

Town of Boxborough
Well-Being Committee
Meeting Minutes, October 15, 2014

Meeting called to order at 8:00 am.

Attendees:

Liz Markiewicz, **Chair**

Denise Monteiro, **Boxborough Department Assistant**

Kate Smyers, **Member at Large**

Randy White, **Fire Chief**

Melissa Immonen, **Nashoba Nursing Services**

Cindy Worthington-Berry, **Pastor UCCB**

Pam Follett, **Nashoba Board of Health**

Gail Walsh, **Guidance Counselor Blanchard School**

Jim Gorman, **Selectman**

Warren Ryder, **Police Chief**

Selina Shaw, **Town Administrator**

Absent: Laura Arsenault, Al Murphy

1. Update on Community Services Coordinator Candidate
 - The new candidate, Lauren Abraham will be hired with a tentative start date of October 30, 2014. Lauren will work Tuesdays and Thursdays in 4 hour increments.
2. Discuss next steps
 - Reviewed the map for the new office space within the Grange and showed the space to all attendees
 - Liz will be attending the Board of selectmen meeting on October 20, 2014 to review the proposed renovation
 - Discussed an orientation for Lauren on October 30, 2014. Kate offered to take her around town and show her the different buildings she may be working with. Liz will draw up a schedule for her to meet with personnel that she will be in contact with.
 - On November 4, 2014, the Nashoba Board of Health Nursing will work with Lauren, meeting at their office.
 - Discussed drawing up an article for the Beacon and the Blanchard Newsletter introducing Lauren.
3. Discuss role of Town Nurse and how to utilize Nashoba BOH services more effectively
 - Melissa stated she will check in with Lauren and collaborate with her on a regular basis.
 - Melissa will draw up a “cheat sheet” that will tell town employees the protocol on when to call Nashoba for their services, so that Boxborough can utilize their services more effectively.

Meeting Adjourned at 8:50am

Next meeting tentatively set for November 19, 2014 8:00 am

Elizabeth Markiewicz, Chair_____ **Date**_____