

**TOWN OF SHEFFIELD  
BOARD OF HEALTH  
APRIL 14, 2020  
FIRST FLOOR MEETING ROOM  
2:00 PM**

Board Members Present: Martin Mitsoff, Chairman  
Eileen Clarke  
Pat Levine

Board Members Absent: David A. Smith, Jr., Vice Chairman  
David Lewis

Others Present: Jill Hughes, Assistant to Town Administrator

Chairman Mitsoff called the meeting to order at 2:03 p.m.

**Berkshire Public Health Alliance / BVNA / Partners in Health pending changes in COVID-19 responsibilities for case management and contact tracing:**

Chairman Mitsoff discussed the Berkshire Public Health Alliance Partners in Health program. He stated that the program is in the development stages. Selectman Mitsoff explained that the program would change COVID-19 responsibilities for case management and contact tracing. A discussion ensued.

**Update on COVID-19 Health Emergency:**

Chairman Mitsoff stated that there have been six cases in Sheffield. He stated there is one remaining case and five have left quarantine. Chairman Mitsoff stated that there is no downward trend in the number of cases in the State. A discussion ensued. P. Levine stated that VIM, Construct and Race Brook Lodge are collaborating to provide temporary housing for COVID-19 patients. A discussion ensued.

**Discussion and possible action on special events canceled due to COVID-19 regarding future permits previously paid for:**

Chairman Mitsoff stated that there are three special event permits that have been issued and paid for, but they are unable to have the events due to COVID-19. A discussion ensued. P. Levine motioned, with a second from E. Clarke that any fees paid for events that were unable to take place due to COVID-19 be rolled over to another time. The motion passed 3-0.

**Update on letter to home owner regarding Title V:**

Chairman Mitsoff stated that a letter was sent certified mail to a property owner on Sheffield

Plain Road regarding a failed Title V inspection. He stated that the letter was received and signed for, but the Board has not received a response from the owner. A discussion ensued. P. Levine suggested that in the future a date to respond by should be put in the letter. Chairman Mitsoff stated that he will add that to any future letters.

**Update and possible action on camp inspections, policy, Regulations and Berkshire School's responsibilities:**

Chairman Mitsoff stated that per Sandra Martin Berkshire School have canceled all of their summer camps. He stated that Berkshire School sent their policies to Sandra Martin. P. Levine suggested the Board request a formal notice from Berkshire School if they will not be holding summer camp. Chairman Mitsoff will contact Berkshire School.

**Discussion and possible action on dividing responsibilities between members of the Board:**

It was the consensus of the Board to defer this matter to the next meeting when all Board members may be available.

**Approval of Minutes:** The Board reviewed draft meeting minutes from March 10, 2020. *E. Clarke motioned, with a second from P. Levine to accept the March 10, 2020 minutes as written. The motion passed 3-0.*

**Board Member Items:**

E. Clarke inquired about mileage reimbursement for the Sanitation Inspector. A discussion ensued. Chairman Mitsoff will review the budget and will discuss at the next meeting.

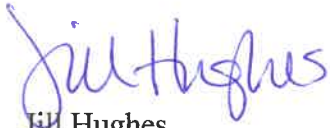
Chairman Mitsoff stated he was notified about an advertisement on Craig's List for a short term rental available in Ashley Falls. He stated he contacted the owner and asked them to remove the listing. Chairman Mitsoff stated the advertisement has been removed.

Chairman Mitsoff stated there is a property on South Main Street that will be renting to a family from China who will be relocating to the United States. He stated that they will self-quarantine. Chairman Mitsoff stated that this is an allowed use under emergency law. A discussion ensued. It was the consensus of the Board to take no issue with providing lodging to the family.

*P. Levine motioned, with a second from E. Clarke to adjourn the meeting. The motion passed 3-0.*

Chairman Mitsoff adjourned the meeting at 2:38 pm.

Respectfully submitted by,



Jill Hughes

Assistant to Town Administrator

Documents reviewed at the meeting:  
Draft 3/10/2020 meeting minutes