

**TOWN OF SHEFFIELD
BOARD OF HEALTH
SEPTEMBER 9, 2013
CARLTON FRENCH MEETING ROOM
5:30 PM**

Board Members Present: Priscilla B. Cote, Chairman
Scott Smith
Richard Kirchner
Rene Wood
Joel Weiss

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

Chairman P. Cote called the meeting to order at 5:30 pm.

Race Brook Lodge: David Rothstein was present to discuss the septic system upgrade. Mr. Rothstein petitioned MassDEP to extend the completion dates found in the Administrative Consent Order. The Board was informed that MassDEP granted those extension dates for the installation of the system and provided a copy of e-mail correspondence between Mr. Rothstein and MassDEP. A discussion ensued. **S. Smith motioned, with a second from R. Wood to accept the revised dates for installation. The motion passed 5-0.**

Other Business:

- Complaint: Dale Alden was present to speak to the Board regarding an on-going issue with a neighbor burning a campfire in Ashley Falls. The Police and Fire Department have all responded to this issue. There are no ordinances for campfires or cooking fires in Sheffield. Mr. Alden is concerned about air quality and the possibility of health issues. The Board also reviewed the CMR for Open Air Fires. A discussion ensued. **R. Wood motioned, with a second from S. Smith to allow Chairman Cote to pursue this issue on behalf of the Board, with the assistance of another member if necessary. The motion passed 5-0.**
- Chairman of the Selectmen Julie Hannum was present to discuss a meeting she had with Administrator, LaBombard and a Board of Health member regarding sanitation issues. Discussion ensued. **R. Wood made a motion to withhold Mr. Kirchner's stipend based on certification issues.** Discussion continued. **R. Wood withdrew the above motion.**
- Perc test: Jeff Collingwood was present to schedule a perc test. Mr. Collingwood was asked to call the office tomorrow as the Board's secretary takes care of the scheduling during office hours.
- The Nature Conservancy: Leslie Luchonok from TNC was present to discuss the septic system plans that White Engineering had dropped off earlier today. A discussion ensued. The Board informed Mr. Luchonok that at the end of the meeting they would review and approve the plans. The Board secretary took Mr. Luchonok's information and will contact him this week.
- Board member Scott Smith spoke about a recent septic system that was installed and that protocol was not followed in regards to the final inspection. A discussion ensued.

S. Smith motioned, with a second from R. Wood to send a letter to the installer that if in the future he does not follow proper protocol then we would revoke his license with the Town. The motion passed 5-0.

- The Board reviewed and signed septic plans and a vendor warrant to be paid.

The Board reviewed draft minutes for the August 12, 2013 and August 26, 2013 meetings. *S. Smith motioned, with a second from J. Weiss to accept and approve the August 12, 2013 and August 26, 2013 minutes as written. The motion passed 5-0.*

Update West Nile Virus: P. Cote informed the Board that we received a notice via e-mail dated August 30, 2013 that there was a positive mosquito test in Ashley Falls. Mosquito Control is continuing to spray and monitor the area. The Board secretary notified the schools and put together informational packets that are available at the Senior Center, Sheffield Library and Town Hall.

Community Innovation Challenge Grant: R. Wood spoke about the on-line permitting software that the Board of Health would benefit from. A discussion ensued regarding sending a letter to the Board of Selectmen expressing interest in the on-line software. *R. Wood motioned, with a second from S. Smith to send a letter to the Board of Selectmen expressing interest in the on-line software. The motion passed 5-0.*

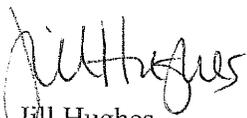
Berkshire Public Health Alliance: P. Cote informed the Board that there is a meeting scheduled for September 12, 2013 at 6:00 pm and that she will be attending.

Clerk's Report: Board clerk, Jill Hughes had no news to report.

A motion to adjourn was made by R. Wood, with a second from S. Smith. The motion passed 5-0 and the meeting adjourned at 6:45 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; August 12, 2013 and August 26, 2013 Draft meeting minutes; MassDEP letter dated July 16, 2013 re: Race Brook Lodge; August 30, 2013 e-mail from Chris Horton re: West Nile Virus; September 7, 2013 e-mail from Charlie Kaniecki re: Open Air Fires; Sept. 6, 2013, Sept. 5, 2013, Sept. 3, 2013 and Aug. 28, 2013 e-mails re: burning issue in Ashley Falls.

Respectfully submitted by:



Jill Hughes
Board of Health Secretary