

APPROVED MINUTES
Town of Sheffield
Community Development Strategy

COMMITTEE MEETING
November 14, 2013
Sheffield Town Hall

Committee members: Alicia Dulin, John James, Ed Lord (joined later in the meeting), Martin Mitsoff, Kathy Orlando, Phyllis Webb (joined later in the meeting), and Rene Wood

Public present: none.

BRPC staff: Patricia Mullins

With a quorum present, P. Mullins opened the meeting at 4:06 pm. R. Wood volunteered to act as scribe for the meeting.

Approval of Minutes: The minutes of 10/8/13 were approved as presented upon a motion by R. Wood and a second by M. Mitsoff. The motion carried 4-0-1. The minutes of 10/30/13 were approved as amended upon a motion by R. Wood and a second by A. Dulin. The motion carried 5-0-0. Review of 10/6/13 draft minutes was deferred to the next meeting.

The group next reviewed the draft Transportation section. Discussion ensued and the section was amended to read:

Transportation

Sheffield's transportation goal is to provide a wide range of vehicular and non-vehicular transportation options for residents. Using public and private investment, this goal will be met through continued maintenance and upgrade of current roads, expansion of ADA compliant sidewalks and trail systems, and provision of additional public and non-vehicular transportation opportunities.

Aggressively work to expand public transportation through BRTA and additional rider options through state sanctioned Good Samaritan driver program and promote better awareness of existing transportation options, such as BRTA and SBETC.

- Pursue public transportation opportunities, such as a pilot bus service with BRTA, to transport general population, including seniors and youth to and from shopping, appointments, recreation and social events.
- Promote better awareness of existing transportation options, such as BRTA and SBETC.
- Provide shared-vehicle/shared-ride services with Town sponsorship.
- Develop community bulletin board to enable general population, including those with physical or medical challenges to avail themselves of "errand runners" in the region.
- Explore the viability and impacts of a passenger rail station stop in Sheffield.

Expand non-car transportation, such as walking and biking, through reclamation, expansion and integration of sidewalks and trail systems and biking opportunities; work with state and local officials to address speed and signage issues along Routes 7 and 41.

- Develop public and private partnerships to create and maintain non-automobile pathways through land acquisition, easements, long-term leases, possibly offering tax incentives for such development and maintenance.
- Address paths/routes requiring immediate attention, such as the connection between Town Hall and Town park; connection between Ashley Falls, Sheffield Town Center and Canaan; connection between Sheffield Plain, Sheffield Town Center, and Great Barrington; connection between Undermountain Road to Sheffield Town Center via Berkshire School Road, Salisbury Road and/or Bow Wow Rd.

Establish a road/pavement management system for paved and unpaved roads and take advantage of available funding and grants for bridge and road repair.

- Identify additional revenue sources, including Chapter 90, STRAP and road/byway designations, for maintenance and upgrades of roadways, bridges, culverts and sidewalks, such as between Sheffield Town Center and the Senior Center.

The group next reviewed the draft Economic Development section. Discussion ensued and the section was amended to read:

Economic Development

Sheffield's economic development goals center on supporting and enhancing existing local trades, agriculture, businesses and home occupations *and* promoting a broad range of new businesses and occupations, in both cases consistent with a vibrant, equitable rural community. Sheffield's economic development goals and objectives will be best met by incorporating strategies that further the Town's housing, resident workforce, transportation, natural resource and land use goals.

Focus and facilitate Town center commercial and mixed-used development consistent with Sheffield's rural character.

- Review and amend as necessary Sheffield zoning bylaws and land use regulations to enable the establishment of complementary businesses.
- Encourage mixed-use structures in existing and future building stock in these areas.

Establish and promote mentoring, apprenticeship, vocational and work-study training programs for resident youth, young adults, and unemployed or under-employed residents.

- Construct training programs to attract and retain Sheffield residents to build skills consistent with the range of Sheffield's current and targeted business needs and to create quality living-wage jobs.

Support the Economic Development Committee, comprised of representatives from local businesses, Town officials and community members, in its proactive work with public and private interests to lead and guide Sheffield's economic development needs.

- Facilitate ongoing Town-wide discussion on what types of businesses Town residents want and need.
- Update and implement Sheffield's Economic Development Plan to promote the Town's economic development goals; enlist the aid of consultants with rural economic development skills if needed to complete such strategy.
- *(Martin is drafting a statement for here addressing need for dedicated town employee to focus on these and other efforts called out in this CDS.)*

- Support existing businesses, identify opportunities for complementary new businesses, and promote Sheffield to potential new businesses.
 - Inventory of current businesses and existing land & structures suitable for commercial development/redevelopment.
 - Lead in the development of a Sheffield entrepreneurial center that brings ideas and capital to bear on developing business opportunities.
- Create networking opportunities between local businesses, schools, non-profits and resident workforce.
- Liaise with the Sheffield Business Association, chambers of commerce and any other organizations to promote Sheffield as a business location.

P. Mullins distributed the draft Housing goals as submitted by R. Wood. The group will review and bring their comments to the next meeting.

K. Orlando and P. Webb will develop draft comments on Land Use and Growth Management.

A. Dulin and R. Wood volunteered to develop draft comments on Open Space and Recreation for the next meeting.

There was a discussion of timeframes and remaining work. At the next meeting, P. Mullins will advise the group of how many more meetings may be required and provide a wrap up plan. She requested that members come prepared to move directly to discussion of the topic at hand.

Next meeting set for Wednesday 11/20/13, from 4 – 6 pm; Town Hall.

Meeting adjourned at 6 pm.

Respectfully submitted by R. Wood

The following documents were presented at this meeting: Meeting Agenda: 11/14/13; Draft minutes for 10/6/13, 10/30/13 and 11/6/13 meetings; Draft FY13 Town of Sheffield Community Development Strategy; Rene's draft of Housing goals.