

**TOWN OF SHEFFIELD
BOARD OF HEALTH
DECEMBER 12, 2016
FIRST FLOOR MEETING ROOM
6:00 PM**

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

Board Members Not Present: Sarah Gulotta

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

D. Lewis called the meeting to order at 6:03 pm.

Discussion on Septic System at 1780 North Main Street: The Board reviewed a 12/5/16 email from Attorney Gail Garrett regarding the property. Ms. Garrett's client is interested in purchasing the property and using it for storage and agricultural use, so there is no need for well or septic. The buyer would like to remove the bathroom from the premises and is asking what the Board would require for this. The Board also reviewed a recommendation on this matter from Sanitation Inspector Scott Smith. Mr. Smith recommends that the tank be crushed and filled in and that the work would require an inspection. A discussion ensued. **D. Lewis motioned, with a second from W. Hewins, III to accept the Sanitation Inspector's recommendation. The motion passed 4-0.**

Approval of Minutes: The Board reviewed draft meeting minutes from November 14, 2016. **D. Lewis motioned, with a second from E. Clarke to approve the November 14, 2016 minutes as written. The motion passed 4-0.**

FY 2018 Budget: The Board reviewed and discussed the current FY2017 budget. Budgets for FY 2018 are due to be submitted in January. The Board will discuss again at next month's meeting.

Schedule of License, Permit & Inspection Fees for 2017: The Board reviewed and discussed license, permit and inspection fees. **D. Lewis motioned, with a second from E. Clarke to keep the license, permit and inspection fees the same as last year. The motion passed 4-0.**

Update on 665 North Main Street: The Board reviewed and discussed the Affidavit of Service from the Sheriff's Office. The Order to Correct could not be served to the owner of the property. The Order has been sent to a mailing address via Certified Mail to the owner's place of business. The Board decided that if the certified letter is not picked up then they would contact the Sheriff's Office in Connecticut to have the owner served there.

Upcoming Conferences/Mail: The Board reviewed an email dated 11/29/16 from the Western Mass Public Health Association regarding upcoming trainings.

The Board reviewed and discussed a letter dated 11/28/16 from a landlord regarding the no heat complaint the Board received from his tenant.

The Board reviewed a 12/7/16 file note from the clerk regarding a complaint MassDEP received about illegal dumping on Silver Street. A discussion ensued.

The Board reviewed a 12 month Agreement for Operator Services dated 11/10/16 from Anthony Campetti regarding Race Brook Lodge.

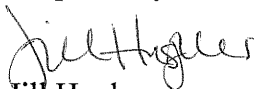
Berkshire Public Health Alliance: The Board is not aware of any upcoming meetings.

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

The meeting adjourned at 6:31 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 11/14/16, FY 2017 budget printout, 2016 Schedule of License, Permit & Inspection fees, Affidavit from Sheriff's Office, 11/29/16 email from WMPHA, 11/28/16 letter from Mr. Olivieri, 12/7/16 file note from clerk, 11/10/16 Agreement for Operator Services re: Race Brook Lodge.

Respectfully submitted by:



Jill Hughes
Board Secretary

Board of Health

Date: December 12, 2016

Name – PLEASE PRINT	Street, Town
1. TOM WHALEN	1820 N. MAIN STREET Shofft
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