

**TOWN OF SHEFFIELD
BOARD OF HEALTH
SEPTEMBER 17, 2019
FIRST FLOOR MEETING ROOM
2:00 PM**

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

Board Members Not Present: David Lewis

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 2:00 pm.

Discussion and possible action on Camp regulations: Jayne Smith, the consultant hired to inspect camps for the Town of Sheffield, began by summarizing what was discussed at the last meeting. M. Mitsoff and Jayne provided an outline of responsibilities for everyone involved in camps. Jayne expanded on this outline and the clerk provided this print out to all members. Jayne reviewed an inspection form with the Board explaining the inspection process and the required parties' responsibilities for a policy step by step. A discussion ensued. It was decided that Berkshire School would be invited to the next meeting on October 8, 2019 at 2pm. M. Mitsoff stated that he would reach out to the Camp Coordinator at Berkshire School to set up the initial meeting for the next meeting. D. Smith stated that he doesn't feel we need to have a policy ready for this meeting. D. Smith said that the Board has enough information at this point to get their point across to Berkshire School.

Approval of Minutes: June 10, July 8, and September 9, 2019: The Board reviewed draft meeting minutes from July 8, 2019. *M. Mitsoff motioned, with a second from E. Clarke to approve the July 8, 2019 minutes as written. The motion passed 3-0.*

Upcoming Conferences/Mail: There is no mail to review.

Berkshire Public Health Alliance: M. Mitsoff stated he will be attending the next Alliance meeting.

Clerk's Report: No discussion.

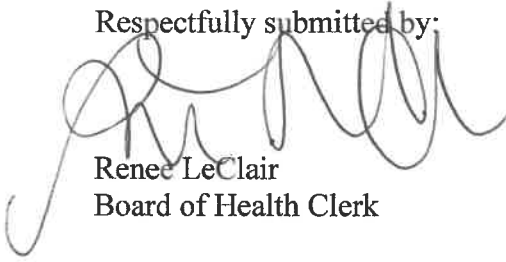
Public Inquiries: No discussion.

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

The meeting adjourned at 4:05pm.

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, Draft meeting minutes.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "Renee LeClair", written over the printed name and title.

Renee LeClair
Board of Health Clerk

Sheffield Board of Health

Date: September 17, 2019

PLEASE PRINT: Your Name

Street, Town

1. Jayne Smith 465 Silver St, Sheffield

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