



**TOWN OF SHEFFIELD  
2008 ANNUAL REPORT**

# Municipal Profile

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Area in Square Miles .....	48.54
Elevation .....	.648' to 2,050'
Elevation at Town Hall .....	.675' above sea level

## Population:

Federal Census - all residents .....	3,335
2008 Annual Town Census - all residents .....	3,470

Registered Voters, December 31, 2008 .....

2,293
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Miles of States Highway .....	17.75
Miles of Town & Country Roads .....	.84

## Open Space Acreage:

Federal Land .....	963.28
State Land .....	1,785.97
Town Land .....	283.84
Private Land Conservancy Organization .....	2,062.19

## Legislators:

US Senator .....	Edward M. Kennedy
US Senator .....	John F. Kerry
US Congressman .....	John W. Olver
State Senator .....	Benjamin B. Downing
State Representative .....	William "Smitty" Pignatelli

## Community Profile Statement:

The Town of Sheffield is located in the Housatonic River Valley at the southern end of Berkshire County. With two distinct villages, Sheffield and Ashley Falls, the Town's development pattern has been greatly influenced by its physical features: the Housatonic River and its wide floodplain; the Schenob Brook wetland complex; and the steep slopes of the Berkshire Hills on the east and the Taconic Range on the west. The oldest town in Berkshire County, the community has maintained its rich historical character. Noted for its deep agricultural soils, much of Sheffield remains open and in agricultural production. The combination of wide-open river valley, mountain vistas and active farmland, residents feel makes Sheffield one of the most beautiful towns in the Commonwealth.

**Cover:** Giant Tuliptree (*Liriodendron tulipifera*) on Main Street, just south of the Village Green. According to Tom Ingersoll, this tree is over 200 years old.  
Photograph by Ben Hillman, 2008

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ANNUAL REPORT  
OF THE  
TOWN OF  
SHEFFIELD  
MASSACHUSETTS



For the Year Ending December 31, 2008

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This year's Town Report is dedicated to Ronald Bassett, Ruth Gillette and Robert "Tony" Ullrich who all retired in 2008 following a combined 89 years of outstanding service to the Town. The commitment and perseverance they provided during their long careers will serve as a model to all public servants. They will be missed.



Ronald Bassett, Highway Superintendent  
33 years



Ruth Gillette, Assessor  
28 years



Sergeant Robert "Tony" Ullrich, Police Officer  
28 Years

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# Town Office Hours / Regular Meetings

## HOURS:

**Assessors** (229-7000 x155)

9:00 am - 1:00 pm, M - F

**Police Dept.** (229-8522)

9:00 am - 4:00 pm, M - F

**Town Administrator** (229-7000 x152)

9:00 am - 4:00 pm, M - F

**Town Clerk** (229-7000 x151)

9:00 am - 4:00 pm, M - F

**Treasurer/Tax Collector's Office**

(229-7000 x153, x154)

9:00 am - 4:00 pm, M - F

**Bushnell Sage Library** (229-7004)

10:00 am - 5:00 pm, Tu, W, Th, Sa

10:00 am - 8:00 pm, Fr

2:00 pm - 5:00 pm, Su

**Building Inspector** (229-7000 x156)

7:00 am to 12:00 pm, Monday

7:00 am to 12:00 pm, Tuesday

3:00 pm to 6:00 pm, Thursday

7:00 am to 10:00 am, Friday

**Senior Center at Dewey Hall**

(229-7022)

9:00 am - 2:30 pm, M - F

(Apr through Nov)

9:00 am - 2:30 pm, M - Th

(December through March)

**REGULAR MONTHLY MEETINGS: (other Meetings may be called when necessary, and are posted at least 48 hours prior, unless for an emergency)**

**Board of Health**

2nd Monday, 7:00 pm

**Finance Committee**

As needed

**Board of Selectmen**

1st, 3rd Mondays, 7:00 pm. If such Monday is a State holiday, the Board will meet on Tuesday of that week.

**Planning Board**

1st and 3rd Thursdays, 7:00 pm

**Conservation Commission**

2nd & 4th Monday of each month

7:00 pm

**Southern Berkshire Regional School Committee** (229-8778)

1st and 3rd Thursdays, 7:00 pm

**Council on Aging**

2nd Monday, 5:00 pm

**Zoning Board of Appeals**

As needed

## IMPORTANT TELEPHONE NUMBERS

### DIAL 911 FOR EMERGENCY:

Police, emergency . . . . .911	Sheffield Post Office . . . . .229-8772
Police, non-emergency . . . . .229-8522	Ashley Falls Post Office . . .229-8048
Fire Dept., non-emergency . .229-7033	Library . . . . .229-7004
Fire Dept. (Burning permit) . .229-7034	Dog Officer . . . . .229-8554
Ambulance . . . . .528-3900	Senior Center . . . . .229-7022
Veterans' Services . . . . .528-1580	

# Elected Town Officials

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<b>OFFICE</b>	<b>NAME</b>	<b>TERM EXPIRES</b>
<b>Moderator</b>	Bruce H. Person . . . . .	2009
<b>Board of Selectmen</b>	Julie M. Hannum, Chairman . . . . .	2011
	David D. Macy . . . . .	2010
	James T. Collingwood, Sr. . . . .	2009
<b>Board of Library Trustees</b>	Betty LeGeyt, Chairman . . . . .	2009
	Susan Young . . . . .	2010
	Katherine Ness . . . . .	2011
<b>Planning Board</b>	Christopher Tomich, Chairman. . . . .	2009
	Anthony Gulotta . . . . .	2009
	David Smith Sr. . . . .	2010
	Margaret Martin . . . . .	2010
	Tim Fulco . . . . .	2011

# Town Officers

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<b>Town Administrator</b>	Joseph A. Kellogg
<b>Asst. Town Administrator</b>	Rhonda LaBombard
<b>Chief of Police</b>	James M. McGarry
<b>Constables</b>	James M. McGarry Bruce H. Person
<b>Fire Chief</b>	Richard A. Boardman
<b>Highway Superintendent</b>	Edward Lord
<b>Town Clerk</b>	Felecie O. Joyce
<b>Asst. Town Clerk</b>	Rhonda LaBombard
<b>Treasurer/Tax Collector</b>	Michael C. Ovitt
<b>Asst. Treasurer/Tax Collector</b>	Barbara A. Roraback
<b>Town Librarian</b>	Nancy Hahn

<b>Town Accountant</b>	James V. McCormack
<b>Town Counsel</b>	Sarah H. Bell
<b>Building Commissioner &amp; Zoning Enforcement Officer</b>	Thomas Carmody
<b>Electrical Inspector</b>	Richard Cappadona
<b>Asst. Electrical Inspector</b>	Kenneth Kushi
<b>Emergency Management Coordinator</b>	Edward G. McCormick
<b>Plumbing &amp; Gas Inspector</b>	Robert Krupski
<b>Asst. Plumbing &amp; Gas Inspector</b>	Robert Gennari
<b>Fire Safety Inspector</b>	Richard A. Boardman
<b>Firemen</b>	Craig Bachetti Nick Ball Roger Ball Frank Barros Peter Batacchi Robert Beham Anthony Bleau Douglas Blume Jeffrey Briggs Adam Carlotto Jeremiah Cronin James Foster Michael Funk Brent Getchell Joseph E. Gulotta Stephen Hyer Kevin Learnard Robert Martin Martin Mitsoff Brian Ovitt Michael Ovitt Robert Poulter John Pshenishny Randy Robarge J. Scott Rote

Brandon Seward  
Jason Smith  
David Ullrich  
John J. Ullrich  
Wayne Wilkinson

**Police Officers**

Brian D. Fahey  
Scott A. Farrell  
Jacob Gonska  
Sheryl Johnson  
Ryan Kresiak  
Gary Mitchell  
Michael C. Ovitt  
Greg Priest  
Susan Rathbun  
Richard L. Robarge  
Timothy R. Ullrich

**Animal Inspector & Animal  
Control Officer**

Richard M. Boardman

**Health Inspector**

George Oleen

**Parking Clerk**

Felecie O. Joyce

**Sanitation (Title 5) Inspector**

Richard J. Kirchner

**Chief Procurement Officer**

Rhonda LaBombard

**Public Weighers**

Patricia Gillespie  
James M. McGarry  
Michael Pezzee  
Robert A. Ullrich

**Recycling Coordinator**

David J. Steindler

**Senior Center Director**

John Arthur Miller

**Asst. Senior Center Director**

Barbara Fletcher

**Veterans' Agent**

Peter Saunders

# Town Boards, Committees, Commissions

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	<b>Term Expires</b>
<b>Agricultural Commission</b>	
Louis Aragi Jr. ....	.2011
Kathy Orlando ....	.2011
Dominic Palumbo ....	.2009
Morvin Allen ....	.2009
Bruce Howden ....	.2010
James Kelly ....	.2010
James Larkin ....	.2010
David Smith Sr., Alternate ....	.2009
Ruth Ziegler, Alternate ....	.2009
 <b>Ashley Falls Historic District Commission</b>	
Mary O'Brien ....	.2009
Richard Swiatek ....	.2009
Sandra Preston ....	.2010
Robert Pasqualina ....	.2010
John James ....	.2010
 <b>Board of Assessors</b>	
Tammy L. Blackwell, Chairman ....	.2010
Barbara West ....	.2009
 <b>Board of Health</b>	
Joel Weiss, Chairman ....	.2009
David D. Macy ....	.2010
Richard J. Kirchner ....	.2011
David Smith Sr. ....	.2011
 <b>Board of Registrars</b>	
Patricia Sadera ....	.2009
Elizabeth Smith ....	.2009
Marjorie E. Consolini ....	.2010
Felecie O. Joyce, Town Clerk ....	.2009
 <b>Conservation Commission</b>	
Gaetan Lachance, Chairman ....	.2010
Donald Ward ....	.2011
Julie M. Hannum ....	.2009
 <b>Council on Aging</b>	
Natalie Funk ....	.2011
Anne T. Hyatt ....	.2011
Lovina Gulotta ....	.2009
Carol Sica ....	.2010
Dawn Massini ....	.2010
Joan Brooks ....	.2010
Richard Magenis ....	.2009
Rosemarie Wright ....	.2009
Mary Ellen Deming ....	.2011

	<b>Term Expires</b>
<b>Finance Committee</b>	David J. Steindler, Chairman . . . . . 2011
	John A. James . . . . . 2009
	David A. Smith Jr. . . . . 2010
	Judith Schnurr . . . . . 2010
	Colin Smith . . . . . 2009
<b>Five Town Cable Advisory Committee</b>	Paul O'Brien
	George Oleen
<b>Historical Commission</b>	Carl Proper . . . . . 2011
	Milton Barnum . . . . . 2009
	Gaeten Lachance . . . . . 2009
	Kathy Orlando . . . . . 2010
	David West . . . . . 2010
<b>Cultural Council</b>	Stephen Hyer, Chairman . . . . . 2010
	Amber Spring . . . . . 2011
	Ann Moulton . . . . . 2009
	Anne Dunn . . . . . 2010
	Trudy Weaver Miller . . . . . 2010
	David Reed . . . . . 2009
<b>SBRSD Committee</b>	Andy Fetterhoff . . . . . 2010
	Catherine Miller . . . . . 2010
	H. Dennis Sears . . . . . 2010
	Vito Valentini . . . . . 2010
<b>Park and Recreation Committee</b>	Michael Ovitt . . . . . 2009
	Grace Campbell . . . . . 2009
	Joe Wilkinson . . . . . 2009
	Kevin Joyce . . . . . 2009
	Vito Valentini . . . . . 2009
<b>Zoning Board of Appeals</b>	Eric Carlson, Chairman . . . . . 2010
	Peter Rowntree . . . . . 2009
	David West . . . . . 2011
	Eric Blackburn . . . . . 2010
	Bart Elsbach . . . . . 2011
	John Pollitt, Associate Member . . . . . 2009

## Town Delegates

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<b>Berkshire Country Regional Planning commission</b>	David Smith, Sr. . . . .2009 Rene Wood, Alternate . . . . .2009
<b>Dist. Dept. of Veterans’ Services</b>	Richard J. Kirchner . . . . .2009

## Town Employees

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<b>Treasurer/Collector’s Office</b>	Seana Roche
<b>Highway Department Staff</b>	Tony Errichetto Michael Kingsbury Robert O’Brien
<b>Library Staff</b>	Althea Brown Jacqueline Connell Molly Goodchild Frederic Gordon Brece Honeycutt Melissa Joyce Leslie Moran Jessica Roseman Lisa Scibelli Ken Powers, Custodian
<b>Transfer Station Attendants</b>	Donald Wilson, Head Attendant Dianne Farnham Janet Hogelin Rose Cronk

# Report of the Board of Selectmen

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## Report of the Board of Selectmen

The year, 2008, was a year of historical significance for the Town of Sheffield as well as a year of change and transition for many personnel, boards and committees. The Village Green Project, begun well over a decade ago, was completed, and several new initiatives continue to support the vision of the Town's Master Plan.

The Town of Sheffield marked its 275th Anniversary of Incorporation on June 22, 2008 with an outstanding celebratory event orchestrated by the Sheffield Historical Society on the anniversary weekend at the grounds of the Dan Raymond House. The anniversary theme continued with activities at the September "Sheffield in Celebration" Fair held at the Town Park. A special thank-you to the many volunteers who contributed their time and expertise in planning, organizing, and participating in these two wonderful events.

The Board of Selectmen also recognizes three of our long-time town employees who reached special milestones with their retirement during 2008. The Board offers its heartfelt thanks and appreciation to:

- Ruth Gillette, who retired as an Assessor in June with 28 years of service;
- Ronald Bassett, who retired in December as Highway Superintendent after 33 years of service to the town;
- Sergeant Robert "Tony" Ullrich, who retired in December from our Police Department following 28 years of service.

With Ruth, Ronnie and Tony's collective retirement, we recognize their 89 years of dedicated service to the Town. Each one always worked in the best interest of the Town within their respective departments and they will be missed. We offer Ruth, Ronnie, and Tony our congratulations and best wishes for a happy and healthy retirement.

Votes taken at the May 2008 Annual Town Meeting and Election brought new direction for several Boards and Committees.

Most noteworthy was the change from appointed to at-large elected School Committee representatives for the Southern Berkshire Regional School District. An effective grassroots campaign brought this change to fruition on behalf of the five towns in the school district. The Board of Selectmen wish to thank our for-

mer appointed members, John “Jack” Pollitt, Susan Young, David Steindler, Dek Tillett, and Dek’s replacement Eric Blackburn, Sr. for their hard work on the School Committee. The Board also offers congratulations to our newly elected Sheffield representatives, Catherine Miller, H. Dennis Sears, Andrew Fetterhoff, and Vito Valentini. We thank them for their commitment to serving the Town and the school district in this capacity. The Board looks forward to working with the representatives from all five towns in the years ahead on the myriad of challenges that await us, while ensuring that we provide the best 21st century education for our children that we can afford.

A second significant board change occurred with Town Meeting approving the expansion of the Zoning Board of Appeals from three to five members. After formal approval by the State Attorney Generals’ office, the Board was re-configured in October. The Selectmen offer a special thank-you to Barbara West and James Collingwood, Sr. who served for many years as Chairperson and Alternate, respectively. Former ZBA members, Eric Carlson and Peter Rowntree as well as former alternates Eric Blackburn, Sr. and David West join new appointee, Bart Elsbach, on our new 5-person Board. Serving on the ZBA can be very challenging and we thank them for their time and commitment to deliberating on matters that can impact the future of the Town for years to come.

A Town Meeting vote also established a new Housing Commission which was recommended by the Board of Selectmen and Planning Board as a result of the work of the Master Plan Implementation Advisory Committee and its Housing sub-committee. As 2008 comes to a close, the Board of Selectmen seeks volunteers to serve on the new Housing Commission. We are confident that appointments will be made so the Commission can organize and begin work in early 2009.

Two additional, very active Town boards also experienced leadership changes and new appointments. The Board received letters of resignation from Jamie Pomeroy, chair of the Conservation Commission, and Keith Pomeroy, chair of the Board of Health. We thank Jamie and Keith for their contributions to Town service and wish them well in their pursuit of other life aspirations out of the area. Many thanks to Dick Kirchner who stepped forward as Board of Health chairman on an interim basis, and to former member, Joel Weiss, who expressed interest in returning to the Board, and also assumed chairmanship.

The Selectmen also thank Jeffrey Waingrow for stepping forward as chair of the Conservation Commission with Jamie’s departure. With resignations of two additional Conservation members, Sherry McDonald and Robert Parker, two members of the Board of Selectmen, James Collingwood, Sr. and Julie Hannum, stepped forward to fill vacancies on an emergency basis, so the Commission would be able to act on conservation hearings. With the technicalities involved

with conservation matters, the Selectmen approved the hiring of consultant, Gail Palmer from Otis, who offered technical assistance and training to Commission members. In, October, the Con Com was fortunate to have Don Ward express interest and be appointed to its ranks. Another third shift of leadership transpired later in the fall with Jeff Waingrow resigning and Gaetan Lachance agreeing to chair the committee. Changes in the composition of any board offer challenges. The Board of Selectmen thanks all of those noted for their service to the town and the smooth transition that transpired on both of these boards.

In February of 2008, the Board of Selectmen appointed an Economic Development Task Force of community volunteers and charged the group to update the Town's economic development strategies with respect to its Master Plan with grant assistance from the Berkshire Regional Planning Commission. The Task Force developed a one-page business survey, which was mailed to over 300 Sheffield businesses. The responses to the survey from over 110 businesses, combined with other data and discussion, assisted the Task Force in shaping recommendations for economic development strategies. The survey results illustrated that Sheffield, still strong in agriculture, is a community of increasingly diverse businesses and opportunities, whose owners' rate quality of life as a significant factor in choosing their present location.

Members of the Task Force were:

- Julie M. Hannum, Chairman, Board of Selectmen
- Joseph A. Kellogg, Town Administrator
- Brian J. Killeen, Interim Executive Director, Southern Berkshire Chamber of Commerce
- Jason A. Ostrander, Economic Development Specialist for Congressman John W. Olver
- Catherine B. Miller, Retired educator and businesswoman, volunteer
- Kevin E. Schmitz, Co-owner, The Marketplace and Berkshire Bark
- Rene C. Wood, Retired businesswoman, volunteer
- Richard H. Vinette, Jr., Economic Development Consultant provided by Berkshire Regional Planning Commission

The final Economic Development plan which was adopted by the Board of Selectmen in October is available electronically on the Town of Sheffield's web site ([www.sheffieldma.gov](http://www.sheffieldma.gov)) and in hard copy in the Town Clerk's office. The Board offers its heartfelt thanks to the Task Force members, the businesses who responded to the survey and to all who participated in these discussions. The Board seeks volunteers for the newly established Economic Development Committee, and expects focused work to begin during spring of 2009.

The Board of Selectmen was very pleased to endorse and co-sign a letter of

application in September with the Sheffield Land Trust and the Trustees of Reservations to the Housatonic Valley Association (HVA) and ESS Group that outlined community recommendations and input on the development of canoe/kayak sites on the Housatonic River. At an information session about the GE Natural Resources Damages grant process held during the summer at the Bushnell Sage Library, an ad hoc citizens' working group formed to investigate various sites in Sheffield and draft the letter of application that proposed our top three sites for consideration for low impact river access plans. In December, the Town learned that the Covered Bridge site was one of five sites selected county-wide for funding. As the year concluded, ESS was moving forward with preliminary construction plans and preparation of permit applications. We view this project as a first step in developing the Old Covered Bridge "River Park", and in setting the groundwork for seeking future funding that can support further river access projects. While it is impossible to individually thank all the Sheffield residents who participated in and supported this project, the Board of Selectmen would like to acknowledge the steadfast contributions of Neal Chamberlain, Bill Connell, Kathy Orlando and Rene Wendell, and our strong connections with Dennis Regan of HVA, for keeping the Housatonic River, one of the town's greatest environmental and recreational assets, in the forefront of our thinking.

In conclusion, the Board of Selectmen wishes to thank all of our Town employees and volunteer board and committee members for a job well done! We are very proud of the highly professional nature in which Town business is conducted by our employees and greatly appreciate the expertise, dedication and hard work of those who volunteer their time and talent on behalf of the Town. We especially want to acknowledge the outstanding job of our Town Administrator, Joseph Kellogg, and Assistant Administrator, Rhonda LaBombard as the assistance they provide to the Board of Selectmen on a day-to-day basis clearly makes our work easier. Kudos to everyone on the Sheffield Team!

Respectfully submitted,

Julie M. Hannum, *Chairman*

David D. Macy, *Clerk*

James T. Collingwood, Sr.

# Report of the Finance Committee

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Fiscal Year 2008 (FY '08) was a very bad one for the finances of the Town. Not only did we use the entire Reserve Fund (\$54,000), but we had to transfer \$27,750 from unused funds in the budget to other accounts in order to cover deficits in other areas. These transfers, which require approval of the Board of Selectmen and the Finance Committee, are something we have never had to do before. They reduce the amount of money we have to replenish our Free Cash, which we rely on to fund capital expenditures.

The causes of our unexpected expenditures were mostly weather related, Highway Department costs and unexpected increases in energy costs for heating fuel, gasoline and electricity.

The following were transfers from the Reserve Fund:

Zoning Board of Appeals	\$ 750.00
Highway Department	\$ 7,000.00
Highway Department	<u>\$46,250.00</u>
	\$54,000.00

Along with the Board of Selectmen we transferred funds from the following accounts:

Board of Selectmen	\$ 5,000.00
Board of Assessors	\$ 4,500.00
Planning Board	\$ 4,000.00
Legal Services	\$ 750.00
Inspectional Services	\$ 1,500.00
Board of Health	\$ 3,500.00
Group Insurance	\$ 7,500.00
Financial Audit	\$ 1,000.00

The funds were transferred to the following accounts:

Building & Properties	\$12,500.00
Police Department	\$ 9,500.00
Highway Department	\$ 2,750.00
Worker's Compensation	\$ 3,000.00

It should be noted that the Highway Department transfers covered increases in salt and sand usage due to the icy winter and unanticipated increases in the price of salt as well as a large amount of gravel to repair spring and fall storm damage to roads.

Respectfully submitted,

David J. Steindler, *Chairman*  
David A. Smith, Jr., *Vice Chairman*  
John A. James  
Judith G. Schnurr  
Colin Smith

# Report of the Town Clerk

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The Town Clerk's office is the official record keeper for the Town of Sheffield. Some of the services provided by this department are vital statistics; births, marriages, deaths, posting of meeting notices for all municipal boards and committees, voter registration, the town political calendar, Annual Street List (Census), residency certification, Town Meeting warrants and minutes, business certificates (dba), notarization of documents, payment of non-criminal violations and hunting/fishing and dog licensing.

This past year I continued to attend conferences and classes offered by the Massachusetts Town Clerk's Association. In addition to Mass Clerks, I began a three year certification program with the New England Municipal Clerk's Association.

The following report is based on the primary areas of activity during the 2008 calendar year.

## VITAL REPORTS

BIRTHS – 29

MARRIAGE INTENTIONS FILED – 31

MARRIAGES THAT TOOK PLACE – 32\*

DEATHS – 22

\*The marriage intention was filed in 2007; the marriage took place in 2008.

## DOG LICENSING

Dog licensing is required annually each spring. Licenses expire March 31st and dog owners have from March 1st to May 1st to renew. If you have a dog six months of age or older, or you reside in Sheffield at least 30 days of the year, licensing is required. If you do not renew by May 1st, there will be a \$25 late fee (per dog) implemented in addition to your licensing fee.

Licensing by mail is acceptable with proof of current rabies, a self-addressed stamped envelope and a check made payable to the Town of Sheffield. Mail to: Town Clerk, PO Box 175, Sheffield, MA 01257. The amount payable should be \$5 for a neutered/spayed dog and \$10 for an intact dog.

Dog license fees totaled \$4001.00. This amount includes fees for private kennels, as well as individual dog licenses and late fees assessed.

## **DIVISION OF FISHERIES AND WILDLIFE**

The Town Clerk's office is a vendor of Hunting/Sporting and Fishing/Trapping licenses, as well as, Primitive Arms, Waterfowl and Archery stamps. Hunters should be aware that annual written permission is required to hunt on private or Town owned property. If you are obtaining a Hunting/Sporting license, a prior year's license or a copy of your Hunter Safety Certificate is required. Licenses will not be issued on F.I.D. cards alone.

The office processed for the State of Massachusetts Division of Fisheries and Wildlife \$12,785.65 in sales for 2008.

Respectfully submitted,

Felecie O. Joyce,  
*Town Clerk*

## **Report of Elections and Registrations**

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What an incredible year for Town Clerks, Board of Registrars and their staff's. Our election year began last March and there was no turning back. There were multiple phases of communication between us and the State, including conferences, training sessions and numerous emails. The following is a look into some of those areas. We preface this by saying that each election has registration deadlines, numerous nomination papers and petitions to certify and a lot of behind the scenes work to pull one election together, let alone five. We thank our resident's for your continued support. Our poll workers did an outstanding job and we could not have done it without them.

Voter registration is available year round during regular business hours. Applications are available in any town within the Commonwealth, or online through the Secretary of State's website. Registration numbers fluctuate during the year. We processed many registrations this year and the following breakdown reflects the final numbers at year's end:

As of December 31, 2008, the breakdown of registered voters was: 655 Democrats, 368 Republicans, 1,256 Unenrolled (no specific party), 6 Libertarian, 8 Green-Rainbow, and 2 Interdependent-Third party. This was a total of 2,295 registered voters and an average increase of 153 new voters, most of which were processed between September 17 and October 15.

The Help America Vote Act (HAVA) continues to change the way that we vote. Three years ago the Commonwealth of Massachusetts via a Federal mandate implemented the use of the AutoMark voting system. The AutoMark has been put into place to assist vision-impaired voters, but may be used by anyone wish-

ing to vote by this method. It does not tabulate votes. It allows the user to mark their ballot either by using a touch screen or an audio prompt. There is also a keypad with brail instructions to assist blind voters. The AutoMark is used in addition to our paper ballot voting system, and is available for absentee voting in addition to election day voting. For inquiries or demonstrations, please stop by or call the Clerk's office. We will be happy to assist you.

As anticipated, 2008 was a busy and exciting election year. We began with the Presidential Primary on March 5th, our local Town Meeting on May 5th, Town Election on May 12th, followed by the State Primary on September 16th and the Presidential Election on November 4th. As the year progressed so did the anticipation surrounding the Presidential Election. We saw a high turnout of voter registration both locally and statewide. There was last minute special, one-time legislation passed to allow people who did not register to vote by the deadline, an opportunity to do so. By implementing this change, voters who would not have been eligible to vote due to residency issues were now given that opportunity, if qualified. It required two additional ballots, which were, of course, provided by the State, and many hours regrouping our thoughts and processes. In the end, it was a successful election season. We are proud to report that the Town of Sheffield enjoyed an 85% voter turnout for the Presidential Election, closing with 1,907 ballots cast.

Respectfully submitted,

Patricia M. Sadera, *Chairperson*  
Marjorie E. Consolini  
Elizabeth R. Smith  
Felecie O. Joyce, *Town Clerk*

# Annual Town Meeting

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## Results of Annual Town Meeting Held Monday, May 5, 2008

The Annual Town Meeting was called to order at 7:00 p.m. in the Southern Berkshire Regional School District Auditorium by Town Moderator Bruce H. Person.

**ARTICLE 1:** On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to raise and appropriate the following sums necessary to defray the expenses for the Town for Fiscal Year 2009.

Moderator .....	\$200	Selectmen's Office .....	\$156,754
Board of Assessors .....	\$91,007	Treasurer/Collector .....	\$145,124
Town Clerk .....	\$54,046	Elections & Registration .....	\$20,570
Conservation Commission .....	\$9,430	Planning Board .....	\$11,000
Industrial Development Comm. ....	\$100	Zoning Board of Appeals .....	\$2,000
Town Buildings and Prop. ....	\$92,510	Town Report & Comm. ....	\$5,500
Legal Services .....	\$15,000	Dispatch Services .....	\$7,380
Police Department .....	\$416,669	Fire Department .....	\$39,955
Inspectional Services .....	\$75,000	Fire Hydrants .....	\$7,942
Dog Officer .....	\$8,500	Highway Department .....	\$544,400
Streetlights .....	\$10,500	Board of Health .....	\$14,334
Visiting Nurse Association .....	\$3,096	Council on Aging .....	\$48,810
Veterans Benefits .....	\$1,000	Library .....	\$152,664
Historical Commission .....	\$100	Memorial Day .....	\$750
American Legion .....	\$1,200	Care of Soldiers' Graves .....	\$1,400
Ashley Falls Hist. Dist. Comm. ....	\$100	Agricultural Commission .....	\$500
Interest on Loans .....	\$1	Berkshire County Retirement ....	\$159,931
Worker's Compensation .....	\$18,500	Unemployment Compensation Fund ...	\$1
Group Health (32B) Ins. ....	\$265,000	Employer Medicare .....	\$16,000
Financial Audit .....	\$12,000	Insurance & Bonding .....	\$67,000

**ARTICLE 2:** On a motion made by David Steindler, seconded by David Smith Jr., voted unanimously to fix the compensation of the following elected officers of the Town for Fiscal Year 2009, as required by Chapter 41, Section 108 of the General Laws: Moderator \$200; Selectman, Chairman \$2,200; Selectmen, two members at \$1,900 each.

**ARTICLE 3:** On a motion made by James T. Collingwood Sr., seconded by Julie M. Hannum, voted unanimously to raise \$139,100 from Solid Waste Disposal Enterprise Fund Revenues for the disposal and management of solid waste.

**ARTICLE 4:** On a motion made by Julie M. Hannum, seconded by David D. Macy, voted by a show of hands, 145 yes; 72 no; to approve the Southern Berkshire Regional School District Operating Budget for Fiscal Year 2009 and to raise and appropriate \$5,083,088 to pay the Town's assessed share of that budget under the statutory formula enumerated in Chapter 71, Section 16B of the General Laws, said appropriation to be contingent on passage of a Proposition 2 1/2 override in the amount of \$100,000.

**ARTICLE 5:** On a motion made by David D. Macy, seconded by James T. Collingwood Sr., voted unanimously to approve the Southern Berkshire Regional School District Capital Budget for Fiscal Year 2009 and to raise and appropriate \$202,731 to pay the Town's assessed share of that budget.

**ARTICLE 6:** On a motion made by James T. Collingwood Sr., seconded by Julie M. Hannum, voted unanimously to raise and appropriate \$800 to pay the stipend for Sheffield's committee members of the Southern Berkshire Regional School District for Fiscal Year 2009.

**ARTICLE 7:** On a motion made by Julie M. Hannum, seconded by David D. Macy, voted unanimously to raise and appropriate \$51,000 to pay for vocational education tuition in Fiscal Year 2009.

**ARTICLE 8:** (*Submitted by Petition*) On a motion made by Dennis H. Sears, seconded by Vito Valentini, voted by ballot: 140 yes; 78 no; to elect Southern Berkshire Regional School District School Committee members with residency requirements in district-wide elections to be held at the biennial state elections beginning at the earliest possible date by amending the SBRSD Regional Agreement by striking the entire section under, '2. THE COMMITTEE.' and inserting in lieu thereof the following:

“The powers and duties of the District shall be exercised by and vested in a Regional District School Committee, (hereinafter referred to as the Committee). The Committee shall consist of 10 members with residency requirements as follows: one from Alford, two from Egremont, one from Monterey, two from New Marlborough and four from Sheffield.

a) Pursuant to MGL c 71 § 14E, members shall be elected in biennial state elections in 2008 or no later than 2010 by way of district-wide elections with residency requirements, which will result in the required number of members who are residents of the appropriate town, to serve for a term of four years and thereafter until their respective successors have been duly elected and qualified. For the purposes of arrangement on the ballot, offices having the same residency requirement shall appear on the ballot distinct

from offices having different residency requirements, provided always that there shall appear on the ballot appropriate instruction to the effect, 'you may vote for every position on the Southern Berkshire Regional School District Committee, regardless of where you live in the District.'

b) Transition from current appointive members to elective members shall be reached by continuing each Town's appointive process until elected member successors have been duly elected and qualified. In order to manage this transition, all current and any future appointive members of the school committee will have terms that cannot extend beyond the time elective successors would be duly elected and qualified.

c) To fill member's positions vacated prior to the end of members elected terms, each town shall establish locally elected officials to act as appointive authority pursuant to MGL c 71 § 14E (5).

d) If any vacancy occurs among appointed or elected members after acceptance of this amendment, the appointive authority for school committee members in the town so affected and the remaining Committee member(s) of the town affected, acting jointly, shall appoint a member to serve until the next biennial state election, at which election a successor shall be elected to serve a full four year term. If any vacancy occurs in a town with only one member, the appointive authority from the town involved shall appoint a member to serve until the next biennial state election, at which election a successor shall be elected to serve a full four year term."

**ARTICLE 9:** *(Submitted by Petition)* On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to pass over Article 9.

**ARTICLE 10:** On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to authorize the Board of Health to employ any of its members, including members who also serve on the Board of Selectmen, as Title 5 Witnesses for Septic Systems Evaluation Tests and Inspections at a rate of \$35.00 per inspection, and/or Sanitation (Title 5) Inspector at an annual salary of \$500 for Fiscal Year 2009.

**ARTICLE 11:** On a motion made by James T. Collingwood Sr., seconded by David D. Macy, voted unanimously to authorize the appointment of members of the Board of Selectmen to the Board of Health or the Zoning Board of Appeals at no additional compensation in accordance with the provisions of Chapter 268A, Section 21A of the General Laws.

**ARTICLE 12:** On a motion made by David Steindler, seconded by David Smith

Jr., voted unanimously to transfer \$25,000 from Overlay Surplus and \$30,000 from Free Cash to provide for extraordinary or unforeseen expenditures under the provisions of Chapter 40, Section 6 of the General Laws, known as the Reserve Fund.

**ARTICLE 13:** On a motion made by Julie M. Hannum, seconded by James T. Collingwood Sr., voted unanimously to authorize the Treasurer/Collector to sell, with the approval of the Board of Selectmen, any parcel or parcels of real estate which have been or may be acquired through the foreclosure of tax title.

**ARTICLE 14:** On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to transfer \$30,053 from Free Cash to pay principal and interest on the bonded indebtedness authorized by Town Meeting vote of January 30, 1995.

**ARTICLE 15:** On a motion made by James T. Collingwood Sr., seconded by David D. Macy, voted unanimously to transfer \$18,000 from Free Cash to purchase new turnout gear for the Fire Department.

**ARTICLE 16:** On a motion made by Julie M. Hannum, seconded by James T. Collingwood Sr., voted unanimously to transfer \$325,000 from the Fire Truck Stabilization Fund and \$25,000 from Free Cash to purchase a new fire truck.

**ARTICLE 17:** On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to transfer \$750 from Free Cash to the Emergency Response Fund.

**ARTICLE 18:** On a motion made by James T. Collingwood Sr., seconded by Julie M. Hannum, voted unanimously to transfer \$7,500 from Free Cash to purchase up to date information technology hardware, software, and services.

**ARTICLE 19:** On a motion made by Julie M. Hannum, seconded by David D. Macy, voted unanimously to transfer \$11,500 from Free Cash to purchase a new commercial grade mower and trailer for the Highway Department.

**ARTICLE 20:** On a motion made by David D. Macy, seconded by James T. Collingwood Sr., voted unanimously to transfer \$145,000 from Free Cash to purchase and equip a new plow truck for the Highway Department.

**ARTICLE 21:** On a motion made by James T. Collingwood Sr., seconded by Julie M. Hannum, voted unanimously to accept funds being provided by the Commonwealth of Massachusetts under the provisions of Chapter 90 of the General Laws, to pay for such costs as allowed by appropriate legislation in connection with the maintenance, repair, and construction of Town ways and bridges.

**ARTICLE 22:** On a motion made by Julie M. Hannum, seconded by David D. Macy, voted unanimously to transfer \$9,500 from Free Cash for improvements to the Town Hall Parking Lot.

**ARTICLE 23:** On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to transfer \$8,500 from Free Cash for legal, advertising, and related costs to process tax delinquent accounts.

**ARTICLE 24:** On a motion made by James T. Collingwood Sr., seconded by David D. Macy, voted unanimously to transfer \$5,000 from the Solid Waste Enterprise Fund Retained Earnings Account for FY2008 for a new trash compactor receiver box.

**ARTICLE 25:** On a motion made by Julie M. Hannum, seconded by James T. Collingwood Sr., voted unanimously to transfer \$5,000 from Free Cash for commercial personal property tax appraisal consultant services for the Board of Assessors.

**ARTICLE 26:** On a motion made by David D. Macy, seconded by James T. Collingwood Sr., voted unanimously to accept Chapter 59, Section 5, Clause 54 of the General Laws and establish the minimum value of personal property subject to taxation at \$1,000.

**ARTICLE 27:** On a motion made by James T. Collingwood Sr., seconded by Julie M. Hannum, voted unanimously to accept Chapter 32B, Section 18 of the General Laws which will require that all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, or eligible for coverage thereunder at no cost to a retiree, their spouse or dependents, be required to enroll in a medicare health benefits supplement plan offered by the Town, except that any retiree who has formally retired prior to July 1, 2008 shall not be bound by this article.

**ARTICLE 28:** On a motion made by Julie M. Hannum, seconded by James T. Collingwood Sr., voted unanimously to pay the following prior year bills from the FY2008 Buildings and Grounds Account: A-1 Security - \$881.00; Master Garbologist - \$130.00

**ARTICLE 29:** On a motion made by David D. Macy, seconded by Julie M. Hannum, voted unanimously to petition the legislature, under the provisions of Section 8, Article 89 of the Amendments to the Constitution (Home Rule), to enact the following:

Notwithstanding the provisions of any general or special law to the contrary, the

Board of Selectmen of the Town of Sheffield may appoint two associate members of the Conservation Commission for terms not to exceed one year. The Chairman of the Conservation Commission may designate any such associate member to sit on the Commission in the absence of a quorum for any reason, including a conflict of interest, or in the event of a vacancy on the Commission until said vacancy is filled in accordance with the provisions of Chapter 40, Section 8C of the General Laws.

**ARTICLE 30:** On a motion made by James T. Collingwood Sr., seconded by Julie M. Hannum, voted unanimously to establish a permanent Housing Commission to support and encourage the creation of sufficient workforce housing in Sheffield as provided in the following:

Said Commission, once appointed, shall develop a work plan to carry out the following primary tasks:

Review existing bylaws and provide recommendations that promote workforce housing in Sheffield;

Identify and prioritize appropriate areas for new housing to complement the recommendations of the Open Space Five Year Action Plan;

Utilize a regional approach to meeting housing needs in Sheffield in order to access resources and funding not readily available to small towns.

The Commission shall consist of five (5) members and two (2) alternates appointed by the Board of Selectmen. Members should represent a variety of different interests including beneficiaries of the Commission's efforts, community members with relevant expertise, civil engineer, landscape designer, land use planner, Board of Selectmen, Planning Board, Conservation Commission, or real estate agent. Members shall be residents.

Members will serve a staggered three-year term. Two (2) members shall be appointed for a term of three years; Two (2) members shall be appointed for a term of two years and three thereafter; and one (1) member for a term of one year and three thereafter. Alternates shall serve for a term of one (1) year.

The Board of Selectmen shall fill any vacancy based on the unexpired term of the vacancy in order to maintain the cycle of appointments, based on the recommendation of the Commission.

**ARTICLE 31:** On a motion made by Christopher Tomich, seconded by Julie M. Hannum, voted by a 2/3 majority, as declared by the Moderator, to amend the Zoning By-Laws as follows:

Delete Section 9.2.1 Establishment in its entirety and replace therewith the following language: "9.2.1 Establishment. The Zoning Board of Appeals shall consist of five members and one associate member. All members shall be appointed and removed by the Board of Selectmen pursuant to MGL c.40A, s.12. The Board shall elect a chairman and clerk. The chairman may designate any associate member to sit on the board in case of absence, inability to act or conflict of interest on the part of any member thereof, or in the event of a vacancy until said vacancy is filled in the manner provided in MGL Chapter 40A, Section 12.

**ARTICLE 32:** On a motion made by Christopher Tomich, seconded by James T. Collingwood Sr., voted unanimously to amend the Zoning By-Laws as follows:

1. Add the following terms to Section 10, Definitions:

**Business or professional office, individual:** A single business establishment (profit or non-profit) engaged in providing professional or business services including legal, insurance, engineering, surveying, accounting, architectural, management, consulting, counseling, secretarial, appraisal, research, marketing, sales, advertising, design, financial advisory, tax advisory, personnel hiring and management, computer and real estate brokerage and similar services and/or the office of a member of a recognized profession maintained for the conduct of that profession. Business or professional office, individual shall not involve manufacturing, fabrication, production, processing, assembling, cleaning, testing, repair, or storage of materials, goods, or products, which are physically located on the premises, or any service provided to animals, such as a veterinary hospital, or any medical and dental offices and clinics, other than psychiatric or mental health services. (Refer to Health Care Facility Section 3.1.3.C.3)

**Health care facility:** A facility or institution, whether public or private, principally engaged in providing services for health maintenance and the treatment of mental or physical conditions. Health care facilities include but are not limited to general or special hospitals, public health centers, diagnostic centers, medical offices, dental offices, treatment centers, rehabilitation centers, extended care facilities, long term care facilities, residential health care facilities, home health agencies, clinics and dispensaries. They may include laundries, cafeterias, gift shops, and laboratories as accessory uses.

**Certificate of occupancy:** A certificate signed by the Building Inspector in accordance with the State Building Code 780-CMR setting forth either that a building or structure complies with the Zoning By-Laws or that a building, structure or lot may lawfully be employed for a specified use or uses, or both.

2. Add the following definition to Section 10, Definitions, and Section 3.2.8:

**Accessory single-family dwelling unit / General Business District:** A Single-family dwelling unit as an accessory use where the principal use is either a use allowed by right or permitted by Special Permit in the General Business District, per Section 3.1.3 Table of Use Regulations.

3. Change the definition of “Accessory Single-Family Dwelling Unit / Commercial District”, Section 10, Definition, and Section 3.2.7 to read:

**Accessory Single-Family Dwelling Unit / Commercial District:** A Single-family dwelling unit as an accessory use where the principal use is either a use allowed by right or permitted by Special Permit in the Commercial District, per Section 3.1.3 Table of Use Regulations.

**ARTICLE 33:** On a motion made by Christopher Tomich, seconded by David D. Macy, voted unanimously to amend the Zoning By-Laws as follows:

1. Change Section 3.1.3.C.3 to read:

Principal Use	District				Notes
	R	VC	C	GB	
<b>C. Institutional Uses</b>					
3. Health care facility	PB	PB	PB	PB	Refer to Section 9.4 for Special Permit requirements.

2. Change Section 3.1.3.D.3 to read:

Principal Use	District				Notes
	R	VC	C	GB	
<b>D. Commercial Uses</b>					
3. Bed and breakfast establishment; guest house; inn	Y	Y	PB	PB	Refer to Section 10, Definitions. Refer to Section 9.4 for Special Permit requirements

3. Delete Section 3.1.3.D.13, Hotel, inn; Renumber as needed; and Change Section 3.1.3.D.17 to read:

Principal Use	District				Notes
	R	VC	C	GB	
<b>D. Commercial Uses</b>					
17. Hotel, motel	N	N	PB	PB	Refer to Section 10, Definitions. Refer to Section 9.4 for Special Permit requirements.

4. Change Section 3.1.3.D.11 to read

Principal Use	District				Notes
	R	VC	C	GB	
<b>D. Commercial Uses</b>					
11. Funeral home	N	PB	PB	PB	Refer to Section 10, Definitions. Refer to Section 9.4 for Special Permit requirements.

5. Add the following as Section 3.1.3.G.5 and Renumber as needed:

Principal Use	District				Notes
	R	VC	C	GB	
<b>G. Accessory Uses</b>					
5. Accessory single-family dwelling unit/ General Business District	N	N	N	PB	Refer to Section 3.2.8. Refer to Section 9.4 for Special Permit requirements.

**ARTICLE 34:** On a motion made by Christopher Tomich, seconded by Julie M. Hannum, voted unanimously to amend the Zoning By-Laws as follows:

1. Add the following terms to Section 9.3.7 Lapse:
  2. Special Permits: According to the provisions of MGL c 40A § 9, any special permit granted by the Planning Board shall lapse within 2 years, which shall not include such time required to pursue or await the determination of an appeal, as per MGL c 40A §17, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause or, in the case of permit for construction, if construction has not begun by such date except for good cause.
2. Change the last paragraph of Section 6.2.5 to read:
 

The Board may not grant a Special Permit for any sign of a size more than 50% larger than that permitted under Section 6.2.5.1 above or for more than four signs to be placed upon any lot. Further, the Board may not grant a Special Permit for a combined square footage of all signs exceeding 50 square feet.

**ARTICLE 35:** On a motion made by Christopher Tomich, seconded by David D. Macy, voted unanimously to amend the Zoning By-Laws as follows:

1. Add the following to Section 3.1.3.A.5, Boarding house, Notes:
 

Refer to Sections 3.2.6.2, 4.2.2.3, 4.3.2.5 and 7.3.
2. Add to Section 4.3.3:
  6. Applicants for a Special Permit under this Section shall first file for the

Special Permit. If granted, applicant shall promptly record the Special Permit as specified in the Planning Board Rules and Regulations.

7. The Planning Board shall have the right to waive Approval Not Required Plan (Form A) fees for applicants under this Section in accordance with the Planning Board Rules and Regulations.

3. Add the following as the fourth sentence in Section 9.1.1, Permits:  
A building or structure shall not be occupied until the Building Inspector has issued a Certificate of Occupancy, which certifies compliance with all applicable by-laws and laws.
4. Delete the phrase “Section 6.1. Signs” from Section 9.5.1.1.2; so that it now reads:  
For other information regarding Special Permits, refer to Section 9.4 Special Permits, and as appropriate, Section 4.3.3, Alternative Lot Dimensions; Section 5.2, Nonconforming Uses and Structures; Section 7.1, Personal Wireless Service Facilities, Repeaters and Towers; Section 8.1 Adult Entertainment Overlay District; and Section 8.3, Water Supply Protection District.
5. Add the following sentence to Section 9.5.3, Contents of Site Plan:  
To insure that the information presented in an applicant’s site plan is consistent with the use being applied for, the SPGA shall have the right to waive or modify any component listed under Site Plan Content, at the written request of the applicant, where it is clear such modification or waiver will not materially impact the information presented or required by the SPGA to conduct its business. Any such approval given by the SPGA to a modification or waiver request shall be by the same number of votes as required to approve a Special Permit.

The meeting adjourned at 10:15 p.m.

Respectfully submitted,

Felecie O. Joyce  
*Town Clerk*

# Report of the Town Administrator

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I herewith submit my second annual report as Town Administrator. 2008 was a milestone year as major personnel changes occurred, long awaited projects were completed, and new initiatives begun.

Most noteworthy among the project completions was the second phase of the Village Green project, originally envisioned in the early 1990's. The Massachusetts Highway Department awarded the bid early this year to Petricca Construction who began work in earnest in May. Although we anticipated the worst in terms of the congestion this project would cause during the summer months, we were pleased to see the project go so smoothly with relatively little interruption to traffic and local businesses. Petricca finished the job ahead of schedule in August and slightly under budget. We are thankful for the professionalism and cooperation extended to us by their crew.

As important as the Village Green project, though not as long in the planning stage, was the Town Hall Parking Lot construction. Last year, we were able to install a base coat of paving by winter and during the summer, surplus curbing obtained from the State Police Academy was installed, courtesy of Petricca Construction and Tomich Landscaping. By late fall, Tomich Landscaping, Joe Wilkinson Excavating and Tom Ingersoll completed grading, tree planting, and landscaping work. In November, the final coat of paving was installed and striping applied. Special thanks go to Chris Tomich who donated countless hours of his time and energy to the project as well as his dad, Matt Tomich, who helped to install the walk of names with pavers purchased with donations by some 87 residents and businesses. Final touches, including lighting, benches, and a bike rack will be completed this spring.

Unfortunately, there were some projects that did not progress as hoped. Although voters at a Special Town Meeting in January approved the use of \$450,000 from Free Cash as a local match, a grant application seeking \$800,000 from the Massachusetts Department of Housing and Community Development for a new Senior Center at the American Legion site was denied in July. The Senior Center Building Committee is presently looking at a number of different less costly options including possible other locations, but given the state of the economy, we may need to adopt a wait and see approach at this time unless some new grant funding becomes available.

Following approval of the Southern Berkshire Regional School District (SBRSD) FY2009 budget in May by all five member towns, the Massachusetts Department of Education returned fiscal control to the District following its earlier takeover in

December, 2007. In July, the Boards of Selectmen from the five towns met to explore the possibility of collaborating and sharing services with the Berkshire Hills Regional School District (BHRSD). The impetus for this meeting came as a result of a non binding vote by BHRSD's three member towns (Great Barrington, Stockbridge, and West Stockbridge) to study the idea of expanding their district to include additional neighboring towns. It was agreed by all at that meeting to enter into discussions with our neighbors to the north to see what collaborations could be achieved whether it be sharing resources, working out joint purchasing agreements or even merging into a new regional district. The intent of the exploration would be to not only seek out cost savings, but to learn how we might be able to offer improved educational opportunities to our children. By November, the eight member towns, together with the School Committees of the SBRSD and BHRSD had agreed to submit a joint application to the Department of Education applying for grant funding to hire an independent consultant to assist us in these endeavors. The parties have also agreed that should the grant be awarded, every school district south of Pittsfield will be invited to participate in discussions which possibly could lead to one large, efficient, south county district.

In April, we were pleasantly surprised and grateful to receive a check in the amount of \$75,000 from Berkshire School which was donated in recognition of their 100 year anniversary. The funds have been set up in an account to pay for one time costs as needed. We have also had talks with Berkshire School officials about how we can better collaborate and use the resources of the school to benefit our residents.

The winter of 2007-08 was particularly severe as we exceeded our snow removal budget by more than two times the amount appropriated. In addition, a wet spring, combined with melting snow did significant damage to our dirt roads, requiring substantial amounts of gravel to repair. As a result, we were forced to utilize the entire Reserve Fund as well as transfer funds from a number of other departmental budgets to assure that we ended the year without a deficit. While we were fortunate to be able to have these funds, such action will result in a decrease in free cash which, in turn, will diminish our ability to make capital purchases in the future.

An especially noteworthy event this year involved a change in how we pay for solid waste disposal and recycling. In the past, all residents were automatically sent a bill for anticipated use of the Transfer Station. If a household used a private hauler or had some other accepted system of waste disposal, they needed to file for an abatement and provide proof of their non-use of the Town's system. This process involved a substantial amount of paperwork, both on the part of the residents as well as Town Hall staff. Beginning in July, we converted to a simpler system which required households to purchase a sticker if they wished to use

the Transfer Station and to do nothing if they didn't. This conversion required an accurate estimate of the number of stickers to be sold in order to set a fee sufficient to pay our expenses. Unfortunately, the number of stickers sold dropped by one third, with the amount of trash being dumped staying the same. This situation will result in a deficit for FY2009 and the need to dramatically increase the cost of the sticker next year. As an alternative to a major increase, we are currently exploring the possibility of instituting a "pay as you throw" system which would involve a per bag fee to dispose of trash at the Transfer Station. Such a system would encourage better recycling while assuring that everyone only pays for the trash they generate.

Procurements during the year involved the repaving of streets as outlined in the Highway Superintendent's report, purchase of a new plow truck, mower and trailer for the Highway Department, turnout gear for the Fire Department, computers for the Town Hall, and new phone systems for the Town Hall and Police Station. Continuing with our practice of past years, we issued an Invitation for Bids jointly with the Town of Great Barrington to purchase winter sand to meet our ice and snow control needs. This year's contract was awarded to J. Donovan and Son.

A major changing of the guard occurred in 2008 with the retirements of Ruth Gillette in May as Assessor (28 years), Ronald Bassett, Highway Superintendent (33 years) in December, and Police Sergeant Robert "Tony" Ullrich in December after 28 years. The loss of their institutional memory and experience will definitely have an affect on the Town as these employees always went above and beyond while serving in their respective capacities. I thank all of them for their dedication and wish them well in a much deserved retirement.

Although not on board as long as those noted above, we also lost the services of Police Officer Jonathan Finnerty to Great Barrington, Highway Equipment Operator James Beckwith to Mount Washington, Highway Truck Driver Edward Pickert to Great Barrington, Assistant Town Clerk Elsie Gilligan to private industry, and Town Hall/Police Station Custodian Vonda Alden, also to private industry.

New appointments made during the year included Edward Lord as Highway Superintendent, Robert O'Brien as Highway Equipment Operator, Anthony Errichetto as Highway Truck Driver, Ryan Kresiak as Police Officer, and Nancy Marshall as Town Hall/Police Station Custodian. I welcome these new employees and hope they stay with us a long time.

The FY2009 operating budget as approved at the Annual Town Meeting in May was up some \$110,000 over the prior fiscal year, with capital expenditures being

\$358,000 more, primarily due to approval of the purchase of a new \$350,000 Fire Truck using monies we have been setting aside for this purpose over the past several years. Our SBRSD operating assessment for FY2009 increased by \$322,000, with the capital assessment decreasing by \$14,000. These figures do not include vocational tuition expenditures which increased by \$16,000 due to an additional student attending Housatonic Valley Regional High School. It is important to note that even with the successful passage of a \$100,000 Proposition 2½ override in May, we set the tax rate in December with only \$29,000 in excess levy capacity. With the economy worsening daily, we can expect that next year's budget process will be extremely tough.

In closing, I thank the Selectmen for their support and hard work in helping all of us function as a team. Thanks as well to the Town Hall staff, Department heads and employees for doing an incredible job in serving our citizens. Lastly, I express my gratitude and appreciation to Rhonda LaBombard, Assistant Town Administrator, who always does what it takes to get the job done and is willing to take on any new task asked of her. I invite all residents to call us at (229-7000, Ext. 152) or email (jkellogg@sheffieldma.gov), or come to the Town Hall anytime with your concerns, complaints, and requests. It is this type of feedback that helps us do a better job serving you.

Respectfully submitted,

Joseph A. Kellogg  
*Town Administrator*

## Report of the The Highway Department & Tree Warden

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The Highway Department continued with the regular maintenance of roads along with mowing, trimming, brush cutting, drainage issues and removal of hazardous trees.

Chapter 90 funds were used this year to reclaim and pave Rote Hill and Hulett Hill Roads. The work consisted of grinding, ditch repair, drainage repair, culvert replacement and a binder coat of blacktop. The top coat is expected to be put down next year. The Village Green and Town Hall parking lot were also paved.

Beaver control devices were installed on Giberson, Bow Wow, Hickey Hill and Berkshire School Roads. This has been a tremendous savings for the department. Maintenance of these sites was a daily operation requiring at least one, sometimes two employees and equipment to keep the roads from flooding.

The equipment purchases for this year were a mower and trailer, so that the Highway Department could mow the Town owned properties rather than hire outside contractors. The 1993 International dump truck was replaced with a 2009 International dump truck with a front and side wing plow. The wing plow has helped to maintain the sidewalks on Berkshire School Road.

Two new employees began working for the Highway Department this year. Tony Errichetto and Robert O'Brien were hired to replace James Beckwith and Edward Pickert, who accepted positions with other towns.

Respectfully submitted,

Edward Lord  
*Highway Superintendent*

# Report of the Police Department

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The Police Department responded to 2,059 calls for service in 2008. Officers conducted 310 criminal investigations that resulted in 60 arrests, 78 Criminal summons and 40 Criminal Show-Cause Hearings. The criminal cases involving arrests and summons are prosecuted by the Berkshire County District Attorney in either the District Court or the Superior Court. Show Cause Hearings are presented by the Department's Court Officer to the Magistrate who then determines whether there is probable-cause to issue a criminal summons. Utilizing the probable-cause hearings, offenders are in some cases allowed to make restitution and perform community service during which time the case is continued, if the conditions are met, the case is dismissed and there is no criminal record.

Officers investigated 55 motor vehicle accidents during 2008. In addition officers issued 715 motor vehicle citations, 19 for offenders charged with operating under the influence of alcohol. The Registry of Motor Vehicles returned to the Town the amount of \$13,537 for non-criminal motor vehicle offenses. The District Court of Southern Berkshire returned to the Town the amount of \$3,322 for fines assessed for criminal cases.

The Department forwarded to the office of the Treasurer \$1,625 for Firearm Licenses, \$3,050 for alarm permits, \$1,390 in fines assessed for false alarms and \$117 for tag sales permits.

The Department's Kops & Kids program, once again had a successful year. The program had over thirty children from throughout the Southern Berkshire area attend the five day session. This year's camp was under the direction of Officer Scott Farrell. The ropes course facilitator was Officer Timothy Ullrich. Officers serving as group supervisors were Sgt. Joe Buffis, Lee PD, Officer Brian Shaw, Stockbridge PD, Officer Roserio Messina, West Stockbridge PD and Officers Gary Mitchell, Brian Fahey and Ryan Kresiak, of our department.

The Department did receive a Community Policing grant in the amount of \$8,250, a twenty-five percent decrease over the previous year. Utilizing funds from the Community Policing grant the Department partnered with the New Marlborough Police Department to purchase a Speed Enforcement Radar Unit. We will be utilizing this unit on our roads not only to monitor the speed of vehicles, but the total number of vehicles traveling the roads. The Department also received a grant from the Governor's Highway Safety Program for traffic enforcement. The program is managed by Officer Susan Rathbun. In addition to paying officers for additional traffic enforcement we also received funding to replace an older radar unit.

During the past year we observed a significant increase in crimes against the elderly and identification theft. Investigations of crimes against the elderly, specifically financial crimes, are very difficult for several reasons. First and foremost, often times the victim does not wish to come forward due to the embarrassment of having succumbed to a scam operation. In addition, the paper trail of information is incomplete and difficult to follow through the maze created by these perpetrators. Finally the perpetrator of the crime often utilizes a foreign country as a base of operation. Please be aware of older family members who may be sending checks and or money orders to individuals or companies that you are not familiar with. This type of crime can very quickly destroy an individual's financial well being.

Identity theft is a potential problem for all of us. The perpetrators knowledge and skills with technological data and software require a collaborative effort among law enforcement and private sector entities. Everyone should be extremely aware of any activity on-line or credit card accounts and take every effort available to ensure the security of these accounts.

This year we experienced our first retirement within our organization. Sgt. Robert Ullrich retired after twenty-eight years of dedicated service to the community and the officers within the department. His dedication and knowledge will be missed. The department wishes Sgt. Ullrich a long and healthy retirement. Officer Jonathan Finnerty left the Department to join the Gt. Barrington Police Department. Jonathan was a very active officer, good investigator, especially in the area of drug crimes as was noted in his active participation in the Berkshire Drug Task Force. Jonathan will enjoy success wherever he may work. The department extends our best wishes for his success.

This year's budget is level funded in all categories, with the exception of a small increase for fuel. The Annual Town Warrant will have an article for the purchase of a new cruiser to replace the 2005 cruiser.

I would like to thank the Board of Selectpersons and Town Administrator Joe Kellogg for their support and guidance during the past year. Also I would like to thank the Sheffield Fire Dept and Chief Boardman, the Highway Department and Ed Lord for their continued assistance and support. Finally, thanks to the citizens of Sheffield for their continued support of the department.

Police Department Call Breakdown:

911 Hang ups .....	65
Burglar Alarm .....	153
Animal Control .....	60
Assist Citizens .....	61

Assist other Agencies .....	91
Domestic Disturbance .....	40
Assist Fire Department .....	62
Medical Emergencies .....	140
Motor Vehicle Accidents .....	100
Motor Vehicle Complaints .....	72
Crimes Against Persons .....	21
Disturbances .....	8
Crimes Against Property .....	79
Suspicious Activity .....	106
Public Service .....	318
Service Summons .....	56
Other .....	<u>614</u>
<b>Total .....</b>	<b>2059</b>

Respectfully submitted,

Chief James M. McGarry

# Report of the Fire Department

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The Sheffield Fire Department responded to 92 calls in 2008. The following is a breakdown of alarms.

Structure Fires .....	5
False Alarms.....	26
Brush/Grass .....	7
Mutual Aid .....	10
Chimney .....	2
Auto Accident .....	8
Burnt Food .....	6
Lost/Injured Hikers .....	7
Wires/Tree Down .....	8
Smoke in Building .....	1
Car/Truck Fire .....	3
Lifting Assistance.....	2
Misc .....	3
Carbon Monoxide .....	4

False alarms once again topped the list of calls. Mount Everett High School was 33% of the false alarms this year. We are currently working with the school to help solve this problem. Mutual aid calls to other towns were second this year. Mutual aid calls are important to us, as well as other towns, as more fire fighters are working out of town during the day.

The expansion of the fire station began this past year with a fund raising campaign. We are looking forward to breaking ground in May of 2009. We have downsized our original plans to fit with today's economy and budgeting. We are starting with two new bays from the original project, which will house the new fire truck which will be here in late 2009. As our fundraising continues we will move forward with other plans as our budget allows.

The fire department continues to train every Wednesday evening. We also train on some weekends when we attend courses sponsored by the Massachusetts Fire Fighting Academy.

I would like to thank the Police Department and Highway Department for their assistance this year. Also I would like to thank the Emergency Management staff for the hot coffee and warm food at many of our calls this past year.

I would like to thank the members of the Sheffield Fire Department for their dedicated service to the community which they protect. I would like to thank

the members' families, for their support and understanding of the time the fire-fighters take away from their families, to serve and protect.

<b>Officers</b>	<b>Years in Department</b>	<b>Years in Position</b>
Chief Rick Boardman	26 years	6 years
Deputy Chief John Ullrich	28 years	6 years
Deputy Chief Bob Beham	26 years	6 years
Captain Pete Batacchi	25 years	3 years
1st Lieutenant Randy Robarge	17 years	7 years
2nd Lieutenant Jason Smith	7 years	1 years
Engineer Adam Carlotto	7 years	3 years

<b>Regular Members</b>	<b>Years in Department</b>
Craig Bachetti	22 years
Nick Ball	7 years
Roger Ball	1 month
Frank Barros	2 years
Tony Bleau	1 year
Doug Blume	21 years
Jeff Briggs	1 year
Jeremiah Cronin	1 year
Jamie Foster	1 year
Mike Funk	11 years
Brent Getchell	14 years
Joe Gulotta	3 years
Steve Hyer	7 years
Kevin Learnard	1 month
Robert Martin	3 years
Martin Mitsoff	1 year
Brian Ovitt	43 years
Mike Ovitt	10 years
Bob Poulter	7 years
John Pshenishny	35 years
Scott Rote	24 years
Brandon Seward	1 year
David Ullrich	8 years
Wayne Wilkinson	8 years
Total Membership: 31	Average years of service: 13 years

Respectfully submitted,

Rick Boardman, *Chief*

# **Report of the Inspectors**

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## ***Report of the Building Commissioner***

For the period January 1 through December 31, 2008 a total of 209 permits were granted by the Building Department. The number of Building Permits granted during calendar year 2008 has increased by 40% from the previous year.

The scope of permits includes 3 new homes; 29 residential additions; 4 commercial additions; 48 renovations and alterations of residences; 11 new commercial structures; 1 commercial renovation; 10 garages and barns; 11 accessory structures; 3 swimming pools, 6 demolition of structure; 8 new signs; 5 photovoltaic solar systems; and 70 other permits that include roof replacements, residential decks, solid fuel burning appliances and temporary tents. Fees for building permits and building department inspections totaled \$47,151.92 with an estimated construction value of \$8.1 million.

The office hours of the Building Department are Monday and Tuesday 7:00 am to 12:00 noon, Thursday 3:00 pm to 6:00 pm and Friday 7:00 am to 10:00 am.

If you have any questions please do not hesitate to contact us by telephone at 413-229-7000, Ext. 156, Fax 413-229-7010 or e-mail [tcarmody@sheffieldma.gov](mailto:tcarmody@sheffieldma.gov).

Thomas M. Carmody, *CBO*  
*Building Commissioner*

## ***Report of the Gas Inspector***

During the year January 1, 2008 through December 31, 2008 this department issued 55 gas permits, collected \$3,025.00 in fees and made 55 on site gas inspections.

Respectfully Submitted

Bob Krupski  
*Gas Inspector*

## ***Report of the Plumbing Inspector***

During the year January 1, 2008 through December 31, 2008 this department issued 31 plumbing permits, collected \$2,069.00 in fees and made 66 on site plumbing inspections

Respectfully submitted,

Bob Krupski  
*Plumbing Inspector*

## ***Report of the Inspector of Wires***

In the year of 2008 there were 82 permits filed. These permits came to approximately 240 visits. The permits for 2008 were down from 2007

Respectfully submitted,

Richard Cappadona,  
*Inspector of Wires*

# Report of the Sheffield Cultural Council

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The goal of the Sheffield Cultural Council is to offer the residents of Southern Berkshire County the opportunity to attend and participate in events that are designed to promote excellence in the arts, humanities, and interpretive sciences. These events not only focus on entertainment, but also provide a valuable source of education for all.

Programs presented in 2008 included:

Ann-Elizabeth Barnes, Barrington Stage Company, Berkshire Theatre Festival, Inc., Richard Clarke, Flying Cloud Institute, Friends of the Sheffield Senior Center, Karl Giordano of the Cave Dogs, Gary Jackson, Contempaissance-Flute and Guitar; Bruce Mandel in Concert, John Root Edible Wild Plants of the Northeast, Shakespeare & Company, Tonality Now, Inc./ Cantilena Chamber Choir, and tickets to the Boston Symphony Orchestra.

Our allocation from the Massachusetts Cultural Council for 2008 was \$4,000.00. The Council accepted a total of 13 grant applications.

Also we would like to ask that all correspondence with the Council be addressed to:

Sheffield Cultural Council  
Town Hall-21 Depot St.  
P.O. Box 325  
Sheffield MA 01257

The Sheffield Cultural Council as well as the community are equally rewarded by the diversified talents of the many artists and performers.

Respectfully submitted,

Stephen Hyer, *Chair*  
Ann Moulton, *Secretary*  
Trudy Weaver Miller  
Brenda Ullirch, *Treasurer*  
Ann Dunne  
Amber Spring

# Report of the Board of Health

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To the Honorable Selectmen and the Citizens of Sheffield:

The Board of Health met on the second Monday of each month at 7:00 PM at the Town Hall to conduct regular business, review license applications and to deal with any relevant reported violations of the Town By-laws and/or Board of Health regulations. The Board also spends much time reviewing applications for septic disposal systems (new and repairs) and well permits.

We are members of the Massachusetts Association of Health Boards as well as the Berkshire County Board of Health. These organizations allow us to keep current on county health concerns as well as our place in National Homeland Security. This past year we have heard much about the potential threats to our communities and to our personal well being from epidemics to pandemics and Lyme Disease. We appreciate the time which Chief McGarry spends on planning for emergencies and assisting the Board when needed.

Household Hazardous Waste Collection times are made public and the people of Sheffield are urged to use these opportunities to remove hazardous waste from their homes.

We welcomed a new Health Inspector, George Oleen, this past year and two new members to the Board, Scott Smith and David Smith Sr.

Our Board would like to thank Julie Hannum for her service to the Board of Health.

Respectfully submitted,

Joel Weiss, *Chairman*  
Richard Kirchner  
Dave Macy  
Scott Smith  
David Smith Sr.

# Report of the Agricultural Commission

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The Sheffield Agricultural Commission has had a busy year. We continue to work on design and funding for signage to notify those entering Sheffield that we are a right to farm town. The signs will be placed on roads coming into Sheffield, similar to the hunting by-law signs. We hope to complete this project in the coming year.

Four of our members were able to go to the statewide Massachusetts Agricultural Commission conference in Worcester for training and to take part in the discussion of how best Agricultural Commissions around the state can enhance agricultural viability and support each other. These meetings are expected to continue in the future. There are now over 100 Agricultural Commissions in the Commonwealth, and growing. We were able to share ideas with over 150 other people who also represent their towns for agriculture.

Pine Island Farm has begun the initial steps to create an on farm digester project. The digester, when completed, will produce electricity for the farm with the excess going to the grid. In the next year or two with the aid of grants this project will be completed.

Some ongoing times include working with other town boards toward exploring the Community Preservation Act which could develop a local fund with matching grants from the State to preserve farmland and be used for historical preservation and housing in town. Also, the legislature passed the Dairy Farm Preservation Act, which includes a provision to allow towns to support local farms by waiving the collection of the animal and equipment excise tax for farms. Many towns across the Commonwealth are discussing this and, with very few farms in Sheffield paying the majority of the tax collected, we are looking into this as well. And we continue to work with other boards and the Berkshire Economic Development Corporation on agricultural economic development.

We look forward to another productive year.

Sincerely,

James M. Larkin  
*Chairman*

# Report of the Council on Aging and Senior Center

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2008 saw the continued building of programming, as was the plan. Quoting from the Town of Sheffield Annual 2007 Report:

“Emphasis for Sheffield COA in 2008 will be the continued building of appropriate programs, the continued work toward establishing a full-time professional staff along with its increased volunteer program, and funding and building a physical plant that will insure the continued accomplishment of its mission into the future.”

The building of a new physical plant, although supported by the town, was put on hold with the lack of funding received from a submitted grant to the Commonwealth. Although disappointed, professional staff and volunteers continued to introduce new and proven activities in keeping with the mission “*to facilitate seniors’ ability to live independently and enjoy a high quality of life...to provide life-enriching activities, relevant information on issues that affect them, and assistance in obtaining services*”.

Even with level funded non-salary portions of the budget, many activities continued because of in kind contributions by speakers, planners, and other volunteers.

3rd Thursday lunches are regularly attended by many with informative and entertaining programs being offered.

Free Tuesday films continue to be offered as well as twice weekly exercise classes at a nominal fee to help defray cost.

Increased support from Elder Services has been received through its many offerings including the S.H.I.N.E program, Meals on Wheels, Case Management, Information and Referral, and other programs.

Transportation aid has continued through Southern Berkshire Elderly Transportation Corporation (SBETC).

Other health services have been offered through monthly blood pressure clinics from Visiting Nurses, monthly screening, treatment, and referral from Community Health Programs, professional nursing foot care every other month from Countryside Nurse, and hearing and eye screening by professionals who have donated their time and expertise. The Visiting Nurses Association also runs an annual flu clinic for all seeking a flu shot.

The monthly Sheffield Senior Crier, supported mainly by state funds is mailed to over 500 readers and is now also accessible on the Sheffield town website.

The Friendly Caller program, whereby volunteers telephone visit with shut-ins, has started to help satisfy the increased need for Outreach.

Intergenerational activity has continued and increased with both Berkshire School and with Southern Berkshire Regional School District through such programs as Gracious Living Day, Papermaking for Our Future, and other programs in collaboration with the library and the Sheffield Historical Society.

The Council on Aging has become a more active participant in the planning of programs, discernment of budget issues, and in the supporting and advising of the Director.

2009 (FY2010) will be a challenge fiscally with probable level funding at best in all areas including salary line items for the part-time Director and part-time Assistant Director.

Although staffing and funding restraints limit serious increases in programs and services, a positive atmosphere exists and future hopes continue to remain the catalyst for the Director and Assistant Director along with growing support from the community for the idea that Sheffield senior citizens – almost 25% of its population – should not be served part of the time.

Respectfully submitted,

John-Arthur Miller  
*Director*

# Report of the Bushnell-Sage Library

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This has been a busy, successful year. We expect that in 2009 the changing economy will result in even more library usage.

## STATISTICS

	<u>2007</u>	<u>2008</u>
Item count	42,808	44,362
Patron cards	1,463	1,169
Circulation	67,607	66,982*

\*A number of local towns joined CWMARS, causing some of our statistics to decline slightly.

## PERSONNEL

Lesley Moran ensured that the circulation desk functioned smoothly, with support from Lisa Scibelli, Deb O'Brien, Melissa Joyce, and Pauline Clarke. Our new substitute library technicians, Jacqueline Connell, Molly Goodchild, Frederic Gordon, and Althea Brown, substituted at the desk and worked on special projects. Jessica Roseman ran innovative programs for children. Custodian Ken Powers has been able to repair everything that required maintenance. His talents have saved the Town thousands of dollars.

During the year our volunteers worked on numerous projects. Inez Flinn and Eleanor Shiels worked at least a full day every week, sometimes even more, to keep up with the processing of new and donated materials. Our shelveers, John Wightman, Catherine Hutchison, and Kathleen Dennison, continue to do a great job. Maddy Ohman continued to help us file reference paperwork, Jonathan Weinress helped on the Bookmobile, and Sherry MacDonald managed to keep our plants, inside and out, not only alive but looking good. Don Freedman worked on the display of great reads and helped sort donated items. Jackie Weaver did a tremendous amount of weeding in our Millie's Garden. Letrice Kushlefsky worked on the audio collection and compiled a list of books for seniors on health issues. Gail Tighe assisted with children's programs. On several days Berkshire School students helped with organizing books and the fall cleanup of the grounds.

## PROGRAMS

Jan 12 - Richard L. Grossman, *The Tao of Emerson: The Wisdom of the Tao Te Ching as Found in the Words of Ralph Waldo Emerson*

Jan. 21 - Martin Luther King Jr. program with the Sheffield Historical Society

and Senior Center

May 10 - Carol Gilligan, *Kyra: A Novel*

May 16 - David McLaughlin, *Unfolding History of the Berkshires*

June 28 - Book Sale - children

June 28 - John S. Friedman, *Out of the Blue: A History of Lightning: Science, Superstition and Amazing Stories of Survival*

July 19 - Gayle Harmelin, *Having Guests Means Never Seeing the View*

August 9 - Peggy Daniel, *Tanglewood: A Group Memoir*

Sept. 5-7 - Book Sale - adults

Sept. 12 - Jana Laiz, *Weeping Under This Same Moon*

Sept.19 - Derek Gentile, *The Vanilla Envelope*

Oct. 3 - David McLaughlin, *Inside the Berkshires: Sixteen Journeys of Discovery with the Sheffield Historical Society*

Nov.1 - Local Authors Day Celebration

Dec. 3 & 17 - Sit & Knit Group

The featured program of our year is the Local Authors day in November, when 50 area authors and illustrators bring their books to display, sell, and autograph. Our authors included a Peabody Award winner, an Emmy winner, and two Caldecott medal winners. Each year a large group of volunteers prepares all the refreshments, the Selectmen and Town Administrator take part, and the Friends host the coffee hour and the luncheon. Susan Young and Kathie Ness combine efforts to make this celebration possible.

#### CHILDREN'S PROGRAMS

Jessica Roseman organized and ran a successful children's book sale on June 28th.

The Summer Reading Program theme was "Wild Reads." Jessica and Betty LeGeyt ran a weeklong camp for 21 children in July and followed up with a continued reading program throughout the rest of the summer.

A total of 181 children attended our half-day programs on teacher in-service training days. Again, Betty and Jessica worked together to make this program so successful.

Other programs included toddler reading, joint programs with Massachusetts Audubon and the Trustees of Reservations, homework help, and weekly chess and other games.

**PROGRAM ROOM USE:** Many organizations took advantage of our attractive program room during the year, including the Nature Conservancy, Massachusetts Audubon, School classes and administrators, Housatonic Valley Art League,

Conservation groups and land trusts, Garden clubs, Crafts groups, Scouts, Sheffield Plastics, and SHINE.

#### BUILDING IMPROVEMENTS:

Initial steps were taken on a landscape plan

Air conditioning was installed for the 2nd floor

Upholstered furniture was cleaned

The piano was tuned thanks to Sheffield Plastics

Historic photographs were reframed archivally, compliments of Holly Hamer

#### COLLECTION AND OUTREACH

Senior Outreach: Seniors make up 75% of our volunteers; they also attend the grand finale of the Summer Reading Camp. Sheffield resident Ann Shanks organized a program on senior health issues scheduled to take place at the library in January 2009; the library provided a reading list of materials.

The Bookmobile visited in January, March, June, August, and December. On each occasion approximately 500 items were selected. Large print books, CD books, and some DVDs were a priority.

Collection Development has been focused on increasing our range of international literature, such as books by the writers of India and China. The gardening collection continues to improve, as more and more people consider growing vegetables as well as starting flower gardens. The art book collection has grown considerably, thanks to a major donation.

The library has a regular page devoted to activities and book reviews in the Sheffield Times, which has been useful in attracting new patrons.

#### COMMUNITY SUPPORT

A most generous donation was made by Kathie Dean and Fred Gordon, who, in lieu of wedding gifts, set up a book acquisition fund for the library. Their thoughtfulness, and the generosity of their friends and family, were overwhelming.

The Highway Department helped us often this year. They redid the parking lot lines before our biggest program of the year, kept the handicapped parking spaces usable even during the worst storms, and even repaired the book drop. Thank you, Ed and team!

Support from the Friends of the Bushnell-Sage Library has once more been phe-

nomenal. The hard work to raise funds and generosity of this group deserve huge praise. Patrick Owen Burns, Pam Bloodworth, Barbara Burns and, in particular, David Steindler have devoted long hours to improving the building and the library's programs.

The Trustees, together with Joe Kellogg, the Town Administrator and his assistant, Rhonda LaBombard, have made this a year of progress on all fronts. The collection, programs, and building and grounds improvements contributed to making 2008 another great library year!

Respectfully submitted,

Nancy Hahn  
*Library Director*

# Report of the Planning Board

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## Elected Town Officials Planning Board

Christopher Tomich, Chairman .....	2009
David Smith, Sr., Vice Chairman .....	2010
Margaret Z. Martin, Secretary .....	2010
Anthony Gulotta, Treasurer .....	2009
Tim Fulco .....	2011

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## Delegates to Berkshire Regional Planning Commission:

David Smith, Sr. ....	2009
Rene Wood, Alternate: .....	2009

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## Representatives:

The Planning Board for the year of 2008 continued its work on Special Permits, Form A's and Zoning by-law uses and adjustments.

The Board operated most of the year without an Alternate member. The Alternate Member is appointed by the Board of Selectmen. In the past the Alternate Member has been called upon infrequently to serve, but is still necessary. For 2009 that position probably will be filled but future civic volunteers are always welcome to come every second and fourth Thursday at 7:00 pm to see how the Board works.

## Special Permits Granted in 2008:

- Berkshire Fence for Major Commercial Development, Accessory Single Family Dwelling Unit in Commercial District, Commercial Kennel and Signs.
- Sprint Nextel (Tower Ventures, Light Tower Wireless, LLC) to modify existing cell tower.
- Peter and Melissa Zdiarski for Commercial Use in a Rural District (pool maintenance business)
- Alan and Linda Rosen – Antique Store – Sign
- Sachs – Reisman for a Jewelry Craftsperson Shop and Sign
- Todd and Carrie Mack – Off the Beaten Track for a Sign
- The Marketplace Café for a Sign
- Natural Habitat for Signage
- Grenergy for Signage

Applicants needing signs larger than allowed by right dominated the Special Permit need in 2008. Tom Carmody, Building Inspector and Zoning

Enforcement Officer, was busy in 2008 doing his job in citing businesses and others with sign violations. The Zoning Board of Appeals was presented with sign issues as well. Our sign by-law has become a use issue for the Town. A need to rework the sign by-law under Section 6.2 has been recognized by the Town Boards, the Building Inspector and many citizens of Sheffield. A subcommittee was formed in the fall of 2008 and will diligently work into 2009 to make the sign by-law work better for residents, businesses and the enforcement officer. When they feel they have successfully rewritten the by-law the Town will be given the opportunity to hear it and then vote on it at a Town Meeting yet to be determined.

Form A Endorsements for 2008:

- Jessica Roseman, West Stahl Road – one lot divided into two lots
- Bruce Howden and David Prouty, west side Route 7A – one lot divided into three lots
- Anthony and Michelle Gulotta, southwest side of Frederick Lane – one lot divided into two lots
- Dominic Lydon of Lydon Developments LLC, west side of Route 7 in the Commercial District – one lot divided into two lots
- Estate of Dana Bartholomew, west side of Route 41 (Undermountain Road) – one lot divided into two lots
- Peter Tarsmsan and Marjorie Cohn, westerly side of Beaver Hill Road – one lot divided into two lots
- Gregory Small and Claire Anacreon, westerly side of Alum Hill Road – one lot divided into two lots
- Mary Chase, Lime Kiln Road across from the Sheffield Gun Club – one lot divided into two
- Mildred Peuzner, Jacob Peuzner, Sandra Sossner, Mina Cohen, Robert S. Drucker, Barry L. Drucker, Daniel B. Mont, et al – one lot divided into two lots
- Susan and Alison Austin, north side of Root Lane – a .502 acre lot from a three acre parcel

At the Annual Town Meeting voters approved four Planning Board sponsored Zoning By-law warrant articles:

**Article 31.** Under 9.2.1 the Zoning Board shall consist of five regular members and one Associate Member. All members shall be appointed and removed by the Board of Selectmen pursuant to M.G.L. C. 40A, 5.12

**Article 32.** to change section 3.1.3.C.3 (table of uses) showing by right, not allowed and Planning Board approval of uses as follows: Healthcare Facility, Bed and Breakfast, Guest House and Inn (Hotel and Motel), Funeral Home, Accessory Single Family Dwelling/6 BD

**Article 34.** Under 9.3.7 – Special Permit 2 year time lapse (good cause clause); typographical change on 6.2.5 (signs)

**Article 35.** Add section 3.1.3A.5 Boarding House; Add to section 4.3.3 see by-laws

In the last quarter of the year the Board learned that board training classes would be offered in 2009 instructed by Don Dubendorf, Esq. with funding from Berkshire Regional Planning Commission. The following topics will be offered:  
January 14th – How to Hold a Perfect Public Hearing  
February 2nd – Writing Reasonable and Defensible Decisions  
March 9th – Special Permits and Variances  
April 13th – Vested Rights and Nonconforming Structures  
The training will be open to all boards and town officials. Don has great enthusiasm and all will benefit from his knowledge.

Thank you to all Board members for fulfilling their civic duty. We would like to thank our dual team of secretaries, Nadia Milleron and Rhonda LaBombard, for their consummate work keeping the Board looking professional and organized.

Thank you to outgoing leading member Rene Wood for her service of six years and incoming member Tim Fulco for his agreeing to serve the Town of Sheffield.

Citizens that are interested in the Planning Board's activities can visit the Town website at [www.sheffieldma.gov](http://www.sheffieldma.gov).

Respectfully submitted,

Christopher Tomich  
Anthony Gulotta  
David Smith Sr.  
Margaret Z. Martin  
Tim Fulco

# Report of the Conservation Commission

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The Sheffield Conservation Commission heard 20 cases in 2008. Sixteen were Requests for Determination of Applicability and four were Notices of Intent. The motion regarding appointment of alternate commissioners remains before the State Legislature.

Four new members were appointed in the course of the year. Our meetings are scheduled for the second and fourth Mondays from April through October and for the second Monday from October through March, though special meetings can be requested by contacting the Commission. Meetings are open to the public at 7:00 PM in the Carlton French Meeting Room on the first floor.

Respectfully submitted,

Gaetan Lachance, *Chairman*  
Julie Hannum  
Jim Collingwood  
Don Ward  
Howard Chezar

# Report of the Zoning Board of Appeals

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The Zoning Board of Appeals heard and acted on the following 6 applications in 2008:

1. Century Acquisitions, Clayton Road – Special Permit – Expansion of non-conforming use – application withdrawn by applicant
2. Kathy Immerman, 749 North Main Street – Variance Granted – Signs
3. Erik and Barbara Schutz, 749 North Main Street – Variance Granted – Signs
4. Andrew and Anne Lee Dycus Shapiro, 664 Silver Street – Special Permit Granted – Addition to non-conforming structure
5. Sheffield Plastics, 119 Salisbury Road – Special Permit Granted – Extension of non-conforming structure
6. Great Barrington Marketplace, 18 Elm Court – Variance Granted – Signs

The Board has closed the hearing, but not deliberated on the application of Rene Wood et al, No Asphalt Defense Fund, Administrative Appeal regarding Century Acquisitions. Deliberations are expected to take place in January 2009.

The membership of the Board changed this year from a 3 member board with 3 associate members to a 5 member board with one associate member. Bart Elsbach joined the board in June.

We will have the opportunity to attend training Citizen Planner Training Collaborative workshops in 2009. These training workshops will be open to all boards and committees.

We would like to thank Michele Brooks our recording secretary for her assistance during the year.

Respectfully submitted,

Eric Carlson, *Chairman*  
David West, *Vice Chairman*  
Peter Rowntree  
Eric Blackburn  
Bart Elsbach

# Report of the Recycling Coordinator

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Last year, FY'08, was good for recycling in Sheffield. Over one third of all the material brought to the Transfer Station, was recycled. The bulk of the recycled material (paper, bottles and cans) was sent to the Springfield MRF. We sent a total of 260.01 tons of material and received \$10,806.90 in payment. While this just about covered our trucking costs, we avoided \$22,100 in disposal costs had that material been dumped as trash.

Unfortunately, the worldwide economic recession has cut severely into our payments for recyclables. Most of our paper wound up in China and demand there after the Olympics plummeted. Nevertheless, we are guaranteed a payment of \$15.67 per ton and the avoided costs are substantial. It is more energy efficient to remanufacture recycled material than to use new raw materials, thus saving energy and reducing carbon emissions.

This year Sheffield once again participated in the Southern Berkshire Household Hazardous Waste Consortium. Twenty four residents participated in the program, disposing of 380 pounds of hazardous waste as well as paint and used motor oil. We could not provide this service to our residents by ourselves because the cost would be prohibitive.

Things may be changing at the Transfer Station. As of this writing, the Selectmen are considering changing to a "Pay as You Throw" system of charges. Under this plan, a sticker would provide access to all Transfer Station services, except trash disposal. Trash would be disposed of in official 30 gallon bags (cost about \$1.75 each). The bags would be available in local stores and Town Hall. This system would provide a more equitable apportionment of disposal costs; the more you throw away, the more you pay. The system would obviously encourage recycling which is covered by the sticker fee. Stay tuned for more information.

Respectfully submitted,

David J. Steindler  
*Recycling Coordinator*

# Report of the Berkshire Visiting Nurses Association

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**OVERVIEW:** The Berkshire Visiting Nurse Association has provided more than 100 years of service to the residents of Berkshire County. Our public health services are provided with the support of the Boards of Health in Berkshire County. Berkshire Visiting Nurses Association, through the Sheffield Board of Health, provides disease prevention and health promotion services throughout the year to the residents of Sheffield. These services include regularly scheduled prevention-clinics where residents receive personal attention in:

- monitoring blood pressure
- testing blood sugar
- counseling on health related issues and
- referral as necessary to other medical care providers and wellness programs

Immunization clinics are held on request to provide routine immunization to children and adults. These clinics include the annual influenza and pneumonia clinics in the fall. Routine childhood immunizations and lead testing are also available. Communicable disease reporting and tracking is an ongoing part of the Public Health program.

## **WELLNESS PROMOTION:**

- 73 health promotion visits in 2008
- 67 flu shots administered
- 3 pneumonia shots administered

**COMMUNICABLE DISEASE TRACKING:** Massachusetts Department of Public Health requires reporting of all communicable diseases, the following incidents were reported, investigated and received follow-up.

- 1 Hepatitis C
- 1 Pertussis
- 1 Group A streptococcus
- 1 Invasive streptococcus pneumonia
- 1 Legionellosis
- 61 Lyme
- 13 Human granulocytic anaplasmosis
- 4 Ehrlichiosis

**COLLABORATION:** Our Public Health coordinator, Cindy Croce, RN, works with the Sheffield Council on Aging to provide coordination of services for resi-

dents. Primary providers, Skilled Nursing and Assisted Living Facilities receive State Department of Public Health vaccines and immunization information. As a member of the community health care continuum of Berkshire Health Systems, collaboration with and referrals to the other health care professionals are readily made.

Berkshire Visiting Nurse Association wishes to thank the Select Board for the opportunity to serve your residents. Please feel free to call BVNA for information at 1-800-788-2862. We look forward to our continued relationship in maintaining and promoting good health in Sheffield.

Respectfully submitted,

Eileen Myers,  
*Vice President of Home Care*  
Berkshire Medical Center / Berkshire Health Systems

# Report of the Town Park & Recreation Commission

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The Town Park continues to serve the residents of Sheffield in many ways for many occasions. And we are happy to report that vandalism was at a minimum this year which enabled us to be freer to meet the needs of the community better.

The effort to limit vehicle traffic near the ball fields during Little League games this year has made conditions safer at the playgrounds and ball fields. The Committee is relieved to see this problem being solved. It has inconvenienced some but children's safety is our first priority.

The Kiwanis also has their refreshment trailer more conveniently located near the road & their storage shed and is enjoyed by many.

We were happy to have the Kops and Kids program at the Park again this July.

If you would like to reserve the Pavilion for your party, reception, reunion, however big or small, please call Michael Ovitt, Chairman, at 229-7000 x 154 at the Town Hall.

Respectfully submitted,

Grace F. Campbell,  
*Secretary*

# Report of the Board of Assessors

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Greetings to the townspeople of Sheffield:

The Board of Assessors offices' primary function is to fairly value real estate for the purpose of taxation. In an effort to maintain data quality, and as required by the Massachusetts Department of Revenue, Bureau of Local Assessment, we continue the cyclical property re-inspection program – where the department visits and re-inspects a percentage of residential and commercial properties each year, building permit inspections, personal property listing and review, commercial income and expense review and sales property review.

After serving on the Board of Assessors for 28 years, Ruth A. Gillette retired in May. Ruth was appointed February 8, 1980 to fill a vacancy on the Board of Assessors and elected May 19, 1980 for a three year term. She received Massachusetts Accredited Assessor designation No. 242 on November 12, 1981. She entered into this profession when the state was implementing new policies for assessment administration and Proposition 2 1/2. Ruth instituted field cards for all parcels, researching deeds and surveys, hired outside consultants to implement and update tax maps and perform revaluation of all property. In 1990, she was elected president of the Berkshire County Assessors Association for a two-year term and has served as county editor for the MAAO newsletter for over 20 years. On November 14, 2002 Ruth received the prestigious Massachusetts Association of Assessing Officers Wilson Award, which recognizes an Assessor that has made the most outstanding contribution to the assessing profession. Her knowledge and professionalism will be missed.

## Fiscal Year 2008 Tax Rate Summary

The single tax rate for fiscal 2008 was \$11.74/1,000 valuation. The levy included New Growth of \$134,363.00.

<b>Class</b>	<b>Parcel Count</b>	<b>Valuation</b>	<b>Percentage of Levy</b>
Residential	2045	492,060,161	87.26%
Commercial/Industrial	488	58,172,862	10.32%
Personal Property	433	13,650,823	2.42%
Total	2966	\$563,883,846	100.00%

Total Estimated Receipts and Revenue sources	\$1,278,402.00
Total Real & Personal Property Tax Levy	\$6,619,996.35
Total Receipts from all sources	\$7,898,398.35

Supplemental Tax, Rollback Tax & Excise committed to the Collector:

Supplemental Tax (new construction)	\$11,135.36
Rollback Tax (Chapter 61A)	\$1,583.96
Motor Vehicle Excise	\$442,935.88
Farm Animal Excise	\$16,486.76
Total	\$472,141.96

**Abatements & Exemptions**

Statutory Exemptions for Fiscal Year 2008 were:

<u>Exemption Type</u>	<u>Count</u>	<u>Total Tax Amount</u>
Clause 22 – Veterans	14	\$5,600.00
Clause 37 – Blind	2	875.00
<u>Clause 41C – Elderly</u>	<u>25</u>	<u>18,375.00</u>
Total	41	\$24,850.00

Real Estate Abatements	\$6,791.58
Personal Property Abatements	\$1,335.34
Total Exemptions and Abatements taken against overlay	\$32,976.92

Motor Vehicle Excise Abatements

Levy of 2005	\$127.22
Levy of 2006	\$2,005.13
Levy of 2007	\$5,525.34
Levy of 2008	\$9,089.38
Total Motor Vehicle Excise	\$16,747.07

Respectfully submitted,

Tammy L. Blackwell, *MAA, Chair*  
Barbara West

## Report of the Treasurer/Collector

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The total levy of Real Estate and Personal Property Tax for Fiscal Year 2008 was \$6,631,133.95 of which \$6,373,903.09 was collected, \$32,976.92 was abated, \$7,827.89 was overpaid and refunded, \$4,239.50 taken into tax title, leaving a balance of \$227,842.33 at the end of June 2008, thus collecting approximately 96.6 % of the Levy. By June 30, 2008 we were able to collect \$109,625.18 of last year's balance of Real Estate and Personal Property taxes, bringing collections to 98.3% after one year. Motor Vehicle Excise collections totaled \$457,410.80. From all delinquent taxes came \$62,043.95 in interest penalties and fees. Although earning historically low interest rates, the Town was able to safely earn \$72,031.09 on its investments.

Real Estate and Personal Property bills are generally payable 4 times per year. The Preliminary Bills are the August 1st and November 1st installments each representing 25 % of the prior fiscal year net tax. The Actual Bills are February 1st and May 1st installments which reflect any change in valuation along with the change in tax rate. I encourage taxpayers to understand the basis of their bills and welcome any taxpayer to review the collection process.

The majority of Motor Vehicle Excise Taxes are issued in Feb. of each year for those registered as of the 1st of the year and approximately every two months following. You may be eligible for a refund or adjustment if you transfer plates from another vehicle or cancel plates mid year; you will be directed to the Assessors office for this adjustment. There will be no Fiscal Year 2009 Transfer Station bills mailed to each household. Stickers will be sold to only those who use the transfer station. Those using a Commercial Hauler need not apply for the annual abatement or be required to still pay a portion of the overall cost. This will likely result in higher sticker costs in the future. Most bills are issued on a Fiscal Year period that covers July 1st through June 30th.

Thanks to Barbara Roraback for her 18 years of loyal service to the town and to Seana Roche who has grown into an important part of our team.

Any questions or concerns can be directed to the Treasurer/Collector's Office at 229-7000 ext. 153 or 154.

Respectfully submitted,

Michael C. Ovitt,  
*Treasurer / Collector*

## REPORT OF THE TOWN TREASURER

Report of Receipts - Fiscal Year 2008 - July 1, 2007 through June 30, 2008

### FROM TAX COLLECTOR:

REAL ESTATE TAXES	\$6,366,702.68
PERSONAL PROPERTY TAXES	\$161,144.58
MOTOR VEHICLE EXCISE TAXES	\$457,410.80
TRANSFER STATION FEES	\$138,376.47
FARM ANIMAL EXCISE TAXES	\$16,137.50
PRO FORMA TAX	\$1,036.00
ROLLBACK TAXES	\$2,858.15
INTEREST ON TAXES	\$40,937.95
COLLECTOR FEES	\$9,685.00
DEPUTY COLLECTOR FEES	\$8,201.00
CERTIFICATES OF MUNICIPAL LIENS	\$3,750.00
US TREASURY IN LIEU OF TAXES	\$1,320.00
REGISTRY NON RENEWAL FEES	\$3,220.00

### FROM STATE TREASURER:

CHAPTER 70	\$14,610.00
LOCAL AID/ADDITIONAL ASSISTANCE	\$11,938.00
LOTTERY DISTRIBUTION	\$291,272.00
LESS: NET STATE ASSESSMENTS	(\$29,405.00)
D.O.E. FY08 FOUNDATION RESERVE	\$32,000.00
PAYMENT IN LIEU OF TAXES ON STATE OWNED LAND	\$35,554.00

### AID TO PUBLIC LIBRARIES:

LIG /MEG /INRC GRANTS	\$6,310.05
PUBLIC LIBRARY FUND MATCH FY08	\$499.20
ATTY. GENERAL (Antitrust case - Library Music Program)	\$325.86
COUNCIL ON AGING (Formula Grant)	\$4,550.00
CULTURAL COUNCIL/ARTS LOTTERY	\$4,000.00
ELDERLY EXEMPTIONS	\$7,552.00
MASS REHAB COMMISSION - Records Fee	\$25.00
CH-90 HIGHWAY FUNDS	\$295,385.74
COMMUNITY POLICING GRANT 2008	\$11,299.00
D.C.R. VOL FIRE ASSISTANCE GRANT 50%	\$719.07
EXTENDED POLLING HOURS	\$197.00
EXEMPTIONS: BLIND, SURVIVING SPOUSE, VETS 2 years	\$7,175.00
FEMA - #1701 April 2007 STORM REIMBURSEMENT	\$11,364.15
FEMA - OCT 05 FLOOD REIMBURSEMENT	\$2,682.80

### FROM BOARD OF SELECTMEN:

LICENSES & PERMITS	\$13,669.60
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### FROM BOARD OF HEALTH:

LICENSES & PERMITS	\$4,060.00
MISC. FEES (Perc, Septic, Well, Title IV)	\$3,323.00

### FROM TOWN CLERK:

DOG LICENSES	\$3,201.0
SPORTING LICENSES	\$11,479.50
LICENSE FEES	\$445.35
MISC. FEES	\$2,618.22
DOG VIOLATIONS	\$1,880.00

### FROM LIBRARY:

LIBRARY FINES & COPIES	\$1,007.04
GIFT TO LIBRARY (Garfein)	\$6,045.00

<b>FROM CONSERVATION COMMISSION:</b>	
REQUEST FOR DETERMINATION FEES	\$1,317.50
NOTICE OF INTENT FEES	\$1,837.50
<b>FROM POLICE DEPARTMENT:</b>	
COURT FINES	\$16,315.00
RESTITUTION	\$150.00
PAID DETAILS	\$43,453.06
SURCHARGE ON PAID DETAILS	\$1,385.14
TAG SALE PERMITS	\$171.00
ALARM PERMITS & FINES	\$5,040.00
FIREARMS PERMITS TO STATE	\$8,475.00
FIREARMS PERMITS TOWN SHARE	\$2,825.00
<b>FROM INSPECTORS:</b>	
BUILDING	\$50,061.56
ELECTRICAL	\$6,920.00
PLUMBING	\$2,951.00
SANITATION	\$915.00
FIRE SAFETY	\$3,862.00
GAS & PIPING	\$2,372.00
<b>FROM PAYROLL DEDUCTIONS:</b>	
FEDERAL WITHHOLDING TAX	\$105,178.75
STATE WITHHOLDING TAX	\$52,957.27
COUNTY RETIREMENT	\$77,349.98
GROUP INSURANCE	\$58,480.67
MEDICARE DEDUCTION	\$13,396.20
UNION DUES	\$1,139.49
VOLUNTARY LIFE & DISABILITY	\$568.93
DEFERRED COMP. DEDUCTION	\$43,601.28
<b>FROM TREASURER:</b>	
INVESTMENT INCOME	\$71,913.61
VOID CHECKS/REFUNDS/OVERPAYMENTS	\$1,850.16
CULTURAL COUNCIL INTEREST	\$117.48
TAX TITLE ACCOUNT	\$1,159.35
ADDITIONAL INTEREST ON T.T. ACCOUNTS	\$3,340.65
<b>FROM:</b>	
APPEALS BOARD - Filing Fees	\$1,890.00
ASSESSORS - Copy & Fax Fees	\$223.91
BERKSHIRE HOUSING: Dewey Court	\$2,540.88
BERKSHIRE SCHOOL - Annual Gift to Town	\$11,000.00
BERKSHIRE SCHOOL - Centennial Celebration Gift to Town	\$75,000.00
BYLAW VIOLATIONS	\$110.00
CABLE FRANCHISE FEE	\$452.50
COUNCIL ON AGING - Fruds Of Our Labor Grant	\$3,647.00
ENTERPRISE Rent-a-car: Lease Surcharge	\$889.20
KOPS & KIDS - Police: Community Outreach Programs	\$20,321.00
LAW ENFORCEMENT TRUST	\$4,000.00
MIA: Insurance Proceeds P.D. Roof	\$100.00
PARKING AREA FUND	\$17,130.00
PLANNING BOARD-Filing Fees	\$3,950.00
RECYCLED MATERIALS REVENUE	\$12,948.12
SALE OF 2000 POLICE CRUISER	\$459.00
SALE OF 1996 HIGHWAY TRUCK	\$325.00
SENIOR CENTER BUILDING - Gift Fund	\$1,340.00
TOWN PARK GIFT - Donations	\$745.00
<b>TOTAL:</b>	<b>\$8,702,738.90</b>

**REPORT OF THE TAX COLLECTOR**  
**FISCAL YEAR 2008**  
**JULY 1, 2007 THROUGH JUNE 30, 2008**

Tax Year & Type	Beginning Balance	New Levy	Overpayments & Refunds	Coll. & Paid	Abatement	Tax Title	Ending Balance	Fees & Interest
*MV Paid After Abated		\$43.13		\$43.13			\$0.00	\$172.55
2002 Parking Ticket		\$35.00		\$35.00			\$0.00	\$40.00
1990-2003 Real Estate	\$9,664.41			\$0.00			\$9,664.41	\$0.00
1996-2003 Personal Prop.	\$1,872.52			\$141.48			\$11,731.04	\$119.95
1998-2003 Motor Vehicle	\$16,965.77			\$199.59			\$16,766.18	\$426.46
2004: Real Estate	\$10,098.43			\$2,442.40			\$7,656.03	\$3,815.63
Personal Prop.	\$2,340.87			\$31.87			\$2,309.00	\$19.27
Transfer Station	\$349.60			\$68.00	\$264.60		\$17.00	\$43.55
Motor Vehicle	\$1,869.81			\$75.84			\$1,793.97	\$226.69
2005: Real Estate	\$28,915.56			\$9,866.22			\$19,049.34	\$3,917.03
Personal Prop.	\$1,561.79			\$69.60			\$1,492.19	\$46.79
Transfer Station	\$510.00			\$96.00	\$324.00		\$90.00	\$50.42
Motor Vehicle	\$2,499.31		\$103.47	\$1,225.85	\$127.22		\$2,175.03	\$954.44
2006: Real Estate	\$59,787.20	\$925.32		\$30,547.12			\$29,240.08	\$6,065.62
Personal Prop.	\$2,313.52			\$1,220.30			\$1,093.22	\$171.92
Transfer Station	\$1,185.00			\$486.00	\$459.00		\$240.00	\$160.06
Motor Vehicle	\$6,836.25	\$18,990.44	\$365.35	\$21,765.05	\$969.49		\$3,457.50	\$4,212.98
2007: Real Estate	\$192,677.80		\$3,201.27	\$107,559.89	\$3,201.27		\$85,117.91	\$13,877.67
Personal Prop.	\$3,199.84			\$2,065.29			\$1,134.55	\$329.18
Transfer Station	\$2,694.00			\$1,233.32	\$682.00		\$778.68	\$228.89
Farm Animal	\$16,486.76			\$16,137.50			\$349.26	\$0.07
Pro Forma	\$1,036.00			\$1,036.00			\$0.00	
2008: Motor Vehicle	\$22,518.63	\$72,526.79	\$4,507.96	\$86,305.30	\$5,525.37		\$7,722.71	\$10,316.61
Real Estate	\$6,470,873.36	\$6,470,873.36	\$6,847.85	\$6,216,287.05	\$31,641.58	\$4,239.50	\$225,553.08	\$10,216.94
Personal Prop.	\$160,260.59	\$160,260.59	\$980.04	\$157,616.04	\$1,335.34		\$2,289.25	\$503.48
Transfer Station	\$173,292.00	\$173,292.00	\$1,522.15	\$136,493.15	\$33,149.00		\$5,172.00	\$1,340.95
Rollback	\$1,274.19	\$1,583.96		\$2,858.15			\$0.00	
Motor Vehicle	\$384,385.61	\$384,385.61	\$3,690.64	\$3,477,996.04	\$9,089.38		\$31,190.83	\$4,786.80
<b>TOTALS:</b>		<b>\$7,282,916.20</b>	<b>\$21,218.73</b>	<b>\$7,143,701.18</b>	<b>\$86,768.25</b>	<b>\$4,239.525</b>	<b>\$466,083.26</b>	<b>\$62,043.95</b>

\*Subsequently Paid After Abatement

# Report of the Town Accountant

To the honorable Board of Selectmen, and residents of the Town of Sheffield I hereby submit the following reports of the Town Accountant: Combined Balance Sheet-All Fund Types, Report of Payments, Appropriation Report, Special Revenue Funds, Trust Funds, Agency Funds.

Respectfully submitted:

James V. McCormack  
Town Accountant

**TOWN OF SHEFFIELD  
COMBINED BALANCE SHEET - ALL FUND TYPES  
JUNE 30, 2008  
Governmental Fund Types**

	Unrestricted General	Special Revenue	Enterprise	Agency	Trust	Long Term Debt	Totals (Memo Only)
<b>ASSETS</b>							
Cash & Cash Equivalents	1,589,425.44	582,278.88	30,134.75	5,900.71	1,176,832.50		3,384,572.28
Receivables							0.00
Property Taxes	396,330.10						396,330.10
Excises	63,455.48						63,455.48
Tax Liens	53,891.59						53,891.59
Departmental (other)			6,297.68				6,297.68
Due From Other Funds	325,000.00						325,000.00
Due From State Government							0.00
Amount for Retirement of Debt.						189,473.60	189,473.60
<b>TOTAL ASSETS</b>	<b>2,428,102.61</b>	<b>582,278.88</b>	<b>36,432.43</b>	<b>5,900.71</b>	<b>1,176,832.50</b>	<b>189,473.60</b>	<b>4,419,020.73</b>
<b>LIABILITIES</b>							
Warrants Payable	124,101.72						124,101.72
Withholdings Payable	909.77						909.77
Due to Other Funds					325,000.00		325,000.00
Due to Others				5,900.71			5,900.71
Deferred Revenues:							0.00
Property Taxes	235,710.54						235,710.54
Excise Taxes	63,455.48						63,455.48
Tax Liens	53,891.59						53,891.59
Departmental (other)			6,297.68				6,297.68
Allowance for Abatements	105,664.27						105,664.27
Overlay Deficit Prior Years							0.00
Surplus Reserve for Abatements							0.00
General Obligation Tri-Building						189,473.60	189,473.60
<b>TOTAL LIABILITIES</b>	<b>583,733.37</b>	<b>0.00</b>	<b>6,297.68</b>	<b>5,900.71</b>	<b>325,000.00</b>	<b>189,473.60</b>	<b>1,110,405.36</b>
<b>FUND EQUITY</b>							
Reserved for Encumbrances	1,177,698.13						1,177,698.13
Reserved for Deficits Snow Ice							0.00
Reserved for Expenditures	0.00	582,278.88	5,000.00				0.00
Unreserved Fund Balance	666,671.11		25,134.75		851,832.50		1,543,638.36
<b>TOTAL FUND EQUITY</b>	<b>1,844,369.24</b>	<b>582,278.88</b>	<b>30,134.75</b>		<b>851,832.50</b>	<b>0.00</b>	<b>3,308,615.37</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>2,428,102.61</b>	<b>582,278.88</b>	<b>36,432.43</b>	<b>5,900.71</b>	<b>1,176,832.50</b>	<b>189,473.60</b>	<b>4,419,020.73</b>

## REPORT OF PAYMENTS

July 1, 2007 - June 30, 2008

Appropriation Accounts	7,557,180.48
Special Revenue Funds	369,951.83
Agency Funds	81,573.74
Trust Funds	6,358.15
Transfer Station	148,221.02

### Refunds:

Real Estate & Personal Property Tax	11,029.16
Motor Vehicle & Personal Property Tax	8,667.42
Transfer Station	1,522.15

### Commonwealth of Massachusetts:

Registry of Motor Vehicle Surcharge	1,720.00
Mosquito Control	26,712.00
Air Pollution	973.00

### Berkshire County Charges:

Berkshire Regional Planning Commission	2,068.85
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### Payroll Deductions:

Federal Withholding Tax	105,178.75
Medicare	13,396.20
State Withholding Tax	52,957.27
County Retirement System	77,347.43
Deferred Compensation	43,601.28
Employee Health Insurance	60,199.08
Union Dues	796.19

### Encumbrances:

Care of Soldier's Graves	996.00
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<b>Total</b>	<b>8,570,450.77</b>
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## APPROPRIATION REPORT FY 2008

Name of Appropriation	Reserve			TOTAL		TOTAL	Encumbered	Balance
	Appropriation	Transfers	Other	Transfers	Appropriation			
Moderator	200.00				200.00	200.00		0.00
Selectmen's Office	150,813.00		-5,000.00		145,813.00	141,657.12		4,155.88
Board of Assessors	100,691.00		-4,500.00		96,191.00	96,120.05		70.95
Treasurer/Collector	128,868.00				128,868.00	123,540.57	1,225.90	4,101.53
Town Clerk	51,850.00				51,850.00	47,615.83		4,234.17
Election & Registration	17,700.00				17,700.00	17,121.84		578.16
Conservation Commission	5,425.00				5,425.00	5,425.00		0.00
Planning Board	11,000.00		-4,000.00		7,000.00	6,505.97		494.03
Board of Appeals	2,000.00	750.00			2,750.00	2,650.02		99.98
Industrial Development Commission	100.00				100.00	0.00		100.00
Town Buildings and Properties	93,670.00		28,800.00		122,470.00	121,906.69		563.31
Town Report & Communications	5,500.00		-750.00		5,500.00	5,245.42		254.58
Legal Services	15,000.00				14,250.00	11,829.30		2,420.70
Dispatch Services	7,096.00				7,096.00	7,096.00		0.00
Police Department	394,512.00		9,500.00		404,012.00	403,627.55		384.45
Fire Department	38,915.00				38,915.00	38,915.00		0.00
Fire Hydrants	7,942.00				7,942.00	7,942.00		0.00
Inspection Services	56,680.00		-1,500.00		55,180.00	53,076.34		2,103.66
Animal Control Officer	7,500.00				7,500.00	6,946.28		553.72
Highway Department	539,328.00	56,000.00			595,328.00	594,095.83		1,232.17
Streetslights	10,000.00				10,000.00	9,258.29		741.71
Board of Health	14,334.00		-3500.00		10,834.00	8,709.46		2,124.54
Visiting Nurse Association	2,976.00				2,976.00	2,976.00		0.00

## APPROPRIATION REPORT FY 2008

Name of Appropriation	Appropriation	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Council on Aging	48,750.00			48,750.00	48,186.97		563.03
Veterans' Benefits	1,000.00			1,000.00	708.74		291.26
Library	143,824.00			143,824.00	143,824.00		0.00
Historical Commission	100.00			100.00	0.00		100.00
Memorial Day	750.00			750.00	685.00		65.00
American Legion	500.00			500.00	500.00		0.00
Care of Soldiers' Graves	1,320.00			1,320.00	1,224.00		96.00
Ashley Falls Historic Dist Commission	150.00			150.00	0.00		150.00
Agriculture Commission	500.00			500.00	0.00		500.00
Interest on Loans	1.00			1.00	0.00		1.00
SBRSD Operating	4,760,960.00			4,760,960.00	4,757,204.00		3,756.00
SBRSD Capital	216,918.00			216,918.00	216,918.00		0.00
SBRSD Committee	800.00			800.00	800.00		0.00
Berkshire County Retirement	147,344.00			147,344.00	147,344.00		0.00
Worker's Compensation	15,000.00	3,000.00		18,000.00	17,936.01		63.99
Unemployment Compensation	1.00			1.00	1.00		0.00
Group Health (Ch. 32B) Insurance	250,000.00		-7,500.00	242,500.00	228,311.06		14,188.94
Employer Medicare	15,000.00			15,000.00	13,396.20		1,603.80
Financial Audit	12,000.00		-1,000.00	11,000.00	11,000.00		0.00
Insurance & Bonding	67,000.00			67,000.00	67,000.00		0.00
Library Books, Equipment, Furnishings	6,145.00			6,145.00	0.00		6,145.00
Agriculture Preservation	2,000.00			2,000.00	0.00		2,000.00
Bridge Repair-Iron Works Brook	3,715.70			3,715.70	0.00		3,715.70

## APPROPRIATION REPORT FY 2008

Name of Appropriation	Reserve			TOTAL		TOTAL	Balance
	Appropriation	Transfers	Other Transfers	Appropriation	Expended		
CTV Emergency Alert	400.00			400.00	0.00		400.00
Police Station Exterior Trim	2,910.00			2,910.00	0.00		2,910.00
Digital Archiving	14,527.50			14,527.50	0.00		14,527.50
Landfill Compliance	7,867.58			7,867.58	424.00		7,443.58
Tax Title & Possession/Legal	2,000.00			2,000.00	0.00		2,000.00
Local Cable TV Broadcasting	251.77			251.77	0.00		251.77
Emergency Management Fund 03	4,500.00		750.00	5,250.00			5,250.00
Fire Dept Purchase/Repair Equipment 04	1,137.55			1,137.55	587.54		550.01
Fire Dept Purchase/Repair Equipment 05	2,458.98			2,458.98	0.00		2,458.98
Police Cruiser 06	82.29			82.29	82.29		0.00
Railroad Barn 07	1,041.58			1,041.58	0.00		1,041.58
Triennial Property Recertification 07	5,000.00			5,000.00	0.00		5,000.00
Senior Center Survey/Design 06	29,380.60			29,380.60	29,380.60		0.00
Vocational Education Tuition 08	33,602.00		16,800.00	50,402.00	50,379.00		23.00
Reserve Fund 08	54,000.00	-54,000.00		0.00			0.00
Principal & Interest Debt 08	31,053.00			31,053.00	31,052.62		0.38
Cascade System-Fire	32,000.00			32,000.00	0.00		32,000.00
Police Cruiser 08	31,500.00			31,500.00	31,500.00		0.00
Pickup Truck Highway 08	28,000.00			28,000.00	27,274.89		725.11
Commercial Property Tax Appraisal 08	5,000.00			5,000.00	5,000.00		0.00
Phone System Town Hall/Police 08	14,000.00			14,000.00	14,000.00		0.00
Senior Center 08	450,000.00			450,000.00	0.00		450,000.00

## APPROPRIATION REPORT FY 2008

Name of Appropriation	Appropriation	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Reserve Fund 09	55,000.00			55,000.00	0.00		55,000.00
Principal & Interest Debt 09	30,053.00			30,053.00	0.00		30,053.00
Turnout Gear Fire Dept 09	18,000.00			18,000.00	0.00		18,000.00
New Fire Truck 09	350,000.00			350,000.00	0.00		350,000.00
Information Technology Hardware 09	7,500.00			7,500.00	0.00		7,500.00
Mower & Trailer Highway 09	11,500.00			11,500.00	0.00		11,500.00
Plow Truck Highway 09	145,000.00			145,000.00	0.00		145,000.00
Parking Lot Town Hall 09	9,500.00			9,500.00	0.00		9,500.00
Process Tax Delinquent Accounts 09	8,500.00			8,500.00	0.00		8,500.00
Commercial /Personal Tax Appraisal 09	5,000.00			5,000.00	0.00		5,000.00
<b>TOTALS GENERAL FUND</b>	<b>8,746,644.55</b>	<b>5,750.00</b>	<b>28,100.00</b>	<b>8,780,494.55</b>	<b>7,557,180.48</b>	<b>1,225.90</b>	<b>1,222,088.17</b>

**SPECIAL REVENUE**  
June 30, 2008

<b>Funds</b>	<b>Beginning Balance</b>	<b>Receipts</b>	<b>Transfers In</b>	<b>Expenses</b>	<b>Transfers Out</b>	<b>Ending Balance</b>
Conservation Commission	11,595.08	1,837.50		7,855.98		5,576.60
Cemetery Perpetual Care	118.50					118.50
Arts Lottery Council	3,897.56	4,117.48		4,135.41		3,879.63
Berkshire School Gift 06	9,052.47					9,052.47
Berkshire School Gift 07	0.00	11,000.00				11,000.00
Berkshire School Gift Fund	0.00	75,000.00				75,000.00
Library Gift 04	4,556.02	6,045.00				10,601.02
Music Related Program	0.00	325.86				325.86
Friends of Library Gift 04	424.88					424.88
Extended Polling Hours	0.00	197.00		197.00		0.00
State Census Grants	85.70					85.70
Lg/Meg	5219.20	6,809.25		644.31		11,384.14
COA Formula Grant	0.00	4,500.00		4,500.00		0.00
COA Networking Grant	124.94					124.94
COA Memoirs Grant	0.00					0.00
Fruits of Our Labor Grant	0.00	3647.00				3647.00
Kops & Kids	17,503.15	20,321.00		18,039.04		19,785.11
Community Policing 2008	0.00	11,299.00		10,684.35		614.65
Law Enforcement Trust	409.06	4,000.00		3,575.09		833.97
Hazmit Weather Grant	33.00					33.00
Fire Equipment Grant 08	0.00	719.07		719.07		0.00

**SPECIAL REVENUE**  
June 30, 2008

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
MEME-Certification Grant	288.72					288.72
Mrf Mini Grant	178.00					178.00
Mema Flood Reimbursement	1,213.28	2,682.80				3,896.08
CH 90	-5,791.57	295,385.74		290,094.47		-500.30
Fema 1701 April 07	0.00	11,364.15		11,364.15		
CDBG Program Income	17,233.61			13,184.37		4,049.24
Housing Rehab Grant	1,184.54					1,184.54
Ready Resource Grant	17,81.25					1,781.25
Town Park	915.00	745.00		869.29		790.71
Insurance Proceeds	0.00					0.00
Cell Tower Fees	2,145.07					2,145.07
CTSB Franchise Fee	0.00	452.50				452.50
Juvenile Court Restitution	2,752.9	150.00		150.00		2,752.90
Sale of Land	359,992.00					359,992.00
Senior Center Building Fund	1,600.00	1,340.00				2,940.00
Parking Area Fund	4,650.00	17,130.00		3,939.30		17,840.70
FY08 Foundation Grant	0.00	32,000.00				32,000.00
<b>Totals</b>	<b>441,162.36</b>	<b>511,068.35</b>	<b>0.00</b>	<b>369,951.83</b>	<b>0.00</b>	<b>582,278.88</b>

**TRUST FUNDS**  
June 30, 2008

	Beginning Balance	Receipts	Interest	Transfers In	Expenses	Transfers Out	Ending Balance
Conservation	17,452.73		550.93				18,003.66
Building Insurance	21,674.52		971.76				22,646.28
Stabilization	676,276.17		30,319.75				706,595.92
Unemployment	41,732.02		1,842.96	1.00	6,143.15		37,432.83
Cemetery Perpetual Care	1,673.72		75.04				1,748.76
Mercin Library	29,112.42		1,305.21				30,417.63
Milani Library	23,993.37		895.04				24,888.41
Churchill Cemetery	5,314.23		198.23				5,512.46
Cook School	745.18		27.80				772.98
Pine Knoll Reservation	1,464.85		54.64		215.00		1,519.49
Town Clock	294.59		5.21				84.80
Firetruck	315,124.82		12,084.46				327,209.28
<b>Totals</b>	<b>1,134,858.62</b>	<b>0.00</b>	<b>48,331.03</b>	<b>1.00</b>	<b>6,358.15</b>	<b>0.00</b>	<b>1,176,832.50</b>

## AGENCY FUNDS

June 30, 2008

	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Police Details	2,843.89	43,453.06		43,099.74		3,197.21
Sport Licenses	0.00	11,479.50		13,023.50		-1,543.50
Deputy Collector Fees	793.00	8,201.00		8,201.00		793.00
Firearms	12,229.00	8,475.00		17,250.00		3,454.00
<b>Totals</b>	<b>15,865.89</b>	<b>71,608.56</b>	<b>0.00</b>	<b>81,573.74</b>	<b>0.00</b>	<b>5,900.71</b>

## **Wages Paid in Calendar Year 2008**

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**WAGES ARE NOT AVAILABLE IN THE ONLINE VERSION.  
PLEASE CONTACT TOWN HALL FOR MORE INFORMATION.**

# **Wages Paid in Calendar Year 2008**

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# Household Hazardous Waste Collections

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All Sheffield residents may participate.

Here are the confirmed dates for the HHW season:

## **MINI SITE COLLECTIONS (Oil Paint/Used Motor Oil)**

- Wednesday, April 18th, 9 a.m. – 11:30 a.m. – Great Barrington Recycling Center, across from Monument Mountain High School
- Saturday, May 16th, 9 a.m. – 11 a.m. – Lenox Dept of Public Works, 275 Main Street
- Wednesday, June 10th, 4 p.m. – 6:30 p.m. – Great Barrington Recycling Center, across from Monument Mountain High School

Please check CET's website for additional collections.



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## **RECYCLING IS REQUIRED IN SHEFFIELD**

Recyclables are sorted in three categories

### **MIXED PAPER**

***Flatten all paper and cardboard - Clean and dry paper only***

- *Newspaper (with inserts)* (preferably bundled in paper bags)
- *White or Colored Paper*
- *Magazines / Catalogues*
- *Computer Paper*
- *Corrugated Cardboard* (flattened with shipping tape removed)
- *Phone Books / Paperback Books* (no covers)
- *Boxboard* (cereal, shoe, etc.)
- *Junk Mail* (no plastic)
- *Brown Paper Bags*
- *Envelopes* (no plastic), windows okay

**No waxed cardboard.**

**No beer or soda boxes (such as from six-packs)**

**No pizza boxes**

### **BOTTLES, CANS, JUICE BOXES & PLASTICS**

- *Plastic Bottles* - All bottles regardless of resin number. No motor oil or lubricant containers. Rinse and flatten if possible. Remove caps and lids.
- *Plastic Jars / Tubs* - All rigid containers regardless of resin number - except no Styrofoam containers. Examples include containers for peanut butter, coffee, mayonnaise, margarine, yogurt, baby wipes, ice cream. Rinse. Remove caps and lids.
- *Plastic Microwave Trays* - Rinse.
- *Glass Bottles / Jars* - Unbroken food and beverage containers. All colors. Rinse. Labels, lids and neck rings okay. Maximum size - two gallons.
- *Tin / Steel Cans* - Clean food and beverage containers. Labels and metal lids okay. Rinse. May crush. No scrap metal such as hangers, pots, small appliances. No paint or aerosol cans.
- *Aluminum Cans* - Food and beverage cans. Rinsed. Labels are okay.
- *Juice / Milk Cartons* - Rinse and flatten
- *Aluminum Foil / Trays* - Clean and folded flat. Includes foil wrap and take-out or frozen dinner trays.
- *Drink Boxes* - Rinse. Remove straws and flatten

**No broken glass - No plastic cups - No aerosols - No Styrofoam  
No plastic bags, wraps, blister packs, ceramic, or flower garden plastic.**

### **METAL**

- *Iron, Steel, Aluminum, Copper, Brass, Tin, Bronze, White Goods* - Remove non-metal components