

January 4, 2024
Sterling Board of Health Meeting
Butterick Building, Room 205
1 Park Street, Sterling, MA 01564

Meeting Minutes

6:00 PM Chairman Allen Hoffman called the meeting to order.

Roll Call: Allen Hoffman, Chairman – present
Anne Marie Catalano, Member – absent
Richard Lane, Member - present
David Favreau, Health Agent – present
Elaine Heller, Administrative Assistant – present

Attendees: Ben Cheslawski, George Handy, Valerie Handy, Harold Schonbeck,
Joseph King, and Lynne Shepard

General Business Updates...including but not limited to the following:

Appointments and Agenda Items:

Discuss FY25 BOH and Animal Inspector Budget:

Animal Inspector Budget:

Mr. Hoffman read line by line and discussed all budget line items. Health Agent Favreau presented a budget worksheet, which shows a 3% change in FY25 for the Animal Inspector salary. Expenses to date are \$385.29.

After discussion, Lane made a motion to approve the proposed budget and Hoffman seconded the motion. Roll call vote: Lane - aye; Hoffman - aye. Motion carried.

Board of Health Budget:

Mr. Hoffman read line by line and discussed all budget line items. The FY25 proposed increase is 2.88%, which includes the BOH stipend, Inspector salary, staff wages, Montachusett Public Health expense, Board expenses, the Kiosk for drugs and needles at the Police Department. BOH Expenses to date are \$2,510.83. The expense budgeted amount is \$6,930.00.

Finance Committee member George Handy, who is the liaison to the BOH, asked the number of Health Department employees on health insurance. The Health Agent is the only one. He also asked about the Montachusett Public Health expense line item with a budgeted amount of \$3200.00. Sterling belongs to this collaboration of towns; each town receives services on an ala carte basis. The town uses Montachusett for nursing services, monitoring diseases, food poisoning, etc.

Mr. Handy explained that FY25 is going to be a tight year monetarily. After discussion about possible options the Board may have, such as regionalization, and speaking about Board of Health budgets in other towns, he suggested they revisit their FY25 budget before submitting a finalized version.

Mr. Lane believed rather than submit the current proposed budget, the Board have a special meeting and try to make cuts where possible. After discussion, a meeting to revisit the budget will be held on January 11, 2024. Mr. Lane then made a motion to submit the current proposed budget, which is due on January 5, 2024 and then resubmit a possibly revised budget after the meeting on January 11. Mr. Hoffman seconded the motion. There was no discussion. Roll call vote: Lane - aye; Hoffman - aye. Unanimous vote.

Adjourn:

Mr. Lane made a motion to adjourn and Mr. Hoffman seconded the motion. All in favor and the meeting adjourned at 6:57 PM.

Materials: Minutes; FY25 BOH and Animal Inspector Budget Worksheets