

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
FEBRUARY 22, 2016
TOWN HALL
7:00 PM**

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

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

Members of the public

Selectman Hawver opened the meeting at 7:00 PM.

APPROVAL OF MEETING MINUTES:

Selectman Smith moved to approve the meeting minutes from January 26, 2016 and February 1, 2016 as presented, seconded by Selectman Petersen. The motion carried unanimously.

CHIEF MUNSON – PD UPDATES:

Tabled until next meeting

RESIGNATION – CULTURAL COUNCIL AND TRANSFER STATION:

Chairman Hawver stated that Thaddeus Kubis submitted a letter resigning from the Cultural Council and Donald Wilson submitted a letter resigning from the Transfer Station. Selectman Smith moved to accept Thaddeus Kubis' and Donald Wilson's resignations and send both of them letters thanking them, seconded by Selectman Petersen. The motion carried unanimously.

APPOINTMENT ANNOUNCEMENTS – BOARD OF HEALTH, COMMISSION ON DISABILITIES:

Chairman Hawver stated that David Lewis and Rene Wood have submitted letters requesting appointment to the Board of Health and Nanette Wells has submitted a letter requesting appointment to the Commission on Disabilities. Chairman Hawver stated that the appointments would be made at the Board's next regular meeting.

APPOINTMENT OF TEMPORARY ASSISTANT – BOARD OF SELECTMEN:

Administrator LaBombard asked the Board to appoint Eileen Clarke as the Temporary Assistant to the Town Administrator/Board of Selectmen while the current Assistant will be out of work. Selectman Smith moved to appoint Eileen Clarke as the Temporary Assistant to the Town Administrator/Board of Selectmen until the Assistant to the Town Administrator returns to work, seconded by Selectman Peterson. The motion carried unanimously.

APPOINTMENT OF INTERIM HIGHWAY SUPERINTENDENT:

Administrator LaBombard stated that the Highway Superintendent is retiring and his last day of work will be March 11, 2016 and asked the Board to appoint Ronald Bassett as the Interim Highway Superintendent for up to one year, pending the passage of the pre-employment physical. Selectman Smith moved to appoint Ronald Bassett as the Interim

Highway Superintendent for up to one year pending the passage of the pre-employment physical, seconded by Selectman Petersen. The motion carried unanimously.

HOUSEHOLD HAZARDOUS WASTE LETTER OF INTENT FOR FY17:

The Board looked at a letter of intent and proposed budget for FY2017 from the Southern Berkshire Regional Household Hazardous Waste Collection Program. Selectman Smith moved to approve the letter of intent and the proposed budget for FY2017 and authorize the Chairman to sign, seconded by Selectman Wood. The motion carried unanimously.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard reminded residents that the last day to register to vote in the Presidential Primary is February 10, 2016 and the Town Clerk's Office would be open until 8:00 pm that day. She stated that all registered voters are able to vote at the primary on March 1, 2016.

Administrator LaBombard stated that pictures are now being accepted for the annual Town Report cover. She stated that pictures may be submitted to the Town Administrator's Office for consideration.

Administrator LaBombard stated that there is a meeting schedule change for the Board's next meeting. She stated that the next meeting of the Board of Selectmen would be held on February 22, 2016 at 7:00 pm due to February 15, 2016 being a holiday.

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

Chairman Hawver adjourned the meeting at 7:23 PM

Respectfully submitted:



Alicia Dulin
Assistant to the Town Administrator

Documents reviewed at this meeting:
ADA Self Evaluation and Transitional Plan
Hunting Policy – Town Owned Land
Letter of Interest – Zoning Board of Appeals
4 Firefighter Applications
Draft Solar Development Support Letter