

**TOWN OF SHEFFIELD
BOARD OF HEALTH
JANUARY 9, 2017
FIRST FLOOR MEETING ROOM
6:00 PM**

Board Members Present: Sarah Gulotta, Chairman
David A. Smith, Jr.
Eileen Clarke

Board Members Not Present: David Lewis
Walter Hewins III

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

Chairman Gulotta called the meeting to order at 6:09 pm.

Approval of Minutes: The Board reviewed draft meeting minutes from December 12, 2016. *E. Clarke motioned, with a second from D. Smith, Jr. to approve the December 12, 2016 minutes as written. The motion passed 3-0.*

FY 2018 Annual Budget: The Board reviewed the current FY2017 budget. The Board discussed what they would like to request for a FY2018 annual budget. *S. Gulotta motioned, with a second from D. Smith, Jr. to keep the budget the same as last year at \$7,241.00. The motion passed 3-0.*

Complaint regarding property on Silver Street: The Board received a letter from MassDEP dated 12/14/16 regarding a complaint they received on the property. MassDEP is requesting that the Board investigate the matter and take appropriate action. Chairman Gulotta stated that she left a voicemail for the owner of the property, but never received a call back. She did drive by the property and did not see anything from the road. A discussion ensued. The Board decided to write a response to MassDEP stating that they would continue to try to contact the owners to do a site visit in the spring. *S. Gulotta motioned, with a second from D. Smith, Jr. to send a letter to MassDEP. The motion passed 3-0.*

Complaint regarding property on North Undermountain Road: There was an error on the agenda. The property was listed as South Undermountain Road, when it should have been North Undermountain Road. Chairman Gulotta informed the Board about a complaint we received about mold in a house from a tenant who no longer lives there. She spoke to both the tenant and the owner about the complaint. The matter is currently in court. A discussion ensued. The Board decided to write a letter to the tenant informing her that she should see her Doctor if she has health concerns. A letter will also be written to the owner informing her that the Board has decided not to investigate the matter any further and that due to the condition of the property it should not be occupied at this time. *S. Gulotta motioned, with a second from E. Clarke to send the letters as discussed. The motion passed 3-0.*

Update on 665 North Main Street: The owner of the property received the Order to Correct. A discussion ensued. Chairman Gulotta will contact the owner to schedule a follow up house inspection. *D. Smith, Jr. motioned, with a second from S. Gulotta to schedule a house inspection. The motion passed 3-0.*

Upcoming Conferences/Mail: The Board reviewed an email dated 1/4/17 from BRPC about a workshop on Municipal Actions on Marijuana Legalization to be held on January 26, 2017.

The clerk handed out a draft RCC Permit for a Recycling Operation from MassDEP dated 1/6/17 for the Board to review before their next meeting.


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

S. Gulotta motioned, with a second from D. Smith, Jr. to adjourn the meeting. The motion passed 3-0.

The meeting adjourned at 6:33 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 12/12/16, FY 2017 budget printout, FY2018 Annual Budget letter, 12/14/16 Letter from MassDEP re: complaint on Silver Street, 12/22/16 complaint on North Undermountain Road, 1/4/17 email from BRPC re: workshop, 1/6/17 Draft RCC Permit Recycling Operation from MassDEP.

Respectfully submitted by:


JHP Hughes
Board Secretary

Board of Health

Date: January 9, 2017

Name – PLEASE PRINT

Street, Town

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