

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING MEETING
MAY 29, 2020
VIRTUAL MEETING 10:30 AM**

Board Members Present: Rene C. Wood, Chairman
Martin C. Mitsoff, Clerk
Robert C. Kilmer, Jr.

Others Present: Rhonda LaBombard, Town Administrator
Jill Hughes, Assistant to Town Administrator

Chairman Wood called the meeting to order at 10:30 AM.

Selectman Mitsoff stated he has been working on preliminary spreadsheets of costs due to COVID-19 for FEMA reimbursements and that Administrator LaBombard is looking into additional costs for modifications at Town Hall and Election expenses. A discussion ensued. Selectman Kilmer moved to submit paperwork to FEMA and to authorize Selectman Mitsoff to submit on behalf of the Town, seconded by Chairman Wood. The motion carried as follows:

Chairman Wood – Aye
Selectman Mitsoff – Aye
Selectman Kilmer – Aye

Administrator LaBombard stated that she received an email from Jason Henske at Allegiance Fire & Rescue with an updated quote for the Pierce fire truck. She stated that after their phone conference requesting a price reduction, they have offered a discount of \$7,000. Administrator LaBombard stated that if 100% pre-payment the cost would be \$659,247. A discussion ensued regarding lease options and if the truck would be a Town Meeting Warrant Article. Selectman Mitsoff stated that Matt from KP Law has drafted the two Warrant Articles.

Chairman Wood reviewed and discussed the email from Bill Paille regarding Complete Streets. The Board discussed the Tier 3 project application. Selectman Mitsoff moved to not include the curb on Boardman Street in the application and to authorize Administrator LaBombard to convey to Bill Paille, seconded by Selectman Kilmer. The motion carried as follows:

Chairman Wood – Aye
Selectman Mitsoff – Aye
Selectman Kilmer – Aye

Selectman Mitsoff moved to authorize Administrator LaBombard to proceed with the Complete Streets project as discussed, seconded by Selectman Kilmer. The motion carried as follows:

Chairman Wood – Aye
Selectman Mitsoff – Aye
Selectman Kilmer – Aye

Administrator LaBombard reviewed and discussed the proposal from EDM for the Town Garage Study. She stated that since the Board has not chosen a specific location, the proposal is for a generic building for a Highway garage with components in it. A discussion ensued. Selectman Kilmer asked if EDM could scale back the cost estimates since the proposal includes additional services for perc tests, soil evaluations and topography survey. Discussion continued. It was the consensus of the Board for Administrator LaBombard set up a conference call with Tim Eagles from EDM next week if possible.

Administrator LaBombard informed the Board that one of the current Senior Center van drivers would be leaving at the end of August to attend school. A discussion ensued. Selectman Mitsoff moved to place a help wanted ad for a Senior Center van driver, seconded by Selectman Kilmer. The motion carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Administrator LaBombard stated that she received a complaint from a resident regarding the Police Department. A discussion ensued. Selectman Mitsoff moved to authorize Administrator LaBombard to talk to Town Counsel regarding the Police Department complaint, seconded by Selectman Kilmer. The motion carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Chairman Wood discussed the complaint from Maria Nation concerning the Route 7A bridge. A discussion ensued regarding the matter and about sending a letter to MassDOT. Selectman Mitsoff moved to draft a letter responding to Maria Nation and have Administrator LaBombard review prior to sending, seconded by Selectman Kilmer. The motion carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Administrator LaBombard stated that an email blast will be sent regarding the closure of Sheffield Egremont Road from June 2nd to June 4th for the Housatonic Railroad to work on the crossing.

Selectman Mitsoff moved to adjourn the meeting, seconded by Selectman Kilmer. The motion carried as follows:

Chairman Wood – Aye

Selectman Mitsoff – Aye

Selectman Kilmer – Aye

Chairman Wood adjourned the meeting at 11:20 AM.

Respectfully submitted:



Jill Hughes
Assistant to Town Administrator

Documents reviewed at this meeting:
COVID-19 Expenses
Proposal from Allegiance Fire & Rescue
Email from Bill Paille
Proposal from EDM
Email from Maria Nation