

1. Agenda

Documents:

[2022.09.27_BOH_AGENDA.PDF](#)

2. Meeting Materials

Documents:

[16_MEADOW_ABUTTERS_LETTER.PDF](#)

[16_MEADOW_DRAINAGE_PLAN.PDF](#)

[2022.09.27_BOARD_OF_HEALTH-REQUEST_FOR_MINUTES.PDF](#)



**Town of Southborough
Board of Health
9 Cordaville Road, Lower Level
Southborough, MA 01772-1662**

RECEIVED
By Town Clerk/amb at 4:22 pm, Sep 20, 2022

Phone: (508) 481-3013

**Tuesday, September 27, 2022 at 7:30AM
Meeting Agenda
Virtual Meeting**

Pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, this meeting will be conducted via remote participation. This meeting may be watched or residents may participate in the meeting remotely with the meeting link at: <https://www.southboroughtown.com/remotemeetings>

Business Item (Board May Vote):

1. Public Comment
2. Variance Request for 16 Meadow Lane
3. Future Meetings
 - a) Tuesday, October 11, 2022 – BOH Meeting - Hybrid
 - b) Thursday, October 13, 2022 – Fall Town Meeting
 - c) Tuesday, November 15, 2022 – BOH Meeting - Hybrid
4. Public Comment

Chelsea Malinowski, Dr. Safdar Medina, Nancy Sacco

August 26, 2022

Attn. Meadow Lane Abutter;

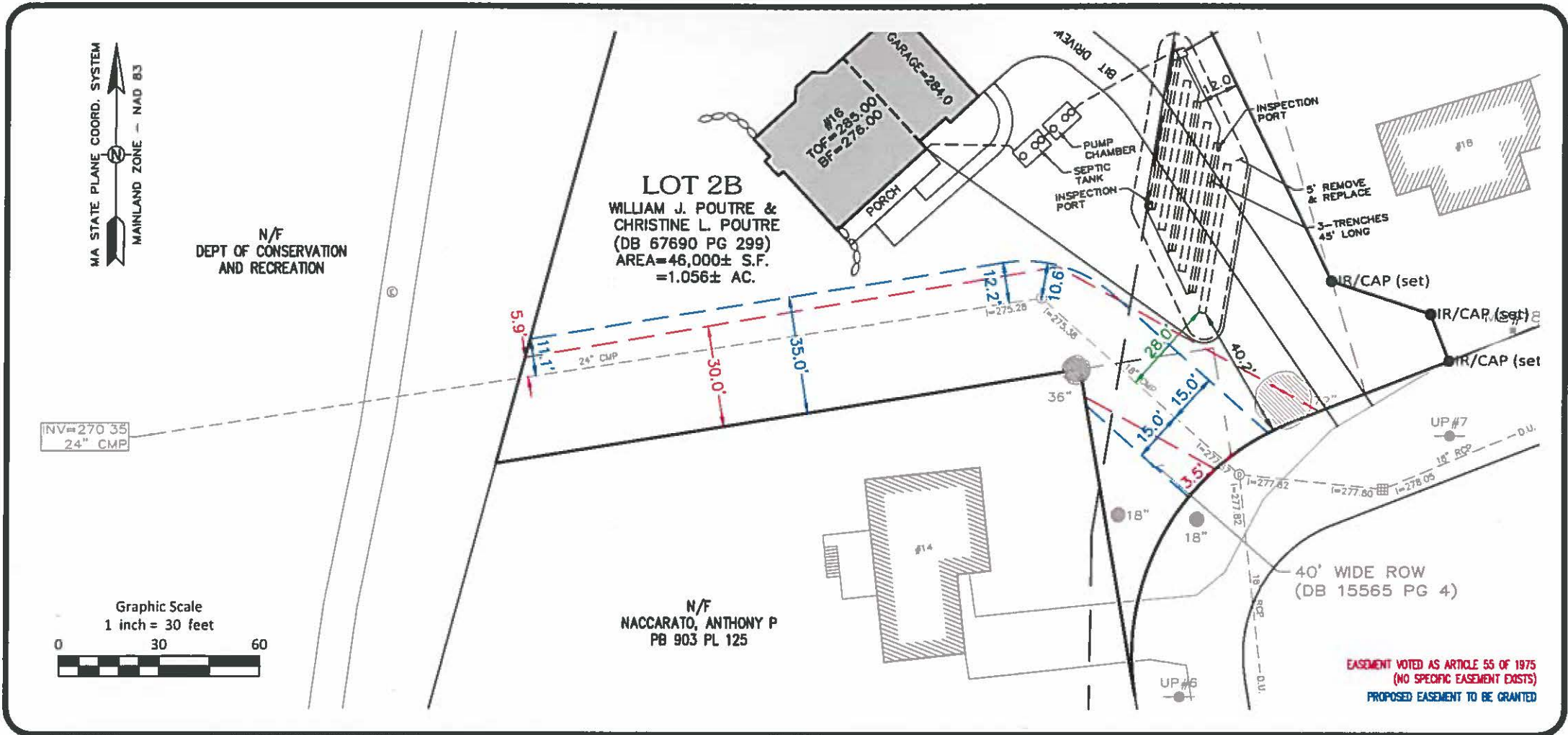
We are writing to inform you that a public hearing will be held on September 19, 2022 at 7:00PM with the Southborough Board of Health in reference to a Variance Request by under 310CMR15.411 for proposed soil absorption system at 16 Meadow Lane, Southborough, Massachusetts. The Variance is sought in order to allow the continued use of a municipal storm drain that begins in Meadow Lane and extends onto the subject property without benefit of an easement and placing the existing drain less than 100-feet from the proposed soil absorption system planned for 16 Meadow Lane, while 310CMR15.211 requires a 100-foot minimum setback through the use of an impermeable barrier equivalent environmental protection can be provided thus allowing the drain to remain in place.

Sincerely,

ENGINEERING DESIGN CONSULTANTS, INC.

Peter Bemis

Peter Bemis



PREPARED BY:

EDC Engineering Design Consultants, Inc.
32 Turnpike Road
Southborough, Massachusetts
(508) 480-0225

PROJECT:

POUTRE RESIDENCE
16 MEADOW LANE
(WORCESTER COUNTY)
SOUTHBOROUGH, MASSACHUSETTS

TITLE:

DRAINAGE LINE
EXHIBIT

PREPARED FOR:

William J. Poutre
8 Red Gate Lane
Southborough, Massachusetts 01772

DATE:

SEPTEMBER 26, 2022

1 OF 1

EDC PROJECT NUMBER
3715

Southborough Town Code § 9-25 requires that minutes of each public meeting and the documents used at the meeting be submitted to the Town Clerk within 45 days of the meeting and that the Town Clerk notify the board or committee chair when that reporting requirement is not met.

I'm writing to advise you that as of today, the Town Clerk's Office has not received the minutes and documents used at the **9/27/22** meeting of the **Board of Health**.

The Attorney General has determined that a document is considered to be "**used at a meeting**" when the document is:

- Physically present, and
- Identified by name, and
- Its contents are discussed at the meeting.

As a reminder, please submit the documents as individual files and ensure the name of **each separate file** matches how it is identified in the **Documents Used at This Meeting** section of the minutes.

Please reply to this email with your response which will be posted on the town website until the minutes and documents are received.

Please advise if you are unable to provide minutes for one of the following reasons:

1. The meeting was cancelled.
2. No meeting was held due to the lack of a quorum.

The meeting involved executive session(s) and the minutes for the executive session portion(s) cannot be released at this time. Note that minutes for the open session portion of a meeting must be released. Also, the board or committee must review any withheld executive session minutes regularly to ensure there is still a valid reason to withhold minutes from the public. We suggest you consult with Town Counsel on any matters concerning the release of executive session minutes.

Thank you,

Kate Battles
Town of Southborough
17 Commons Street
Southborough, MA 01772
Phone: 508-485-0710 ext. 3006
Fax: 508-480-0161