

Town of Sheffield  
Board of Health  
Town Hall-First Floor Meeting Room  
August 30, 2022 5:30 pm

Members attending: Pat Levine, Eileen Clarke, Scott Smith, Lauren Hyde, Joshua Webb

Members of the Public:

Jayne Smith, Food inspector

Martha Joyner and Allan Joyner

Jesse Bunce

Meeting called to order at 5:30P.M.

1. Approval of Meeting Minutes:

July 12<sup>th</sup> minutes Eileen had recorded, were attached to the August agenda. Bev will send previous minutes with the next meeting's agenda moving forward. Pat made a motion, 2<sup>nd</sup> by Eileen to accept July minutes. All in favor.

2. Resolution of septic permit violation:

Reviewed number of events that took place. Al was to get a permit prior to Jesse installing the tank as Jesse does not have a license to install. Per Scott, Jesse was told NO work shall be done prior to getting the permit.

Jesse had reached out to Al asking permission to put the tank in because the walls were caving. Per Al and Jesse, Al said go ahead and put the tank in but do not back fill.

This was done without the permit.

Scott spoke with DEP as this is a serious violation (two violations) and should not be treated as minor. Scott made a motion to never allow Jesse to get a permit in Sheffield. Pat and Eileen felt revoking Jesse from getting a permit in Sheffield for life was a bit harsh. The idea of banning Jesse from getting a license in Sheffield for 5 years was suggested. Jayne shared her views and suggested a form of training along with a penalty. Also an opportunity for Sheffield to come up with a process for dealing with these types of situations.

After further discussion, it was decided that inquiries will be made to compare with what other BOH partners procedures and penalties are. Eileen made a motion, 2<sup>nd</sup> by Lauren to inquire with other BOH partners, procedures and penalties and table for next meeting. 4/5 in favor.

3. Public Health Excellence grant capacity assessment exercise:

There may be a DPH representative coming to help with the baseline capacity assessment. Scott made a motion, 2<sup>nd</sup> by Josh to work with the Southern Berkshire Public Health Collaborative for this assessment rather than the Berkshire Public Health Alliance. All in favor.

4. Update on opioid abatement funds:

Lauren gave an update from a zoom meeting she attended. It was suggested to funnel funds toward VIM, Rural Recovery Center in Great Barrington. The Select board is to decide how to spend the money and if funds will be moved from the General Fund to a Stabilization Fund. Note, Narcan is free to first responders.

5. Update of food inspection issues:

Jayne reviewed the online permitting spreadsheet including risk levels, current and future fees

for licensing, permits and inspection fees. The online version will show one fee for an item. Once you enter the payment, it breaks out into the separate funds for reporting purposes. Recommended changes: Add stand-alone permit fee of \$50. For example, there is no additional permit or fee needed for milk and cream as long as the establishment has an existing food permit. Without that, an application would be filled out with the fee. Housing – Lodging Licensing fee / no inspection was discussed. Septic – Perc inspection fee raised from \$75 to \$125 with the intent that the BOH will request an increased payment to Scott. Permit fee - \$125, \$50 of the \$125 breaks out for the inspection fee. Tobacco and Wells permit fees were reviewed. Eileen made a motion, 2<sup>nd</sup> by Josh to use the new fees. Jayne to send information which will be attachment to the minutes.

6. Request for assistance in staffing “booth” at the Fair: Sept. 10<sup>th</sup>.  
Pat is looking for a volunteer to hand out free home Covid tests from 11am to 1pm. Jayne will be at the fair and may be able to help. Lauren will check her calendar. Other members have previous engagements.
7. Request for Letter of support for Mt Washington Health agent:  
Pat requested permission to write a letter in support of a health professional who was criticized for reaching out to the State Department of Public Health for information and guidance. All agreed Pat should write the letter.
8. DEP Public Water Supply and Private Well Workshop registration for the webinar on Sept. 8 at 3:30. Scott and Pat are registered to attend.
9. Reminder about Narcan training during the Sept. 13<sup>th</sup> meeting:  
Please let Pat know if you plan to attend so that she can give a head count and ensure enough supplies will be available for training.
10. Discussion and possible action on water restrictions due to the drought:  
Konapot reported high levels of E.coli due to low water levels. Public Health issues should be communicated to the public immediately.  
Concerns about water usage at a level 2 drought – Private company is responsible for deciding restrictions.  
Pat will send BOH state restriction information on water restrictions.  
Jayne will send information on how to reserve water usage.

Board member Items: None

Public comments: None

Next meeting is Sept. 13<sup>th</sup>, 2022 at 5:30pm.

Pat moved to adjourn; Eileen seconded. All were in favor. The meeting adjourned at 6:57 pm.

Respectfully Submitted by:

A handwritten signature in cursive script, reading "Beverly Keefner".

Beverly Keefner

Administrative Assistant

Documents reviewed at this meeting:

Draft meeting minutes

Online permitting spreadsheet

## Sheffield Board of Health

Date: August 30, 2022

PLEASE PRINT: Your Name

Street, Town

1. Martha Joyner 26 East St. Lenox
2. Allan Joyner " " " "
3. Josh Webb 87 Maple Ave., Sheffield
4. Josh Webb
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