



**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**

**Meeting Minutes**

February 8, 2022 – Board of Health – Virtual – 10:30 AM

**Present:**

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

Also in Attendance: Tobacco Control, Olivia Dufour; Food & Housing Inspector, Diane Leger; St. Mark's School member, Mark Weiler; Community Fridge POC, Jessica Levenson

**Opening:**

The meeting of the Board of Health was called to order at 10:30 AM by Ms. Malinowski.

**Topic: Public Comment**

**Discussion:** No public comments were brought before the Board.

**Topic: Community Fridge**

**Discussion:** Training: Ms. Legere is willing to partner with the staff for training sessions. She is also going to put together Zoom trainings on the Town website. Security: Ms. Levenson has met with Chief Paulhus about this issue. Mr. Weiler stated there is lighting in that area from dusk to dawn.

**Action:** **Ms. Malinowski made a motion to accept the Community Fridge regulations as is. Ms. Sacco seconded the motion. Vote: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes.**

**Topic: Food Inspections**

**Discussion:** Ms. Legere informed the Board there are still some food establishments that are still having problems. She feels auditors would be very helpful for these places. Ms. Legere would have a document for the Board to review at the next meeting.

**Topic: Approval of Meeting Minutes**



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**Discussion:** The Board did not feel any changes needed to be made.

**Action:** **Ms. Malinowski made a motion to accept the minutes from the 1/12/22, 1/18/22, and 1/25/22 meetings. Ms. Sacco seconded the motion. Vote: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes.**

**Topic:** **Revisit Town Wide Mask Mandate**

**Discussion:** Ms. West told the Board the numbers of cases and hospitalizations are going down. Dr. Medina suggested the Board move to a “mask advisory.”

**Action:** **Ms. Malinowski moved to remove the mask mandate and go back to a mask advisory. Ms. Sacco seconded the motion. Vote: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes.**

**Topic:** **Ken’s Expansion**

**Discussion:** Dr. Alker said the topic of Ken’s expansion related to noise was not discussed at the Planning Board meeting last night. Residents must notify Dr. Alker or Ken’s if they are affected by the noise.

**Topic:** **Tobacco Permits**

**Action:** **Ms. Malinowski moved to accept the updated regulations based on the vote to limit the establishments that sell tobacco to six. Ms. Sacco seconded the motion. Vote: Ms. Malinowski – yes, Ms. Sacco – yes, and Dr. Medina – yes.**

**Topic:** **Update Tobacco Regulations**

**Discussion:** Dr. Alker is working with Ms. Dufour and Ms. Colligan on updating the current Southborough tobacco regulations. Ms. Dufour shared a chart of regulations updates for 2022 which shows regulations in surrounding towns. In general, Southborough does not have as many restrictions as other towns. The updated regulations will be discussed and voted upon in an open meeting with a hearing and posting requirements as necessary.

**Topic:** **Salary Band from the Personnel Board for Nurse/Assistant Health Director/Outreach Coordinator**

**Discussion:** The Personnel Board did not have a quorum and were not able to vote on the Nurse/Assistant Health Director/Outreach Coordinator salary at their last meeting. The Board is looking to get on the Personnel Board’s next agenda to discuss the salary and vacation time for the Public Health Nurse.



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**Action:** Ms. Malinowski moved to do a complete analysis and have the Public Health Nurse added to the SAP at a salary of \$93,058.19 and 3 weeks vacation. Ms. Sacco seconded the motion.  
**Vote:** Ms. Sacco – yes, Dr. Medina – yes, and Ms. Malinowski – yes.

**Topic:** **New Health Director Job Description**

**Discussion:** Dr. Alker told the Board a few items have been added under the “knowledge” section. The document will be sent to Board members prior to the next meeting.

**Topic:** **MetroWest Health Foundation Grant Award**

**Discussion:** Dr. Alker informed the Board the department will receive the grant which will be used for home test kits for employees, Constant Contact, etc.

**Topic:** **Air Sensor Grant Award**

**Discussion:** Five air sensors have been awarded to the town. They will be placed near schools and power & WIFI sources. The data will be tracked and reported on the *Purple Air* website.

**Topic:** **ARPA Committee Request**

**Discussion:** To ease the burden on the residents, the Board is only adding one new full-time position in the budget and will request money from ARPA to fund the salary for the other one for FY23. They will also ask for money to digitize files.

***The Board recessed at 11:30 AM and reconvened at 11:34 AM.***

**Topic:** **Space Needs Study**

**Discussion:** The Health department, as well as other departments, could be moving to Woodward School. The plan is at Phase 0 and there is no action from the BOH at this time.

**Topic:** **Town Meeting Safety Protocols**

**Discussion:** Possible meeting dates are the last week of April or the third week of May at Algonquin High School. The Town is waiting for confirmation for an open date. The Board recommends families are 6 ft. apart and masked.

**Topic:** **Director/Nurse Report**

**Discussion:** Ms. West reported the numbers are going down. Vaccinations for children under 5 years has not received approval yet.

**Topic:** **The Board selected the following tentative dates:**  
Tuesday, March 8, 2022



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Tuesday, April 12, 2022  
Tuesday, May 10, 2022

**Topic:** **Public Comment**

**Discussion:** No public comments were brought before the Board.

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 12:12 PM.

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

Documents:

Tobacco Regulation Updates 2022  
Draft of New Job Description for Public Health Director