

Town of Sheffield
Board of Health
Town Hall-First Floor Meeting Room
December 13, 2022
5:30 pm

Members Present: Pat Levine, Chair
Scott Smith
Lauren Hyde

Members Absent: Eileen Clarke
Joshua Webb

Others Present: Members of the Public

Chair Levine called the meeting to order at 5:30 P.M.

Approval of Meeting Minutes:

It was the consensus of the Board to table the minutes to the next meeting.

Discussion/Possible Action Regarding FY2024 Budget:

The Board reviewed the FY2024 budget. There was discussion on the clerical position, contracted services, Animal Inspector, and revolving funds. It was the consensus of the Board to get clarification and discuss at their next meeting.

Election of an Alternate to the Berkshire Public Health Alliance:

Chair Levine discussed the need for an alternate to the Berkshire Public Health Alliance in case she is unable to attend a meeting. She stated that the meetings are held via Zoom. L. Hyde asked if she could attend a meeting and then decide. Chair Levine will let her know when the next meeting is and the matter will be discussed at a future meeting.

Discussion/Possible Action on the Opportunity for a Mini-Grant for \$3,500 from the Alliance:

Chair Levine discussed the Mini-Grant that towns can apply for through the Berkshire Public Health Alliance. She stated that Pittsfield requested emergency supplies and Egremont requested PFAS testing on Town wells. Chair Levine asked the Board to think about potential requests that could be made. The matter will be discussed at a future meeting.

Discussion/Possible Action on an Inspector Payment Increase:

L. Hyde discussed her conversation with Administrator LaBombard regarding increasing the pay for the Sanitation Inspector. She stated the Board would need to submit their recommendation to the Select Board. S. Smith stated that he is currently being paid \$40 per Title V inspection and \$100 for a perc test witness. There was discussion on permit fees and how much to allocate for the Inspector. L. Hyde stated she needs to follow up with Jayne Smith about what other towns

pay their Inspector. It was the consensus of the Board to table the matter to the next meeting.

Discussion/Possible Action on making the Alliance a Sheffield Health Agent for Inspections:

Chair Levine stated she made an executive decision last week to appoint Colin Sykes from Berkshire Public Health Alliance (BPHA) as an agent for the Board to conduct a housing inspection. S. Smith stated that when they joined the BPHA they were appointed as agents. Chair Levine stated that they were unable to find any documentation. She asked the Board to ratify her action. S. Smith made a motion to ratify the appointment of Colin Sykes from the Berkshire Public Health Alliance to conduct housing inspections, seconded by L. Hyde. The motion carried 3-0.

S. Smith made a motion to appoint Berkshire Public Health Alliance inspectors to serve as agents for the Town, seconded by L. Hyde. The motion carried 3-0.

Update on Current Housing Issue:

Chair Levine discussed the recent housing inspection where the residence was condemned. She stated the occupant has to clean-up the residence and a re-inspection must be conducted. The Great Barrington Housing Authority is involved in the matter.

Update on the BOH Role Regarding Abandoned Houses:

Chair Levine stated she had an inquiry from the Housing Commission regarding the Housing Production Plan that was created. She stated the Housing Commission is looking at using abandoned buildings and rehabilitating them with Construct. There was discussion on the receivership program through the Attorney General's Office. S. Smith discussed a house that the Board condemned years ago that was rehabbed by the program with the Attorney General. Chair Levine stated that the Housing Commission has more work to do before there is any further discussion.

Board Member Items:

L. Hyde asked who was responsible for cleaning up the residence that was recently inspected. Chair Levine stated it is the tenant's responsibility to pay any expenses for clean-up.

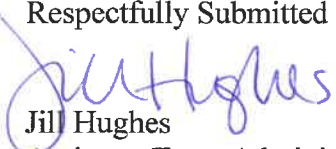
Public Comment:

George Oleen inquired about the cost of the food license for the American Legion. Chair Levine stated that there is no license fee as they are a non-profit and the fee is for the inspection. She will reach out to Jayne Smith regarding the matter.

S. Smith made a motion to adjourn the meeting, seconded by L. Hyde. The motion carried 3-0.

Chair Levine adjourned the meeting at 6:26 pm.

Respectfully Submitted by:


Jill Hughes

Assistant Town Administrator

Documents reviewed at the meeting:
Draft Meeting Minutes
FY2024 Budget