation of \$585.97. Christine will submit a turnover to the Treasurer to make sure the funds are credited to the OPIOID account.
2. **A motion was made, seconded and unanimously voted to approve** Monthly meetings and ad hoc meetings when necessary.
3. BOH Emergency Plan: N/A

SYSTEM PUMPING: The following septic systems were pump with no issues:

- 506 Tunnel Road – Cowie,
- 22 Kings Highway - RC&CC

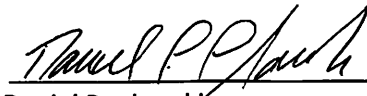
New Business: N/A

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 April 15, 2026, at 6:00 p.m.

Approved:


Herb Butzke, Chair


Daniel Poplawski


Kathleen Atwood