

**TOWN OF SHEFFIELD
BOARD OF HEALTH
JANUARY 20, 2015
SECOND FLOOR MEETING ROOM
1:00 PM**

Board Members Present: Scott Smith, Vice Chair
Rene Wood
Sarah Gulotta-Humes

Board Members Not Present: Priscilla B. Cote, Chairman
Fred Panitz

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

Vice Chairman S. Smith called the meeting to order at 1:00 pm.

Minutes: The Board reviewed draft minutes for the December 8, 2014 meeting. *R. Wood motioned, with a second from S. Gulotta-Humes to approve the December 8, 2014 minutes as amended. The motion passed 3-0.*

Complaint-Polikoff Road: The Board received a complaint from a resident about their neighbors keeping farm animals near the property boundaries and in close proximity to their private well source. The resident who filed the complaint was present and a discussion ensued. The Board will contact Animal Inspector Marty Clark about the matter and will get back to the resident by the end of the week.

Budget FY2016: R. Wood reviewed the proposed FY16 budget and draft letter to the Town Administrator with the Board. She explained that the increase in the budget is because the Board is moving towards having a hired Health Agent as more responsibility is being put on a volunteer Board and a discussion ensued. *R. Wood motioned, with a second from S. Gulotta-Humes to accept the budget for FY2016 and the letter to the Town Administrator as presented and to authorize the Board's secretary to prepare it for the Vice Chairman to sign. The motion passed 3-0.*

The Board reviewed the draft letter to the Town Administrator requesting warrant articles to be placed on the Town Warrant at the May 4, 2015 Annual Town Meeting. A discussion ensued about the letter. *R. Wood motioned, with a second from S. Gulotta-Humes to authorize the Board's secretary to prepare the letter for the Vice Chairman to sign. The motion passed 3-0.*

Annual Report: R. Wood reviewed the draft annual report with the Board. *R. Wood motioned, with a second from S. Gulotta-Humes to approve the annual report for the Board of Health as presented. The motion passed 3-0.*

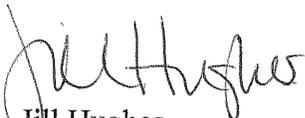
Recommendation to Board of Selectmen on Public Health Service Contract: The Board reviewed and discussed the quotes for public health nurse for FY2016 that they received from the Berkshire Public Health Alliance (BPHA) and the Berkshire Visiting Nurse Association (BVNA). R. Wood would like to ask the BPHA to come in at or below the quote from BVNA. *R. Wood motioned, with a second from S. Smith for the Board to make a recommendation to the Board of Selectmen to sign on with the BPHA for public health nursing services for FY2016 if their quote comes in at or below the quote we received from the BVNA. The Board would give BPHA until this Friday. If the quote does not in at or below then recommend the BVNA to the Board of Selectmen. The motion passed 3-0.*

Town Website: R. Wood spoke about the Board of Health page on the Town website and asked if she could work with Chairman Cote on updating it. *S. Smith motioned, with a second from S. Gulotta-Humes to authorize R. Wood to work with Chairman Cote on the website. The motion passed 3-0.*

R. Wood motioned, with a second from S. Gulotta-Humes to adjourn the meeting. The motion passed 3-0.

The meeting adjourned at 1:40 pm.

Respectfully submitted by:


Jill Hughes

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; 12/8/14 draft meeting minutes; Complaint dated 1/9/15 re: Polikoff Road; BVNA quote for public health services FY2016; BPHA quote for public health services for FY2016; 2014 draft BOH annual report; Draft warrant article letter to Town Administrator; Proposed FY2016 budget and draft letter to Town Administrator.