

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
JANUARY 4, 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
Eric R. Munson III, Police Chief
Nicholas Felix, Police Officer
Felecie Joyce, Town Clerk

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 December 7, 2015 and December 15, 2015 as presented, seconded by Selectman Petersen. The motion carried unanimously.

REVIEW OF TOWN HALL HOURS:

Administrator LaBombard stated that the Board wanted to review the Town Hall being closed to the public on Wednesdays. She stated she feels it is working very well for the staff and recommended that the Board continue to close the Town Hall to the public on Wednesdays without further review. Selectman Smith moved to continue to close the Town Hall to public on Wednesdays, seconded by Selectman Petersen. The motion carried unanimously.

INTRODUCTION OF OFFICER FELIX:

Chief Munson introduced Officer Nicholas Felix as the new full-time Police Officer. He stated that Mr. Felix has been an integral part of the Police Department for the past two years, as a part-time officer, and the Police Department is excited to have him as a full-time officer. Officer Felix was sworn in by Town Clerk Felecie Joyce. Officer Felix stated that he looks forward to serving Sheffield.

ADOPTION OF SNOW PLOWING GUIDELINES:

Chairman Hawver stated that Administrator LaBombard distributed the draft snow plowing guidelines at the last meeting for the Board's review. She asked the Board if they had any questions or comments. Selectman Smith moved to adopt the snow plowing guidelines as presented, seconded by Selectman Petersen. The motion carried unanimously.

2016 APPROVED LICENSES:

Chairman Hawver read the following list of 2016 licensees:

Class I Motor Vehicle

Peter J. Batacchi, Pete's Sales and Service
Brian Palmer, Berkshire GMC

Class II Motor Vehicle

Daniel Watson, Watson Automotive
James Boltrom, Commonwealth Auto Restoration
A. Scott Bachetti, Bachetti's Auto Sales
A. Scott Bachetti, Bachetti's Auto Sales

Class III Motor Vehicle

George Mielke, Sr.
Allen R. Stalker Sr., Custom Classic Repair
Daniel Watson, Watson Automotive
A. Scott Bachetti, Bachetti's Auto Sales
Marvin H. Casivant, Casivant Repair
Ray's Auto Parts

Entertainment

The Sheffield Friendly Union
Architect's Development of Racebrook Lodge

Lodging House

Berkshire School Dormitories:
Crispin-Bordon Rose Dormitory
MacMillan Dormitory
Spurr Dormitory
Stanley Dormitory
Godman Dormitory
Senior Dormitory
Eipper Dormitory
deWindt Dormitory
Buck Dormitory
Allen II Dormitory
Henry Thornton, Orchard Shade
Michael and Christine Scott, Staveleigh House
Nadine Hawver, Ramblewood Inn

Innholders

Howden Farm
Leslie Sylvan, Berkshire Manor
Architects Development Company, Race Brook Lodge
Architects Development Company, Stagecoach Tavern

Storage of Inflammable Materials

Edward and Anthony Gulotta
John B. Hull, Inc.
Eric Carlson, Carlson Heating & Air Conditioning
Peter Batacchi, Pete's Sales and Service
Lane Construction Corp

Antiques & Second Hand Goods

Kenneth Cooper
Theodore J. Fuchs
Edith Gilson
Annette Habicht
Evelyn Hatfield
David Kininmonth
Mary Ann Marschat
John Sarbib
Susan Silver
Judith Steindler
Kathleen Tetro
Maybelle Thomas
Robert M. Norris Jr.
Peter & Lisa Schneyer
Beverly Dahl & Edward Surjan
Carol & Larry Solomon
Robert Davis
Leslie Sylvan
Lois Levinsohn
Samuel Herrup
Linda Rosen
Andre Gordon
Donna Lefevre
Shirley Snyder
Wray Gunn
Lisa White & Norma Kimmel
Boni Dupont
Susan Schwarz
Peter Lilienthal

Selectman Smith moved to approve the 2016 licensees as presented, seconded by Selectman Petersen. The motion carried unanimously, with the exception of the license for Ramblewood Inn, which carried 2-0. Chairman Hawver recused herself.

FIREFIGHTER COMPENSATION FOR FIRE SUPPRESSION WATCH:

Administrator LaBombard stated that she spoke to Town Counsel regarding the payment of the fire details for the Southern Berkshire Regional School District. She stated that it is

Town Counsel's opinion that the arrangement was made between the Fire Department and the School District and the payment should be handled between those two parties. Administrator LaBombard stated that she would send a memo to the Fire Chief directing him to forward the payment information to Southern Berkshire Regional School District. She stated that the Board has already decided that there would be no charge for the use of the equipment.

RESPONSE TO SBRSD REGARDING SPECIAL TOWN MEETING:

Chairman Hawver stated that the Southern Berkshire Regional School District sent a letter requesting that the Town have a Special Town Meeting. Selectman Smith moved to send the response letter as drafted, seconded by Selectman Petersen. The motion carried unanimously.

INCLUSION OF SBRSD SALARIES IN ANNUAL TOWN REPORT:

Administrator LaBombard stated that there have been a few requests to include the Southern Berkshire Regional School District's employees' salaries in the Annual Town Report. Discussion ensued. Selectman Smith moved to include the Southern Berkshire Regional School District's employee's salaries in the Annual Town Report, seconded by Selectman Petersen. The motion carried unanimously.

WATER FARM ROAD WINTER MAINTENANCE:

Administrator LaBombard explained that at their last working meeting the Board discussed the partial closure of Water Farm Road. It was the consensus of the Board to continue to close the portion of the road between Maple Avenue and Boardman Street during the winter.

LETTER OF SUPPORT FOR SHEFFIELD TREE PROJECT:

Chairman Hawver stated that the Sheffield Tree Project requested a letter of support for Sheffield to be named a Tree City USA. She read the draft letter. Selectman Smith moved to send the letter in support of the Sheffield Tree Project as presented, seconded by Selectman Petersen. The motion carried unanimously. The Board thanked the Sheffield Tree Project for all of their work.

MEMBERSHIP IN THE SOUTHERN BERKSHIRE CHAMBER OF COMMERCE:

Administrator LaBombard explained that the Board decided last year not to renew Sheffield's membership with the Southern Berkshire Chamber of Commerce. She stated that the Town has received an invoice for 2016 and asked if the Board would like to reconsider their membership. Discussion ensued. Selectman Petersen moved to not join the Southern Berkshire Chamber of Commerce, seconded by Selectman Smith. The motion carried unanimously.

SELECTMEN'S ITEMS:

Chairman Hawver reminded residents that the Town is still accepting applications for the Senior Tax Work-Off Program. She stated that there is office work available at Town Hall and the Board is still looking for someone to shovel at the Town Buildings through the Senior Tax Work-Off Program. She stated that seniors would receive \$10.00/ hour up to \$1,000. She stated that any seniors who are interested should come into the Administrator's office.

TOWN ADMINISTRATOR'S ITEMS:

Administrator LaBombard encouraged residents to go to the Town's website and take the housing survey to help support the 2016 CDBG application.

Administrator LaBombard reminded residents that the Board's next meeting would be held on January 19, 2016 due to Martin Luther King Jr. Day.

PUBLIC COMMENT:

Dennis Sears asked the Board if they had considered a mechanism for licensing air B&B's since there are so many of them in Sheffield. Chairman Hawver stated that the Board has not talked about licensing air B&B's but would take it under advisement.

Southern Berkshire Regional School District Superintendent, David Hastings thanked Sheffield for their support regarding the fire suppression system.

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

Chairman Hawver adjourned the meeting at 7:25 PM

Respectfully submitted:

Alicia Dulin
Assistant to the Town Administrator

Documents reviewed at this meeting:
Draft Snow Plowing Guidelines
2016 License Holders
Memo to Fire Chief Regarding Fire Suppression Watch
Response Letter to SBRSD
Letter of Support to Sheffield Tree Project