



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

Phone: (508) 481-3013

Minutes of the Southborough Board of Health

AMENDED - Meeting Minutes

January 4, 2022 – Board of Health – Virtual – 12:00 PM

Present:

Board Members Chelsea Malinowski, Nancy Sacco, Dr. Safdar Medina; Public Health Director, Dr. Heather Alker; Public Health Nurse, Taylor West; Administrative Assistant, Barbara Spirito

Also in Attendance: Town Clerk, Jim Hegarty; Town Moderator, Paul Cimino

Opening:

The meeting of the Board of Health was called to order at 12:01 PM by Ms. Malinowski.

Topic: Public Comment

Discussion: No public comments were brought before the Board.

Topic: Vote to Approve December 21st and 28th Meeting Minutes

Action: Ms. Malinowski made a motion to accept the edited minutes from the December 21st and 28th (including the edited meeting time for January 4th) meetings. Ms. Sacco seconded the motion. Vote to approve the meeting minutes: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes.

Topic: Vote to Approve the December 28th Executive Session Meeting Minutes

Action: Ms. Malinowski made a motion to accept the minutes from the December 28th Executive Session meeting. Ms. Sacco seconded the motion. Vote to approve the meeting minutes: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes.

Topic: March Town Meeting Logistics and Safety Protocols from the BOH

Discussion: Due to the vast increase in Covid cases, Dr. Medina and Ms. Sacco agreed safety measures should not be lifted. Masking and proper spacing should be required for all attendees. If indoors - Mr. Hegarty said there is a possibility the meeting could be held at Algonquin High School. If outside - the date would need to be in a warmer month. Ms. Malinowski stated the Selectmen are meeting tonight and included in the document is a document that pertains to this matter.



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

Phone: (508) 481-3013

Topic: Town Mask Advisory

Discussion: Dr. Medina and Ms. Sacco support a mask advisory in Southborough. A town-wide mandate will be discussed at a special meeting on Monday, January 10, 2022.

Action: **Ms. Malinowski made a motion to adopt a Town Mask Advisory effective immediately. Ms. Sacco seconded the motion. Vote: Ms. Sacco – yes, Dr. Medina – yes, and Ms. Malinowski – yes.**

Topic: Extension of Per Diem Clerk Contracts

Discussion: Dr. Alker spoke to the three per diems and they would like to continue. Ms. Malinowski stated they are covered through FEMA for now.

Action: **Ms. Malinowski moved to extend the per diem clerks (M. Achilles, I. Manz and D. Zibel) contracts through 4/30/2022. Ms. Sacco seconded the motion. Vote: Ms. Sacco – yes, Dr. Medina – yes, and Ms. Malinowski – yes.**

Topic: Potential Municipal COVID-19 Antigen Testing Procurement

Discussion: Dr. Alker informed the Board she is looking into procuring antigen tests for town employees. Ms. Malinowski pointed out there will not be enough for all interested so there is no equitable way to distribute and that insurance companies will be required to reimburse for them in the near future. Ms. Malinowski is supportive of Dr. Alker's assessment that providing test kits for the general population would present a lot of challenges, the board concurred.

Topic: Housing & Food Inspections

Discussion: Dr. Alker stated they are continuing to work with the Red Roof Inn.

Topic: Director/Nurse Report

COVID Case Numbers – Ms. West said the booster for children ages 12-15 years old was just approved and 2 clinics have been planned for this age group.

COVID Vaccine Clinics – Ms. West told the Board the case numbers are increasing. The number of reported cases should be doubled because home tests are not being reported.

Topic: MetroWest Health Foundation Grant



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

Phone: (508) 481-3013

Discussion: Dr. Alker informed the Board the MetroWest Health Foundation Grant would help pay for vaccine clinics, contact tracing, per diem nurse, iPads, Salmon VNA nurses, etc. She will prepare the application and submit by January 14th. The board left it up to her to decide whether to apply individually or with the region but the amount would be the same.

Action: **Ms. Malinowski made a motion to authorize Dr. Alker to apply for the grant. Ms. Sacco seconded the motion. Vote: Ms. Sacco – yes, Dr. Medina – yes, and Ms. Malinowski – yes.**

Topic: **Job Description Revisions and Required Information for Personnel Board Meeting**

Discussion: Ms. Malinowski prepared a draft of the Public Health Nurse's job description. Some of the suggestions made: cut down the years of experience from 10 to 5 years, add develop relationships with local businesses, etc.

Action: **Ms. Malinowski moved to accept the proposed job description for the Public Health Nurse and present it to the Personnel Board. Ms. Sacco seconded the motion. Vote: Ms. Sacco – yes, Dr. Medina – yes, Ms. Malinowski – yes.**

Topic: **Annual Report Draft**

Discussion: The Board and staff reviewed the document Ms. Malinowski prepared and made changes. Ms. Malinowski will send a revised copy to the Board to review and discuss at the January 18th meeting.

Topic: **Future Board of Health Meeting Dates**

Discussion: **The Board selected the following tentative dates:**
Monday, January 10, 2022 @ 9:30 AM
Tuesday, January 18, 2022 @ 10:30 AM
Tuesday, February 8, 2022
Tuesday, March 8, 2022

Topic: **Public Comment**

Discussion: No public comment was brought before the Board



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

Phone: (508) 481-3013

Ms. Malinowski made a motion to adjourn the meeting. Ms. Sacco seconded the motion. Vote to end the meeting: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes. The meeting was adjourned at 1:24 PM.

Respectively submitted by Barbara Spiri, Administrative Assistant and edited by Chelsea Malinowski.

Documents:

Job Description for Public Health Nurse (draft)

Annual Report Draft