

**TOWN OF SHEFFIELD
BOARD OF HEALTH
DECEMBER 14, 2015
DOWNSTAIRS MEETING ROOM
6:00 PM**

Board Members Present: Priscilla B. Cote, Chairman
Sarah Gulotta
Fred Panitz
David A. Smith, Jr.

Board Members Not Present: Scott Smith

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

Chairman P. Cote called the meeting to order at 6:00 pm.

Pine Grove Cemetery-Land Addition: Colin Smith was present for the Cemetery Association. The Board reviewed a letter from Robert Mercurio requesting permission from the Town to bury on land adjoining the Cemetery that was donated by the Chase family in 1972 and a discussion ensued. The Board will look into whether they have to hold a public hearing on the matter and get back to the Association. **D. Smith, Jr. motioned, with a second from S. Gulotta to approve the plan from the Cemetery Association as submitted as long as there is no need for a public hearing. The motion passed 4-0.**

Discussion with Gt. Barrington Board of Health Agent: Jayne Smith was present to speak to the Board about coordinating support measures between our towns. A discussion ensued about Tobacco Regulations and the on-line permitting grant with Berkshire Regional Planning Commission. Ms. Smith also spoke about Opioid abuse and about collaborating with towns so they can work together on the issue. Chairman Cote and S. Gulotta would like to take part in future meetings on that issue.

Septic Upgrade: Mike Parsons was present in the audience and spoke to the Board about a septic that needs to be upgraded on Bow Wow Road. Since the Sanitation Inspector was not present at the meeting, Mr. Parsons will get back to the Board at a future date with a proposal.

Minutes: The Board reviewed draft meeting minutes from November 9, 2015. **S. Gulotta motioned, with a second from D. Smith, Jr. to approve the November 9, 2015 minutes as written. The motion passed 4-0.**

Dewey Court-Heating: Chairman Cote informed the Board about a complaint we received from a resident at Dewey Court. There has been an ongoing issue with apartments not having adequate heat. Chairman Cote spoke to Brad Gordon, Executive Director of Berkshire County Regional Housing Authority, who stated that the heating system is in the process of being

replaced, but they are waiting on the contractor to start. A letter was also sent to Mr. Gordon expressing urgency in completing the project as colder weather will be coming. Chairman Cote will follow up.

Update 730 South Main Street: Chairman Cote informed the Board that the Receiver got approval for the loan for construction costs. S. Smith and S. Gulotta will conduct an inspection and produce a report of their findings on the Receiver's progress. The next court date is January 13, 2016.

Food Inspection Fees: Chairman Cote informed the Board that license renewal letters were sent out and businesses were asked to pay for their food inspection fees in advance.

FY2017 Annual Budget: Proposed budgets are due January 5, 2016. The Board reviewed the letter from the Town Administrator and a discussion ensued. Chairman Cote will work with the Board secretary on the budget and get it submitted.

Upcoming Conferences/Mail: There were no conferences or mail to review.

Berkshire Public Health Alliance: Chairman Cote informed the Board that the Alliance has increased their inspection fees to \$75.00 per hour.

Clerk's Report: The clerk reminded the Board to review the Air Quality report that was conducted at Town Hall.

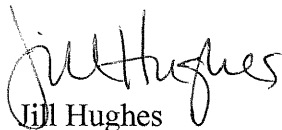
A discussion ensued about the two properties that the Board inspected and referred to the Building Inspector for building code violations. Chairman Cote will draft a memo to Tom Carmody asking for an update.

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

The meeting adjourned at 6:54 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; 11/9/15 draft meeting minutes; 12/8/15 letter from Pine Grove Cemetery Association; 12/10/15 email re: Online Permit forms; 12/10/15 FY2017 Budget letter.

Respectfully submitted by:


Jill Hughes
Board Secretary