

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
WORKING MEETING  
FEBRUARY 6, 2015  
TOWN HALL  
10:15 AM**

Board Members Present: David A. Smith, Jr., Chairman  
Nadine A. Hawver, Clerk  
Rene C. Wood

Others Present: Rhonda LaBombard, Town Administrator  
Alicia Dulin, Assistant to Town Administrator

Chairman Smith called the meeting to order at 10:15 AM.

**SPECIAL TOWN ELECTION:**

Administrator LaBombard reviewed that the special Town Meeting on the matter of the SBRSD borrowing for the roof and boilers projects is scheduled for March 2<sup>nd</sup> at 7pm in the SBRSD school auditorium. The Special Election regarding debt exclusion on said bond requires a 35 day notice to the Town Clerk and once it is scheduled, it cannot be cancelled.

Selectman Wood moved to hold the Special Town Election, as presented, on March 16, 2014, seconded by Selectman Hawver. The motion carried unanimously.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DOCUMENTS:**

Several documents, which were to be discussed at the February 2, 2014 Selectman's meeting were now brought before the Board for action, as the previous meeting was cancelled due to snow. The Inter-Local Agreement between the two towns and its terms were discussed, with it being noted that it was the same agreement signed between Sheffield and Great Barrington for FY14 CDBG, with the exception of a non-essential word and the placement of a phrase earlier in the document.

Selectman Wood moved accept the Inter-Local Agreement for Multi-Town Participation in the FY2015 MA CDBG between the Towns of Becket and Sheffield, as presented, and to authorize the Board's Chairman to sign the Agreement, seconded by Selectman Hawver. The motion carried unanimously.

Next reviewed was Amendment C to the Town's ADA Self Evaluation and Transition Plan, which would be updated by the proposed Amendment to include the December 4, 2014 evaluation of accessibility done at the Bushnell-Sage Library and the Police Station and the evaluation's findings.

Selectman Wood moved accept Amendment C to the Town's ADA Self Evaluation and Transition Plan, dated February 14, 2008, as presented, seconded by Selectman Hawver. The motion carried unanimously.

**BOARD OF SELECTMEN’S BUDGET:**

Administrator LaBombard presented a draft budget for the Board of Selectman’s office. Discussion ensued focused on the accountant’s salary and health care insurance costs, which are carried in another portion of the Town’s budget. There was discussion of going out to bid for health care insurance; Administrator LaBombard said she would check on several items regarding this matter.

Selectman Hawver moved to accept the draft Board of Selectman’s Budget, as presented, seconded by Selectman Wood. The motion carried unanimously.

**MEETING MINUTES:**

Outstanding minutes were reviewed, including minutes from January 15, and January 20, 2015.

Selectman Wood moved to approve the meeting minutes for January 15, 2015 and January 20, 2015, as amended; seconded by Selectman Hawver. The motion carried unanimously.

Selectman Wood volunteered to keyboard Ms. Dulin’s draft minute meeting notes so a draft of this working session meeting could be submitted with the 2015 CDBG application.

**EXECUTIVE SESSION:**

Selectman Wood motioned to enter Executive Session to discuss collective bargaining negotiations with the Police Union and not to return to Open Session, seconded by Selectman Hawver with the following roll call vote: Selectman Hawver: AYE; Selectman Wood: AYE; Chairman Smith: AYE.

The Board entered Executive Session at 10:30 AM.

Respectfully submitted:

Rene C. Wood

Documents reviewed at this meeting:

Inter-Local Agreement for Multi-Town Participation in the FY2015 MA CDBG between the Towns of Becket and Sheffield,  
Amendment C to the town of Sheffield’s ADA Self-Evaluation and Transition Plan dated 2/14/2008, as amended on 1/27/14