

**TOWN OF SHEFFIELD
BOARD OF HEALTH
OCTOBER 2, 2017
FIRST FLOOR MEETING ROOM
6:00 PM**

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

Board Members Not Present: Walter Hewins III
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 6:00 pm.

Approval of Minutes: The Board reviewed draft meeting minutes from September 11, 2017. *D. Smith, Jr. motioned, with a second from E. Clarke to approve the September 11, 2017 minutes as written. The motion passed 3-0.*

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 about joining the tobacco control collaborative with Tri-Town. *S. Gulotta motioned, with a second from D. Smith, Jr. to not participate in the Board of Health collaborative tobacco program. The motion passed 3-0.*

Report from Food Inspector: The clerk informed the Board about recent inspections the Food Inspector has conducted. A discussion ensued about ServSafe and regulations for food establishments.

Discussion on Title V: There was a recent failed Title V inspection at 33 Kellogg Road. There is a buyer under contract to purchase the property who is arranging for repairs to be made. The buyer is requesting a letter from the Board so they can have it for their closing. Sanitation Inspector Scott Smith asked the Board to send a letter stating that the repairs need to be made, but at this time the system is functioning and does not pose any health risk and that the repairs be made by December 31, 2017. The Board reviewed a draft letter. *D. Smith, Jr. motioned, with a second from S. Gulotta to approve and sign the letter regarding 33 Kellogg Road. The motion passed 3-0.*

Upcoming Conferences/Mail: BCBOHA Fall Dinner is November 9, 2017.

Berkshire Public Health Alliance: The Alliance Governing Board meeting was canceled. A new date has not been set.

Clerk's Report: The clerk had nothing to report.

Public Inquiries: There were no public inquiries.

D. Smith, Jr. motioned, with a second from E. Clarke to adjourn the meeting. The motion passed 3-0.

The meeting adjourned at 6:12 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 9/11/17, 8/31/17 Tri-Town Health letter, 9/27/17 and 10/2/17 letters regarding 33 Kellogg Road.

Respectfully submitted by:



Jill Hughes
Board Secretary

Board of Health

Date: October 2, 2017

Name – PLEASE PRINT

Street, Town

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