



# BOARD OF HEALTH

78 Main Street  
Hudson, MA 01749  
(978) 562-2020

## Meeting Minutes

July 26, 2017

5:30 PM

Venue: Town Hall (78 Main Street, Hudson, MA 01749)  
3<sup>rd</sup> Floor Conference Room B

### 1.0 Preliminaries

#### 1.1 Call to Order

Meeting was called to order by Mr. Murphy at 5:30 pm

#### 1.2 Roll Call

Mr. Jay Murphy (Chairman)

Ms. Christie Vaillancourt (Vice Chairwoman)

Mr. Michael Delfino (Clerk)

#### Staff

Dr. Sam Wong (Director)

Ms. Alexandra DePalo (Community Health)

### 2.0 General Business

#### 2.1 Vouchers

Mr. Delfino motioned to approve the vouchers as presented. The motion was seconded by Ms. Vaillancourt, and passed unanimously.

#### 2.2 Minutes April 26, 2017

Mr. Delfino motioned to approve the April 26, 2017 meeting minutes. The motion was seconded by Ms. Vaillancourt, and passed unanimously.

### 3.0 New Business

#### 3.1 Tobacco Violation

Dr. Wong stated that the MetroWest Regional Tobacco Control District, in which Hudson is a member, conducted a round of compliance inspections in Hudson earlier this month. Out of 20 licensed tobacco retailers, one sold (Shortstop General Store, 438 Main Street) to a minor during this round of inspections. A fine has been issued to this retailer, per our tobacco control regulation.

#### 3.2 Updates from Director

Dr. Wong stated that he is leaving the employment of the town. He has accepted a position at the Town of Framingham. He thanked the Board for

their strong support, guidance, and friendship during his 17 years as the director. His last day of work for Hudson is 8/18/2017. The Board thanked Dr. Wong for his leadership and service to the town and the residents of Hudson.

Ms. DePalo presented to the Board an updated job description for the director's position. She stated that she has no interest in pursuing this position. Ms. Vaillancourt motioned to approve the updated job description as presented. The motion was seconded by Mr. Delfino, and passed unanimously.

Mr. Murphy stated that he will reach out to Mr. Thomas Moses (Executive Assistant) to discuss the hiring process for the director position. Mr. Delfino would like the Board of Health to be the interview panel. Both Ms. Vaillancourt and Mr. Murphy concurred.

Mr. Delfino motioned to appoint Ms. DePalo as the Interim Director for the Hudson Health Department and as the Agent of the Board, starting on 8/19/2017 to the date the new director starts her/his employment in Hudson. The motion was seconded by Ms. Vaillancourt, and passed unanimously.

#### **4.0 Adjournment**

Ms. Vaillancourt motioned to adjourn the meeting. The motion was seconded by Mr. Delfino, and passed unanimously.

Next meeting of the Board will be held on August 30, 2017, at 5:30 pm.