

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING SESSION
AUGUST 1, 2014
TOWN HALL
10:00 AM**

Board Members Present: David A. Smith, Jr., Chairman
Nadine A. Hawver, Clerk
Rene C. Wood

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

Members of the Public

Chairman Smith called the meeting to order at 10:00 AM.

Selectman Hawver recused herself from the discussion regarding the Senior Center Director because of the possibility of a conflict of interest.

Discussion ensued regarding the meeting that took place on July 25th with the Council on Aging and the Senior Center Director. Chairman Smith stated that he is still in favor of hiring a full time Director for the Senior Center and would like to open it up for all applicants in order to find the best qualified person. Selectman Wood stated that she feels this position can be filled with an additional part time staff. Selectman Wood stated that she still had a few questions regarding how other Towns Senior Centers are staffed and how their volunteers are being utilized and also stated that she feels that more than one person can do outreach. She stated that she would gather more information and be ready to make a decision on this at their next meeting.

Chairman Smith explained that he will need to step down as Sheffield's representative to the Southern Berkshire Elderly Transportation Corporation (SBETC) representative because he cannot attend meetings due to his work schedule. Discussion ensued regarding the services that SBETC provides and the cost. Selectman Hawver stated that she has looked into other possible options and has spoken with South County Transportation. She stated that they can provide the same services with more flexibility at a cheaper cost. Discussion ensued regarding SBETC versus South County Transportation. Selectman Wood asked when the contract with SBETC would expire. Administrator LaBombard stated that our contract expired on June 30, 2014 and has not been renewed yet. It was the consensus of the Board to talk to SBETC and let them know Sheffield is looking into other transportation options, ask South County Transportation for a proposal and have the Town Administrator draft a letter to all the towns that use SBETC to let them know Sheffield is exploring other options.

James Kelly was present to discuss the forest stewardship program. He stated that he has completed two studies, the first was the Town Park and the second was the property on Berkshire School Road. He described what he found at each property and some possibilities for each. The Board also discussed a few possibilities for each property including timbering, a trail from Town Hall to the Town Park and the possibility of a cross country track for Mount Everett to use. Mr. Kelly stated that he will do the remaining five parcels and then present to the Board and have the Board tell him what

they would like to do with each parcel. It was the consensus of the Board that in the meantime the Town Administrator set up a meeting between Mr. Kelly, the Police Chief and the Park and Recreation Committee. Mr. Kelly exited the meeting at 11:25 AM.

Selectman Hawver recused herself from the discussion regarding a bed and breakfast license application. Administrator LaBombard explained that neighbors complained about a bed and breakfast in town that was operating without a license. Administrator LaBombard explained that after speaking with the owner he applied for a license but will not allow the Building Inspector on the premises to inspect the property. She stated that she recommends having Town Counsel draft a cease and desist letter. Selectman Wood moved to authorize the Town Administrator to take the necessary action against the bed and breakfast and further at present deny the license, seconded by Chairman Smith. The motion carried 2-0.

The Board scheduled meetings for the months of August, September and October.

Administrator LaBombard explained Trudy Weaver-Miller's request for the Board to have a table set up at Sheffield in Celebration. It was the consensus of the Board not to have a table at Sheffield in Celebration but all Board members will be present.

Administrator LaBombard explained that the Southern Berkshire Chamber of Commerce has asked if the Town would like to set up a table at an event they are having. Discussion ensued regarding the Towns' membership with the Southern Berkshire Chamber of Commerce and having a table set up at their event. Selectman Wood moved to drop the membership with the Southern Berkshire Chamber of Commerce, seconded by Selectman Hawver. Discussion ensued. Selectman Wood withdrew her motion. It was the consensus of the Board to have Administrator LaBombard find out exactly what the Town gets for its membership.

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

Chairman Smith adjourned the meeting at 11:42 PM

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:
Letter form Senior Center Director
Senior Center Director Job Description
Senior Center Assistant Job Description
Council on Aging Guide for Members
E-mails from Council on Aging Members
SBETC FY14 Agreement
SBETC and South County Transportation Comparison
SBETC Monthly Ridership Sheets
E-mail from Town Council Regarding Bed and Breakfast License
E-mail regarding Sheffield in Celebration