

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
FEBRUARY 23, 2015
TOWN HALL
7:00 PM**

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

Board Members Absent: Nadine A. Hawver, Clerk

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

Chairman Smith opened the meeting at 7:00 PM.

Chairman Smith stated that Selectman Hawver was not present due to her flight home from vacation being canceled.

APPROVAL OF MEETING MINUTES:

Selectman Wood moved to approve the meeting minutes from the January 30, 2015 and February 11, 2015 meetings as amended, seconded by Chairman Smith. The motion carried unanimously.

PUBLIC HEARING – NATIONAL GRID POLE LOCATION – EAST STAHL ROAD:

Chairman Smith opened the public hearing at 7:02 PM. A representative from National Grid was present. He stated that the petition was to set a mid-span pole to connect the Kradel property for a solar array. There were no public comments. Selectman Wood moved to close the public hearing, seconded by Chairman Smith. The motion carried unanimously. Chairman Smith closed the public hearing at 7:04 PM. Selectman Wood moved to approve National Grid's petition for a pole location on East Stahl Road as presented, seconded by Chairman Smith. The motion carried unanimously.

RESIGNATION – ZONING BYLAW REVIEW COMMITTEE:

Chairman Smith stated that Anthony Gulotta has submitted a letter resigning from the Zoning Bylaw Review Committee. Selectman Wood moved to accept Anthony Gulotta's resignation from the Zoning Bylaw Review Committee and send him a letter of thanks, seconded by Chairman Smith. The motion carried unanimously. Discussion ensued regarding the need for a member from the Conservation Commission, the Planning Board and a member from the public for the Zoning Bylaw Review Committee. Selectman Wood stated that the Zoning Bylaw Review Committee meets once a month for an hour and a half. She stated that if anyone is interested in serving on this Committee they should submit a letter of interest.

APPOINTMENT – AGRICULTURAL COMMISSION:

Chairman Smith stated that Amelia Conklin had requested appointment to the Agricultural Commission. Selectman Wood moved to appoint Amelia Conklin to the Agricultural Commission for a term to expire on June 30, 2017, seconded by Chairman Smith. The motion carried unanimously.

DESIGNER SELECTION PROCUREMENT PROCEDURES:

Selectman Wood stated that procurement procedures are required for the Architect Selection Process for the architectural barrier removal at the Town Hall. She stated that she and Administrator LaBombard have drafted the procurement procedures for the Board's review. Selectman Wood moved to adopt the procurement procedures as presented, seconded by Chairman Smith. The motion carried unanimously.

APPROVAL OF LETTER OF RENEWABLE THERMAL CMRS:

Selectman Wood stated that at the Board's last meeting she drafted a letter to the Deputy Director of Renewable and Alternative Energy Development requesting that the corresponding CMRs be structured to increase the payback to the Commonwealth by reducing the investment costs incurred by municipal and regional school districts wishing to invest in renewable thermal technologies. Selectman Wood moved to approve the letter as presented, seconded by Chairman Smith. The motion carried unanimously.

MIA – 2 YEAR GUARANTEE PROPOSAL:

Administrator LaBombard explained that MIA, the Town's insurance company is offering a renewal proposal with a 0% increase for FY16 and no more than a 2.5% increase for FY17 for the Town's property, liability and workers' compensation insurance coverages. Selectman Wood moved to accept MIA's proposal for FY16 and FY17 and authorize the chairman to sign the agreement, seconded by Chairman Smith. The motion carried unanimously.

LETTER TO SBRSD REGARDING FY2016 BUDGET:

Chairman Smith stated that Administrator LaBombard has drafted a letter to the Southern Berkshire Regional School District expressing the Town's disappointment that after receiving letters from New Marlborough and Sheffield requesting a level funded budget, they began their budget presentation stating that they strived for a 2.5% increase. Selectman Wood stated that she is happy with the letter and encouraged them to take a look at the budget items that are making the largest increases. Selectman Wood moved to endorse the letter as written and to send the letter from the Board only, if the Finance Committee chooses not to sign, seconded by Chairman Smith. The motion carried unanimously.

SELECTMEN'S ITEMS:

Selectman Wood stated that the Town has been awarded two DLTA grants. The first grant is for assistance in determining an appropriate response to the proposed Rest of River Remedy. The second grant is for Sheffield to partner with the Town of Great Barrington to ask for assistance to stem the population loss of 20-34 year olds by surveying young people to determine the reasons why many young people leave Berkshire County. She stated that the survey is now available and will be on the Town's website.

Selectman Wood encouraged residents to attend the Special Town Meeting on March 2, 2015 to vote on the Southern Berkshire Regional School District's roof and boiler project.

Selectman Wood stated that starting on March 4th she will be away and will return March 25th therefore she will miss the next Board meeting. Administrator LaBombard stated that she will also be out of town for the next meeting and asked the Board if they would like to move their next meeting to March 23rd. It was the consensus of the Board to move their next meeting to March 23rd.

Chairman Smith stated that he also hopes residents will turn out for the Special Town Meeting on March 2, 2015.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard reminded residents that the Town Hall will be closed to the public on Wednesdays starting March 4, 2015. She stated that if residents need to come to Town Hall on a Wednesday to call ahead and they would be accommodated.

Administrator LaBombard announced that the Council on Aging will hold a meet and greet for the Executive Director to the Council on Aging, Jennifer Goewey. She stated that the meet and greet will be held at the Senior Center on March 7, 2015 from 3-4:30 PM.

Administrator LaBombard reminded residents that a Special Town Meeting will be held on March 2, 2015 at 7:00 at Mount Everett Regional High School. She also reminded residents that a Special Election would be held on March 16, 2015 for a debt exclusion. Administrator LaBombard stated that there would be a handout available at the Special Town Meeting to explain what a debt exclusion is.

Administrator LaBombard stated that the last day to take out nomination papers for elected positions is March 13, 2015 and they must be returned by March 16, 2015.

Selectman Wood moved to enter Executive Session for the purpose of collective bargaining strategy for the Sheffield Patrolman's Association and not return to Open Session, seconded by Chairman Smith. The motion carried as follows:
Chairman Smith – Aye
Selectman Wood - Aye

Chairman Smith adjourned the meeting at 8:19 PM.

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:
Petition for a National Grid Pole ó East Stahl Road
Resignation Letter ó Zoning Bylaw Review Committee
Letter of Interest ó Agricultural Commission
Draft Designer Selection Procurement Procedures
Draft Letter of Renewable Thermal CMRs
MIIA ó 2 Year Proposal
Draft Letter to SBRSD Regarding FY16 Budget