

**TOWN OF SHEFFIELD
BOARD OF HEALTH
SEPTEMBER 11, 2017
FIRST FLOOR MEETING ROOM
6:00 PM**

Board Members Present: Sarah Gulotta, Chairman
David A. Smith, Jr.
Eileen Clarke
David Lewis

Board Members Not Present: Walter Hewins III

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

Chairman S. Gulotta called the meeting to order at 6:03 pm.

Discussion on Solid Waste Regulations: The Board reviewed the Regulations for Refuse and Recycling Collection. A discussion ensued regarding the semi-annual report that haulers are supposed to provide that is listed under Section (B) Rules-Recycling #6. **S. Gulotta motioned, with a second from D. Smith, Jr. to send a letter to all trash haulers along with their license renewals, requesting them to provide a semi-annual report. The motion passed 4-0.**

Discussion on Inspection Fees: This item was discussed at the previous meeting. The Board reviewed a proposal for inspection fees. There was a discussion about charging food establishments \$25.00 if the Inspector had to conduct a re-inspection due to violations. The Inspector would be paid \$20.00 for conducting the inspection. **D. Smith, Jr. motioned with a second from D. Lewis to make a recommendation to the Board of Selectmen to charge food establishments a re-inspection fee of \$25.00 if violations were found and the Inspector has to revisit and to pay the Inspector \$20.00. A letter will be sent to proprietors informing them of the change when license renewal letters go out in December. The motion passed 4-0.**

Complaint on Pine Lane: The Board received a complaint about household trash being outside of a residence, unregistered vehicles and construction equipment on the property. The unregistered vehicles are a police matter and the construction equipment is under the purview of the Zoning Enforcement Officer. Chief Eric Munson went to the residence and reported to the Board that there was no household trash, but there is a garbage toter at the end of the driveway. The clerk informed the Board that she contacted the person making the complaint to inform them that since there is no trash it is not a Board of Health matter and that the other issues have been forwarded to the proper departments.

Approval of Minutes: The Board reviewed draft meeting minutes from July 10, 2017. **D. Smith, Jr. motioned, with a second from D. Lewis to approve the July 10, 2017 minutes as written. The motion passed 3-0.** S. Gulotta did not vote.

The Board reviewed draft meeting minutes from August 14, 2017. **D. Smith, Jr. motioned, with a second from S. Gulotta to approve the August 14, 2017 minutes as written. The motion passed 3-0.** D. Lewis did not vote.

Review of the Municipal Board of Health Tobacco and Public Health Policy Program RFR from Tri-Town Health Department: The Board reviewed the August 31, 2017 letter from Tri-Town Health. A discussion ensued. It was the consensus of the Board to discuss this further at their next meeting.

October Meeting Schedule: The Board discussed changing their meeting date in October, since it falls on Columbus Day. **S. Gulotta motioned, with a second from D. Smith, Jr. to have their next meeting on Monday, October 2, 2017 @ 6pm. The motion passed 4-0.**

Upcoming Conferences/Mail: There was no mail or conferences to discuss.

Berkshire Public Health Alliance: The next Alliance Governing Board meeting will be September 21, 2017. E. Clarke plans on attending.

Clerk's Report: The clerk spoke to the Board about mileage reimbursement for the Food Inspector. A discussion ensued. **S. Gulotta motioned, with a second from D. Lewis to pay the Food Inspector mileage from Town Hall and back when she is doing inspections. The motion passed 4-0.**

The clerk informed the Board that they have not received a response from Blue Door Market and Café regarding their soft serve ice cream machine. A discussion ensued. It was the consensus of the Board to send another letter. **S. Gulotta motioned, with a second from D. Lewis to send a second letter to Blue Door Market & Café regarding their soft serve ice cream machine. The motion passed 4-0.**


Public Inquiries: There were no public inquiries.

D. Smith, Jr. motioned, with a second from D. Lewis to adjourn the meeting. The motion passed 4-0.

The meeting adjourned at 6:38 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 and 8/14/17, Solid Waste Regulations, Inspection fee proposal, Memo regarding complaint on Pine Lane, 8/31/17 Tri-Town Health letter.

Respectfully submitted by:


Jill Hughes
Board Secretary

Board of Health

Date: September 11, 2017

Name – PLEASE PRINT

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