

MEETING DATE: January 18, 2024

TIME: 6:00pm

If Applicable please fill in Executive Session START TIME: \_\_\_\_\_  
state approx time:

END TIME: \_\_\_\_\_

Re-open to Public? If yes \_\_\_\_\_

SUBJECT of Executive Session: \_\_\_\_\_

Town Clerk Office  
Use Only

**BOARD OF HEALTH**  
**NAME of BOARD/COMMITTEE**

**Butterick Municipal Building, One Park Street, Sterling, MA Room 205**  
**LOCATION ROOM**

Name: David Favreau  
**DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING**

**AGENDA**

6:00: Meeting to order. Roll Call

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

- 1. Approve any available minutes: December 14, 2023 & January 4, 2024
- 2. DPH – Interagency Updates
- 3. Other Items:

6:10: Appointments and Agenda Items:

- 4. Town Counsel response to Mr. Lane's questions on the BOH regulation adoption.
- 5. Discuss FY 25 BOH Budget - Continuation from January 4, 2024.
- 6. Public Session.

Review of future agenda Items and meeting date.

Adjourn

!

## Agenda Template

1. **Chairman** calls the meeting to order
2. **Roll Call** (record names of members in attendance or absent)
3. **Other Attendees** (Chairman should recognize other additional officials present & list names)
4. **Review/Approve/Vote on Past Meeting Minutes** (note who voted, note who abstained)
5. **Reports**
6. **Appointments**
7. **Public Session** (sign-in-sheet)-Chairman must recognize public before speaking & no action or discussion of issues may be entertained at this time-issues may be rescheduled to a future agenda if action needed or requested.
8. **New Business** ( newsletter, pamphlets, meeting forms & procedures)
9. **Unforeseen Issues** (no action to be taken on these items unless emergency in nature)
10. **Announcement/Correspondence** (includes letters, e-mails, phone calls received/sent)
11. **Next Posted Meeting Date** (unless otherwise notified)
12. **Adjournment** (Chairman must entertain a motion to close meeting)