

**TOWN OF SHEFFIELD  
BOARD OF HEALTH  
AUGUST 14, 2017  
FIRST FLOOR MEETING ROOM  
6:00 PM**

Board Members Present: Sarah Gulotta, Chairman  
David A. Smith, Jr.  
Eileen Clarke  
Walter Hewins III

Board Members Not Present: David Lewis

Others Present: Jill Hughes, Board Secretary  
Members of the public (see sign in sheet)

Chairman S. Gulotta called the meeting to order at 6:02 pm.

**Problem with Septic Installation on Barnum Street:** Sanitation Inspector Scott Smith was present to speak to the Board about the issues with the septic installation. Mr. Smith is recommending that the installer's license not be renewed next year. A discussion ensued.

**Update Complaint on Silver Street:** D. Smith, Jr. informed the Board of the site visit he conducted on the property and the Board reviewed the letter that was sent to MassDEP dated July 20, 2017. The owners of the property were present. A discussion ensued. The Board asked the owners to remove the motorcycle from the property. According to the owners this has already been taken care of.

**Reorganization of the Board:** The Board discussed keeping the same Chairman and Vice Chairman as last year. **D. Smith, Jr. motioned, with a second from W. Hewins III to nominate Sarah Gulotta as Chairman and David Smith, Jr. as Vice Chairman of the Board. The motion passed 4-0.**

**Interview Candidate for Food Inspector:** The Board interviewed Michelle Nourse for the position of Food Inspector. Ms. Nourse has several years of experience as Director of Food Service in the healthcare industry. A discussion ensued. **S. Gulotta motioned, with a second from E. Clarke to make a recommendation to the Board of Selectmen to hire Michelle Nourse for the position of Food Inspector. The motion passed 4-0.**

**Discussion on Solid Waste Regulations:** The Board reviewed the regulations and a discussion ensued. It was the consensus of the Board to discuss it further at their next meeting.

**Update on 730 South Main Street:** The Board reviewed and discussed an email from the Attorney General's office dated July 26, 2017. The court has allowed the receiver's motion. They are filing for dismissal and then the case will be closed.

**Discussion on Inspection Fees:** The Board reviewed a proposal for inspection fees. There was discussion in charging food establishments \$25.00 if the Inspector had to conduct a re-inspection due to violations. It was the consensus of the Board to discuss this further at their next meeting. The Board discussed increasing the pay for the Food Inspector from \$27.00 to \$30.00 per inspection. *D. Smith, Jr. motioned with a second from E. Clarke to increase the pay for the Food Inspector from \$27.00 to \$30.00. The motion passed 4-0.*

The Board discussed the regulations on frozen desserts and a fee for the frozen dessert license. *D. Smith, Jr. motioned, with a second from S. Gulotta to charge \$25.00 for a frozen dessert license. The motion passed 4-0.*

The Board will send a letter to Blue Door Market and Café regarding their soft serve ice cream machine.

**Approval of Minutes:** The minutes were tabled until the next meeting due to lack of a quorum of those present at the previous meeting.

**Upcoming Conferences/Mail:** The Board reviewed an email dated August 8, 2017 from BCBOHA regarding upcoming events.

**Berkshire Public Health Alliance:** The next Alliance Governing Board meeting will be September 21, 2017.

**Clerk's Report:** The clerk reported that the State Epidemiology Lab called to inform us that a sample tested positive for West Nile Virus and that they are bird biting mosquitoes. Berkshire County Mosquito Control will be in contact with us.

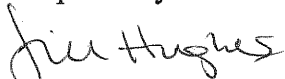
**Public Inquiries:** There were no public inquiries.

*S. Gulotta motioned, with a second from W. Hewins III to adjourn the meeting. The motion passed 4-0.*

The meeting adjourned at 7:00 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: Meeting Agenda, Sign in sheet, Draft minutes from 7/10/17, 7/20/17 letter to MassDEP regarding Silver Street complaint, Solid Waste Regulations, 7/26/17 email from Attorney General's Office, Inspection fee proposal, Frozen dessert regulations, 8/8/17 email from BCBOHA.

Respectfully submitted by:



Jill Hughes

Board Secretary

## Board of Health

Date: August 14, 2017

Name – PLEASE PRINT	Street, Town
1. David West	636 Silver St Sheffield
2. Andrew West	636 Silver St Sheffbrook
3. Scott Smith	882 BORDMAN ST
4. Michelle Wouse	1717 Home Rd Sheffield
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