

TOWN OF SHEFFIELD 2014 ANNUAL REPORT



Municipal Profile

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
2014 Annual Town Census - all residents	3,362

Registered Voters, December 31, 2013	2,303
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Miles of States Highway	17.75
Miles of Town & Country Roads84

Open Space Acreage:

Federal Land	1,036.08
State Land	1,800.67
Town Land283.84
Private Land Conservancy Organization	2,083.94

Legislators:

US Senator	Elizabeth Warren
US Senator	Edward Markey
US Congressman	Richard Neal
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.

Front Cover: Mute Swanson
Sheffield Mill Pond
Photograph by Fred Harwood

ANNUAL REPORT
OF THE
TOWN OF
SHEFFIELD
MASSACHUSETTS



For the Year Ending December 31, 2014

This report is dedicated in memory of
Richard Kirchner, who served on various Boards
and Committees throughout the years.



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Town Office Hours / Regular Meetings

HOURS:

Assessors (229-7000 x155)

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

Police Dept. (229-8522)

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

Town Administrator (229-7000 x152)

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

Town Clerk (229-7000 x151)

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

Treasurer/Tax Collector's Office

(229-7000 x153, x154)

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

Transfer Station Hours

1:00 pm to 4:00 pm, Tuesday

1:00 pm to 4:00 pm, Friday

8:00 am to 4:00 pm, Saturday

8:30 am to 2:00 pm, Sunday

Bushnell Sage Library (229-7004)

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

10:00 am - 8:00 pm, Friday

2:00 pm - 5:00 pm, Sunday

Building Inspector (229-7000 x156)

7:00 am to 4:00 pm, Monday

7:00 am to 4:00 pm, Tuesday

11:00 am to 6:00 pm, Thursday

11:00 am to 4:00 pm, Friday

Senior Center

(229-7037)

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

Starting March 4, 2015 The Town Hall will be closed to the public on Wednesdays. This will be reevaluated in June 2015.

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, 6:00 pm

Finance Committee

As needed

Board of Selectmen

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

Planning Board

2nd and 4th Wednesdays, 7:00 pm

Conservation Commission

2nd and 4th Mondays

7:00 pm

Southern Berkshire Regional School Committee (229-8778)

1st and 3rd Thursdays, 7:00 pm

Council on Aging

3rd Friday, 9:00 am

Zoning Board of Appeals

2nd Thursday

Town website - sheffieldma.gov - check calendar for updated meeting schedules

IMPORTANT TELEPHONE NUMBERS

DIAL 911 FOR EMERGENCY:

Police, emergency911

Police, non-emergency229-8522

Fire Dept., non-emergency . . .229-7033

Fire Dept. (Burning permit) . .229-7034

Ambulance528-3900

Veterans' Services528-1580

Sheffield Post Office229-8772

Ashley Falls Post Office . . .229-8048

Library229-7004

Town Hall Fax229-7010

Senior Center229-7037

Highway Dept.229-7030

Elected Town Officials

OFFICE	NAME	TERM EXPIRES
Moderator	Bruce H. Person	2015
Board of Selectmen	David A. Smith, Jr., Chairman	2016
	Nadine A. Hawver, Clerk	2017
	Rene C. Wood	2015
Board of Library Trustees	Pat Levine, Chairman	2017
	Betty LeGeyt	2015
	Frances Roth	2016
Planning Board	James T. Collingwood Jr., Chairman . . .	2017
	David A. Smith Sr.	2016
	Marie Massini-Reynolds	2015
	Anthony Gulotta	2015
	Daniel Watson	2015

Town Officers

Town Administrator	Rhonda LaBombard
Asst. to Town Administrator	Alicia Dulin
Chief of Police	Eric R. Munson, III
Police Sergeant	Ryan Kresiak
Constables	James M. McGarry Bruce H. Person
Fire Chief	Brent Getchell
Highway Superintendent	Edward Lord
Town Clerk	Felecie O. Joyce
Asst. Town Clerk	Jill Hughes
Treasurer/Tax Collector	Michael C. Ovitt
Asst. Treasurer/Tax Collector	Barbara A. Roraback

Library Director	Karen Lindquist
Town Accountant	James V. McCormack
Town Counsel	Kopelman & Paige, P.C.
Building Commissioner & Zoning Enforcement Officer	Thomas Carmody
Electrical Inspector	Richard Cappadona
Asst. Electrical Inspector	Butch Ray
Emergency Management Coordinator	Edward G. McCormick
Plumbing & Gas Inspector	Robert Krupski
Asst. Plumbing & Gas Inspector	Robert Gennari
Fire Safety Inspector	Brent Getchell
Firefighters	Craig Bachetti Nick Ball Peter Batacchi Robert Beham Anthony Bleau Ron Bubak Adam Carlotto James Foster Michael Funk Joseph Glaszcz Daniel Hamill Stephen Hyer Jake Hunker Robert Kilmer Robert Martin Malcolm McCain Martin Mitsoff Brian Ovitt Michael Ovitt Robert Poulter John Pshenishny Michael Ramella Randy Robarge Mark Robitaille Jason Smith David Ullrich

John J. Ullrich
Wayne Wilkinson
Trevor Williamson
Marc Wysocki
Nicholas Currier
Lea Handke
Christopher Larson
Taylor Getchell

Police Officers

Justin Biasin
Andrew Carlson
Brian D. Fahey
Scott A. Farrell
Graham M. Frank
Jacob Gonska
Daniel T. Hamill
Christopher Jackson
Gary Mitchell
Michael C. Ovitt
Brennan Polidoro
Susan Rathbun
Richard L. Robarge
Tricia Wilkinson

**Animal Inspector & Animal
Control Officer**

Martin Clark

Principal Assessor

Tammy L. Blackwell

Health Inspector

Sally Munson

Parking Clerk

Felecie O. Joyce

Sanitation (Title 5) Inspector

Scott Smith

Chief Procurement Officer

Rhonda LaBombard

Recycling Coordinator

David J. Steindler

Senior Center Director

**Asst. to the Senior
Center Director**

Nadine Hawver

Veterans' Agent

Laurie Hils

Town Boards, Committees, Commissions

Term Expires

Agricultural Commission	Kathy Orlando	2017
	Bruce Howden	2016
	James Kelly	2016
	James Larkin	2016
Ashley Falls Historic District Commission	Richard Cherneff	2015
	Richard Swiatek	2017
	Sandra Preston	2016
	Robert Pasqualina	2016
	John James	2016
Board of Assessors	Tammy L. Blackwell, Chairman	2016
	Vacant	2015
	Christopher Lamarre	2017
Board of Health	Priscilla Cote, Chairman	2016
	Rene C. Wood	2015
	Scott Smith	2016
	Fred Panitz	2017
	Sarah Gulotta-Homes	2017
Board of Registrars	Patricia Sadera	2017
	Elizabeth Smith	2017
	Marjorie E. Consolini	2016
	Felecie O. Joyce, Town Clerk	2015
Commission on Disabilities	Laura Grunfeld	2016
	David Wells	2017
	Gail Mullen	2016
	Lakhan Verma	2015
Conservation Commission	Donald Ward, Chairman	2017
	Cheryl Blackburn	2015
	Howard Chezar	2015
	James T. Collingwood Sr.	2015
	Peter Stiglin	2016

**Term
Expires**

Council on Aging	Kathy Staropoli, Chairman	2016
	Michelle Harwood	2017
	Dorris Van Deusen	2015
	Richard Magenis	2015
	Janet Stanton	2015
	Helen Johnston	2017
	Carol Sica	2016
	Annie Ryder	2016
	David A. Smith, Jr.	2016
	Patricia Hardesty	2017
	David Steindler	2017
Finance Committee	David J. Steindler, Chairman	2017
	Colin Smith, Vice Chairman	2015
	John A. James	2015
	David D. Macy	2016
	Jennifer Goewey	2016
Five Town Cable Advisory Committee	Russ Stein	2017
	John Londoner	2016
Historical Commission	H. Dennis Sears, Chairman	2015
	Kathy Orlando	2016
	Catherine Miller	2015
	Pat Elsbach	2016
	Gay Tucker	2017
	Michael King	2017
	Jeffrey Waingrow	2016
Housing Commission	Marilyn Wightman	2015
	John Stookey	2015
	Kathy Orlando	2017
	Christine Ludwiszewski	2017
	Claudia Martin	2017

**Term
Expires**

Cultural Council

Trudy Weaver Miller, Chairman 2016
 Sally Cook 2017
 Wendy Casey 2015
 Katherine Ness 2015
 David Reed 2015
 Russ Stein 2017
 Thaddeus Kubis 2017

SBRSD Committee

E. Bonnie Silvers 2018
 H. Dennis Sears 2018
 Arthur Batacchi 2016
 Vito Valentini 2016

**Park and Recreation
Committee**

Michael Ovitt 2016
 Grace Campbell 2016
 Joe Wilkinson 2016
 Kevin Joyce 2016
 John Londoner 2017
 David A. Smith, Jr. 2017
 Thomas Sullivan 2017

Zoning Board of Appeals

Eric Carlson, Chairman 2016
 Allison Lasso 2017
 Trudy Weaver-Miller 2016
 Mark Bachetti 2017
 Stephen Leining 2015
 Greig Siedor, Associate Member 2015

Town Delegates

Berkshire Country Regional Planning Commission Rene Wood, Alternate2015

District Dept. of Veterans' Services Frank Higgins2015

Town Employees

Treasurer/Collector's Office Bonnie Bonn-Buffoni

Highway Department Staff Ryan Shimmon
Thomas Reynolds
Mark Anelli

Library Staff Jacqueline Connell
Molly Goodchild
Frederic Gordon
Sandy Balayan
Melissa Joyce
Grace Lanoue
Beth Adams
Ken Powers, Custodian

Police Station Custodian Nancy Marshall

**Town Hall/
Senior Center Custodian** Marjorie Smith

Transfer Station Attendants Donald Wilson, Head Attendant
Dianne Farnham
Janet Hogelin
Rose Cronk

Town Hall Support Staff Jill Hughes

Report of the Board of Selectmen

The executive powers of the Town of Sheffield are vested in the elected Board of Selectmen; it serves as the chief policy-making board for the Town. To aid the Selectmen in conducting official business and duties, the Board appoints a Town Administrator. The Selectmen also appoint all employees, boards, commissions, committees and others except for the Moderator, Planning Board, Board of Library Trustees, which are elected by Town voters. Voters in Sheffield, Alford, Egremont, New Marlborough and Monterey elect the members of the Southern Berkshire Regional School District School Committee.

The Board had two changes this year. In February a Special Election was held to elect a Board of Selectmen member due to a resignation. David A. Smith Jr. was elected. Julie M. Hannum decided not to seek reelection and Nadine A. Hawver was elected in May.

A reception was held in May for Richard Kirchner, who served the Town for over 50 years. Dick filled many positions throughout his career with the Town. This length of volunteerism is rare and we appreciate Dick's dedication as well as acknowledge his family for sharing him.

The Board held 96 meetings in 2014. As can be seen from the 93 meetings in 2013, this number continues to grow each year. The Board's agendas and minutes are posted to the Town website www.sheffieldma.gov. The following are some of the issues and projects that we worked on throughout the year:

The Primax Properties appeal was settled and the building was built with the addition of landscaping, setting the building back further on the lot, and extra safety precautions for entering and exiting the parking lot. Discussions and public hearing were held for a passenger rail project, meetings were held to discuss pilot bus service from Berkshire Regional Transit Authority and discussions continued by the Rest of River group regarding the clean up of the Housatonic River.

Personnel: Richard A. Boardman Sr. retired as Fire Chief, a position he held for 11 years.

Jessica Roseman retired from the Library

Rhonda LaBombard signed a new 3 year contract as Town Administrator

Brent Getchell was appointed as Fire Chief

Anthony Gasperini was hired to assist with the mowing of Town property

Lauren Hyde was hired to serve as clerk for the Zoning Bylaw Review Committee Nicholas Felix and Krysten Scapin were appointed as probationary

Reserve Intermittent Police Officers

Christopher Jackson resigned as Reserve Intermittent Police Officer
Bonnie Bonn-Buffoni left employment due to position elimination
John Arthur Miller turned down the position of Senior Center Director. The search is underway to hire a full-time Senior Center Director.

Our recyclable materials continue to be transported to the Materials Recycling Facility (MRF) in Springfield. The Town is issued a check based on the amount of tonnage received at the MRF. Thanks to everyone's dedication to recycling the Town received \$4,199.42 in 2014. The Board signed a new Contract with the MRF to continue with our recycling.

The Department of Local Services provided the Town with an overview of its financial operations. The report is being reviewed and some recommendations are being implemented, while others are being investigated.

The exterior of the Town Hall, Library and Police Department were painted. Surplus military generators were purchased to install at the Senior Center to ensure that the Center may be used as a place for residents to go if their power is out.

The electric aggregation program that was approved at the May 2012 Annual Town Meeting was approved by the Department of Public Utilities. Colonial Power, the consultant hired to administer the program, sent notices to residents enrolling them in the aggregation program unless they chose to opt out.

The Southern Berkshire Regional School District presented two projects during 2014. The first was to air condition the second floor of the school campus. The second was the roof and boiler replacement project. Preliminary costs for the roof and boiler project were presented in late December with the final decisions to take place in 2015.

The Board would like to acknowledge and thank the American Legion members for the service flags that were placed along the Village Green. Many positive comments have been received for the flags.

The Town began working with the neighboring towns to discuss shared services. At the present time the towns of Sheffield and New Marlborough have agreed to present a warrant article to voters at their Annual Town Meeting to share the purchase of a roadside mower. There are other pieces of equipment that will be discussed for future purchases.

The Board has received several inquiries regarding solar projects. Currently one Agreement has been signed by the Board and the developer for a project on East

Stahl Road. The Agreement is contingent on voter approval at the next town meeting. Other agreements are being discussed. The Agreements require a set payment each year for a set amount of years in lieu of personal property taxes.

The Board would like to thank our Town employees and volunteers for all of their hard work and dedication. Without these team members it would be impossible for the Town to function. Special thanks go to Town Administrator Rhonda LaBombard, Assistant to the Town Administrator Alicia Dulin and Town Hall Clerical Support Jill Hughes for all of their assistance and support to the Board of Selectmen.

We extend our appreciation to the residents for their confidence, support, suggestions and comments and look forward to the upcoming year.

Respectfully submitted:

David A. Smith, Jr., *Chairman*
Nadine A. Hawver, *Clerk*
Rene C. Wood

Report of the Finance Committee

The following transfers from the Reserve Fund were made in Fiscal Year 2014 (July 1, 2013 – June 30, 2014).

<u>Account</u>	<u>Amount</u>
Vocational Education	\$17,917.50
Council on Aging	\$376.00
Legal Services	\$10,000.00
Energy	\$5,000.00
Veterans' Benefits	\$5,000.00
Highway Department	\$15,000.00
Legal Services	\$5,000.00
Total Transfers:	\$58,293.50

The balance of the Reserve Fund, \$15,706.50, was closed out to the General Fund as of June 30, 2014

Respectfully Submitted:

David J. Steindler, *Chairman*
Colin Smith, *Vice Chairman*
Jennifer Goewey
John A. James
David D. Macy

Report of the Town Clerk

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, maintenance of Attorney General guided on-line training programs and record keeping, voter registration, elections, town political calendar, Annual Street List (Census), residency certification, Town Meeting warrants and minutes, business certificates (d.b.a.), notarization of documents, payment of non-criminal violations and dog licensing.

I continue to maintain our Town's historical and vital records through preservation work. In 2014, the binding of two volumes of Town Reports as well as one additional vital book was completed. It is important to maintain these records and the integrity of our town's history. Genealogy research has become important and additionally, people are being required to prove their lineage and identity and researching past vital records is part of that process. Sheffield is very fortunate to have a well preserved "library" of vital records and historical documentation and the continued support for preservation work is an investment in the town. My hope is to continue allocating support for these projects. Long term projects include updating software programs, managing space issues, and the streamlining of procedures/functions for efficiency.

VITAL REPORTS

BIRTHS –23
MARRIAGE INTENTIONS FILED – 35
MARRIAGES THAT TOOK PLACE-34
DEATHS–20

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. If you no longer have your dog, please contact my office so that I can adjust my records.

Dog license fees totaled \$4,695. This amount includes fees for regular dog licensing, private kennels (for ownership of four or more dogs), as well as fees assessed for delinquencies.

I continue to attend class offerings and conferences provided by the Massachusetts and New England Town Clerk's Associations. These offerings cover many facets of this department including Elections, Open Law Procedures, Parliamentary Procedures, Campaign & Political Finance, Vitals and Records Preservation. I appreciate the Town, and Board of Selectmen for supporting my attendance of these important programs.

The State began preparation for launching a death module through their secure on-line programming. They implemented a birth module a few years ago and have now gone live with deaths. This means that a large portion of processing vital records via mail is now being completed on line. This does not impact the public, however it makes for easier, more concise record keeping.

Respectfully submitted,

Felecie Joyce, *Town Clerk*

Report of Elections and Registrations

The Help America Vote Act (HAVA) continues to change the way that we vote. 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 wishing 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.

Voter registration is available year round during regular business hours. Applications are available in any town within the Commonwealth, or on line through the Secretary of States website. We continue to process registrations throughout the year, and as a result the number of registered voters fluctuates. The following breakdown reflects the final numbers at years end:

As of December 31, 2014, the breakdown of registered voters was: 674 Democrats, 315 Republicans, 1,301 Unenrolled (no specific party), five Libertarian, four Green-Rainbow, and three Interdependent-Third party and one Conservative Party. This was a total of 2,303 registered voters.

Voting for Sheffield and the Village of Ashley Falls takes place at the Senior Center, 25 Cook Road (behind the American Legion building). Polls open at 7:00 AM for every election.

At the end of last year, legislation for changes to election laws were submitted. This legislation passed with changes to include same day voter registration, registration for 16 and 17 year olds and early voting. As of this writing no definitive changes have been implemented, with the exception of on-line voter registration, expected to go into effect in the spring of 2015, and the cancelation device. The remainder will be expected by the 2016 Presidential election. There are concerns with some of the changes, as we are a small community, and there may be costly funding associated with them.

In December of 2013, continuing into January of 2014, a Recount Petition was filed by registered voters to recall two Planning Board members. The petition fell short of the required number of signatures needed to proceed with a Recall Election. This was the first time that the Recall has been exercised since implementation.

Monday, February 24, 2014 saw a Special Election for the office of Selectman. Two candidates took out Nomination papers to fill the remainder of a three-year term left vacant by Edwin “Ted” Dobson, who resigned effective immediately on December 16, 2013. Martin Mitsoff and David Smith, Jr. were the candidates. Mr. Smith was declared the winner after a very close, well run race by both candidates. Mr. Mitsoff later requested a recount, resulting in Mr. Smith retaining his seat as Select Board member.

In addition to election related activity, the Board of Registrars also updates the Annual Street List (Census). The state of Massachusetts requires that we produce an annual Street List. We cannot stress enough the importance of returning your census form. The information provides vital information for funding of schools, senior citizens, veteran’s benefits, healthcare, local aid to the town for various needs, generates a jury pool for the state as well as documentation for proof of residence. We are also required by law to follow-up with non-responders either by additional mailings or phone calls. If a response is still looming, the police department will be required by law to follow-up with a visit to the property to confirm or deny residency.

Respectfully submitted,

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

Annual Town Meeting

Annual Town Meeting Results Commonwealth of Massachusetts May 5, 2014

The Annual Town Meeting of May 5, 2014 was called to order at 7:05 PM. Moderator Bruce Person led the 243, of the Town's 2,312, registered voters in the Pledge of Allegiance followed by introductions of Town officers. In addition Mr. Person recognized and thanked those employees and volunteers who have retired from their positions. In addition, he acknowledged those who served the Town that have passed away.

Moderator Person motioned to dispense with the Town Clerk's reading of the Warrant. It was seconded and passed unanimously.

ARTICLE 1: On a motion by Julie Hannum, seconded by Rene Wood, to see if the Town will vote to raise and appropriate such sums of money as listed below, necessary to defray the expenses of the Town for Fiscal Year 2015.

Moderator.....	\$223	Energy	\$142,700
Selectmen's Office	\$195,828	Board of Health	\$7,069
Board of Assessors	\$92,928	Visiting Nurse Association	\$4,122
Treasurer/Collector	\$154,415	Council on Aging.....	\$70,429
Town Clerk	\$46,649	Veterans Benefits	\$30,000
Elections & Registration.....	\$22,950	Library	\$179,082
Conservation Commission	\$4,680	Historical Commission	\$1,000
Planning Board	\$5,400	Memorial Day.....	\$750
Commission on Disabilities	\$200	American Legion	\$500
Zoning Board of Appeals	\$2,035	Care of Soldier's Graves	\$1,400
Town Buildings & Grounds	\$78,050	Ashley Falls Historic Dist. Comm. ..	\$50
Town Report & Communications ..	\$6,000	Agricultural Commission	\$1,000
Legal Services.....	\$30,000	Interest on Loans	\$1
Dispatch Services	\$9,137	Berkshire County Retirement ..	\$194,360
Police Department	\$443,318	Worker's Compensation	\$18,500
Fire Department	\$40,375	Unemployment Comp. Fund	\$1
Inspectional Services	\$63,776	Group Health (32B) Insurance ..	\$348,109
Fire Hydrants	\$18,091	Employer Medicare	\$22,000
Animal Control	\$9,000	Financial Audit	\$14,000
Highway Department	\$549,212	Insurance & Bonding.....	\$69,000

The motion passed unanimously.

ARTICLE 2: On a motion made by David Steindler, seconded by John James, to see if the Town will vote to fix the compensation of the following elected officers of the Town for Fiscal Year 2015, as required by Chapter 41, Section 108 of the General Laws; Moderator \$223, Selectmen, Chairman \$2,416; Selectmen, two members at \$2,090 each, Southern Berkshire Regional School District School Committee, 4 members at \$500 each. passed unanimously. *The article passed by substantial majority.*

ARTICLE 3: On a motion made by Julie Hannum, seconded by Rene Wood, to see if the Town will vote to approve the Southern Berkshire Regional School District Operating and Transportation Budget for Fiscal Year 2015 and vote to raise and appropriate \$6,265,065 to pay the Town's assessed share of that budget. *The motion passed by substantial majority.*

ARTICLE 4: On a motion made by David Smith, Jr., seconded by Julie Hannum to see if the Town will vote to approve the Southern Berkshire Regional School District Capital Budget for Fiscal Year 2015 and vote to raise and appropriate \$216,492 to pay the Town's assessed share of that budget. *The motion passed by substantial majority.*

ARTICLE 5: On a motion made by Julie Hannum, seconded by Rene Wood, to see if the Town will vote to raise and appropriate \$95,918 to pay for vocational education tuition in Fiscal Year 2015. *The motion passed by substantial majority.*

ARTICLE 6: On a motion made by Rene Wood, seconded by Julie Hannum, to move that \$127,440 be expended under the direction of the Board of Selectmen for the disposal and management of solid waste and that \$127,440 be raised from Solid Waste Disposal Enterprise Fund. *The motion passed unanimously.*

ARTICLE 7: On a motion made by David Smith, Jr., seconded by Julie Hannum, to see if the Town will vote 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. *The motion passed unanimously.*

ARTICLE 8: On a motion made by Julie Hannum, seconded by Rene Wood, to see if the Town will vote to authorize the appointment of members of the Board of Selectmen to any office or position under its supervision at no additional compensation in accordance with the provisions of Chapter 268A, Section 21A of the General Laws. *The motion passed by substantial majority.*

ARTICLE 9: On a motion made by Rene Wood, seconded by Julie Hannum, to authorize the Board of Health to employ any of its members as Title 5 and Perc Test Witnesses for Septic System Inspections, and Sanitation Inspections under its supervision in accordance with G.L. c. 268A, Section 21A for Fiscal Year 2015 and to set the following salaries for those positions: Perc Test Witness Fee \$30.00 per hour; Title V Fee \$40.00 per test. *The motion passed unanimously.*

ARTICLE 10: On a motion made by David Smith, Jr., seconded by Rene Wood, 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. *The motion passed by substantial majority.*

ARTICLE 11: On a motion made by Julie Hannum, seconded by Rene Wood, to see if the Town will vote to transfer \$24,053 from Free Cash to pay principal and interest on the bonded indebtedness authorized by Town Meeting vote of January 30, 1995. *The motion passed unanimously.*

ARTICLE 12: On a motion made by David Steindler, seconded by Collin Smith, to see if the Town will vote to transfer \$75,000 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. *The motion passed unanimously.*

ARTICLE 13: On a motion made by Rene Wood, seconded by Julie Hannum, to transfer \$750 from Free Cash to the Emergency Response Fund. *The motion passed unanimously.*

ARTICLE 14: On a motion made by David Smith, Jr., seconded by Julie Hannum, to raise and appropriate \$20,000 to compensate firefighters for training. *The motion passed unanimously.*

ARTICLE 15: On a motion made by Julie Hannum, seconded by David Smith, Jr. to transfer \$10,000 from Free Cash for Tax Recertification. *The motion passed unanimously.*

ARTICLE 16: On a motion made by Rene Wood, seconded by Julie Hannum, to vote to transfer \$10,000 from Free Cash for processing Tax Takings and costs associated with Tax Title accounts. *The motion passed unanimously.*

ARTICLE 17: On a motion made by David Smith, Jr., seconded by Julie Hannum, to transfer \$43,000 from Free Cash to purchase a cruiser and laptop for

the Police Department. *The motion passed by substantial majority.*

ARTICLE 18: On a motion made by Julie Hannum, seconded by Rene Wood, to transfer \$12,000 from Free Cash to purchase information technology hardware, software, and services. *The motion passed unanimously.*

ARTICLE 19: On a motion made by Rene Wood, seconded by Julie Hannum, to transfer \$25,000 from Free Cash for guardrail replacements. *The motion passed unanimously.*

ARTICLE 20: On a motion made by David Smith, Jr., seconded by Rene Wood, to transfer from Free Cash \$25,000 for Town building repairs, improvements, and furnishings to include but not be limited to the Town Hall, Library, and Police Station. *The motion passed by substantial majority.*

ARTICLE 21: On a motion made by Julie Hannum, seconded by David Smith, Jr., to transfer \$70,000 from Free Cash to purchase and equip a F550, or equivalent, truck for the Highway Department. *The motion passed by substantial majority.*

ARTICLE 22: A motion was made by Rene Wood, seconded by Julie Hannum, to transfer \$75,000 from Free Cash into the Fire Truck Stabilization Fund. This required a 2/3 vote. *The motion passed in excess of 2/3 as declared by the moderator.*

ARTICLE 23: On a motion made by Julie Hannum, seconded by David Smith, Jr., to authorize the use of the following revolving funds for departmental operations which shall not exceed the noted sums for each fund, which shall be under the control of the Town Treasurer, which shall be accounted for separately, and to which shall be credited only the receipts received in connection with the departmental operations supported by the revolving fund; further to authorize the Town Treasurer to expend from such funds in accordance with Chapter 44, Section 53 E 1/2 of the General Laws, provided however that said expenditures for the revolving funds shall not exceed the receipts for said fund:

Plumbing Inspector	\$20,000
Gas Inspector	\$20,000
Electrical Inspector	\$20,000
Fire Safety Inspector	\$20,000
Board of Health	\$25,000

or take any other action relative thereto. *The motion passed unanimously.*

ARTICLE 24: On a motion made by David Smith, Jr., seconded by Rene Wood, to vote to raise and appropriate \$10,000 for legal services in connection with the Rest of River legal matter. *The motion passed by substantial majority.*

ARTICLE 25: On a motion by Rene Wood, seconded by Julie Hannum, to adopt the following General Bylaw.

Non-Criminal Disposition

(a) Scope and Authority

This Bylaw provides for a non-criminal disposition of a violation of any Town Bylaw, the violation of which is subject to a specific penalty. This Bylaw is enacted in accordance with MGL c.40 §21D.

(b) Enforcing Person

“Enforcing Person,” as used in this Bylaw, shall mean any Police Officer of the Town of Sheffield with respect to any offence; the Fire Chief and his/her designee; the Building Inspector and his/her designee; the Public Health Director and his/her designee; the Director of Public Works and his/her designee; the Dog Officer and his/her designee and such other officials as the Board of Selectmen or Bylaw may from time to time designate, each with respect to violations of the Bylaws within their respective jurisdictions. If more than one official has jurisdiction in a given case, any such official may be an enforcing person with respect thereto.

(c) Fines

Notwithstanding any other provisions of this Section, when enforced pursuant to non-criminal disposition procedures of MGL c.40 §21D the following shall be the fines applicable to the listed offenses, unless otherwise specifically provided by Bylaw.

First Violation: \$100

Second Violation: \$200

Third and Subsequent Violations: \$300

Each day a violation exists shall constitute a separate violation.

This vote, by show of hands was close. Moderator Person requested the poll staff to take a hand count. *The motion passed by a vote of Yes: 108; No: 81.*

ARTICLE 26: On a motion made by Dennis Sears, seconded, to see if the Town will vote to adopt the following General Bylaw, or take any other action relative thereto:

Section 1: Intent and Purpose. This bylaw is adopted for the purpose of protecting and preserving significant structures which constitute or reflect distinctive features of

the history, architecture, and/or the character of the Town of Sheffield. Through this bylaw the Town desires to encourage owners, and others, to preserve, rehabilitate, or restore such significant structures rather than demolishing, removing or altering them.

Section 2: Definitions. For the purpose of this bylaw, the following words and phrases shall have the following meanings:

A. Structure: any edifice, object or building of any kind that is constructed or erected and requires permanent location on the ground, or attachment to an object with permanent location on the ground, not including wheels.

B. Commission: the Sheffield Historical Commission.

C. Demolition: any act of pulling down, destroying, removing or razing a structure, or portion thereof, or commencing the work of destruction with the intent of completing the same.

D. Demolition Permit: the permit issued by the Building Commissioner, (herein after Building Inspector), as required by the State Building Code for the demolition or partial demolition or removal of a structure from its lot, or moving the structure on its lot.

E. Preferably Preserved: any significant structure which the Commission determines is in the public interest, (architectural, cultural or economic), to be preserved or rehabilitated rather than demolished. A preferably preserved structure is subject to the demolition delay period of this bylaw.

F. Permit: written authorization from the Building Inspector that will allow or disallow a particular action with respect to construction and/or demolition.

G. Significant Structure: The Commission shall determine that a structure be designated as a significant structure if it meets one or more of the following:

1. *National Register of Historic Places*: the structure is listed on, is within an area listed on or is the subject of a pending application for listing on the National Register of Historic Places.

2. *Historical Importance*: the structure meets the criteria of historical importance if it meets one or more of the following:

- a. has character, interest or value as part of the development, heritage or cultural characteristics of the town of Sheffield, the Commonwealth of Massachusetts or the nation;

- b. is the site of an historic event;

- c. is identified with a person or group of persons who had some influence on society;
- d. exemplifies the cultural, political, economic, social or historic heritage of the community.

3. *Architectural Importance*: the structure meets the criteria of architectural importance if it meets one or more of the following:

- a. portrays the environment of a group of people in an era of history characterized by a distinctive architectural style;
- b. embodies those distinguishing characteristics of an architectural type; is the work of an architect, master builder or craftsman whose individual work has influenced the development of the Town; contains elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.

4. *Geographic Importance*: the structure or site meets the criteria of geographic importance if either:

- a. the site is part of, or related to, a square, park or historically distinctive area, or,
- b. the structure, as to its unique location or its physical characteristics, represents an established and familiar visual feature of the neighborhood, village center, or the community as a whole.

5. *Age*: the structure is known or estimated by the Commission to be at least one hundred, (100), years old in whole or in part.

Section 3: Required Review Procedure

No permits for demolition of a significant structure, as determined under Section 2, Definitions, shall be issued without following the provisions of this bylaw.

An applicant proposing to demolish a structure subject to this bylaw shall file with the Building Inspector an application containing the following information:

- a. address of the structure to be demolished.
- b. owner's name, address and telephone number.
- c. description of the structure.
- d. reason(s) for requesting a demolition permit,
- e. brief description of the proposed reuse, reconstruction or replacement.
- f. photograph(s) of the structure.

The Building Inspector, upon receipt of an application for demolition of a structure subject to this bylaw, shall within the next seven (7) business days forward a copy of each such application for a demolition permit to (or shall satisfy himself that a duplicate of such application has been submitted to) the Historical Commission. No demolition permit shall be issued at that time.

Within the next ten (10) business days from receipt of the application for a permit from the Building Inspector, the Commission shall make a determination as to whether the structure is significant. The Commission shall make its determination either in a public meeting of members or through use of a predetermined Significant Structures List developed and maintained through processes determined by the Commission. If the Commission determines the structure to not be significant, the Commission shall notify the Building Inspector in writing within five (5) business days and the permit may be granted. If the Commission determines the structure to be significant, the permit will be held in abeyance until the Commission holds a public hearing and determines if the significant structure is preferably preserved.

Within thirty (30) days of determination by the Commission that a structure for which a demolition permit has been requested is a significant structure, a public hearing shall be held by the Commission to determine if the structure is preferably preserved. Notice of the public hearing shall be published in a local newspaper two (2) weeks in advance of the hearing and all abutters notified in writing at the same time.

If, after such hearing, the Commission determines that the demolition of the structure would not be detrimental to the historical, geographical or architectural heritage or resources of the Town, the Commission shall so notify the Building Inspector within ten (10) business days of such determination. Upon receipt of such notification, or after the expiration of ten (10) business days from the date of the conclusion of the hearing if he has not received notification from the Commission, the Building Inspector may, subject to the requirements of the State Building Code and any other applicable laws, bylaws, rules and regulations, issue the demolition permit.

If the Commission determines that the demolition of the structure would be detrimental to the historical, geographical or architectural heritage or resources of the Town, such structure shall be considered a preferably preserved significant structure. Upon such determination by the Commission, no permit for demolition, new construction or alterations to the subject structure shall be issued for a period of twelve (12) months from the date of receipt of the permit request by the Building Inspector unless otherwise agreed to by the Commission.

No permit for demolition of a structure determined to be a preferably preserved structure in order to build a new structure(s) shall be granted until all approvals nec-

essary for the issuance of permits for new structure(s), including any necessary zoning variances or special permits, are granted and all appeals concluded.

The Building Inspector may issue a demolition permit for a preferably preserved structure within the twelve (12) months delay only if the Commission notifies the Building Inspector in writing that the Commission finds the intent and purpose of this bylaw is served even with the issuance of the demolition permit.

Following the twelve (12) month delay period, the Building Inspector may issue the demolition permit. If demolition does not occur within twenty-four (24) months of the permitted date, the permit will expire.

Section 4: Administration.

The Commission may adopt such rules and regulations as are necessary to administer the terms of this bylaw. The Commission is authorized to adopt a schedule of reasonable fees to cover the costs associated with the administration of this bylaw. The Commission may delegate authority to make initial determinations of significance to no fewer than 2 members of the Commission or to a municipal employee. The Commission may develop a list of significant structures that will be subject to this bylaw. Structures proposed for the significant structure list shall be added following a public hearing.

Section 5: Emergency Demolition:

If after an inspection, the Building Inspector finds a structure subject to this bylaw to pose an immediate threat to public health or safety due to its deteriorated condition and that there is no reasonable alternative to the immediate demolition of the structure, the Building Inspector may issue an emergency demolition permit to the owner of the structure. The Building Inspector shall then prepare a report explaining the condition of the building and the basis for his decision which shall be forwarded to the Commission within seven (7) days.

Section 6: Enforcement and Remedies:

The Commission and/or the Building Inspector each are specifically authorized as enforcing persons to institute any and all actions and proceedings, in law or equity, as they may deem necessary and appropriate to obtain compliance with the requirements of this bylaw or to prevent a threatened violation thereof, including, but not limited to non-criminal disposition pursuant to MGL c.40 21D and Articles of the General Bylaw. Any owner of a structure subject to this bylaw who demolishes a structure without first obtaining a demolition permit in accordance with the provisions of this bylaw shall be subject to a fine of Three Hundred Dollars (\$300.00). Each day the violation exists shall constitute a separate offense until a

faithful restoration of the demolished structure is completed, or unless otherwise agreed to by the Commission.

If a structure subject to this bylaw is demolished without first obtaining a demolition permit, no building permit shall be issued for a period of two (2) years from the date of the demolition on the subject parcel of land unless the building permit is for the faithful restoration referred to above or unless otherwise agreed to by the Commission.

Section 7: Historic District Acts:

Following a determination that a structure is significant and preferably preserved, the Commission may recommend to Town meeting that the structure be protected through the provisions of Massachusetts General Law, Chapter 40C, the Historic Districts Act. The steps required under M.G.L. Chapter 40C shall be followed prior to the establishment of a local historic district. Nothing in this bylaw shall be deemed to conflict with the provisions of the Historic District Act, Massachusetts General Laws Chapter 40C. If any of the provisions of this bylaw do so conflict, that act shall prevail. Structures included within the boundaries of a local historic district established under M.G.L. Chapter 40C shall not be subject to this bylaw so long as the proposed demolition is regulated by the local historic district bylaw.

Section 8: Appeal:

Appeals from decisions or determinations of the Commission following a Public Hearing may be made by the applicant(s) or the abutter(s) to the courts under the certiorari statute, MGL c.249, Section 4.

Section 9: Severability.

In case any section, paragraph or part of this bylaw be, for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force and effect.

Mr. Sears offered a visual and verbal overview of the proposed by-law. Discussion ensued in the form of comments and questions of clarification. This vote, by show of hands, was close. Moderator Person, requested the poll staff take a hand count. *The motion passed by a vote of Yes: 110; No: 105.*

ARTICLE 27: On a motion made by Julie Hannum, seconded by Rene Wood, to accept the provisions of G.L.59, section 5K to authorize the Board of Selectmen to establish a program to allow persons over the age of 60 to volunteer to provide services to the Town, in exchange for which the Town shall reduce the real property tax obligations of such person over the age of 60 on their tax bills, any reduction so provided to be in addition to any exemption or abatement to which any such persons are

otherwise entitled, provided that no such person shall receive a rate of, or be credited with, more than the current minimum wage of the Commonwealth per hour for services provided pursuant to such reduction nor shall the reduction of the real property tax bill exceed \$1000 in a given tax year. *After brief discussion, a motion by Julie Hannum, seconded by Rene Wood, was made for the Board of Selectmen to withdraw the Article. The board voted unanimously to withdraw this non-binding Article to further explore the program.*

ARTICLE 28: A motion was made and seconded, and then presented by citizen petitioner Nina Anderson, and to see if the Town will vote to request a moratorium on the implementation of a Smart Meter Smart Grid program by National Grid which could violate the Sheffield By-laws 7.1.1 and 7.1.10. This would be in effect until such time as National grid deploys a Community Opt Out that allows local towns to democratically decide whether to maintain current meters, or to agree to universal deployment of wireless smart meters, and the Town of Sheffield vote or take any other actions relative thereto. Ms. Anderson presented her viewpoint, and discussion ensued by voters, each offering their viewpoints. *The motion passed by substantial majority.*

Moderator Person made a motion to adjourn, which was seconded. The meeting was adjourned at 8:47 PM.

Respectfully submitted,

Felecie Joyce,
Town Clerk, CMMC

Report of the District Department of Veterans' Services

Thank you for allowing me to service the member towns, their veterans, and widows. We have made great strides in reaching out to our veterans in our local area, letting them know the various services available to them from Elderly Services, Community Actions and also the local senior centers.

During FY 2014 we have seen a slight increase in all areas of operation and currently have 42 active Chapter 115 claims.

Chapter 115 Submissions and Return from the State:

Town	FY 2014 Submitted 7/01/13 - 6/30/14	Pmt Due in FY 2015 FY 2014 - 75%
Sheffield	\$30,578.66	\$22,934.00

Over the last year we have completed the following for our member town's veterans:

Applications for VA Health Care	56
ALS/Disability/A&A/Appeals/Life Insurance	108
Other Request (DD 214s/Markers/Medals)	54
Flags to funerals homes for veterans	53
Assisted with Dr. appointments	37
Home and Office Visits	445
Veterans Services Phone Calls	1545

For FY 2014 District budget has been reduced by the reserve resulting in a smaller assessment for the member towns. During these trying financial times all veterans and widows are encouraged to contact this office or the US Department of Veterans Affairs and review current entitlements as many changes have taken place.

Sheffield's apportionment towards the FY 2014 DVS budget was \$12,990.40 - this number was based on population percentage on the 2010 Census.

Respectfully submitted,

Laurie J. Hils
District Director

Report of the Town Administrator

I am grateful for the opportunity to serve the Town of Sheffield in 2014. Again, the year flew by and was extremely busy.

Sheffield has a great group of dedicated employees who work hard to meet the needs of residents. The following is a list of personnel changes for 2014:

Retirements:

Richard A. Boardman – Fire Chief

Doug Blume – Fire Department

Jessica Roseman – Library Clerk

New Positions/Hires:

Brent Getchell - Fire Chief

Lauren Hyde – Zoning Bylaw Review Committee Clerk

Anthony Gasperini – Seasonal Highway Employee

Nicholas Felix – Reserve Intermittent Police Officer

Krysten Scapin - Reserve Intermittent Police Officer

Resignations:

Christopher Jackson - Reserve Intermittent Police Officer

John Arthur Miller – Senior Center Director

Eliminated Positions:

Bonnie Bonn-Buffoni – Treasurer/Collector Clerk

The Town teamed with Great Barrington received a CDBG grant for housing rehab and to make the back entrance of Town Hall accessible. A technical assistance grant was received from DEP to increase recycling at the Transfer Station. A program for disposal of sharps (needles) is being discussed. The Town received a MassWorks grant for the replacement of two bridges/culverts on County Road. It is our hope that at least one, if not both, will be finished by the fall of 2015. We continue to wait regarding the FEMA grant for the repair of Rannapo Road. The SPCA awarded a grant to install beaver control devices on Bow Wow Road.

Chapter 90 funds were used to pave the remaining portion of Home Road. Special pothole funds were issued by the State to repair roads left in poor condition from the winter. The funds were used to repair Pike Road and a portion of Hewins Street.

Due to the dedication of Tom Ingersoll and the Sheffield Tree Project we are again designated as a Tree City USA town.

Some of the projects that took place during the year were finalizing a new contract with the Highway Department and began to negotiate with the Sheffield Patrolman's Association. Records retention and storage is becoming a bit of a problem because we are running out of room. Town Hall was closed for several days to allow employees to sort out old records. Kopelman and Paige, our Town Counsel firm presented an Open Meeting Law training at the Senior Center. The training was well attended and extremely helpful due to the recent changes in the law. The Commission on Disabilities invited an assess specialist from the Massachusetts Office on Disabilities to assess Town owned buildings for recommendations for ensuring accessibility. After the visit the Town's ADA Transitional Plan was updated. At the recommendations of the Town's auditors and the Division of Local Services the Town Accountant's office was moved upstairs in the Selectmen's office. A memorandum of understanding was signed with Mass Film office to have Sheffield has an option for movie locations.

Again, I would like to acknowledge the dedication of our volunteers and employees. These are the people who make Sheffield such a great community. A special acknowledgement and thanks to Alicia Dulin and Jill Hughes for their commitment throughout the year.

Lastly, I would like to thank the residents for their continued support.

Respectfully submitted,

Rhonda LaBombard
Town Administrator

Report of the Highway Department

Last year, along with brush cutting, roadside mowing and grading of dirt roads we replaced guardrails on County Road where we paved the previous year. On Hewins Street we did a full depth reclamation, 2 1/2" binder and 1 1/2" mass top bituminus concrete, on Pike Road. We did a full depth reclamation with 2" bituminus binder and a chip seal on top, this was with funding through the pot hole repair program. We also did a full depth reclamation on 1 mile of Home Road with 2 1/2" bituminus binder and 1 1/2" mass top. The crew attended Baystate Roads Program classes and also we completed our continuing education classes for our Hoisting Engineers license which is now mandatory. Thomas Reynolds and Ryan Shimmon competed in Berkshire County Highway Association driver skills and training and finished a respectable 3rd. In November we held a sander calibration class at our highway Department and had 8 towns with 43 men participate. The new F550 truck has been ordered and we hope to have it soon. This winter has been a rough one with snow and record cold along with having trouble getting salt and sand due to shortages. We are working with MassWorks program on the grant we received for repairing two culverts in County Road.

Respectfully submitted,

Edward Lord
Highway Superintendent

Report of the Police Department

The Sheffield Police Department responded to 4645 calls for service in 2014. Officers conducted 165 criminal investigations that resulted in 118 arrests and 47 criminal summonses issued. The criminal cases involving an arrest or criminal summons are prosecuted by the Berkshire District Attorney in either District Court or Superior Court. For Criminal Summonses a show cause hearing is held with a court magistrate who then determines if there is probable cause to move forward and issue a criminal summons to the individual. In some cases individuals are allowed to make restitution or perform community service during which time the case is continued to a later date. If the conditions, whether they are restitution or community service, are met the case is then dismissed with no criminal record for the individual.

In 2014 officer's investigated 65 motor vehicle accidents as well as issued 543 citations. The Massachusetts Registry of Motor Vehicles returned to the town 13,662.50 for fines generated from civil motor vehicle infraction citations. The Southern Berkshire Court returned to the town the amount of \$1,060.00 for fines assessed for criminal cases.

The Department forwarded to the office of the Treasurer \$1,625.00 for Fire Arms licenses, \$3,850.00 for alarm permits and \$2,700.00 for fines assessed for false alarms. The Department additionally collected \$6,985.74 in outside detail surcharge fees and \$50.00 in cruiser use surcharge fees for outside details.

The community outreach program's had another successful year. The Kops N Kids camp had 90 campers in July. The week long camp is geared toward fifth and sixth graders and is designed to build confidence and self-esteem among campers by utilizing the department's low and high ropes course at the Town Park. Campers participate in a variety of different events as individuals and as a team throughout the week. Campers start with get to know you games and trust building games and then move onto the low elements in their groups. After a day or two on the low elements the campers then graduate to the high elements. At the high elements the campers climb the vertical playground and walk across the log and practice their balance and coordination on the multi-vine all while trying to forget they are thirty feet in the air. During the week special guests come and give presentations to the campers. The camp staff consists of officer's from the Sheffield, New Marlborough, Egremont, and Great Barrington Police Departments. Lunches and snacks are provided by local restaurants and stores. All this and more is provided free of charge to the campers do to the generosity of residents and businesses of Sheffield and surrounding towns who contribute to make this wonderful week happen.

Again the Sheffield Police Officers Association held a very successful Toys for Tots drive which filled our station lobby and our basement area with toys. This was coordinated by Officer Jacob Gonska and Officer Tricia Zucco with all other officers of the association supporting the effort in different ways. Officer Rathbun and Officer Frank continued with the car seat check and install program. The R.A.D (rape aggression defense) program which is coordinated by Officer's Gonska and Zucco again was successful in providing women with a self-defense class locally. The prescription drug drop box and needle drop box have been very successful and have given citizens an opportunity to dispose of their unwanted prescription medicine. The box is located in the lobby of the police department and is available 24/7.

The Department welcomed two new additions to the staff in 2014. The first being Officer Brennen Polidoro who completed the full-time academy in June and rejoined the department as our mid-night officer July 1st. In February Officer Nicholas Felix joined our part time ranks.

I would like to thank all of the residents of Sheffield for their continued support and assistance of the Police Department. I would also like to thank the Board of Selectmen, the Town Administrator Rhonda LaBombard, the Highway and Fire Departments with special thanks to Retired Chief Boardman and Fire Chief Getchell and Highway Superintendent Edward Lord. I would also like to thank the officers of the Sheffield Police Department for their outstanding work and dedication to the Town of Sheffield.

Respectfully submitted,

Chief Eric R. Munson III

Report of the Fire Department

The Sheffield Fire Department now has 36 active members.

Officers:

Chief Brent Getchell - 20 years
Deputy Chief John Ullrich - 34 years
Deputy Chief Dave Ullrich - 14 years
Captain Robert Martin - 9 years
Captain Pete Battacchi - 31 years
1st Lieutenant Adam Carlotto - 12 years
2nd Lieutenant Anthony Bleau - 6 years
Engineer Robbie Kilmer - 2 years

Fire Fighters:

Craig Bachetti - 29 years
Nick Ball - 12 years
Bob Beham - 32 years
Ron Bubek - 5 years
Nick Currier - 6 months
James Foster - 6 years
Mike Funk - 18 years
Taylor Getchell - 6 months
Joe Glaszcz - 7 years
Dan Hamill - 1 year
Lea Handke - 1 month
Tyler Hils - 8 months
Jake Hunker - 1 year
Steve Hyer - 7 years
Chris Larson - 9 months
Malcolm McCain - 4 years
Martin Mitsoff - 6 years
Brian Ovitt - 50 years
Mike Ovitt - 16 years
Bob Poulter - 13 years
John Pshenishy - 41 years
Mike Ramella - 1 year
Randy Robarge - 23 years
Mark Robitaille - 2 years
Jason Smith - 12 years
Wayne Wilkinson - 14 years
Trevor Williamson - 4 years
Mark Wysocki - 1 year

Average years of service - 12

I would like to thank the members of the Sheffield Volunteer Fire Department for their service and dedication to the town and its residents. Thank you to each member's family for their sacrifice as their loved one is taken from home to respond to each call. I would also like to thank the town of Sheffield's Volunteer Emergency Management Team for responding and helping the department at several calls throughout the year. Congratulations to Brian Ovitt for 50 years of volunteer service as a Firefighter.

It was a busy year for the Department as we responded to 133 fire related calls and 204 medical calls. We continue weekly firefighter training, Massachusetts Fire Fighting Academy Training Courses, and large multiple fire department drills. Six new assistant fire inspectors have been appointed; fire code training and inspections have started to insure public safety. In October the Sheffield Volunteer Fire Department borrowed the Massachusetts Fire Fighting Academy youth live fire burn trailer, and brought it to Undermountain Elementary School for fire prevention training for students from kindergarten to sixth grade. Firefighters were involved in classroom and burn trailer fire prevention education. In November firefighters assisted in the training of local boy scouts. Approximately 12 firefighters taught search and rescue evolutions at the Town Park and assisted in a simulated search and rescue. All boy scouts earned and received their search and rescue merit badges. In December the Fire Department applied for the assistance to firefighters grant for an EMS response vehicle, SCBA air packs, and misc. equipment.

We have a strong Volunteer Fire Department that will continue to help where needed, serve the citizens of Sheffield and our surrounding communities into the future.

Respectfully submitted,

*Chief Brent L. Getchell
Sheffield Fire Department*

Report of the Inspectors

Report of the Building Commissioner

Building Department:

The Building Department received and processed two hundred thirty applications for permits during the period January 1 thru December 31, 2014. Six Chapter 304 inspections were performed, with certificates of compliance issued, for renewal of licenses. Thirty one periodic inspections were completed with certificates of compliance issued for facilities of Educational and Assembly use.

Permits include: 168 residential, 21 commercial and 41 other permits for signs, solid fuel burning appliances, sheet metal installations, temporary structures and change of use. Fees collected for permits and inspections total \$46,258.09 with an estimated construction value of \$13.8 million.

I thank The Board of Selectmen and the residents of The Town of Sheffield for the opportunity to serve the community again this year.

The office hours of the Building Department are Monday and Tuesday 7:00 am to 1:00 pm, Thursday 11:00 am to 6:00 pm and Friday 11:00 am to 4:00 pm.

If you have any questions please do not hesitate to contact me by telephone at 413-229-7000 ext.156, Fax 413-229-7010 or e-mail to tcarmody@sheffieldma.gov.

Respectfully submitted,

Thomas M. Carmody, CBO
Building Commissioner

Report of the Gas Inspector

During the year January 1, 2014 through December 31, 2014:

Issued 53 gas piping permits and 28 gas storage permits.

Conducted 91 on site inspections.

Collected \$5,425.00 in fees.

Sincerely,

Bob Krupski
Gas Inspector

Report of the Plumbing Inspector

During the year January 1, 2014 through December 31, 2014:

Issued 37 plumbing permits.

Conducted 72 on site inspections.

Collected \$4,325.00 in fees.

Sincerely,

Bob Krupski

Plumbing Inspector

Report of the Inspector of Wires

In the year 2014 there were 71 permits filed. These permits entailed approximately 206 visits. My thanks to Thomas Carmody for help and assistance. I have been wiring inspector for 36 years and worked with four building inspectors. Thomas has been a pleasure to work with.

Respectfully submitted,

Richard Cappadona

Inspector of Wires

Report of the Sheffield Cultural Council

Mission Statement: *Helping to fund culture, history, environmental awareness, arts, and the humanities for our community.*

The Cultural Council is part of the Local Cultural Council (LCC) Program of the Massachusetts Cultural Council. The LCC Program is the largest grassroots cultural funding network in the United States.

The LCC Program brings art and culture to every community in Massachusetts

In FY 2013/14, the LCC Program granted more than \$2 million to support concerts, performances, exhibition, festivals, and other cultural activities in all of Massachusetts' 351 cities and towns.

The Sheffield Cultural Council's Goal

The goal of the Sheffield Cultural Council is to build community; promote collaboration between community-based businesses, organizations and residents; expose under-served constituencies to the arts, humanities and sciences; inspire substantial community volunteerism; and provide quality arts educational experiences in Sheffield and Ashley Falls.

Programs supported by the Sheffield Cultural Council in 2013/14

Ashley Falls Village Improvement Society (Memorial Day parade), Aston Magna Music Festival (tickets for youth), Anne-Elizabeth Barnes (children's book), Bazaar Productions (performance lab), Berkshire Bach Society (tickets for youth), Berkshire Children's Chorus (scholarship for a local child), Berkshire Human Rights Speaker Series, Berkshire Playwrights Lab, Berkshire Pulse (tuition assistance), Berkshire South (chorus), Bushnell- Sage Library (Rocket building & Half Day School project), Chesterwood (Family Day), Mt. Everett High School Choir (choral music), Community Access to the Arts (recording project), Flying Cloud Institute (Youth half-day programs & Youth Environmental Summit), Greenagers (Volunteer Days), IS183 Art School (scholarship for a local child), Ashley House Property Committee (music program), Senior Center (music program & art program), Music in Common (youth concert series), Old Parish Church (Peace Garden brochure), Winter Solstice workshop at Mt. Everett H.S., Mt. Everett H.S. (Blues & Tap Dancing Workshop), Sculpture Now (Sculpture & Literature), Shakespeare & Co. (children's Fall Festival of Shakespeare), Sheffield Association (music for Sheffield Fair), Dewey Hall Songwriters Concerts, Sheffield Winnies 4-H Club (scholarships for local children), Undermountain Elementary School (visit to Colonel Ashley House & Bartholomew's Cobble), and Ventfort Hall (Tea & talk series).

Our allocation from the Massachusetts Cultural Council for 2013/14 was \$4,250. The Council accepted a total of 37 grant applications from a pool of 58 applications. The average size of a grant was \$117. Of our allocation, 41% went to community programs, 49% went to school or children's programs, and the rest equally to Library & Senior Center programs.

Members of the Sheffield Cultural Council were Wendy Casey, Sally Chamberlin Cook, Russ Stein, Thaddeus Kubis, Katherine Ness, David Reed, and Trudy Weaver Miller.

Contact Information

All correspondence with the Council should be addressed to: The Sheffield Cultural Council, PO Box 325, Town Hall, 21 Depot Square, Sheffield, MA 10257.

More information may be found at <http://www.mass-culture.org/Sheffield> and on the Town web site at http://www.sheffieldma.gov/Pages/SheffieldMA_Cultural/index.

Respectfully Submitted,

Trudy Weaver Miller, *Chair*

Report of the Board of Health

Sheffield's Board of Health is required by state and local laws to perform many duties related to the protection of public health.

During this past year the Board continued to improve its response time in meeting citizen and business inquiries, complaints and requests for information as well as providing services required to fulfill its mandated responsibilities. Board of Health forms were simplified and posted to the Board's web page and links provided access to popular state and federal health related websites. The Board has completed its alignment of procedures with state requirements.

In addition to its usual business, the Board saw an increase in housing inspections; redirected many inquires; worked on or monitored several situations being tracked by the Massachusetts Department of Health (DPH) and/or the Department of Environmental Protection (DEP); partnered with the Police Department on RX collections and sharps disposal; and focused on public outreach and information, including reports on positive mosquito test results.

During 2014 the Board continued its work with Berkshire Public Health Alliance (BPHA) in a planned effort to lessen its dependence on volunteer Board members. Title 5 inspections were done by a sanitation inspector from BPHA when local resources were not available. BPHA continued its successful Recreational Camp inspections and assisted the Board in investigating housing complaints. The Board plans to continue this transition in 2015.

In addition to its usual business, the Board undertook several major initiatives and completed the adoption of new Tobacco Products Regulation, its first in this area since 2006. Working with input from several Sheffield businesses selling tobacco products and interested residents gathered at two public hearings, the updated Board's Tobacco Products Regulation now covers e-tobacco products, as well as other tobacco products developed in the last few years, making their sale to those under the legal age of 18 illegal. The Board wishes to thank those members of the public and the business community who assisted in this process.

The Board applied for and was awarded a \$2000 MA Department of Public Health grant for the acquisition of a shared ATP Cleaning Verification System, to be co-shared with the Egremont Board of Health. Sally Munson, the Boards Health Inspector has taken the lead on learning the system, testing and integrating it into mandated food inspections.

Other initiatives underway include developing a program for safe, legal disposal of sharps and an educational outreach to owners of rental properties regarding state

mandated inspections. The Board will be seeking public input on these initiatives.

The Board continues its no-cost membership in BPHA; Priscilla Cote continued as the Town's delegate and Scott Smith, its alternate delegate. BPHA membership allows the Board to be informed on many matters and learn from the other 20+ Berkshire County Boards of Health that are also members.

Joel Weiss, after 9 years of service, stepped down from the Board. We are all deeply indebted to Joel for his knowledge, insights and many contributions, as well as his willingness to provide hours of volunteer service in promoting public health.

Nadine Hawver was appointed to the Board in June 2014 but later resigned due to family obligations. The Board thanks Nadine for her service and her contributions. Sarah Gulotta-Humes was appointed in November and will fill the remainder of this 3-year term.

We also thank William Wilkerson, who was appointed as a Septic Inspector for the Board but resigned in December due to new job opportunities.

We thank Jill Hughes for providing excellent support this past year; we appreciate how attentive she is to phone calls, requests for information in addition to her organization skills and always positive and pleasant attitude. We are also grateful for ongoing assistance provided by the Town Administrator, Board of Selectmen, Building Commissioner, Police and Fire Departments and many other Town employees. Again this year we have benefited from Charlie Kaniecki's, DPH's Western District Health Officer, advice. We thank the voters for approving the use of a Revolving Fund for the Board of Health inspectional fees at the Town's Annual Meeting.

We look forward to serving the Town of Sheffield in 2015. The Board of Health meets on the second Monday of each month at 6 pm and as needed. All meetings are posted and open to the public.

Respectfully submitted,

Priscilla B. Cote, *Chairman*

Scott Smith, *Vice-Chairman*

Sarah Gulotta-Humes

Dr. Fred Panitz

Rene Wood

Report of the Council on Aging and Senior Center

The 2014 calendar year saw a continuation in increased use of the Sheffield Senior Center. Statistics from My Senior Center, a nationally recognized tracking software purchased by the Friends of the Sheffield Senior Center, show over 700 seniors 60 and older having had some contact with the center in 2014. Our focus in 2014 was on outreach to the seniors over 65 in our community. We had a 37% increase in service contact and a 15% increase in seniors participating in activities at the center. With the 60 and over 2010 census figure of 908 in Sheffield, that figure represents reasonable outreach and usage of our building. In 2010 seniors over 60 represented 28% of the Sheffield population. With future projections (UMDI) showing increases in older populations, Sheffield seniors will represent 38% of Sheffield in 2020 and 49% in 2030. The need for extended hours and services has been a long time goal, we have achieved that goal with the Board of Selectman increasing the staffing to include a full-time director.

2014 saw many new programs and the continuation of the favorites. We offer 6 different exercise programs throughout the week as well as other types of programs such as learning a foreign language, various art forms, community education, cultural, health education/screening, recreation/socialization, information sharing, and intergenerational events.

Volunteers continue to be the supporting life blood of the center. Assisting the professional staff greatly with forty eight people contributing over 4,000 hours doing various jobs from receptionist to driver, assisting with set up and clean-up of programs. Without the dedication of the team of volunteers the center would not be the success it is.

The Council on Aging and The Friends of the Sheffield Senior Center, a 501 3c support group, have both continued to work cooperatively and tirelessly in support of professional staff, the former in advising the direction and the latter in contributing over \$3,800 in the 2014 calendar year for programming and equipment for Senior Center use.

Funding for the center and our programs is provided by a combination of town funding and the State Formula Grant through the Executive Office of Elder Affairs which is \$8 per senior. The goal of Massachusetts Council on Aging has a goal to increase that to \$12 by 2020. With the anticipated increase in senior population this will be a necessity in order to continue to provide quality services and programs for this growing population. In 2014 we applied for a grant to support our exercise programs at the center. The grant was awarded in the

amount of \$600, a small amount but will go a long way to supporting new programs. Being awarded this grant has energized the staff with the hope that with a focus on applying for outside grants we may be able to bring more programs and services to Sheffield's seniors.

Combined professional staff hours for 2014 remained at 38 hours/wk. and Senior Center open hours remained at 27.5 hours/wk. Staffing and hours of operation will increase in 2015 to 54.5 staff hours with the senior center open 35 hours a week. This is exciting for all of us.

In 2015 we will strive to meet our goal and succeed in our mission "to facilitate seniors' ability to enjoy a high quality of life...to provide life-enriching activities, relevant information on all issues that affect them, and assist them in obtaining services necessary to their well-being."

Respectfully submitted,

Nadine Hawver,
Interim Director Sheffield Senior Center

Report of the Library Director

Bushnell-Sage Library saw a number of personnel changes in 2014. We said goodbye to three long time employees, Leslie Moran, Jessica Roseman, and Brece Honeycutt. We welcomed to our team Sandy Balayan as Circulation Manager and Beth Adams as Children's Program Coordinator.

The town elected two new members to the Board of Trustees, Pat Levine as new Board Chair and Frances Roth as Secretary. The Trustees are working hard developing policy and strategically planning the library's future. Thank you to the Town of Sheffield for providing a fresh coat of paint to the exterior of the building and new carpeting in the basement.

We have over 2000 library card holders, up by over 400 from last year. The library circulated 37,215 items, again up from last year by about 4,000 items. The library owns 41,784 physical items and offers 32,468 additional digital items (e-books, audiobooks and video) through our Overdrive subscription. Adult books and DVDs remain our largest circulation percentage, but Children's circulation has increased significantly from last year, which follows a pleasing National trend reported by Library Journal. Our digital circulations have more than doubled to 1,179. The book has no fear of fading away here in Sheffield, but digital is here to stay as just another option for some, especially in non-fiction.

Approximately 28,000 people walked through the doors in 2014. This increase in attendance is due to the many programs we offer to the community. Two more bi-weekly programs were added this year to expand beyond our yoga and knitting. We now offer Mah Jongg every other Wednesday evening and Kids Craft every other Saturday at 11:00 a.m. Miss Beth leads the children through crafts made from recycled items. They recently finished a cardboard model of the town.

Highlights of our special programs include: Author Talks with John Demos and his new book entitled *Heathen School*, and Sheffield resident Annette Libeskind Berkovits with her new book entitled *In the Unlikeliest of Places*. We had our Get Domestic Series with cooking demonstrations by local chefs; A Grand Scavenger Hunt for grandparents and grandchildren and a Pilgrim's Journey program also for the children. Local Authors Day was added back into the line-up this year with 40 authors participating. Bushnell-Sage is one of the few town libraries to celebrate local authors, which is greatly appreciated by the writing community. Please consider attending and supporting our writers next year. Thank you to the Friends Group for sponsoring this event and for purchasing the museum passes which circulated 335 times in 2014.

The Sheffield Tree Project celebrated Arbor Day in 2014 by planting six American Beech trees on the Pine Grove Knoll to enhance the park-like setting of the library. When mature, they will offer a beautiful shaded picnic area for generations to come. Thank you for your service to the town.

Our year would not be complete without thanking the many volunteers who help keep this library looking good and organized. Special thanks to Sherry MacDonald and Barbara Carr for keeping the greenery thriving inside and out; and Eleanor Shiels, Catherine Hutchinson, John Wightman and Don Freedman for their shelving and processing assistance.

Respectfully submitted,

Karen Lindquist
Library Director

Report of the Agricultural Commission

The Sheffield Agricultural Commission works to promote agriculture in Sheffield and advise the Board of Selectmen and other town boards, commissions and departments on agricultural issues. Our meetings are typically held on the second Tuesday of the month at noon, with the exception of the months from May until September - which are the busy growing season, when meetings are held on an as-needed basis.

As part of our support for the Sheffield Farmers' Market we would like to include its 2014 season report.

Sheffield Farmers' Market 2014 Report

The Sheffield Farmers' Market celebrated its 14th season in 2014 running June 6th through October 10th, Fridays, 3 to 6 pm. The market also put on two holiday farmers' markets on November 21st and December 19th. The market is held in the parking lot of the First Congregational Church of Sheffield (Old Parish) at 125 South Main Street, who was served as the market's host for the majority of the past 14 years. The market serves as a place for farmers, food producers and artisans to sell their goods and services and allows townspeople and guests access to fresh food and hand-crafted items. The market features fresh vegetables, preserves, honey, maple syrup, eggs, breads, cheeses, meats and baked goods as well as specialty items like gourmet salts, soaps and knitted items. The average number of vendors attending each market was 12.5 in 2014, a significant increase from 7.2 in 2013. The market is run by a Steering Committee, part-time staff, and volunteers. In 2014, Trudy Miller, Bruce Howden, Rev. Jill Graham, Don Ward, Phyllis Webb and Kathy Orlando served on the committee, chaired by Jim Kelly. Staff included market manager Amelia Conklin and intern Taylor Dorsey. The Sheffield Farmers' Market operates under the fiscal sponsorship of the Sheffield Association. The market is sustained through vendor fees, private donations, corporate sponsorship and grant monies. Our goal in 2015 is to increase our customer base, so please stop in starting June 5th, 2015!

Our goal is to work with them to keep the market successful to meet the need of local farmers and consumers alike.

Our members have been active in the Keep Berkshires Farming Initiative. It is a large group of farmers and community members who are interested in keeping farms viable and prosperous throughout the Berkshires. With the initial assessment of agricultural resources, supply and demand in the area completed, local organizations are taking action steps to keep our farms viable and prosperous. We expect that these efforts will continue to help with local policy and creating local awareness of farm-

ing that will be positive for the farming community. Many communities across Massachusetts and Berkshire County are supporting their farms through a waiver of the Farm Animal and Machinery excise tax. We are discussing that as well.

Commissioners Bruce Howden and Kathy Orlando also serve on the board of the statewide MA Association of Agricultural Commissions and have kept us informed on statewide issues. Orlando is the treasurer for that board.

As funding allows we continue to add the right to farm bylaw signs to the roads coming into Sheffield. We would like to thank the private land owners who have allowed us to post signs on their property along the side of state roads where permission to post on the state right-of-way wasn't granted. We plan to buy more signs to complete our goal to post on all roads entering Sheffield.

We hope to have a farm brochure out this coming year. It will include all Sheffield farms which would like to participate, listing their products, retail sales information and which farms are open to the public. We want to include all farms, even those not open to the public or who do not sell retail, to give the community a true sense of the scope of agriculture in Sheffield. Many other agricultural commissions throughout the state produce them annually to support their local farms.

We encourage anyone who is active or interested in agriculture to either contact us or attend a meeting.

Respectfully submitted

James M. Larkin
Chair

Report of the Commission on Disabilities

The Commission on Disabilities (COD) has completed its fifth full year of service to the residents of Sheffield. Its mission is to “cause the full integration and participation of people with disabilities in Sheffield.” The COD continually works to inform the people of Sheffield about the services and products available to people with disabilities and encourages citizens to serve on the Commission or attend its meetings.

Projects Completed in 2014

- **Sheffield Times:** The COD submitted articles profiling our new member Lakhan Verma, educating readers with public safety tips such as posting their 9-1-1 sign and informing emergency responders about special conditions, advising readers how to register with the reverse 911/Blackboard Connect emergency notification systems, and educating readers about the concept of “visitability” where a home is designed to be accessible to visitors with disabilities.
- **Transportation Options:** The COD researched and prepared a table entitled “Transportation Options for Residents of Sheffield and Ashley Falls,” that was circulated as an insert in the Sheffield Times, printed in the Sheffield Senior Crier, and distributed at the Town Hall, the Library, and to other locations and towns in Berkshire County.
- **CDBG:** The COD sent a letter in support of Sheffield’s 2014 Community Development Block Grant application that was awarded and is providing funding for housing rehab and architectural design for accessibility upgrades to the Sheffield Town Hall. Members of the COD are serving on committees to help with the design process.
- **Railroad:** The COD provided input to the Regional Planning Commission, reminding them that if a passenger railroad line is approved for the Berkshires that the platforms and stations need to be accessible to all.
- **CAM Training:** A representative of the COD attended the “Community Access Monitor Training” hosted by AdLib in Pittsfield and presented by the Massachusetts Office on Disability.
- **Town Park:** The COD made recommendations to the Town Park Commission about increasing accessibility at the Town Park pavilion.
- **Sheffield in Celebration:** The Commission participated in the Sheffield in Celebration fair by staffing a COD table with information about services available to people with disabilities in Sheffield and by staffing the accessible parking area. The COD invited Pat Sheely and her service animal “Shadow,” to attend as their guest and help to educate attendees about service animals.
- **Bridge Sidewalk:** The Massachusetts Department of Transportation suggested removing the sidewalk crossing the Route 7 bridge on the north side of town. The COD sent a letter to the Select Board recommending leaving the sidewalk and eventually reclaiming and extending the walk to the Senior Center.

- **Blackboard Connect:** A recommendation was sent to the Select Board regarding the reverse 911/Blackboard Connect service, suggesting that it be tested regularly and that it be publicized actively.

Ongoing and Future Projects

- **ADA Self-Evaluation:** Members of the COD and the Town Administrator/ADA Coordinator met with a representative from the Massachusetts Office on Disability to tour Town Hall, the Bushnell-Sage Library, and the Police Station to assess these buildings for compliance with federal and state accessibility laws. Work is on-going to compile various reports and prepare an updated ADA Self-Evaluation document.
- **Assistive Listening System (ALS):** The COD has recommended the purchase of an ALS to be used at Town meetings and events. An ALS helps those who are hard of hearing to better hear the proceedings.
- **Online Presence:** The COD would like to have a greater online presence with a Facebook page, more information on the Town's website, and a direct link to the library listing their resources about accessibility.
- **Route 7 Crosswalks:** As part of this ongoing effort, the COD performed a site visit and gathered input from the Massachusetts Office on Disability regarding the design of the Route 7 crosswalks in the center of town. This information was given to the Select Board who passed it on to the Massachusetts Department of Transportation.
- **Emergency Planning:** The COD has spoken with the Chief of Police and continues to build awareness about including people with disabilities in the Town's emergency planning.
- **Networking:** Members of the Commission have visited other COD meetings in Berkshire County and will continue such disability networking efforts.
- **COD Education:** We continue to grow our knowledge base by attending seminars, talking with people with disabilities, reading about disability issues, and encouraging the community to use us as a resource.

The Commission members express deep gratitude to Nan Wells who, as a community member, has spent many hours supporting the Commission's efforts. We are grateful for her interest and hard work.

Anyone interested in serving on the Commission should contact the Town Administrator's office. New members and visitors are welcome.

Accessibly yours,

Laura Grunfeld, *Chair*

David Wells, *Clerk (with the assistance of Nanette Wells)*

Gail Mullen

Lakhan Verma

Report of the Animal Control Officer

A reminder to all cat and dog owners, the State requires them to be vaccinated for rabies and all dogs must be licensed each year. Skunks and raccoons have tested positive for rabies this year. It is important to put the license tag on your dog. If the dog is lost it is helpful in finding the owner and it also saves time and extra expense in getting the dog back.

Calls:

Dogs – 129

Cats – 28

Dog Bite – 7

Other – 46

Wildlife – 26

I would like to thank Town Administrator Rhonda LaBombard and her assistant Alicia Dulin and also Town Clerk Felecie Joyce and her assistant Jill Hughes for their assistance throughout the year.

Respectfully submitted,

Marty Clark

Animal Control Officer

Report of the Animal Inspector

The following is a list of the calls I made this year:

32 barn inspections
4 animal quarantines
6 animal health permits

The following is the number of animals in Sheffield in 2014:

3,146 - milking cows
287 – beef cattle
88 – horses
16 – goats
27 – swine
43 - sheep

Poultry:

511 – chickens 16 – turkeys
20 – waterfowl 114 – game birds

We have 107,700 lbs. of milk produced daily from five different dairy farms located in Sheffield and Ashley Falls.

Respectfully submitted,

Marty Clark
Animal Inspector

Report of the Historical Commission

The Sheffield Historical Commission was established under Massachusetts General Law Chapter 40 Section 8d to allow cities and towns to create a local historical commission. Once established by a town, a local historical commission is responsible for preservation planning providing preservation, protection and development of the historical or archeological assets in the community. Sheffield, the first town founded in what became Berkshire County, is rich in historical assets and was one of the early towns in the Commonwealth to adopt the MGL establishing historical commissions. In 2013 and 2014, the Sheffield Historical Commission developed a Demolition Delay Bylaw for the Town of Sheffield which was passed in Annual Town Meeting in 2014.

The Commission is the Town public body responsible for administrating the Town of Sheffield Demolition Delay Bylaw and in 2014, there was one request for a demolition request. This was the first request since the bylaw was passed in Town Meeting. The structure in question was the property known as “Shay’s Pine Tree Inn”, located on the west side of North Main Street, (Route 7), near the intersection with Kellogg Road. The structure and property were researched by the Commission and in a public meeting it was determined the structure was not “significant” and the demolition request was released for approval by the Sheffield Building Commissioner. The structure was demolished starting in 2014 and finished early in 2015.

The Town of Sheffield has over 200 properties that are in the State or National Registers and in 2014 a major program was started to review and update the documentation of the properties so they are current and can be available for research both as part of the work of the Commission and for use of the general public through access on the internet via the Massachusetts Historical Commission. When completed the existing properties on the Registers and in the Town’s Historic Districts will be current with proper current address, owner and photos. Current “House Books” as they are called were last updated in this fashion in the early 1970’s by the Commission, Sheffield Historical Society and members of the Ashley Falls Local Historic District Commission. A local resident and Berkshire Community College student, Beth Ansett, has been working with Commission Members to complete this update in 2015.

Respectively submitted,

Dennis Sears, *Chair*

Michael King, *Vice Chair*

Catherine Miller, *Clerk*

Pat Elsbach, *Treasurer*

Jeffrey Waingrow

Kathy Orlando

Kay Tucker

Report of the Conservation Commission

The purpose of the Conservation Commission is to administer the provisions of the Wetlands Protection Act (WPA) MGL Ch 131, §40, and to educate and communicate with the residents and businesses of Sheffield on issues concerning the protection of our wetlands. The regulations of the WPA were written to protect public and private water supplies, ground water supplies, and to provide flood control, storm damage protection, prevention of pollution, and protection of land containing shellfish, of fisheries and of wildlife habitat. The Act prohibits the filling, excavation or other alteration of the land surface, water levels or vegetation in or near wetlands without a ruling from the local Conservation Commission. Our jurisdiction covers any work to be done within 100' of a lake, pond, vegetated wetland or intermittent stream, and within 200' of any perennial stream and any work within a floodplain.

If there is any question on applicability of the WPA to your project, you can contact the Conservation Commission at 229-7000, ext. 114. We can advise you if a project will come under our jurisdiction and if the work requires the filing of a Request for Determination of Applicability (RDA) or a Notice of Intent (NOI).

In 2014, the Sheffield Conservation Commission reviewed six Requests for Determination of Applicability and four Notices of Intent.

We would like to thank Jill Hughes for her support throughout the year.

The Commission meets in public session every 2nd and 4th Monday of the month from April through October and on the 2nd Monday of the month, only, from November through March. Meetings are at 7:00 p.m. and anyone may attend.

Respectfully submitted,

Don Ward III, *Chairman*
James Collingwood
Howard Chezar
Cheryl Blackburn
Peter Stiglin

Report of the Zoning Board of Appeals

The Zoning Board of Appeals heard and acted on the following application in 2014:

Old Castle Retail, LLC – Special Permit and Variance – Granted

Paul Mulholland – Variance – Granted

Bayer Material Science – Special Permit - Granted

The Board welcomed two new members to the Board this year. In April 2014 Stephen Leining was appointed and in June 2014 Mark Bachetti was appointed.

At our August meeting the Board decided to hold regular monthly meetings. The Board now meets the second Thursday of every month.

We will continue to strive to provide the town with the best service possible as we conduct the duties with which we are charged by the town and the state.

We would like to thank our recording clerk Jill Hughes for her assistance during the year.

Respectfully Submitted:

Eric Carlson, *Chairman*

Allison Lasso

Trudy Weaver Miller

Stephen Leining

Mark Bachetti

Greig Siedor, *Alternate Member*

Report of the Recycling Coordinator

Our agreement with Goodwill Industries has proved to be very beneficial to the Town as well as Goodwill Industries. We have diverted a lot of materials from the trash stream which Goodwill has either used for their mission or diverted to recycling sources to which we have no practical access.

As of this writing, we have received a grant from the Massachusetts Department of Environmental Protection to explore expanding the services offered at the Transfer Station.

In 2014 we received \$4,199.42 from the Springfield Materials Recycling Facilities (MRF) for the paper containers we shipped to them. This payment substantially reduces our cost of hauling these materials to the MRF.

Respectfully Submitted:

David J. Steindler
Recycling Coordinator

Report of the Berkshire Visiting Nurses Association

As part of the Berkshire Health System network, Berkshire Visiting Nurse Association provides comprehensive, multidisciplinary healthcare to individuals and families in the community. Community public health services are **Disease Surveillance and Investigation, Active TB Disease Management, Disease Screening and Immunizations, and Health Promotion**. A description of services follows.

Disease surveillance and investigation of reportable and communicable diseases involves the receipt and processing of reports for specific diseases and implementation of appropriate follow-up measures. This is accomplished with the use of MAVEN. The Massachusetts Virtual Epidemiologic Network known as MAVEN is part of the Electronic Disease Surveillance System. There were 48 diseases investigated. The diseases were campylobacteriosis, ehrlichiosis, enterovirus, and giardiasis, group A streptococcus, Hepatitis B, hepatitis C, human granulocytic anaplasmosis, influenza, legionellosis, Lyme disease, pertussis and streptococcus pneumoniae.

Active TB disease management is following all cases of active disease in accordance with MDPH requirements and MA regulations. This includes contact investigation, skin testing, multiple months of case management and direct observation therapy. There were no active cases of TB.

Disease screening and immunizations for individual and community disease prevention are provided as necessary. An established distribution station is maintained in accordance with MDPH requirements for the management of state supplied vaccine. A town clinic for seasonal influenza and pneumococcal vaccine is offered to persons meeting the criteria. Opportunity for those who are unable to come to the town clinic is made available at subsequent health promotion clinics. There were 44 seasonal influenza shots administered and 2 pneumococcal shots.

Health promotion provides accessible monitoring of health risks to the community. Also provided are health education, health promotion and screening in accordance with acceptable standards of care. Health promotion clinics are held regularly at the Sheffield Senior Center with 54 visits. Blood sugar testing is offered regularly to those with diabetes and annually for all clinic participants. Clinic participants are engaged in monthly health education topics with printed material offered for future reference. A listing of health topics follows: shingles information, tobacco cessation aides, hand washing, active living, stress reduction, MI & stroke, summer smarts, healthy eating, healthy habits, and pneumococcal information. Several blood pressure monitors were given to participants with diagnoses of hypertension. These were provided free of charge and an

instruction component was provided on the use and care of the machine. These are provided by the Get Cuffed Berkshires program through Community Outreach. A Heart Strong class that included a free cholesterol check and education on reducing cholesterol levels was also provided.

The Board of Health Coordinator, Cindy Croce, RN, collaborates with the Council on Aging to provide coordination of services for residents. As a member of the community health care continuum of Berkshire Health Systems, collaboration with and referrals to other health care professionals are readily made.

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

Respectfully submitted,

Cindy Croce, RN
Board of Health Coordinator
Berkshire Visiting Nurse Association

Report of the Town Park & Recreation Committee

The Town Park Committee gained 3 new members this year: John Londoner, Thomas Sullivan, and David Smith Jr. We had 5 meetings. With the Selectmen, a list of Rules/ Guidelines for use of the Park were made. This year a list of Guidelines/Frequently Asked Questions were mailed or emailed to each party making a reservation.

Each Spring the ball fields at the Park find the Little League and Minor League teams practicing and playing games. The teams are sponsored by the Sheffield Kiwanis, and the fields are maintained by the team coaches and other volunteers. If you would like to join the volunteers and lend a hand, please call the Town Hall at 229-7000. Please keep your dogs off the fields, and clean up after them.

In September, the Park Committee met with the Selectmen and James Kelly to discuss a Massachusetts Department of Conservation and Recreation Forest Management Plan and possible new ideas for the Park. A few weeks later a walk thru the park woods was conducted to evaluate uses. The Park consists of 51.58 acres.

Forty-seven reservations – ranging in size from little picnics, to the Police Department’s Kops N Kids program, or the Sheffield in Celebration - were made to use the Pavilion. Many others used the Pavilion, but it is best to make a reservation – whether your event is for family or business – a birthday party, graduation, anniversary, wedding, reception, or reunion. This way you know no one else had chosen the same date, and we can get the Pavilion and Baths ready for you. Reservations can be made by calling Grace Campbell at 413-229-2682. There is no charge, but donations are welcomed and encouraged to help with expenses at the Park.

Respectfully submitted,

Kevin Joyce, *Chair*
Michael Ovitt, *Vice Chair*
Joseph Wilkinson
John Londoner
Thomas Sullivan
David Smith, Jr.
Grace F Campbell, *Secretary*

Report of the Board of Assessors

Greetings to the townspeople of Sheffield:

We hereby report the following for Fiscal Year 2014.

Total Valuation

Real Property Value	\$581,999,702
Personal Property Value	\$24,403,555
Total Town Valuation	\$606,403,257

<u>Total Appropriations to be Raised by Taxation</u>	\$ 9,885,134.00
Other Amounts to be Raised	\$ 20,915.13
State & Country Cherry Sheet Charges	\$ 29,152.00
Overlay	\$ 153,682.02
Total Amount to be Raised by Taxation	\$10,088,883.15

Estimated Receipts & Revenue Sources

Estimated Cherry Sheet receipts	\$ 339,009.00
Local Receipts no allocated	\$ 647,790.40
Enterprise Fund	\$ 225,000.00
Free Cash appropriated for particular uses	\$ 545,103.00
Total Estimated Receipts & Revenue sources	\$ 1,756,902.40

TAX RATE SUMMARY

Total Amount to be Raised	\$ 10,088,883.15
Total Revenues Sources	\$ 1,756,902.40
Total Tax Levy	\$ 8,331,980.75
Fiscal Year 2014 Tax Rate	\$ 13.74

Commitments to the Tax Collector:

Motor Vehicle Excise	\$ 495,919.973
Farm Animal Excise	\$ 15,980.68
Supplemental Tax	\$ 1,245.63

Abatements & Exemptions

Real Estate Abatements	\$	22,988.40
Personal Property Abatements	\$	1,297.85
Statutory Exemptions:	\$	28,300.00
Motor Vehicle Excise Abatements	\$	49,390.64

Respectfully submitted,

Tammy L. Blackwell, *MAA, Chairman*
Christopher Lamarre

REPORT OF THE TOWN TREASURER

July 1, 2013 through June 30, 2014

FROM TAX COLLECTOR:

REAL ESTATE TAXES	\$7,865,935.55
PERSONAL PROPERTY TAXES	\$236,277.21
MOTOR VEHICLE EXCISE TAXES	\$488,392.30
TRANSFER STATION FY14 Sticker Revenue	\$132,257.41
FARM ANIMAL EXCISE TAXES	\$16,840.31
INTEREST ON TAXES	\$57,074.57
COLLECTOR FEES	\$8,785.00
DEPUTY COLLECTOR FEES	\$8,010.00
CERTIFICATES OF MUNICIPAL LIENS	\$2,850.00
TAX TAKING FEES	\$296.69
US TREASURY IN LIEU OF TAXES	\$2,387.00
REGISTRY NON RENEWAL FEES	\$1,760.00

FROM STATE TREASURER:

CHAPTER 70	\$13,886.00
UNRESTRICTED GENERAL GOVT. AID	\$210,933.00
LESS: NET STATE ASSESSMENTS	(\$28,808.00)
PAYMENT IN LIEU OF TAXES ON STATE OWNED LAND	\$77,737.00

AID TO PUBLIC LIBRARIES: LIG /MEG/NRC GRANTS	\$3,801.86
COUNCIL ON AGING (Formula Grant)	\$7,264.00
CULTURAL COUNCIL GRANT	\$4,250.00
DCR VOLUNTEER FIRE ASSISTANCE GRANT	\$530.00
ELDERLY EXEMPTIONS	\$7,548.00
MASS. REHAB. COMMISSION - Records Fee	\$125.00

CH-90 HIGHWAY FUNDS	\$40,411.85
EXTENDED POLLING HOURS	\$2,078.00
EXEMPTIONS: BLIND, SURVIVING SPOUSE, VETS	\$6,475.00
MASS DOR / F.E.M.A.:	

SEPT 2011 TROPICAL STORM IRENE	\$32,067.99
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OCT 2011 SNOW STORM	\$12,012.07
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MASS. EMERGENCY MANAGEMENT PLANNING GRANT	\$4,307.92
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VETERANS BENEFITS REIMBURSEMENT	\$21,367.00
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FROM BOARD OF SELECTMEN:

LICENSES & PERMITS	\$17,591.00
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FROM BOARD OF HEALTH:

LICENSES & PERMITS	\$3,935.00
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WITNESS FEES (Perc, Septic, Well, Title IV)	\$5,010.00
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FROM TOWN CLERK:

DOG LICENSES	\$4,325.00
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MISC. FEES	\$3,410.80
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DOG VIOLATIONS	\$1,225.00
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FROM LIBRARY:

LIBRARY FINES & COPIES	\$940.48
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FROM CONSERVATION COMMISSION:

REQUEST FOR DETERMINATION FEES	\$1,100.00
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NOTICE OF INTENT FEES	\$612.50
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FROM POLICE DEPARTMENT:

COURT FINES	\$14,062.50
PAID DETAILS	\$61,178.31
SURCHARGE ON PAID DETAILS	\$3,839.31
CRUISER USE	\$700.00
TAG SALE PERMITS	\$111.00
ALARM PERMITS & FINES	\$6,400.00
FIREARMS PERMITS TO STATE	\$7,137.50
FIREARMS PERMITS TOWN SHARE	\$2,412.50

FROM INSPECTORS:

BUILDING	\$41,873.65
ELECTRICAL	\$11,295.00
PLUMBING	\$5,715.00
SANITATION	\$1,350.00
FIRE SAFETY	\$3,710.00
GAS & PIPING	\$5,880.00

FROM PAYROLL DEDUCTIONS:

FEDERAL WITHHOLDING TAX	\$121,436.01
STATE WITHHOLDING TAX	\$60,507.56
COUNTY RETIREMENT	\$93,920.75
GROUP INSURANCE	\$72,474.15
MEDICARE DEDUCTION	\$18,593.08
UNION DUES	\$1,275.36
VOLUNTARY LIFE & DISABILITY	\$955.76
DEFERRED COMP. DEDUCTION	\$40,462.27
CHILD SUPPORT	\$8,840.00

FROM TREASURER:

INVESTMENT INCOME	\$6,443.05
RET CHECK FEES/REFUNDS/OVERPAYMENTS	\$3,270.36
CULTURAL COUNCIL INTEREST	\$8.97
TAX TITLE ACCOUNT	\$76,193.85
ADDITIONAL INTEREST ON T.T.ACCOUNTS	\$10,862.23
TAX TITLE LEGAL FEES	\$838.92

FROM:

APPEALS BOARD - Filing Fees	\$405.00
ASSESSORS - Copy & Fax Fees	\$97.45
BERKSHIRE HOUSING: Dewey Court	\$2,564.88
BERKSHIRE SCHOOL - Annual Gift to Town	\$50,250.00
CABLE FRANCHISE FEE	\$489.50
COUNCIL ON AGING: Gift Account	\$850.00
COUNCIL ON AGING: Exercise Class	\$2,289.00
INSURANCE PROCEEDS: Street Lamp Post	\$3,525.37
JUSTICE DEPT. - Ballistic Vest Program	\$1,192.50
KOPS & KIDS - Police: Community Outreach Programs	\$22,858.00
PLANNING BOARD-Filing Fees	\$950.00
RECYCLED MATERIALS REVENUE	\$5,813.44
S.B.R.S.D. School Excess & Deficiency FY12 Return to Town	\$12,672.00
SLIN GRANT - Library	\$3,180.32
TOWN PARK GIFT - Donations	\$1,160.12

TOTAL: \$10,065,047.18

REPORT OF THE TAX COLLECTOR **FISCAL YEAR 2014 – JULY 1, 2013 THROUGH JUNE 30, 2014**

Tax Year & Type	Beginning Balance	New Levy	Overpayments & Refunds	Coll. & Paid Treasurer	Abatement	Tax Title	Ending Balance	Fees & Interest
1990 - 2004 Real Estate	\$11,002.87			\$0.00			\$11,002.87	
2005-2008 Motor Vehicle	\$6,879.98			\$37.50			\$6,842.48	\$51.46
2005: Real Estate	\$1,357.79			\$44.44			\$1,313.35	\$5.99
2006: Real Estate	\$1,211.25			\$0.00			\$1,211.25	
2007: Real Estate	\$1,872.41			\$62.32		\$105.47	\$1,704.62	\$68.77
Personal Prop. Farm Animal	\$172.06			\$11.54			\$160.52	\$15.15
	\$172.55			\$172.55			\$0.00	\$162.59
2008: Real Estate	\$2,047.14			\$0.00			\$2,047.14	\$21.99
Personal Prop.	\$372.06			\$21.37			\$350.69	
2009: Real Estate	\$7,406.77			\$0.00		\$2,202.69	\$5,204.08	\$19.20
Personal Prop.	\$608.44			\$22.06			\$586.38	\$143.02
Motor Vehicle	\$1,941.55			\$178.44		\$4,318.35	\$1,763.11	\$239.13
2010: Real Estate	\$15,308.50			\$393.48			\$10,596.67	\$15.97
Personal Prop.	\$790.42			\$21.63			\$768.79	\$287.84
Motor Vehicle	\$2,624.78			\$409.58			\$2,215.20	\$207.90
Farm Animal	\$322.35			\$322.35		\$5,919.27	\$0.00	\$2,480.71
2011: Real Estate	\$24,111.39			\$6,254.87			\$11,937.25	\$13.04
Personal Prop.	\$1,052.16			\$22.13	\$46.25		\$1,030.03	\$164.07
Motor Vehicle	\$2,409.61			\$246.25			\$2,117.11	\$160.05
Farm Animal	\$322.35			\$322.35		\$12,444.80	\$0.00	\$18,068.32
2012: Real Estate	\$115,698.80			\$72,399.24			\$30,854.76	\$43.75
Personal Prop	\$1,160.83			\$114.05			\$1,046.78	\$43.83
Farm Animal	\$112.35			\$112.35			\$0.00	\$846.89
Motor Vehicle	\$6,447.63			\$1,545.14	\$223.10	\$14,536.61	\$4,849.29	\$21,616.37
2013: Real Estate	\$240,738.03			\$127,347.54			\$98,853.88	\$267.16
Personal Prop.	\$107,412.83			\$1,642.01			\$105,770.82	\$0.00
Farm Animal	\$20.03			\$20.03			\$0.00	\$7.48
Motor Vehicle	\$35,058.81	\$39,482.60	\$31,690.20	\$69,616.28	\$31,935.02		\$4,680.31	\$4,050.67
2014: Real Estate	\$7,997,921.72	\$7,997,921.72	\$29,041.80	\$7,659,433.66	\$51,288.40	\$53,772.50	\$262,468.96	\$13,077.97
Personal Prop.	\$335,304.94	\$335,304.94	\$812.35	\$234,422.42	\$1,297.85		\$100,397.02	\$376.93
Farm Animal	\$15,890.68	\$15,890.68		\$15,890.68			\$0.00	\$11.43
Motor Vehicle	\$456,437.37	\$456,437.37	\$4,510.68	\$416,368.28	\$17,186.27		\$27,393.50	\$3,391.90
TOTALS:	\$588,635.74	\$8,845,037.31	\$66,224.93	\$8,607,454.54	\$101,976.89	\$93,299.69	\$697,166.86	\$65,859.58

* Subsequently Paid After Abatement

Report of the Town Accountant

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

Respectfully submitted,

James V McCormack,
Town Accountant

TOWN OF SHEFFIELD COMBINED BALANCE SHEET - ALL FUND TYPES JUNE 30, 2014

	Governmental Fund Types						Totals
	Unrestricted General	Special Revenue	Enterprise	Agency	Trust	Long Term Debt	(Memo Only)
ASSETS							
Cash & Cash Equivalents	\$1,849,980.06	\$477,907.01	\$114,889.80	\$10,078.68	\$1,135,352.95		\$3,588,208.50
Receivables							\$0.00
Property Taxes	\$647,305.86						\$647,305.86
Excises	\$49,870.17						\$49,870.17
Tax Liens	\$414,725.40						\$414,725.40
Departmental (other)							\$0.00
Due From Other Funds							\$0.00
Due From State Government							\$0.00
Amount for Retirement of Debt						\$63,157.76	\$63,157.76
TOTAL ASSETS	\$2,961,881.49	\$477,907.01	\$114,889.80	\$10,078.68	\$1,183,199.59	\$63,157.76	\$4,763,267.69
LIABILITIES							
Warrants Payable	\$102,098.40						\$102,098.40
Withholdings Payable	\$1,493.16						\$1,493.16
Due to Other Funds							\$0.00
Due to Others				\$10,078.68			
\$10,078.68							
Deterred Revenues:							\$0.00
Property Taxes	\$270,569.08						\$270,569.08
Excise Taxes	\$49,870.17						\$49,870.17
Tax Liens	\$414,725.40						\$414,725.40
Departmental (other)							\$0.00
Allowance for Abatements	\$287,093.25						\$287,093.25
Overlay Deficit Prior Years							\$0.00
Surplus Reserve for Abatements							\$0.00
General Obligation Tri-Building						\$63,157.76	\$63,157.76
TOTAL LIABILITIES	\$1,125,849.46	\$0.00	\$0.00	\$10,078.68	\$0.00	\$63,157.76	\$1,199,085.90
FUND EQUITY							\$0.00
Reserved for Encumbrances	\$941,656.85						\$941,656.85
Reserved for Deficits Snow Ice							\$0.00
Reserved for Expenditures		\$477,907.01	\$13,591.87				
Unreserved Fund Balance	\$894,375.18		\$101,297.93		\$1,135,352.95		\$2,131,026.06
TOTAL FUND EQUITY	\$1,836,032.03	\$477,907.01	\$114,889.80	\$0.00	\$1,135,352.95	\$0.00	\$3,680,580.86
TOTAL LIABILITIES & FUND EQUITY	\$2,961,881.49	\$477,907.01	\$114,889.80	\$10,078.68	\$1,135,352.95	\$63,157.76	\$4,763,267.69

REPORT OF PAYMENTS

July 1, 2013 - June 30, 2014

Appropriation Accounts	\$9,307,360.48
Special Revenue Funds	\$103,224.15
Agency Funds	\$79,016.76
Trust Funds	\$51,000.00

Refunds:

Real Estate & Personal Property Tax	\$29,854.15
Motor Vehicle Excise Tax	\$36,281.28

Commonwealth of Massachusetts:

Registry of Motor Vehicle Surcharge	\$2,740.00
Mosquito Control	\$24,651.00
Air Pollution	\$1,239.00
Regional Transit	\$178.00

Berkshire County Charges:

Berkshire Regional Planning Commission	\$2,237.73
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Payroll Deductions:

Federal Withholding Tax	\$121,436.01
Medicare	\$18,593.08
State Withholding Tax	\$60,507.56
County Retirement System	\$93,921.55
Deferred Compensation	\$40,462.27
Employee Health Insurance	\$72,396.75
Union Dues	\$1,895.40
Child Support	\$8,840.00

Encumbrances:

Highway	\$5,923.96
Selectmen	\$3,700.00
Treasurer	\$2,907.68
Conservation	\$63.72
Legal	\$165.00
Library	\$120.00
Highway	\$5,923.96
Health Insurance	\$4,764.84

Total	\$10,079,404.33
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APPROPRIATION REPORT FY 2014

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Moderator	\$219.00				\$219.00	\$219.00		\$0.00
Selectmen's Office	\$186,866.00	\$3,700.00			\$190,566.00	\$179,955.80		\$10,610.20
Board of Assessors	\$93,425.00				\$93,425.00	\$73,094.01	\$14,813.97	\$5,517.02
Treasurer/Collector	\$158,071.00	\$2,907.68			\$160,978.68	\$155,041.68		\$5,937.00
Town Clerk	\$45,560.00				\$45,560.00	\$42,933.16		\$2,626.84
Election & Registration	\$21,500.00				\$21,500.00	\$20,725.43		\$774.57
Conservation Commission	\$6,908.00	\$63.72			\$6,971.72	\$3,545.57		\$3,426.15
Planning Board	\$10,754.00				\$10,754.00	\$5,377.79		\$5,376.21
Board of Appeals	\$2,035.00				\$2,035.00	\$1,203.48		\$831.52
Com on Disabilities	\$200.00				\$200.00	\$199.93		\$0.07
Town Buildings and Properties	\$77,100.00				\$77,100.00	\$75,205.10	\$225.00	\$1,669.90
Town Report & Communications	\$6,500.00				\$6,500.00	\$5,222.37		\$1,277.63
Legal Services	\$36,000.00	\$165.00	\$15,000.00		\$51,165.00	\$50,948.21		\$216.79
Dispatch Services	\$9,137.00				\$9,137.00	\$9,136.69		\$0.31
Police Department	\$433,926.00				\$433,926.00	\$433,925.70		\$0.30
Fire Department	\$40,075.00				\$40,075.00	\$39,613.93	\$425.00	\$36.07
Fire Hydrants	\$18,091.00				\$18,091.00	\$18,090.76		\$0.24
Inspection Services	\$62,216.00				\$62,216.00	\$62,059.68		\$156.32
Animal Control Officer	\$8,800.00				\$8,800.00	\$7,709.84	\$952.00	\$138.16
Highway Department	\$544,431.00	\$5,923.96	\$15,000.00		\$565,354.96	\$557,911.40	\$5,135.69	\$2,307.87
Energy	\$139,500.00		\$5,000.00		\$144,500.00	\$144,500.00		\$0.00
Board of Health	\$7,405.00				\$7,405.00	\$7,096.61		\$308.39
Visiting Nurse Association	\$4,996.00				\$4,996.00	\$4,522.20		\$473.80
Council on Aging	\$48,373.00		\$376.00		\$48,749.00	\$47,698.90		\$1,050.10
Veterans' Benefits	\$27,000.00		\$5,000.00		\$32,000.00	\$31,642.07		\$357.93
Library	\$160,833.00	\$120.00			\$160,953.00	\$151,330.83	\$493.93	\$9,128.24

APPROPRIATION REPORT FY 2014

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Historical Commission	\$1,000.00				\$1,000.00	\$469.39		\$530.61
Memorial Day	\$750.00				\$750.00	\$652.00		\$98.00
American Legion	\$500.00				\$500.00	\$500.00		\$0.00
Care of Soldiers' Graves	\$1,400.00				\$1,400.00	\$324.00		\$1,076.00
Ashley Falls Historic Dist Commission	\$50.00				\$50.00	\$0.00		\$50.00
Agriculture Commission	\$750.00				\$750.00	\$30.00		\$720.00
Interest on Loans	\$1.00				\$1.00	\$0.00		\$1.00
SBRSD Operating	\$6,040,883.00			\$1.00	\$6,040,884.00	\$6,040,884.00		\$0.00
SBRSD Capital	\$223,795.00				\$223,795.00	\$223,795.00		\$0.00
SBRSD Committee	\$0.00				\$0.00	\$0.00		\$0.00
Vocational Education	\$60,000.00		\$17,917.50		\$77,917.50	\$77,917.50		\$0.00
Berkshire County Retirement	\$178,480.00				\$178,480.00	\$178,480.00		\$0.00
Worker's Compensation	\$18,500.00				\$18,500.00	\$8,940.57		\$9,559.43
Unemployment Compensation	\$1.00				\$1.00	\$1.00		\$0.00
Group Health (Ch. 32B) Insurance	\$336,000.00	\$4,764.84			\$340,764.84	\$300,383.43		\$40,381.41
Employer Medicare	\$21,000.00				\$21,000.00	\$18,593.08		\$2,406.92
Financial Audit	\$13,000.00				\$13,000.00	\$13,000.00		\$0.00
Insurance & Bonding	\$69,000.00				\$69,000.00	\$66,112.71		\$2,887.29
Library Books,Equipment,Furnishings	\$6,145.00				\$6,145.00	\$5,280.00		\$865.00
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
CTV Emergency Alert	\$400.00				\$400.00	\$0.00		\$400.00
Exterior Trim Town Hall	\$2,010.00				\$2,010.00	\$0.00		\$2,010.00
Digital Archiving	\$14,527.50				\$14,527.50	\$0.00		\$14,527.50
Tax Title & Possession/Legal	\$2,000.00				\$2,000.00	\$2,000.00		\$0.00
Emergency Management Fund 03	\$8,160.12				\$8,160.12	\$0.00		\$8,160.12

APPROPRIATION REPORT FY 2014

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Railroad Barn 07	\$158.61				\$158.61	\$0.00		\$158.61
Triennial Property Recertification 07	\$5,000.00				\$5,000.00	\$0.00		\$5,000.00
Pickup Truck Highway 08	\$725.11				\$725.11	\$0.00		\$725.11
Senior Center 08	\$2,613.19				\$2,613.19	\$0.00		\$2,613.19
Process Tax Delinquent Accounts 09	\$8,500.00				\$8,500.00	\$3,276.56		\$5,223.44
Commercial /Personal Tax Appraisal 09	\$750.00				\$750.00	\$0.00		\$750.00
Highway Garage Design 10	\$46,194.70				\$46,194.70	\$0.00		\$46,194.70
New Backhoe 11	\$5,774.94				\$5,774.94	\$0.00		\$5,774.94
Bid Docs. New Hgway Garage 11	\$150,000.00				\$150,000.00	\$0.00		\$150,000.00
Jaws Life/Radios Fire 12	\$32.20				\$32.20	\$0.00		\$32.20
Training Fire 12	\$0.00				\$0.00	\$0.00		\$0.00
Truck Highway 12	\$3,763.00				\$3,763.00	\$0.00		\$3,763.00
Police Cruiser 12	\$1,558.00				\$1,558.00	\$0.00		\$1,558.00
Septic System Library 12	\$25,921.50				\$25,921.50	\$0.00		\$25,921.50
Building Permitting Software 12	\$3,855.21				\$3,855.21	\$0.00		\$3,855.21
Preserve Town Historical Documents 12	\$3,095.61				\$3,095.61	\$1,488.28		\$1,607.33
Town Building Repairs 12	\$17,513.84				\$17,513.84	\$10,585.30		\$6,928.54
Town Hall Elevator	\$49,507.10				\$49,507.10	\$0.00		\$49,507.10
Fire Fighters Training 13	\$19,994.00				\$19,994.00	\$18,383.84		\$1,610.16
Exterior Painting Buildings 13	\$50,000.00				\$50,000.00	\$0.00		\$50,000.00
Tax Recertification 13	\$10,000.00				\$10,000.00	\$10,000.00		\$0.00
Information Technology 13	\$6,406.70				\$6,406.70	\$6,406.70		\$0.00
Guardrail Replacement 13	\$170.00				\$170.00	\$0.00		\$170.00
Replace Carpet Library 13	\$17,576.30				\$17,576.30	\$0.00		\$17,576.30
Town Building Repairs 13	\$50,000.00				\$50,000.00	\$0.00		\$50,000.00
Principal Interest Debt 14	\$25,053.00				\$25,053.00	\$25,052.62		\$0.38

APPROPRIATION REPORT FY 2014

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Reserve Fund 14	\$74,000.00		\$-58,293.50		\$15,706.50	\$0.00		\$15,706.50
Firefighter Training 14	\$25,000.00				\$25,000.00	\$0.00		\$25,000.00
Tax Recertification 14	\$10,000.00				\$10,000.00	\$5,950.00		\$4,050.00
Tax Taking 14	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Police Cruiser/Laptop 14	\$43,000.00				\$43,000.00	\$0.00		\$43,000.00
Information Technology 14	\$9,000.00				\$9,000.00	\$4,225.07		\$4,774.93
Gaurdail Replacement 14	\$0.00				\$0.00	\$0.00		\$0.00
Town Building Repairs 14	\$70,000.00				\$70,000.00	\$0.00		\$70,000.00
Plow Truck 14	\$87,000.00				\$87,000.00	\$83,744.00		\$3,256.00
Mower 14	\$10.01				\$10.01	\$0.00		\$10.01
Cold Water Rescue Suits 14	\$1,675.05				\$1,675.05	\$824.95		\$850.10
Rescue Wagon 14	\$9,000.00				\$9,000.00	\$8,033.75		\$966.25
Emergency Management Fund 15	\$750.00				\$750.00	\$0.00		\$750.00
Firefighter Training 15	\$20,000.00				\$20,000.00	\$0.00		\$20,000.00
Tax Recertification 15	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Tax Taking 15	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Police Cruiser/Laptop 15	\$43,000.00				\$43,000.00	\$0.00		\$43,000.00
Information Technology 15	\$12,000.00				\$12,000.00	\$0.00		\$12,000.00
Guardrail Replacement 15	\$30,000.00				\$30,000.00	\$24,995.38		\$5,004.62
Town Building Repairs 15	\$25,000.00				\$25,000.00	\$0.00		\$25,000.00
Truck Highway 15	\$70,000.00				\$70,000.00	\$0.00		\$70,000.00
Fire Truck Stabilization 15	\$75,000.00				\$75,000.00	\$0.00		\$75,000.00
Legal Services Rest of River 15	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Principal/Interest 15	\$24,053.00				\$24,053.00	\$0.00		\$24,053.00
Reserve Fund 15	\$75,000.00				\$75,000.00	\$0.00		\$75,000.00
Local Cable TV Broadcasting	\$251.77				\$251.77	\$0.00		\$251.77

APPROPRIATION REPORT FY 2014

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
TOTALS GENERAL FUND	\$10,399,192.16	\$17,645.20	\$0.00	\$1.00	\$10,416,838.36	\$9,307,360.48	\$22,045.59	\$1,087,432.29

SPECIAL REVENUE
June 30, 2014

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Conservation Commission	\$10,011.05	\$612.50				\$10,623.55
Cemetery Perpetual Care	\$118.50					\$118.50
Arts Lottery Council	\$2,742.60	\$4,258.97		\$3,122.06		\$3,879.51
Berkshire School Gift Fund	\$57,681.03			\$6,103.90		\$51,577.13
Berkshire School Gift 09	\$52,500.00					\$52,500.00
Berkshire School Gift 10	\$42,500.00					\$42,500.00
Berkshire School Gift 11	\$35,500.00					\$35,500.00
Berkshire School Gift 12	\$37,500.00					\$37,500.00
Berkshire School Gift 13	\$50,975.00					\$50,975.00
Berkshire School Gift 14	\$0.00	\$50,250.00				\$50,250.00
Library Gift 04	\$325.86					\$325.86
Music Related Program	325.86					325.86
Friends of Library Gift 04	\$424.88					\$424.88
Extended Polling Hours	\$0.00	\$2,078.00				\$2,078.00
State Census Grants	0.00					0.00
Lig/Meg	\$7,700.37	\$3,801.86		\$4,808.46		\$6,693.77
COA Formula Grant	0.00	\$7,264.00		\$7,264.00		0.00
COA Networking Grant	\$124.94					\$124.94
COA Gift	\$983.00	\$2,289.00		\$2,129.00		\$1,143.00
COA Gift	\$825.00	\$850.00		\$89.00		\$1,586.00
Fruits of Our Labor Grant	\$816.57					\$816.57
Kops & Kids	\$18,229.15	\$22,858.00		\$17,406.38		\$23,680.77
Community Policing 2009	\$222.79					\$222.79

SPECIAL REVENUE
June 30, 2014

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Law Enforcement Trust	0.00					0.00
Portable Breathalyzer	0.00	500.00		500.00		0.00
MEME-Certification Grant	\$288.72					\$288.72
CH 90	\$(13,510.20)	\$40,411.85		\$27,666.40		\$(764.75)
CDBG Program Income	\$0.00					\$0.00
Housing Rehab Grant	\$1,184.54					\$1,184.54
Ready Resource Grant	\$1,781.25					\$1,781.25
Town Park	\$2,646.71	\$1,160.12		\$960.12		\$2,846.71
Insurance Proceeds	0.00	\$3,525.37				\$3,525.37
Cell Tower Fees	\$2,145.07					\$2,145.07
CTSB Franchise Fee	\$2,418.50	\$489.50				\$2,908.00
Juvenile Court Restitution	\$2,752.90					\$2,752.90
Sale of Land	\$29,992.00					\$29,992.00
Senior Center Building Fund	\$6,308.51					\$6,308.51
Parking Area Fund	\$2,816.90					\$2,816.90
Sheffield Grange Library Gift	\$364.05			\$154.96		\$209.09
Sheffield Agricultural Brochure	\$500.00					\$500.00
Clean Energy Choice	\$20,694.54					\$20,694.54
Fire Equipment DEM	\$(530.00)	\$530.00				\$0.00
Ballistic Vests	\$0.00	\$1,192.50		\$1,192.50		\$0.00
Emergency Management Planning	\$0.00	\$4,307.92		\$4,307.92		\$0.00
Plumbing Inspector	\$692.50	\$5,715.00		\$4,873.50		\$1,534.00
Gas Inspector	\$1,023.50	\$5,880.00		\$5,130.00		\$1,773.50

SPECIAL REVENUE
June 30, 2014

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Electrical Inspector	\$1,779.50	\$11,295.00		\$10,371.95		\$2,702.55
Fire Inspector	\$360.50	\$3,710.00		\$3,541.50		\$529.00
Board Health Inspector	\$1,970.00	\$5,010.00		\$4,102.50		\$2,877.50
Community Innovation Challenge	\$0.00					\$0.00
Tick Tock Grant	\$0.00					\$0.00
Material Recycling Facility	\$0.00					\$0.00
SLIN Library Grant		\$3,180.32				\$3,180.32
Totals	\$400,461.25	\$180,669.91	\$0.00	\$103,224.15	\$0.00	\$477,907.01

TRUST FUNDS
June 30, 2014

	Beginning Balance	Receipts	Interest	Transfers In	Expenses	Transfers Out	Ending Balance
Conservation	\$18,835.65		\$59.59				\$18,892.24
Building Insurance	\$19,578.25		\$36.76		\$1,000.00		\$18,615.01
Stabilization	\$736,384.68		\$2,185.35				\$738,570.03
Unemployment	\$31,652.97		\$60.30	\$1.00			\$31,714.27
Cemetery Perpetual Care	\$1,806.73		\$3.65				\$1,810.38
Mercin Library	\$31,425.83		\$59.79				\$31,485.62
Milani Library	\$25,590.44		\$61.57				\$25,652.01
Churchill Cemetery	\$5,667.95		\$13.62				\$5,681.57
Cook School	\$794.74		\$1.91				\$796.65
Pine Knoll Reservation	\$1,562.40		\$3.79				\$1,566.19
Firetruck	\$259,779.04		\$645.14				\$260,424.18
Highway Truck	\$50,120.91		\$23.89		\$50,000.00		\$144.80
Totals	\$1,183,199.59	\$0.00	\$3,152.36	\$1.00	\$51,000.00	\$0.00	\$1,135,352.95

AGENCY FUNDS
June 30, 2014

	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Police Details	\$6,688.63	\$61,634.31		\$65,381.76		\$2,941.18
Deputy Collector Fees	\$0.00	\$8,010.00		\$8,010.00		\$0.00
Firearms	\$5,625.00	\$7,137.50		\$5,625.00		\$7,137.50
Totals	\$12,313.63	\$76,781.81	\$0.00	\$79,016.76	\$0.00	\$10,078.68

Wages Paid in Calendar Year 2014

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

Wages Paid in Calendar Year 2014

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Wages Paid in Calendar Year 2014

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Household Hazardous Waste Collections

All Sheffield residents may participate.

Here are the dates for the 2015 HHW season:

All dates are subject to change.

MINI SITE COLLECTIONS (Oil Paint/Used Motor Oil)

- Tuesday, July 7, 4:30 p.m. – 6:30 p.m.
Lenox Dept. of Public Works
- Saturday, August 15, 8:30 a.m. – 11 a.m.
Great Barrington Recycling Center
- Saturday, September 5, 8:30 a.m. – 10:30 a.m.
Lenox Dept. of Public Works
- Wednesday, October 7, 4:00 p.m. – 6:30 p.m.
Great Barrington Recycling Center

COMPREHENSIVE COLLECTIONS

- Saturday, July 25th, 9 a.m. – Noon
Stockbridge Recycling Center
- Saturday, October 24th, 9 a.m. – Noon.
Great Barrington Recycling Center

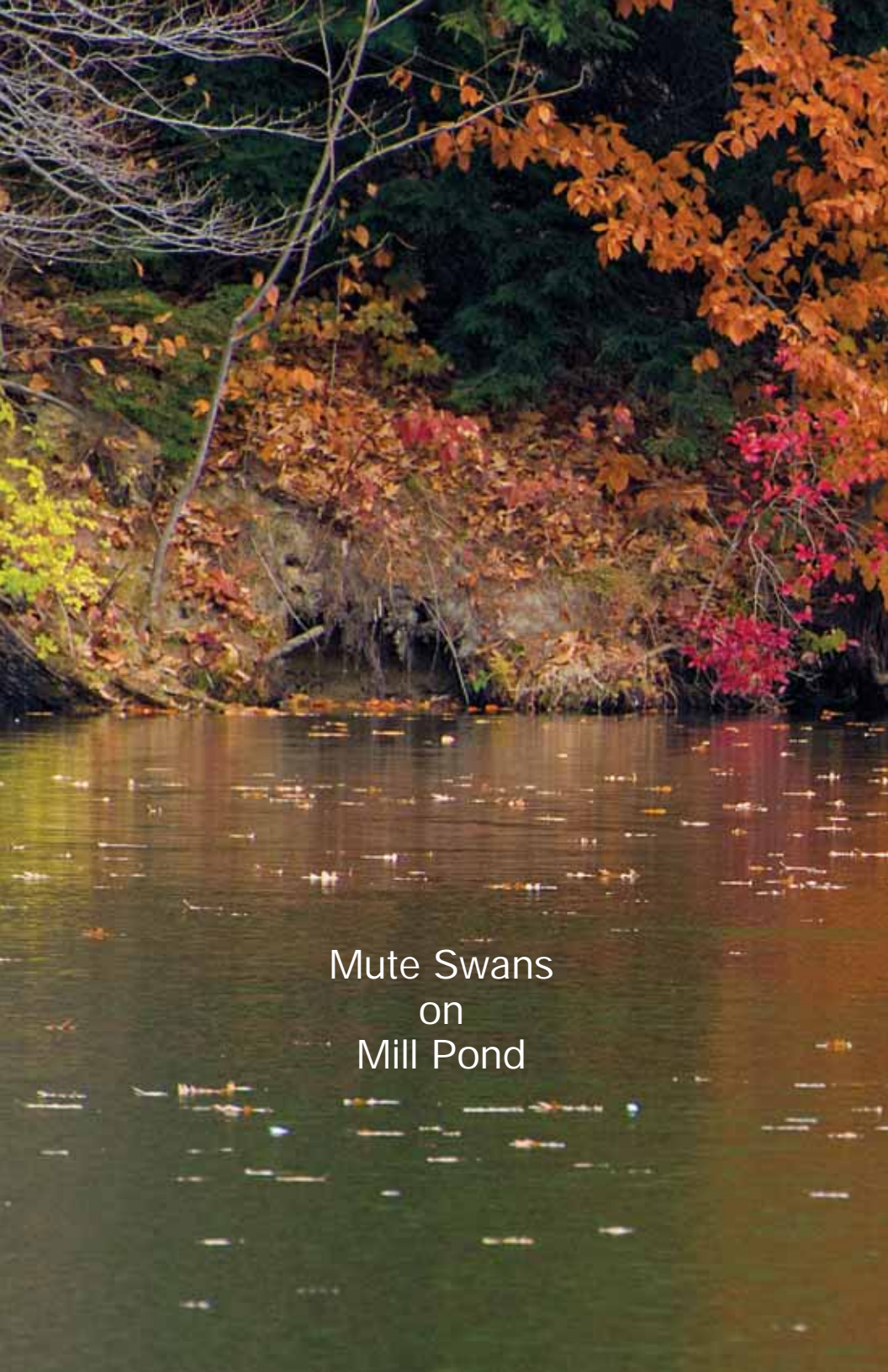
Residents can go to cetonline.org and look at the events page for the most up-to-date information.

RECYCLING IS REQUIRED IN SHEFFIELD



THE "YES AND NO" OF WHAT CAN GO IN THE RECYCLING BOXES

YES		NO
<ul style="list-style-type: none"> ➤ cans ➤ foil ➤ pie pans 	Aluminum <i>Empty and rinse.</i>	siding scrap foil-wrapped beverage pouches
	<ul style="list-style-type: none"> ➤ food and beverage cans ➤ pet food cans 	hangers scrap metal aerosol spray cans paint cans car parts toys appliances plastic pans plates & pans fuel tanks
	Steel (tin) cans <i>Empty and rinse. Labels do not need to be removed.</i>	
<ul style="list-style-type: none"> ➤ food and beverage bottles and jars 	Glass <i>Empty and rinse. Discard lids in trash. Labels do not need to be removed.</i>	ceramics baking dishes dishware drinking glasses cookware (Pyrex) coffee mugs medicine bottles plate glass light bulbs fluorescent lights mirrors vases windows glass art eye glasses wine corks
	Plastics <i>ONLY containers smaller than 2 gallons are recyclable. Empty and rinse. Discard caps in trash.</i>	Styrofoam (polystyrene) take-out food containers cups, plates, utensils, straws bags plastic wrap/sheeting cartons/trays (berry containers, cookie trays) liners from food packaging calophane food bags (e.g., candy bars, cookies, pasta) frozen food bags/pouches most trays egg cartons medicine & pill bottles "packing" peanuts foam packing packaging of any kind clothes baskets toys lower pots black plastic 5-gallon pails, buckets VCR, CD cases tarps bottles that contained motor oil, anti-freeze, pesticides, pool chemicals or other hazardous substances curbside/other plastic bins dry cleaner/garment bags indoor/outdoor patio furniture swimming pools hoses, PVC piping or tubing containers bigger than 2 gallons nalgene water bottles
	Cartons <i>Empty, rinse, & flatten. Recycle with containers, not paper.</i>	
<ul style="list-style-type: none"> ➤ milk and juice cartons ➤ soy milk and drink boxes 	Cartons <i>Empty, rinse, & flatten. Recycle with containers, not paper.</i>	foil-wrapped pouches frozen juice cartons frozen food packaging plastic straws
	Paper <i>Clean paper only. Flatten boxes. "Windows" in envelopes are ok; staples ok.</i>	soda, beer cartons cups egg cartons frozen juice cartons take-out containers butter, margarine boxes paper towels tissues Tyvek or padded envelopes hardcover books stickers & sticker sheeting glossy boxes that show white strands when torn (frozen food boxes) blueprints dirtied paper (pet waste, paint) copy paper packaging
	<ul style="list-style-type: none"> ➤ newspaper, inserts, magazines, junk mail ➤ white and colored paper ➤ shredded paper—put in paper bag ➤ corrugated cardboard ➤ boxboard (for example, cereal boxes) ➤ clean pizza boxes (no grease or food) ➤ paperback books and phonebooks 	



Mute Swans
on
Mill Pond