

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

Board Members Present: David A. Smith, Jr.  
Eileen Clarke  
Walter Hewins, III  
David Lewis

Board Members Not Present: Sarah Gulotta, Chairman

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

Vice Chairman D. Smith, Jr. called the meeting to order at 6:04 pm.

**Approval of Minutes:** The minutes from November 13, 2017 were tabled until the next meeting due to a lack of a quorum of those present at the previous meeting.

**Approval of 2018 Licenses:** The Board reviewed the list of licenses for 2018. A discussion ensued regarding the recommendation from Sanitation Inspector Scott Smith to not allow Paul Giardina of All Star Excavation to have a 2018 Disposal Works Installers License because of the issues with prior installations in town. W. Hewins, III did not participate in the discussion. *D. Lewis motioned, with a second from E. Clarke to approve all the 2018 Board of Health Licenses with the exception of the Disposal Works Installers License for All Star Excavation per the recommendation of the Sanitation Inspector. The motion passed 3-0.* W. Hewins, III did not vote. D. Smith, Jr. informed the clerk to invite Mr. Giardina from All Star Excavation to attend a meeting with the Board if he inquires about his license.

**Upcoming Conferences/Mail:** The Board reviewed a flyer for the Hazard Mitigation Plan. It was the consensus of the Board to discuss it at their next meeting and see if they have any recommendations.

**Berkshire Public Health Alliance:** E. Clarke attended the Governing Board meeting on November 30<sup>th</sup>. She gave the Board a brief overview of the matters that were discussed.

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

**Public Inquiries:** Martin Mitsoff was present and asked if Race Brook Lodge has submitted any paperwork regarding their proposed subdivision. D. Smith, Jr. responded that there has not been any paperwork submitted.

*D. Lewis motioned, with a second from E. Clarke to adjourn the meeting. The motion passed 4-0.*

The meeting adjourned at 6:10 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 11/13/17, List of 2018 Licenses, Hazard Mitigation flyer.

Respectfully submitted by:

A handwritten signature in cursive script, appearing to read "Jill Hughes".

Jill Hughes  
Board Secretary

## Board of Health

Date: December 11, 2017

Name – PLEASE PRINT

Street, Town

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