

TOWN OF SHEFFIELD
BOARD OF HEALTH
TOWN HALL, 21 DEPOT SQUARE
SHEFFIELD, MA 01257
MEETING MINUTES
JULY 27, 2022
Town Hall, First Floor Meeting Room

Member Attending: Pat Levine, Eileen Clarke Lauren Hyde, Scot Smith, Joshua Webb
Members of Public: Jayne Smith (Food Inspector)

Meeting called to order at 6 pm by Pat Levine

Introduction of new members: Lauren Hyde and Joshua Webb.

Approval of minutes for July 12, 2022: Motion by Scott Smith, 2nd by Eileen Clarke. Lauren and Josh abstained. Minutes approved

Pat announced that she invited the select board to join the presentation/training on the use of Narcan that will occur at the BOH meeting on September 13.

Pat reminded the board of the needle exchange and other services provided at Sheffield library on the 2nd Monday of the month during the visit of the Berkshire Harm Reduction Mobile Services van.

The resolution to the problem of beavers on Bow Wow Road was trapping them. The permit was issued.

Jayne Smith described her food inspection and food safety education work funded under a \$10,000 Grant from the FDA. The grant focuses on Education, Risk Based Assessments, and Organization of files. Jayne also outlined areas that need work to bring the town up to acceptable standards for food safety. She will continue to report to the board on these issues.

Discussion/Possible Action regarding Fee Schedule and Application Changes for Food Establishments as we transition to a risk-based inspection system. There was a presentation on this and a discussion ensued: No vote or motion. Jayne suggested she would like to write an occasional article for the Sheffield Times to help educate restaurant owners and patrons on food safety.

Discussion/Possible Action regarding Fee Schedule and Application Changes for Food Establishments. There was a presentation by Jayne and a discussion ensued. There was no vote or motion. It was decided that more research was needed, and Josh agreed to work with Jayne on the fee structure and bring back recommendations to the board. Pat noted that our fees are low based on other towns' fees.

Update on Full Circle Online Permitting Status. The company has been slow in getting this system up and running for us. Jayne is familiar with the system and is taking the lead. Pat has suggested to the Berkshire Public Health Alliance, who paid for the first two years, that the Alliance insist on an year's extension due to complete lack of service for the first year.

There was discussion on developing a Guide for Non-Profit Food Establishments and Temporary Food Events. There was no action taken.

Jayne provided the board with a review of recent inspections and requested input from the board. After discussion, she agreed to come back with set of recommendations for the September meeting.

Pat requested reimbursement for her dues for membership in the Mass Health Officers Association. Eileen moved that board funds be used to reimburse Pat \$60.00 for the dues, Lauren seconded. There was no discussion. Motion was approved. Pat abstained.

Discussion on Dates and Time of Meetings: It was agreed to meet the 2nd Tues of the Month at 5:30 pm except for the August meeting 8/16/2022 5:30 pm.

Meeting Adjourned 7:14 pm. Motion made by Scott, 2nd Pat.

Minutes recorded by Eileen Clarke, with additions by Pat Levine