

Shutesbury Board of Health  
December 1, 2021, 7 pm  
Virtual meeting.

Present: Catherine Hilton, chair; Norene Pease, Arleen Read, Garrett Simonsen, board members; Wm Levine joined briefly after 7:30.

**Actions taken:**

Minutes of previous meeting were approved.

BOH responsibilities in the Open Space and Recreation Plan were reviewed and accepted.

Arleen was authorized by the board to work with town administrator on the Town Hall Covid policy, clarifying language about testing requirements and adding language about encouraging all recommended booster shots. Also, Cat will look into getting a second shutesbury.org e-mail for Arleen's work in disease investigation.

Regarding the determination of the Open Meeting Law complaint: an e-mail sent by a board member was found to constitute an illegal meeting. This was the only violation. As corrective action the board must make public the contents of that message. The board agreed to read the message at the next meeting, after posting it in the agenda for that meeting, and to incorporate it into the minutes. There was also discussion of posting the letter from the Attorney General's office on our website.

**Updates:**

56 Wendell Road demolition - no word from the owner.

COVID cases: there are currently some cases in a single household.

7:45 adjourn