

**Town of Sheffield
Board of Health (BOH)
Meeting Minutes for August 9, 2021**

Board Members present: Pat Levine, Chair
Martin Mitsoff
Eileen Clarke
Dave Lewis
Scott Smith

Others in Attendance: Lori Neil, Administrative Assistant
Members of the Public

Chairman Levine called the meeting to order at 6:00 pm.

Discussion of the Sheffield Fair Booth and related topics: The Sheffield Fair has been cancelled. The vaccination van and the items for the table (tic removers and rubber jar openers) will be cancelled.

Discussion/Possible Action on the Permit Fee Structure: M. Mitsoff explained of how in 2020 he had completed an analysis of the surrounding towns and how it related to Sheffield. He found Sheffield has the lowest fees. M. Mitsoff shared a document with the current license/permit fees compared to the proposed fees. He stated; we need a much more modern fee schedule. Sheffield is exploring working more closely with Tri-Town Health as they expand their services. The Board discussed what work is performed for the fee. If it is the same amount of work it should be the same fee. S. Smith suggested the Certificate of Compliance fee should be included in the septic permit price. The Board agreed. M. Mitsoff will rewrite and return the permit fee schedule for the Board to review at the next meeting. Chairman Levine explained the fee recommendations will then go to the Select Board for review.

Discussion on handling health-related phone calls to town hall: P. Levine shared how after communicating with R. LaBombard, Town Administrator, it was decided that any nursing or Covid related calls will be directed to Jill Sweet or Amy Hart at Tri-Town Health.

Hearing for a Variance Approval for Cameron MacDonald at 180 Soda Creek Drive: There was a brief discussion on the variance for Cameron MacDonald. After reviewing the site plans the variance was approved. **M. Mitsoff made a motion to accept the variance. D. Lewis seconded the motion. Motion carried, 5-0.**

Discussion/Possible Action regarding Vollmer Property on Polikoff: Patricia Vollmer of Polikoff Road was at the meeting. S. Smith asked if her family had been living in a camper on her property. P. Vollmer thought she was allowed to live on-site for up to one year after her septic permit was approved. S. Smith said it has to be Title V compliant. There was a question of whether their installer was licensed in the town of Sheffield.

Board Member Items: None

Members of the Public: None

M. Mitsoff made a motion to adjourn the meeting. D. Lewis seconded the motion. Motion carried 5-0.

The meeting adjourned at 7:02 pm.

Respectfully Submitted By,



Lori Neil
Administrative Assistant

Supporting Documents:

- Application for Disposal System Construction Permit/Local Upgrade Approval & Site Plans for Cameron MacDonald at 180 Soda Creek Drive
- Permit Fee Document