Sudbury Board of Health Virtual Meeting
Wednesday, August 12, 2026

Attendees: Linda Huet-Clayton-Board Member, Susan Sama-Board Member, Vivian Zeng-Health & Comm Srcvs Dir. Mike Funaiole-Asst Health Dir. Nina Lurie-Health Social Worker, Kirstin Wilcox-Health Social Worker, Shaun Jeffery-Health inspector, Beth Porter-Health Coordinator

5:00 PM - Open Meeting Law: Linda Huet-Clayton

5:01 PM – Public Comment – None

Katie Betts – Public Health Nurse Update:

Infectious Diseases: Lyme-6 probable cases. Babiosis-5 suspect cases and one confirmed case. Anaplasmosis – one confirmed case. Cryptosporidiosis-resident traveled out of country to a high-risk territory, Health Nurse is following up with standard protocol.

Flu Clinics: are scheduled as follows – Sept. 23rd Senior Clinic at Fairbank, Sept 29th at Longfellow Glen, Sept 30th at Coolidge, Oct. 3rd at Curtis School, Oct. 7th at Curtis School, Oct. 8th Musketahquid Village. The vaccine should be arriving by the end of August.

New Nurse Hired: Stephen Collins is the new Public Health Excellence Regional Nurse. In his role as regional nurse, Steven will work with the 7 communities and fill in where needed and begin work on regional initiatives.

Nina Lurie & Kirstin Wilcox-Health Social Worker Update:

Yoga Classes: at the Goodnow Library have proven to be successful and well attended.

Psychological First Aid: Working with first responders on this initiative.

Applications for Residents: Hope Sudbury: Applications continue to pour in. Rent increases are the most prevalent need with residents. SNAP Applications have seen an uptick.

Nourish Connect: Holding an event at Longfellow Glen for the residents this month.

Meetings: Needs Assessment of Residents and Food Pantry.

Gift Cards: Have been delivered to homes, some pickups.

Most Requested: Services and Referrals are Financial, Transportation and Mental Health.

Grants: Grants that were approved are the MetroWest Nourish Grant, Sudbury Foundation Gift Card Grant and MetroWest Intern Grant. These grants are competitive and difficult to obtain.

Sudbury Board of Health Virtual Meeting
Wednesday, August 12, 2026

Shaun Jeffery-Health Inspector Update:

National Environmental Health Assn. Conference: Shaun attended the National Health Conference held out of state in Kansas City Missouri. The conference allows professionals to learn about new technology and to connect with peers facing the same health infrastructure issues in their communities from all areas around the United States. The Trip was financed through the FDA Grant.

Inspections: Soil/Perc testing has increased this summer. Food and Septic inspections continue. Second round of inspections of all pools have been completed. Focus this summer for food inspections has been daycare and long-term care facilities.

Complaints: Housing and Food Establishment complaints were investigated. Dominos, CVS and Coolidge.

Mike Funaiole- Assistant Health Director Update:

Shaw's Plaza Update: An additional perc test was conducted. A third-party environmental firm was commissioned by the Shaw's Plaza owner to evaluate the soil to determine if there is any uncontaminated soil that could be re-used in the new construction of the septic. The results have not been forwarded to the Health Department. Construction on the new septic is scheduled to begin in September 2026.

Widow Rites: 3 Septic designs for 25, 35 and 45 Widow Rites were initially approved in 2018 and again in 2025. The first lot has begun construction and severe weather created complications on the site. Planning, Conservation, Health and Building Departments had a meeting onsite with the owner to discuss next steps. Development on all 3 lots has been temporarily suspended.

Septic Plan Reviews and Inspections: Have seen an uptick. Mike is working with some new engineers so many plans require several rounds of revisions.

Vivian Zeng-Health and Community Services Director Update:

Upcoming events in September and October: Flu Clinics (Health Nurse), Flag planting (Opioid Coordinator), Movie viewing for Substance use at Fairbank (Opioid Coordinator) and Nourish dinner at Longfellow Glen (Social Worker).

New Hire: Regional Public Health Nurse, Stephen Collins started his position this month.

Opioid Intern: Akeem Abramkin will be finishing his internship this month. He was tasked with sorting thru the data from the Opioid Abatement Assessment Survey and Focus Groups.

Human Resources Questionnaire: Human Resources will be distributing questionnaires to all non-union Town employees. Many of the more established positions in town have outdated job descriptions. The purpose of the questionnaire is to update the job descriptions to reflect current day tasks. The last time this was done was in 1986.

Sudbury Board of Health Virtual Meeting
Wednesday, August 12, 2026

Vivian Zeng-Health and Community Services Director Update Continued:

Strategic Planning: PHE Grant- MAPC, a private firm contracted by the PHE Grant to do an independent assessment as to whether the Regional Grant should become an independent agency (who would solely represent all of the Municipalities in the Regional Grant) or if the current regional health departments should remain as is. Sudbury Board members voiced concerns and took the position that each town should continue to maintain their own Health Departments. One major concern is that each town has very specific needs that may not be prioritized through a regionalized health office. The Board did concede that this model may be better suited for more rural areas in the state that do not have individual Health offices. Vivian Zeng intoned that the other towns under the PHE Grant have echoed the same concerns. Linda Huet-Clayton and Susan Sama said they would be amenable to speaking with MAPC.

Strategic Planning-Sudbury Health Dept.-MAPC will also be conducting an independent assessment for the Sudbury Health Department to examine the current functionality of the Health and Community Services Umbrella and will recommend best practices and how the new department will best serve our town. MPAC will also recommend how to avoid pitfalls. Reporting for PHE and Sudbury will be compiled and delivered in January or February of 2027.

Environmental Health: Mosquito Control has identified mosquito samples that tested positive for West Nile Virus (WNV) in the towns that border Sudbury. Residents are encouraged to take precautions to prevent bites.

National Environmental Health Assn Conference: Vivian and Felix (state Inspection Trainor) presented a project at the conference. The subject was how the state and Sudbury Health Dept. worked with Shaun Jeffery so that he would be multi-tiered certified in Food Safety. Shaun accomplished this training in a relatively short period of time. The project detailed the coordinated effort between all agencies involved and the effectiveness and efficiency of the trajectory. This is hopefully a model for future trainings.

VOTE: Susan Sama motioned to appoint Katerina Koliovska-Tobaygo as a Sudbury Health Agent to conduct Tobacco Control inspections at licensed Sudbury establishments for the Sudbury Board of Health. Linda Huet-Clayton seconded the motion. Motion passed 2-0-0.

VOTE: Linda Huet-Clayton motion to approve July 8th 2026 Board of Health Meeting minutes, as edited. Susan Sama seconded the motion. Motion passed 2-0-0.

Other: Linda Huet-Clayton inquired if there was any new information regarding the battery station proposed to be installed behind the Sudbury Farms Plaza. Vivian said that Planning, Conservation, Fire and Building departments are reviewing the request and this may take some time before any updates are provided.

Next Meeting September 9, 2026.

Meeting adjourned at 5:48 PM.