

**Town of Sheffield  
Board of Health (BOH)  
Meeting Minutes for October 12, 2021**

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

Members Absent: Dave Lewis

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

Chairman Levine called the meeting to order at 5:31 pm.

**Discussion/Possible Action on approving letter to join Harm Reduction Services/Syringe Services program:** Chair Levine mentioned how she had spoken with both the police chief and fire chief who are completely behind this program and want the BOH to proceed with it. **Chair Levine made a motion to allow a qualified and appropriate organization to operate a syringe services program in the town of Sheffield. M. Mitsoff seconded the motion. Motion carried, 4-0.**

**Discussion on mandating vaccinations for school children:** Chair Levine shared a document from the Southern Berkshire Regional School Committee inquiring of five (5) local Boards of Health as to their plans regarding whether to recommend that the COVID-19 vaccines be included as a requirement of attending school in the Southern Berkshire Regional School District. Chair Levine mentioned that Sheffield has the most children in school. This item will be tabled until more information is received from Town Counsel.

**Discussion/Possible Action on Permit Fee Structure:** M. Mitsoff provided a Fee Schedule from discussion of the prior two meetings for the Board to review. The structure was revised due to how the funds are allocated to the Board of Health Reserve Fund. **Chair Levine made a motion to accept the revised License/Inspection Fees Schedule for FY22-23. M. Mitsoff seconded the motion. Motion carried, 4-0.**

**Discussion/Possible Action regarding 1299 Rannapo Road:** Lori Hummel, owner of 1299 Rannapo Road was at the meeting to share her view with the Board. She apologized to the BOH and explained her position throughout this septic installation process. The installer that was hired, Robert O'Brien, installed a septic system without a permit or a license and it was installed improperly. **S. Smith made a motion to deny Robert O'Brien a License in the town of Sheffield. M. Mitsoff seconded the motion. Motion carried, 4-0.** S. Smith will reach out to L. Hummel's neighbor, Steve Nolan, in an attempt to locate his well location and L. Hummel will find a new installer. M. Mitsoff gave L. Hummel guidance as to what steps to take next.

**Discussion/Possible Action on repurposing former VNA contract monies for additional shared services:** Chair Levine shared a conversation with Jim Wilusz of Tri-Town Health of how the Board of Health can repurpose the VNA monies into additional services. The Board can request funds per item or the monies could be used to help cover services. Chair Levine said she would invite J. Wilusz to the next Board of Health meeting. This topic will be deferred to the next meeting on November 8, 2021.

**Approval of Draft minutes for September 13, 2021:** After reviewing the minutes, M. Mitsoff made a motion to approve the draft minutes of September 13, 2021. E. Clarke seconded the motion. Motion carried, 4-0.

**Board member Items:** Chair Levine shared a letter from R. Wood regarding her concerns of a trailer on the Zeigler property on Boardman Street that is possibly being utilized as a residence.

Chair Levine shared her experience of passing the Mask Wearing Directive around to businesses. Some business are grateful, others are not.

M. Mitsoff mentioned the Animal Control Officer, Cassie Healey, has given a recommendation to make changes to Sheffield's Bylaws and give enforcement responsibility to the Animal Control Officer. M. Mitsoff explained its current complicated process to the Board.

S. Smith brought up the letter received from the Zeigler family. The Board agreed to stay out of it, that it was a family issue.

**Items from Members of the Public:** James Kelley attended the meeting and shared a document of a pending regulation, Senate Bill No. 2446, pertaining to the Municipal Agricultural Commission.

M. Mitsoff made a motion to adjourn the Board of Health meeting. S. Smith seconded the motion. Motion carried, 4-0.

The meeting adjourned at 6:38pm.

Respectfully Submitted By,



Lori Neil  
Administrative Assistant

**Supporting Documents:**

- Letter to Kevin Cranston. Bureau of Infectious Disease and Laboratory Sciences
- Document from the Southern Berkshire Regional School Committee

- License/Permit Fee Document
- Draft minutes from: 9/13/21
- Copy of proposed Mass. Senate Bill No. 2446 from J. Kelley
- Board of Health Sign in Sheet