

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
SEPTEMBER 19, 2016  
TOWN HALL  
7:00 PM**

Board Members Present: Nadine A. Hawver, Chairman  
David A. Smith, Clerk  
Andrew G. Petersen

Others Present: Rhonda LaBombard, Town Administrator  
Felecie Joyce, Town Clerk  
Jennifer Goewey, Executive Director of the Council on Aging  
  
Members of the public

Chairman Hawver called the meeting to order at 7:00 PM

**APPROVAL OF MINUTES:**

Selectman Smith moved to approve the minutes for the August 2, 2016, September 6, 2016 and September 13, 2016 meetings as presented, seconded by Selectman Petersen. The motion carried unanimously.

**TOWN CLERK FELECIE JOYCE – VOTING UPDATE:**

Town Clerk Felecie Joyce was present to discuss voter information. She gave the following information:

The deadline to register to vote or change party affiliation will be Wednesday, October 19<sup>th</sup>. The Town Clerk's office will be open all day up until 8 pm on this date.

Absentee ballots should be available the first week in October. The deadline to request an absentee ballot is Monday, November 7<sup>th</sup> by noon. If you are requesting a ballot to be mailed to you please allow time for delivery to your address, as well as time for it to be returned to the Town Clerk's office.

This year for the first time early voting will be available to voters. Early voting begins on Monday, October 24<sup>th</sup> and ends on Friday November 4<sup>th</sup>.

Residents may vote early in the Town Hall on Monday, Tuesday, Thursday and Friday from 9 am to 4 pm.

For questions please contact the Town Clerk's office at 229-7000, Ext. 151

**JENNIFER GOEWY – AGE FRIENDLY RESOLUTION:**

Jennifer Goewey, Executive Director to the Council on Aging was present to discuss an Age Friendly Resolution. She stated that the Age Friendly Resolution is a community strategy to

help older adults remain healthy, active and engaged in their community for as long as possible. She asked the Board to review the Resolution and consider adopting it. Chairman Hawver asked if the goal was to get as many towns in Berkshire County to adopt a resolution to aid in obtaining grant monies to help Berkshire County programs. Ms. Goewey stated that is the main goal.

**APPOINTMENTS – FIVE TOWN CABLE ADVISORY COMMITTEE, HIGHWAY – LIGHT TRUCK DRIVER, TEMPORARY ASSISTANT TO DIRECTOR OF COA:**

Chairman Hawver stated that Rene Wood submitted a letter requesting appointment to the Five Town Cable Advisory Committee. Selectman Smith moved to appoint Rene Wood to the Five Town Cable Advisory Committee, seconded by Selectman Petersen. The motion carried unanimously.

Administrator LaBombard explained that in the Highway Union Contract there is a position for a Light Truck Driver. She stated that the current Seasonal Mower, Steve Gonzalez is interested in filling the Light Truck Driver position beginning October 1st when the mowing positions ends. She stated that the Highway Superintendent recommends the appointment of Steve Gonzalez as a Light Truck Driver. Selectman Smith moved to appoint Steve Gonzalez to the Light Truck Driver position with the Highway Department, seconded by Selectman Petersen. The motion carried unanimously.

Administrator LaBombard explained that the Assistant to the Executive Director to the Council on Aging is having some medical issues and will need to be out of work. She stated that Director Goewey has requested that Michelle Harwood be appointed as the Temporary Assistant to the Executive Director to the Council on Aging to fill in when the current Assistant is unable to be there. Selectman Smith moved to appoint Michelle Harwood as the Temporary Assistant to the Executive Director to the Council on Aging, seconded by Selectman Petersen. The motion carried unanimously.

**RESIGNATIONS – PLANNING BOARD:**

Chairman Hawver stated that that resignation letters have been received from Planning Board member Anthony Gulotta and from Planning Board Recording Clerk Nadia Milleron. Selectman Smith moved to accept the resignations of Anthony Gulotta and Nadia Milleron and send both a letter thanking them for their service to the Town, seconded by Selectman Petersen. The motion carried unanimously.

Chairman Hawver stated that if any residents are interested in serving on the Planning Board they should submit a letter to the Board of Selectmen.

**BOARD SCHEDULE:**

Administrator LaBombard stated that the Board's meeting on October 3, 2016 would be canceled. She stated that the Board's only meeting in October would be on October 17, 2016. She stated that the normal meeting schedule would resume in November, with meeting on November 7, 2016 and November 21, 2016.

**TRICK OR TREAT HOURS:**

Chairman Hawver stated that Sheffield's Trick or Treat will be held on October 31, 2016 from 5:00 PM to 7:00 PM.

**APPROVAL OF USE OF LEGAL FUNDS FOR FIVE TOWN CABLE ADVISORY COMMITTEE:**

Administrator LaBombard stated that there have been some issues with Charter Spectrum, the cable company that has taken over Time Warner Cable, and that the Five Town Cable Advisory Committee has concerns and would like to seek legal counsel. They are asking each of the Towns to commit \$1,000. Selectman Smith moved to commit \$1,000 for the Five Town Cable Advisory Committee to seek legal counsel as long as the other 4 Towns commit the money as well, seconded by Selectman Petersen. The motion carried unanimously.

**SHEFFIELD HISTORICAL SOCIETY REQUEST:**

Chairman Hawver stated that the Sheffield Historical Society would like to facilitate the placement of flags, in honor of our veterans, at Barnard Park. The "Park of Honor" would involve the Pittsfield Kiwanis selling flags, in honor of our veterans and placing the flags in Barnard Park. All of the monies raised will help fund scholarships for children and grandchildren of veterans. Administrator LaBombard stated that the Pittsfield Kiwanis will be reaching out to the Sheffield Kiwanis for participation. Selectman Smith moved to allow the placement of flags in Barnard Park for the "Park of Honor" project, seconded by Selectman Petersen. The motion carried unanimously.

Selectman Smith moved to adjourn the meeting, seconded by Chairman Hawver. The motion carried unanimously.

Chairman Hawver adjourned the meeting at 7:31 PM.

Respectfully submitted:

Alicia Dulin  
Assistant to Town Administrator

Documents reviewed at this meeting:  
Age Friendly Resolution  
Letter of Interest to Five Town Cable Advisory Committee  
Resignation Letters to Anthony Gulotta, Nadia Milleron  
Sheffield Trick or Treat Flyer  
Letter From Sheffield Historical Society Regarding "Park of Honor"