

**TOWN OF SHEFFIELD  
BOARD OF HEALTH  
MAY 8, 2017  
FIRST FLOOR MEETING ROOM  
6:00 PM**

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

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

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

**Approval of Minutes:** The Board reviewed draft meeting minutes from April 10, 2017. *D. Smith, Jr. motioned, with a second from E. Clarke to approve the April 10, 2017 minutes as written. The motion passed 4-0.* W. Hewins III did not vote.

**Complaint on Main Street:** Chairman Gulotta informed the Board that a complaint was received from the tenant regarding the second egress. An inspection was conducted on May 2, 2017 and a discussion ensued. The Board reviewed and discussed the draft Order to Correct that will be sent to the owner of the building. *D. Smith, Jr. motioned, with a second from D. Lewis to send the Order to Correct as written. The motion passed 5-0.*

**Update on 730 South Main Street:** The Board reviewed and discussed an email dated 5/4/17 from the Attorney General's Office stating that the receiver has marketed the property and received and accepted an offer. He will need to file a motion with the court to approve the sale. A discussion ensued. The Board also reviewed the Title V Inspection Report.

**Upcoming Conferences/Mail:** The Board reviewed an email from Katie Cliff Burns dated 4/14/17 requesting the Board send a letter to Governor Baker about not wanting pipelines coming through Massachusetts. *D. Smith, Jr. motioned, with a second from D. Lewis to take no action on the request. The motion passed 5-0.*

**Berkshire Public Health Alliance:** There was nothing to report.

**Clerk's Report:** The clerk updated the Board on the Legal Entry and Liability training that she attended on April 25<sup>th</sup>.

**Public Inquiries:** There were no public inquiries.

*D. Smith, Jr. motioned, with a second from D. Lewis to adjourn the meeting. The motion passed 5-0.*

The meeting adjourned at 6:21 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 4/10/17, Complaint and draft Order to Correct for Main Street property, 5/4/17 email from Attorney General's Office, Title V Inspection Report for 730 S Main St, 4/4/17 email from K. Cliff Burns.

Respectfully submitted by:

  
Jill Hughes  
Board Secretary

**Board of Health**

Date: May 8, 2017

- |     | <b>Name – PLEASE PRINT</b> | <b>Street, Town</b>      |
|-----|----------------------------|--------------------------|
| 1.  | MIKE PARSONS               | PO BOX 88 Gt. Barrington |
| 2.  | MARTIN MITSOFF             | S. UNDERMTN RD           |
| 3.  |                            |                          |
| 4.  |                            |                          |
| 5.  |                            |                          |
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