

**TOWN OF SHEFFIELD
BOARD OF HEALTH
JUNE 13, 2016
DOWNSTAIRS MEETING ROOM
6:00 PM**

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

Others Present: Members of the public (see sign in sheet)

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

Approval of Minutes: The Board reviewed draft meeting minutes from May 9, 2016. *D. Lewis motioned, with a second from S. Smith to approve the May 9, 2016 minutes as written. The motion passed 4-0.*

Board of Health On-Line Permitting: Food Inspector Sally Munson was present to speak to the Board about the grant through the Berkshire Public Health Alliance. She informed the Board that she has been attending the food safety trainings and has to complete 32 on-line courses for the program. A discussion ensued. At 6:10 pm D. Smith, Jr. entered the meeting. Sally asked the Board to be reimbursed for her time to complete the on-line courses. The Board asked her to submit a tentative budget for what it would cost so they can review and approve it. Sally informed the Board that the next food safety training is June 27th.

Update on Race Brook Lodge Wastewater Treatment System: David Rothstein distributed a Status Report dated 6/13/16 and explained that during the second phase of construction engineering problems were discovered. A provisional pumping system from the existing septic to the new septic storage tank was installed to demonstrate their commitment to comply with the consent order. MassDEP has imposed a June 30, 2016 deadline on completing the transfer system. Mr. Rothstein asked the Board if they would allow the continued use of the provisional pumping system until the transfer system can be re-engineered and to also provide time to find financing to cover the additional costs. A discussion ensued. S. Smith informed Mr. Rothstein that DEP would have to grant permission and if it was okay with them the Board would also agree to it. Mr. Rothstein will send a letter to MassDEP and copy the Board on it.

At 6:33 pm D. Smith, Jr. excused himself to attend the Board of Selectmen meeting upstairs.

Title V Inspections: The Board reviewed a letter dated 5/6/15 that the Sanitation Inspector sent to homeowners that had a failed title v inspection in 2014, informing them that a failed system must be upgraded within two years. A discussion ensued over whether to require mandatory pumping of the system or to impose fines, since it has now been over two years. The Board decided to send another letter to the homeowners asking them what their intentions are for upgrading the system and explaining the consequences if they do not comply. S. Smith will contact MassDEP to see what they recommend. He also mentioned that there are a few other properties that have also failed title v and need to be upgraded.

Update 730 South Main Street: Chairman Cote conducted an inspection of the home in May and wrote a report of her observations to be submitted to the court. She also stated that she made contact with the owner about picking up personal belongings and a discussion ensued.

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

Berkshire Public Health Alliance: Chairman Cote attended the meeting on June 9th and informed the Board that the Alliance needs to hire an inspector and is looking into sharing services with other towns. There was also discussion on a grant for climate change. The next Alliance meeting is on September 8th.

Clerk's Report: The clerk was not present at the meeting. Chairman Cote informed the Board that her term is up on June 30th and she will not be seeking reappointment to the Board of Health.

Chairman Cote informed the Board that Tobacco inspections need to be conducted. D. Lewis and S. Gulotta volunteered to do those. She stated that she would be doing the inspection at the Tanning Salon this week.

S. Smith informed the Board that his term is up on June 30th and he will not be seeking reappointment to the Board of Health, but would like to continue as the Sanitation Inspector.

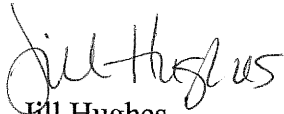
Public Comment: Susan and Robert Butler were present and asked the Board if they were the granting authority for recreational camping on vacant land. S. Smith informed the Butlers that there is no recreational camping allowed in Sheffield and a brief discussion ensued.

S. Smith motioned, with a second from S. Gulotta 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; 5/9/16 draft meeting minutes; 5/6/15 Title v inspection letter; 6/5/16 letter from P. Cote; 6/13/16 status report for Race Brook Lodge wastewater treatment system; 6/13/16 letter from Susan & Robert Butler.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "Jill Hughes". The signature is written in a cursive style with a large initial "J".

Jill Hughes
Board Secretary