

**TOWN OF SHEFFIELD
BOARD OF HEALTH
SEPTEMBER 9, 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: David Lewis
Sarah Gulotta, Chairman

Others Present: Jayne Smith, Camp Inspector Consultant for the Town
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 Vice Chairman 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.**

Discussion and possible action on Camp regulations: Jayne Smith, the consultant hired to inspect camps for the Town of Sheffield, began by explaining her experience this past camp season with Berkshire School. Berkshire School has been recruiting camps that have never worked in Massachusetts. A discussion ensued. Jayne suggested that she and the Board sit down at a future date to discuss the responsibilities for Berkshire School. After that discussion Jayne hopes that everyone then can meet with Camp Coordinator at Berkshire School. Jayne suggested that the Board make require the applicants provide ninety days prior to the opening the camp. The Board of Health needs to discuss the fee schedule for inspections. Jayne continued to explained how extensive Massachusetts regulations. A discussion ensued. Vice Chairman D. Smith, Jr. suggested that Berkshire School take an active role in the collecting the fees and ensuring that the camps are in compliance. M. Mitsoff stated that he will work on an agenda for a meeting with Berkshire School. E. Clarke suggested that the Board set a date to discuss this matter further so they are prepared for the meeting with Berkshire School. The clerk stated that she would provide M. Mitsoff with the Alliances explanation of services and the contact at Berkshire School. A discussion ensued. The Board decided to meet again on Tuesday, September 17, 2019 at 2pm.

Approval of Minutes: June 10th & July 8th 2019: 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:

Email Correspondence with Food Establishment regarding complaint that was received from a patron on 7/25/2019.

Email Correspondence with patron regarding complaint details and photos of food establishment.

Email Correspondence with housing inspector dated 8/9/2019.

Notice of Public Hearing regarding an application for a Variance dated 8/16/2019 from the ZBA.

Letter from BCBOHA dated 8/20/2019 inviting the Board to the fall dinner.

Letter from the Selectman dated 8/28/2019 appointing Sally Munson food inspector for the Town.

Letter from the Selectman dated 8/23/2019 appointing David Lewis as a member of the Board of Health.

Letter from GE dated 8/26/2019 regarding the Housatonic River and the MDPHA of fish and waterfowl consumption, attached is a pamphlet.

Berkshire Public Health Alliance: No discussion.

Clerk's Report: No discussion.

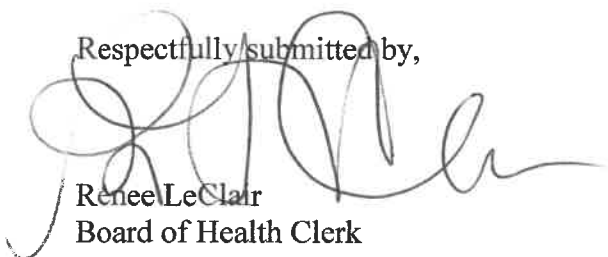
Public Inquiries: No discussion.

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

The meeting adjourned at 6:58 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 with Food Establishment regarding complaint that was received from a patron on 7/25/2019, Email Correspondence with patron regarding complaint details and photos of food establishment, Email Correspondence with housing inspector dated 8/9/2019, Notice of Public Hearing regarding an application for a Variance dated 8/16/2019 from the ZBA, Letter from BCBOHA dated 8/20/2019 inviting the Board to the fall dinner, Letter from the Selectman dated 8/28/2019 appointing Sally Munson food inspector for the Town, Letter from the Selectman dated 8/23/2019 appointing David Lewis as a member of the Board of Health, Letter from GE dated 8/26/2019 regarding the Housatonic River and the MDPHA of fish and waterfowl consumption, attached is a pamphlet.

Respectfully submitted by,



Renee LeClair
Board of Health Clerk

Sheffield Board of Health

Date: September 9, 2019

PLEASE PRINT: Your Name

Street, Town

1. Jayne Smith 465 Silver St
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