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By Town Clerk/ss 10:02 am, Nov 13, 2025

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

September 9, 2025 – Board of Health – Virtual Meeting – 9:00 am

Present:

Board Members, Chelsea Malinowski, Dr. Safdar Medina, Dr. Liz Zulick; Health Director, Taylor West; Health Agent, Chris Craig; Food Inspector, Michael Seager; Business Administrator, Barbara Spiri

Opening:

The meeting of the Board of Health was called to order at 9:00 am by Ms. Malinowski.

Topic: **Approval of the 8/12/25 Meeting Minutes**

Action: **Ms. Malinowski made a motion to accept the minutes from the 8/12/25 meeting. Dr. Medina seconded the motion and voted aye. Dr. Zulick voted aye. Ms. Malinowski voted aye. Vote: 3-0**

Topic: **Food Trucks**

Discussion: Mr. Seager provided the board with a brief overview of food truck inspections. He prefers to do pre-inspections and tries to attend events to make sure everything is in working order. Food truck owners may apply for a yearly permit or a temporary food permit.

Topic: **2025 Vaccination Clinic**

Discussion: The clinic will be held on October 8th at the Senior Center. Seniors are signing up for the morning session. The afternoon session will be for town staff. Ms. West will visit schools and day care centers to administer the vaccine to the staff. Last year, a small amount of covid vaccines was offered. Ms. West is not sure if they will be purchased this year. She is waiting to hear what the Department of Public Health suggests.

Topic: **Letter to DEP & Marlborough – Brox Industries**

Discussion: A letter will be sent to the Department of Environmental Protection, the Marlborough Health Department, and residents near the town line stating the fact that Southborough does not have jurisdiction over this issue. However, the board would appreciate being informed of any changes.

Topic: **Designate Staff to Check for Flavored Tobacco Products**

Discussion: According to the current regulations, the board is authorized to make decisions on which products have flavor by smelling or tasting them. The board needs to authorize agents on behalf of the Board of Health to make these decisions for them.

Action: **Ms. Malinowski made a motion to assign and authorize:**

- **Board of Health or one member,**
- **Representative from MetroWest Tobacco Control,**
- **Health director and health agents of Southborough.**

They will conduct smell and taste tests for flavor and are allowed to remove the products from the stores.

Dr. Medina seconded the motion and voted aye. Dr. Zulick voted aye. Ms. Malinowski voted aye. Vote: 3-0

Topic: **Summer Camps**

Discussion: Mr. Craig reported there were 6 camps operating this summer. Only one was new to Southborough this year. Inspections were good and procedures were being followed. He plans on reaching out to schools and the recreation department to educate what could be defined as a camp.

Topic: **Meeting Schedule**

Tuesday, October 7, 2025 – 9:00 am - BOH Meeting – Virtual

Tuesday, November 18, 2025 – 9:00 am - BOH Meeting – Virtual

Topic: **Public Comment**

Discussion: Public comments were not brought before the board.

Ms. Malinowski made a motion to adjourn the meeting at 9:27 am. Dr. Medina seconded the motion and voted aye. Dr. Zulick voted aye. Ms. Malinowski voted aye. Vote: 3-0.

Respectively submitted by Barbara Spiri, Business Administrator and edited by Chelsea Malinowski.

Documents:

Brox Industries Letter

Southborough Health Department

9 Cordaville Road
Southborough MA 01772

To:

Massachusetts Department of Environmental Protection
8 New Bond Street
Worcester, MA 01606

Marlborough Board of Health
140 Main Street
Marlborough, MA 01752

Subject: Odor Complaints Related to Brox Industries, 118 Mill Street, Marlborough, MA

Dear Representatives of the Department of Environmental Protection and the Marlborough Board of Health,

On August 12, 2024, the Southborough Board of Health convened to review ongoing resident complaints regarding odor concerns associated with Brox Industries, located at 118 Mill Street, Marlborough, MA 01772.

After consultation with the Town of Southborough's legal counsel, it was determined that matters involving a business and potential nuisance located in Marlborough, outside the jurisdictional boundaries of the Town of Southborough, fall outside the authority of the Southborough Board of Health.

We are aware that the Massachusetts Department of Environmental Protection currently has an open investigation regarding this facility, and that the Marlborough Board of Health is also informed of the issue. Given the jurisdictional considerations, the Southborough Board of Health respectfully refers all complaints and related matters regarding this facility to the Department of Environmental Protection and the Marlborough Board of Health for appropriate follow-up and enforcement.

We appreciate your continued attention to this matter and ask that you keep us informed of any significant developments, so that we may respond appropriately to concerned Southborough residents.

Sincerely,

Taylor West

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