

**TOWN OF SHEFFIELD
BOARD OF HEALTH
MARCH 10, 2014
DOWNSTAIRS MEETING ROOM
6:00 PM**

Board Members Present: Priscilla B. Cote, Chairman
Scott Smith
Rene Wood

Absent Board Members: Joel Weiss
Fred Panitz

Others Present: Jill Hughes, Board Secretary
Members of the public (see sign in sheet)

Chairman P. Cote called the meeting to order at 6:00 pm.

The Board reviewed draft minutes for the February 10, 2014 meeting. **R. Wood motioned, with a second from S. Smith to accept and approve the February 10, 2014 minutes with corrections. The motion passed 3-0.**

Sharps Letter of Support: The Board reviewed a draft letter in support of House Bill 1940 (Safe Disposal of Medical Sharps). R. Wood would like a copy of the letter to be sent to House Speaker DeLeo. **R. Wood motioned, with a second from S. Smith to send the letter of support for the sharps bill. The motion passed 3-0.** The Board would like to forward the information to John Arthur Miller, Director of the Senior Center and Eric Munson, Chief of Police and ask them if they would like to draft their own support letter. R. Wood will do a letter for the Board of Selectmen.

Public Health Services FY15: The Board reviewed and discussed the new draft agreement from Berkshire Public Health Alliance. The new agreement included (11) one hour health clinics. **R. Wood motioned, with a second from S. Smith to forward the draft agreement to the Board of Selectmen and Finance Committee for recommendation of the Berkshire Public Health Alliance. The motion passed 3-0.**

Inspection Fees: Chairman Cote and S. Smith met with the Town Administrator to discuss current Board of Health fees and the possibility of increasing certain fees. The Board reviewed and discussed a draft list of proposed inspection fees. The recommendation was to increase Recreational Camp Inspection fee, create a Food Inspection fee and increase Title V and Perc Test witness fees and Installation fees. A discussion ensued about the food inspections and how to make it clear as to what type of license/establishment it pertains to. **R. Wood motioned, with a second from S. Smith to accept the new inspection fees as amended and to work on the terminology for the food licenses. The motion passed 3-0.**

730 South Main Street: R. Wood informed the Board about information she received from District Health Officer, Charlie Kaniecki regarding the house the Board condemned last

year. The Board may issue an order to raze the house, but it is not a requirement. The Board does not need to take further action at this time because the building is away from the road and does not appear to be a nuisance to cause any issues. Mr. Kaniecki did mention a receivership program with the Attorney General's Office. R. Wood called and spoke to the Attorney General's Office and spoke to them about the program "abandoned housing initiative" and explained to the Board how the program works.

Tenant/Landlord Policy: The Board briefly discussed the need to gather more information and table the discussion to the next meeting.

Custom Extrusion-DEP Letter: The Board reviewed Notice of Noncompliance dated February 14, 2014 and a letter dated February 25, 2014 they received from Mass DEP regarding results from water sample tests at the facility.

Option Institute-Pond: The Board sent a letter to Option on February 21, 2014 asking for a letter stating that there is no swimming allowed in the pond that is on the property. The Board has received no response. A follow up letter will be sent with an April 4, 2014 deadline for response. If after that date we have heard nothing, the Board will turn it back over to the State to take care of.

Upcoming Conferences: The Board reviewed and discussed a Housing conference on May 8, 2014. R. Wood and P. Cote expressed interest in attending. **R. Wood motioned, with a second from S. Smith to join and take the membership rate to attend the conference on May 8, 2014. The motion passed 3-0.**

Berkshire Public Health Alliance: A meeting is scheduled for March 15, 2014 and S. Smith will be attending.

Clerk's Report: The clerk had no news to report.

A motion to adjourn was made by R. Wood, with a second from S. Smith. The motion passed 3-0 and the meeting adjourned at 6:52 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: Meeting Agenda; Sign in sheet; 2/10/14 draft meeting minutes; Letter of Support of Bill 1940-Sharps Collection; BPHA draft agreement for Public Health Services FY15; Draft Proposed BOH Inspection Fees 7/1/14; Email dated 3/5/14 from Charlie Kaniecki re: housing issue; 2/14/14 and 2/25/14 DEP letter-Custom Extrusion; 2/21/14 letter to Option Institute; May 8, 2014 housing conference flyer.

Respectfully submitted by:


Jill Hughes

Board of Health Secretary