



**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

November 15, 2022 – Board of Health – Hybrid Meeting – McAuliffe Meeting Room (Town House - 17 Common Street) & Virtual – 9:30 AM

Present:

Board Members Chelsea Malinowski, Nancy Sacco; Public Health Director, Dr. Heather Alker; Public Health Nurse, Taylor West; Food & Housing Inspector, Michael Seager; Sanitary Inspector, Dennis Costello

Also in Attendance: Southborough Fire Chief, Steve Achilles, Program Manager for the MetroWest Tobacco Control District, Olivia Dufour Olivia Dufour

Absent: Dr. Safdar Medina

Opening:

The meeting of the Board of Health was called to order at 9:31 AM by Ms. Malinowski.

Topic: Food Inspection Status

Discussion: Mr. Seager, Food and Housing Inspector for the Greater Boroughs, provided the Board with an update. He has visited every food establishment in Southborough. There are some that are on a “high risk” list that need to be seen more often (ex. where sushi is served, high risk populations, complex cooking establishments, etc.). There are 6 restaurants that require re-inspections – but imminent health risks are not the problem. Instead of a set schedule for inspections - Mr. Seager plans to alter the visits each year. Ms. Malinowski informed him the Select Board will request a status update from him to approve the common victualer licenses.

Topic: Emergency Management Preparedness

Discussion: Chief Achilles spoke to the Board about the need for more support in this area. Ms. West has expressed her interest in helping in this area. Chief Achilles stated the planning meetings and development process would occur during Ms. West’s work schedule. If there is an emergency and she is needed after hours – funding would be provided to her.

Action: **Ms. Malinowski made a motion to support Ms. West in the Emergency Preparedness department. Ms. Sacco seconded the motion. All in favor, 2-0.**

Topic: Tobacco Permits



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Discussion: Dr. Alker suggested the tobacco permits be renewed every year at \$200 instead of every 2 years for \$400. Surrounding towns renew annually and Southborough is the only one that renews biannually.

Action: **Ms. Malinowski moved to change the tobacco permit renewals from biannually to annually. Ms. Sacco seconded the motion. All in favor, 2-0.**

Topic: **Approval of Changes to Tobacco Regulations**

Action: **Ms. Malinowski moved approve the changes made to the tobacco regulations: 8-23, 9-13, 9-19, 9-27, and 11-1. Ms. Sacco seconded the motion. All in favor, 2-0.**

Topic: **Move Surplus Money to ARPA**

Discussion: The time Dr. Alker spent working on the tobacco regulations was covered by the tobacco revolving account. Also, time spent on covid will be covered through the MetroWest grant. The Board would like to return the money covered by the revolving account and grant back to ARPA.

Action: **Ms. Malinowski moved to return surplus funds for the Public Health Director position back to ARPA. Ms. Sacco seconded the motion. All in favor, 2-0.**

Topic: **Ken's Sound Barrier**

Discussion: The Conservation Commission told Ken's the sound barrier was too close to the wetlands and needed to be adjusted. Ken's will also make the wall longer.

Topic: **Public Health Nurse Report**

Discussion: Ms. West told the Board there have been booster clinics with the Greater Boroughs. Southborough has done some small clinics at the Senior Center and Colonial Gardens. The flu clinic at the Senior Center was successful. The Health/Wellness Fair on 11/14/22 was also successful. Mr. Seager talked to residents about food safety for holiday meals, the fire department demonstrated CPR, a nutritionist from Hannaford's was present, Youth and Family Services answered questions, etc.

Topic: **Variance for 5 Atwood Street**

Discussion: Mr. Costello led the discussion. The owner of 5 Atwood Street is looking for a variance of the setback distance from the new septic system from the required 10 feet to 5 feet. She is looking to put a garage on the property which was not added to the plan as she expected. Her elderly parents would then have direct access to the garage. Mr. Costello recommends the approval of the variance. The Board has granted similar variances before and there be no environmental impact by having it closer. Ms. Sacco questioned why the homeowner stated



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the installer placed the tank 5 feet closer to the road than planned. Mr. Costello clarified the garage was not on the plan and the installer did not put the tank in incorrectly. Mr. Costello did suggest the Board approve it with an impervious barrier. Ms. Malinowski asked if because there is no basement under the garage that reduces any risk to granting the variance, Mr. Costello confirmed that.

Action: Ms. Malinowski moved to grant the variance at 5 Atwood Street. The setback distance would be 5 feet (instead of 10 feet) and an impervious barrier is required. Ms. Sacco seconded the motion. All in favor, 2-0.

Topic: **Health Department Report**

Discussion: Dr. Alker provided the quarterly report to the Board. All food establishments have been inspected and septic has been busy. She asked the covid contact calls and investigation be dropped from the list. Ms. Malinowski would like to include the information for the presentation of the budget for FY24.

Topic: **FY24 Budget**

Discussion: Ms. Malinowski said the budget hasn't changed much from last year. ARPA money will help support the Public Health Director position.

Action: Ms. Malinowski made a motion to support the Board of Health budget of \$264,407 for FY24, contingent on any recommendation from Personnel Board. The department will continue to pursue \$50, 000 from ARPA. Ms. Sacco seconded the motion. All in favor, 2-0.

Topic: **Elect Board Money**

Action: Ms. Malinowski made a motion to keep the Elect Board of Health money of \$450 the same for FY24. Ms. Sacco seconded the motion. All in favor, 2-0.

Topic: **Community Compact Best Practices Grant**

Discussion: Southborough did receive the grant to explore regionalization with Northborough and Boylston.

Topic: **Annual Town Meeting Warrant Articles for BOH**

Discussion: At this time, the Board does not feel the need to add an article to the Town Warrant.

Topic: **Opioid Settlement Money**



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Discussion: In order to utilize the opioid settlement money, it must be presented at the Town Meeting.

Topic: **Tobacco Regulations**

Discussion: Ms. Dufour assisted with the updated tobacco regulations. She will conduct follow-up meetings with the retailers in December. She advised the Board to pick a date for the regulations to go into effect. Southborough retailers are due for inspections and she will let Dr. Alker know if there are any issues.

Action: **Ms. Malinowski made a motion to make the updated tobacco regulations effective on January 1, 2023. Ms. Sacco seconded the motion. All in favor, 2-0.**

Topic: **Meeting Schedule
Tuesday, December 13, 2022 – Hybrid– 11:00 am**

Ms. Malinowski made a motion to adjourn the meeting at 10:39 am. Ms. Sacco seconded the motion. All in favor.

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

Documents:

Variance Request & Plan

Health Department Quarterly Activity Report

Draft of FY24 Budget

Updated Tobacco Regulations