

**TOWN OF SHEFFIELD
BOARD OF HEALTH
JULY 8, 2019
FIRST FLOOR MEETING ROOM
6:00 PM**

Board Members Present: David A. Smith, Jr., Vice Chairman
Eileen Clarke
Martin Mitsoff

Board Members Not Present: Sarah Gulotta, Chairman

Others Present: George Oleen, Member of the Sheffield Planning Board
Renee LeClair, Board of Health Clerk
Members of the public (see sign in sheet)

Vice Chairman David Smith Jr. called the meeting to order at 6:00 pm.

Reorganization: Being that there is only three members present today D.Smith Jr. suggested the Board table this item until the next meeting. *M.Mitsoff motioned, with a second from E. Clarke to postpone reorganization until the entire Board is present. The motion passed 3-0.*

Mobile food truck discussion with a representative from the Planning Board:

D.Smith Jr. welcomed George Oleen a member of the Sheffield Planning Board. George explained that he is here on behalf of the Planning Board to discuss the possibility of creating a Zoning Bylaw for Sheffield to regulate mobile food trucks. George would like some feedback from the Board of Health on the possible Bylaw. A discussion ensued. The clerk explained that the Town Administrator Rhonda LaBombard brought this to the attention of the Planning Board in order to be proactive on this issue. The past few months the permitting for food trucks has significantly increased. A discussion ensued. D.Smith Jr. stated that he would like more time to do some research and that he feels that more discussion with the Planning Board will need to take place before the decision to tackle something that could potentially cause unsolicited food truck traffic to Sheffield. A discussion ensued. D.Smith Jr. thanked George for attending.

Update on recent re-inspection of restaurant and housing inspection: The clerk explained that there are currently no outstanding food inspection violations at the restaurant. The health inspector Jayne Smith did send an email to the Board explaining where the establishment is in this process. The clerk gave the Board a brief summary. The restaurant is working on a risk control plan for the smoker area to create procedures for cleaning and storage for this area. The housing inspection that took place did uncover several violations. After a discussion with the owners, they agreed that they would not be renting out the apartments until they are renovated and inspected by the Board of Health. A notice of agreement was sent to the owners to sign. Email correspondence states that the owners received this letter and that they would be returning this agreement signed to the Board as soon as they are back in Town. D. Smith Jr. stated that it sounds like things are moving in the right direction.

Approval of Minutes: D. Smith Jr. stated that they would need to vote on the minutes at the next meeting when there are more members present.

Upcoming Conferences/Mail: The Board reviewed the mail quietly.

The Board reviewed the following:

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Email Correspondence with Town Council regarding Mobile Food trucks.

Massachusetts Department of Public Health: Food protection program regarding mobile food establishment FAQ's resource guide.

Email Correspondence from Jayne Smith to restaurant regarding guidance for outdoor cooking facility and guide on creating a risk control plan. 6/16/2019

Notice of Inspection sent to owner 113 Main Street 6/19/2019

Email Correspondence regarding Notice of Agreement sent to owner 113 Main Street with attachments 7/8/2019

Board of Health Orientation Class 6/19/2019

Notes from Martin Mitsoff member attendance of Berkshire Public Health Alliance governing Board meeting on June 13, 2019 at 6pm

Berkshire Public Health Alliance: D. Smith Jr. thanked M. Mitsoff for attending the last Alliance meeting. M. Mitsoff's notes from the meeting are included in tonight's packet for the Board to review.

Clerk's Report: No discussion.

Public Inquiries: A concerned citizen asked about the status of his neighbor's property. A discussion ensued. D. Smith Jr. explained that the Township and its Board of Health has done everything locally that is possible and it is in the State of Massachusetts housing court hands now. D. Smith Jr. stated that as soon as we hear from the courts we will be sure to update him.

E. Clarke motioned, with a second from M.Mitsoff to adjourn the meeting. The motion passed 3-0.

The meeting adjourned at 6:38 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, Email Correspondence from Town Council regarding mobile food trucks, Massachusetts Department of Public Health: Food protection program regarding mobile food establishment FAQ's resource guide. Email Correspondence from Jayne Smith to restaurant regarding guidance for outdoor cooking facility and guide on creating a risk control plan. 6/16/2019 Notice of Inspection sent to owner 113 Main Street 6/19/2019, Email Correspondence regarding Notice of Agreement sent to owner 113 Main Street with attachments 7/8/2019, Board of Health Orientation Class 6/19/2019, Notes from Martin Mitsoff member attendance of Berkshire Public Health Alliance governing Board meeting on June 13, 2019.

Respectfully submitted by:


Renee LeClair
Board of Health Clerk