

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
FEBRUARY 2, 2009
SELECTMEN'S MEETING ROOM
7:00 PM**

Board Members Present: Julie M. Hannum, Chairman
David D. Macy, Clerk
James T. Collingwood Sr.

Other Staff Present: Joseph A. Kellogg, Town Administrator
Rhonda LaBombard, Assistant Town Administrator

Chairman Hannum called the meeting to order at 7:00 pm.

APPROVAL OF MINUTES:

Selectman Collingwood moved to approve the minutes for the January 20, 2009 meeting and the January 26, 2009 meeting, seconded by Selectman Macy. The motion carried unanimously.

APPOINTMENTS:

Planning Board Associate Member: Selectman Macy moved to appoint Peter R. Cherneff as Associate Member of the Planning Board for a term to expire June 30, 2010, seconded by Selectman Collingwood. The motion carried unanimously.

Board of Health: Selectman Macy moved to appoint Scott Smith to the Board of Health for a term to expire June 30, 2011, seconded by Selectman Collingwood. The motion carried unanimously.

Housing Commission: Selectman Macy moved to appoint Michael Citrin to the Housing Commission for a term to expire on June 30, 2011, seconded by Selectman Collingwood. The motion carried unanimously.

APPOINTMENT ANNOUNCEMENTS:

Conservation Commission: Howard Chezar has requested appointment to the Conservation Commission. Action on this appointment will take place at the next meeting on February 17, 2009.

CORI POLICY:

Selectman Macy moved to adopt the CORI policy as submitted pending approval of Town Counsel, seconded by Selectman Collingwood. The motion carried unanimously.

BERKSHIRE SCHOOL-ONE DAY ALCOHOL LICENSE:

Berkshire School has applied for 3 one day alcohol licenses for their annual Alumni Weekend on June 11th, 12th and 13th. The insurance certificate has been received. Selectman Macy moved to grant three one-day alcohol licenses to Berkshire School for June 11, 2009, June 12, 2009 and June 13, 2009, seconded by Selectman Collingwood. The motion carried unanimously.

ANNUAL TOWN MEETING WARRANT:

Selectman Macy moved to set a closing date of March 16, 2009 for receipt of the non-monetary articles for the Annual Town Meeting Warrant, seconded by Selectman Collingwood. The motion carried unanimously.

SELECTMEN'S ITEMS:

Selectman Macy noted the great job by the Highway Department during the recent storms.

Chairman Hannum stated that a meeting was held earlier this evening to review the plans for canoe access at the Covered Bridge property. Additional funding is available for wetland and habitat improvements along the Housatonic River.

Chairman Hannum stated that the Planning Board and Board of Selectmen will meet on February 12, 2009 to discuss implementation of the Master Plan. Members of the Implementation Advisory Committee will be invited to attend.

Chairman Hannum stated that she recently attended the Berkshire School Skating Rink dedication this past weekend. It was a successful event.

Chairman Hannum stated that she attended the Massachusetts Municipal Conference and discussion ensued regarding workshops and meetings.

TOWN ADMINISTRATOR ITEMS:

Administrator Kellogg also recognized the Highway Department for the great job they are doing.

Administrator Kellogg stated that the Finance Committee will meet to begin budget reviews on February 11, 2009. Discussion ensued regarding FY10 budgets.

Administrator Kellogg stated that the DOE grant awards for regional school district planning studies should be announced this week.

Discussion ensued on the four day work week. Administrator Kellogg stated that the saving on fuel oil costs from December 15th to January 15th was \$668.00; this was figured by the amount of gallons used this year and last year with the degree days figured in. The decision on whether or not to continue with the four day work week will be made at the next meeting on February 17, 2009.

Selectman Macy moved to adjourn the meeting, seconded by Selectman Collingwood. The motion carried unanimously.

Chairman Hannum adjourned the meeting at 7:30 pm.

Respectfully submitted,

Rhonda LaBombard
Assistant Town Administrator