

**TOWN OF SHEFFIELD
BOARD OF HEALTH
AUGUST 24, 2016
DOWNSTAIRS MEETING ROOM
6:00 PM**

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

Board Members Not Present: David Lewis

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

S. Gulotta called the meeting to order at 6:00 pm.

Meet with Food Inspector to discuss BOH On-Line Permitting: Food Inspector Sally Munson was present to speak to the Board. Sally spoke about the on-line classes she is taking so she will be in compliance with FDA regulations and a discussion ensued.

At 6:10 p.m. David Smith, Jr. entered the meeting.

The Board discussed the on-line permitting program and sending a letter to the Alliance. The Board decided they would ask Laura Kitross, Director of the Berkshire Public Health Alliance if she would attend their September Board meeting so they can get more information and ask questions.

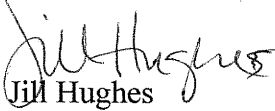
Clerk's Report: Chairman Gulotta informed the Board that Tobacco inspections have been completed. One of the businesses had no tobacco signage and would need to be sent a letter.

D. Smith, Jr. 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; 7/8/16 letter from S. Munson; 7/6/16 email from M. Maloy.

Respectfully submitted by:


Jill Hughes
Board Secretary