

TOWN OF SHEFFIELD

2016 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
2016 Annual Town Census - all residents	.3,330

Registered Voters, December 31, 2016	.2,366
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Miles of States Highway	.17.75
Miles of Town & Country Roads	.84

Open Space Acreage:

Federal Land	.1,036.08
State Land	.1,800.67
Town Land	.283.84
Private Land Conservancy Organization	.2,083.94

Legislators:

US Senator	.Elizabeth Warren
US Senator	.Edward Markey
US Congressman	.Richard Neal
State Senator	.Adam Hinds
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.

ANNUAL REPORT
OF THE
TOWN OF
SHEFFIELD
MASSACHUSETTS



For the Year Ending December 31, 2016

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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)

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 1:00 pm, Monday

7:00 am to 1:00 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

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

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.

Conservation Commission

2nd and 4th Mondays

7:00 pm

Council on Aging

2nd Tuesday at 4:00 pm

Finance Committee

As needed

Planning Board

2nd and 4th Wednesdays, 7:00 pm

Southern Berkshire Regional School Committee (229-8778)

1st and 3rd Thursdays, 7:00 pm

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	Sheffield Post Office229-8772
Police, non-emergency229-8522	Ashley Falls Post Office229-8048
Fire Dept., non-emergency229-7033	Library229-7004
Fire Dept. (Burning permit) . .	.229-7034	Town Hall Fax229-7010
Ambulance528-3900	Senior Center229-7037
Veterans' Services528-1580	Highway Dept.229-7030

Elected Town Officials

OFFICE	NAME	TERM EXPIRES
Moderator	William Tighe	2017
Board of Selectmen	Nadine A. Hawver, Chair	2017
	Andrew G. Petersen	2018
	David A. Smith, Jr., Clerk	2019
Board of Library Trustees	Pat Levine, Chairman	2019
	Betty LeGeyt	2018
	Frances Roth	2017
Planning Board	James T. Collingwood Jr., Chairman . . .	2017
	Marie Massini-Reynolds	2018
	Kenneth Smith	2019
	George Oleen	2019

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	Ronald Bassett
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 & Richard Aloisi
Emergency Management Coordinator	Edward G. McCormick
Plumbing & Gas Inspector	Robert Krupski
Asst. Plumbing & Gas Inspector	Robert Gennari
Fire Safety Inspector	Brent Getchell
Firefighters	Nick Ball Peter Batacchi Robert Beham Anthony Bleau Adam Carlotto Nicholas Currier James Foster Michael Funk Taylor Getchell Matthew Gingras Joseph Glaszcz Daniel Hamill Tyler Hils Stephen Hyer Jake Hunker Robert Kilmer Malcolm McCain Martin Mitsoff Brian Ovitt Michael Ovitt Robert Poulter John Pshenishny Jason Smith David Ullrich John J. Ullrich Marc Wysocki

Police Officers	Justin Biasin Jennifer Brown Brian D. Fahey Nicholas Felix Jacob Gonska Michael C. Ovitt Brennan Polidoro Richard L. Robarge Michael Rossi Tricia Zucco
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
Executive Director to the COA	Jennifer Goewey
Asst. to the Executive Director to the COA	Maddona Meagher
Veterans' Agent	Laurie Hils

Town Boards, Committees, Commissions

Term Expires

Agricultural Commission	Kathy Orlando	2017
	James Kelly	2019
	James Larkin	2019
	Amelia Conklin	2017
Ashley Falls Historic District Commission	Richard Cherneff	2018
	Richard Swiatek	2017
	Sandra Preston	2019
	Robert Pasqualina	2019
	Priscilla Rueger	2017
Board of Assessors	Tammy L. Blackwell, Chairman	2019
	D. Matthew Emprino	2018
Board of Health	Sarah Gulotta, Chairman	2017
	David A. Smith, Jr.	2018
	Eileen Clarke	2019
	Walter Hewins III	2019
	David Lewis	2019
Board of Registrars	Patricia Sadera	2017
	Elizabeth Smith	2017
	Eileen Clarke	2019
	Felecie O. Joyce, Town Clerk	2018
Commission on Disabilities	Laura Grunfeld	2019
	Gail Mullen	2019
	Nanette Wells	2019
Conservation Commission	Donald Ward, Chairman	2017
	Cheryl Blackburn	2018
	Jeffrey Collingwood	2018
	Ted Pitman	2018
	Arthur Batacchi Jr.	2019

**Term
Expires**

Council on Aging	Kathy Staropoli, Chairman	2019
	Michelle Harwood	2017
	Dorris Van Deusen	2018
	Richard Magenis	2018
	John Gilligan	2018
	Helen Johnston	2017
	David A. Smith, Jr.	2019
	Patricia Hardesty	2017
	David Steindler	2017
Finance Committee	Colin Smith, Chairman	2018
	David J. Steindler, Vice Chairman	2017
	John A. James	2018
	David D. Macy	2019
	Julie M. Hannum	2019
Five Town Cable Advisory Committee	Rene Wood	2019
Historical Commission	H. Dennis Sears, Chairman	2018
	Michael King, Vice Chairman	2017
	Kathy Orlando	2019
	Catherine Miller	2018
	Gay Tucker	2017
	Jeffrey Waingrow	2019
Housing Commission	Marilyn Wightman	2019
	Kathy Orlando	2017
	Christine Ludwiczewski	2017
	Claudia Martin	2017

**Term
Expires**

Cultural Council

Katherine Ness, Chairman2018
 Sally Cook2017
 Wendy Casey2018
 Robert Law2018
 Gillian Seidel2019
 Marcia Brolli2019
 Hilary Russell2018

SBRSD Committee

E. Bonnie Silvers2018
 H. Dennis Sears2018
 Arthur Batacchi2020
 Robert Law2020

**Park and Recreation
Committee**

Grace Campbell2019
 Joe Wilkinson2019
 Kevin Joyce2019
 John Londoner2017
 David A. Smith, Jr.2017
 Thomas Sullivan2017

Zoning Board of Appeals

Eric Carlson, Chairman2019
 Allison Lasso2017
 Mark Bachetti2017
 Stephen Leining2018
 John Reilly2019
 Kenneth Smith, Associate Member2017

Town Delegates

Berkshire Regional Planning Commission	Rene Wood, Alternate2017
District Dept. of Veterans’ Services	Frank Higgins2017

Town Employees

Highway Department Staff	Dustin Stalker Thomas Clark Steve Gonzales Mark Anelli
Library Staff	Sheila Koneazny Dorothy Maffei Martha Beyer Sandy Balayan, Circulation Manager Melissa Joyce Caitlyn Hotaling, Children’s Program Coordinator Susan Hawkins Alexandra Scott Lisa Bozzuto
Town Custodian	Margie Smith
Transfer Station Attendants	Louis Rossi Diane Farnham 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 SBRSD.

During the first quarter of 2016 the Board focused on the potential impact of the SBRSD assessment error. The Board worked cooperatively with the District towns to review the SBRSD budget. After many meetings the School Committee voted to use its Excess & Deficiency funds to correct the error. This saved the taxpayers of Sheffield over \$88,000 and the remaining towns approximately \$40,000. Although these meetings were often contentious, it was important for the Board to focus on this budget, especially because it makes up approximately 66% of the overall Town budget.

Along with our Annual Town Meeting in May, one Special Town Meeting was held on July 18th, the primary purpose of which was to discuss and vote to allow a Solar Tax Agreement with Solar MA located on Home Road. The Agreement allowed the Board to negotiate with the solar company to agree on the best terms for the Town.

This year there were some technology updates such as implementation of automated Dog Licensing software in our Town Clerks office, along with on-line payment options for licenses and other records. The financial software for the offices of the Collector/Treasurer and the Town Accountant was updated.

A Charter Review Committee, made up of seven residents, was established to review and analyze our current form of government to determine if it continues to serve our town and its citizens. This Committee will begin its work in January. A structural engineer was hired to assess Town Hall. This is a very old building with many updates needed, some of the repairs are under way. The Police Department renovated their office space and a generator has been installed at the Senior Center. A fire apparatus consultant was hired to evaluate the Fire Department equipment to help ensure the safety of our residents.

The Board worked with Sean Smith for trails at the Town Park. Sean is working towards his Eagle Scout award and his project was to create trails, clean up exist-

ing trails and provide makers for people to use the trails. The Conservation Commission also assisted with this project. This was an exciting project and we would like to congratulate Sean on a job well done.

The Board continued its work with other South Berkshire towns regarding shared services. The Town voted to purchase a second piece of equipment, a paving hot box, with New Marlborough. The purchase of a shared mower last year was a huge success. Each of these purchases saved each town \$85,000. Sheffield and New Marlborough continue to engage other surrounding towns to join for shared services meetings.

We, along with 30 other towns, participated and signed a Community Compact with the Commonwealth of Massachusetts. The Compact assists towns to get assistance with needed improvements through collaboration and support from the Commonwealth. One of the success of this program was the \$56,000 grant that was obtained for the financial software upgrade.

The Board would like to thank all of our Town employees and volunteers for their hard work and dedication. Without these team members it would be impossible to function. Our 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 wish to extend our appreciation to the residents for their support and confidence and look forward to your suggestions and comments.

We look forward to serving the community in the coming year.

Respectfully Submitted:

Nadine A. Hawver, *Chairman*

David A. Smith Jr., *Clerk*

Andrew G. Petersen

Report of the Finance Committee

The following transfers from the Reserve Fund were made in Fiscal Year 2016 (July 1, 2015 – June 30, 2016).

<u>Account</u>	<u>Amount</u>
Library	\$5,761.00
Veteran's Services	\$8,500.00
Police Department	\$19,200.00
Total Transfers:	\$33,461.00

The balance of the Reserve Fund, \$42,539.00, was closed out to the General Fund as of June 30, 2016

Respectfully Submitted:

Colin Smith, *Chairman*

David J. Steindler, *Vice Chairman*

John A. James

David D. Macy

Julie M. Hannum

Report of the Town Clerk

The Town Clerk's office is the official record keeper for the Town of Sheffield. Services of this department include maintenance of vital records; births, marriages, deaths, burial permits, the posting of meeting notices for all municipal boards, committees and commissions, maintenance of the Attorney General guided on-line training program, issuance of required materials and record keeping pertaining to the Open Meeting Law and Summary of Conflict of Interest. In addition, this department is responsible for maintaining the election calendar, elections, voter registration, residency certification, the Annual Street List (Census), Federal Census, Town Meeting and Election minutes, doing business as certificates (d.b.a.), storage tank renewals, notarization of documents, payment of non-criminal violations, issuance of dog licenses, and by-law and zoning by-law submissions to the Attorney General.

I have continued to maintain historical documents with funding approved at Town Meetings. Currently we have purchased a new Minutes book and are in the process of preserving Town Meeting books. Well preserved historical documents are a priority in preserving the Town's history.

Continued attendance of classes and conferences offered by the Massachusetts Town Clerk's Association, as well as, The New England Town's Clerk's Association prove quite valuable in maintaining a level of knowledge that is necessary in meeting the demands of the department. The support of the Board of Selectmen, Town Administrator and voters is appreciated.

VITAL REPORTS

BIRTHS – 21

MARRIAGE INTENTIONS FILED – 21*

MARRIAGES THAT TOOK PLACE – 19

DEATHS – 22

**Two couples filed intentions but did not get married.*

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. A thank you to the Boy Scouts for organizing the Annual Rabies Clinic each spring, and a special thanks

to Dr. Ray Reiners of Sheffield, who volunteers his time to immunize our pets.

Licensing by mail is acceptable with proof of current rabies, and a check made payable to the Town of Sheffield. Mail to: Town Clerk, PO Box 175, Sheffield, MA 01257. The amount payable is \$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.

The Clerk's office updated its dog licensing program this past year. The new program will allow for more specific reporting. Additionally in late 2016 we began the process for on-line payments. This went into effect January 2017.

For information pertaining to elections and voter registration, please see the Report of the Board of Registrars.

Respectfully submitted,

Felecie Joyce,
Town Clerk, CMMC

Report of Elections and Registrations

What a year! We saw six voting events in 2016 beginning with the Presidential Primary in March, Annual Town Meeting and Annual Town Election in May, Special Town Meeting in July, State Primary in September and the State/General Election in November. There were new legislative changes made to elections that went into effect in 2016. On line voter registration became available offering yet another option to register to vote. Voter registration may be completed on line, in person at a local City/Town Clerk's office, by mail or at a Department of Motor Vehicles location. We would advise following through prior to a voting event to insure that your application was completed. In addition to on line voter registration we began Early Voting for the first time in Massachusetts history. Early Voting will not be available for local elections. Early Voting began two weeks prior to the State/General Election. It included evening and some weekend hours in addition to our regular business hours. Sheffield, like many communities, enjoyed a high voter turnout of 82%. There were 1,942 ballots cast, 532 of which were cast by Early Voters.

There are still questions about funding that will continue to be discussed at a State level. Although welcomed procedurally, there was a cost increase for supplies and staffing that will need to be addressed at local level if the State decides not to offer funding going forward.

Voting for Sheffield and the Village of Ashley Falls takes place at the Senior Center, 25 Cook Road (behind the American Legion Hall). Polls for all elections open at 7:00 AM for every election. Polls close 7:00 PM for local elections and 8:00 PM for State/Federal elections.

As of December 31, 2016 the breakdown of registered voters was: 700 Democrats; 313 Republicans; 1,329 Unenrolled (No Party); 6 Green-Rainbow; 9 United Independent Party; 6 Libertarian; 2 Interdependent Third Party; 1 Conservative Party, for a total of 2,366 registered voters.

Warrants and Minutes/Results for Town Meetings and Elections can be found on the Town's website under Forms and Documents, as well as on file in the Clerk's office.

In addition to election processes, the Board of Registrars assists with maintaining the Annual Street List (Census). This is a State requirement. The importance of returning your forms promptly ensures that state and local services are maintained on an annual basis. Some of those services include funding for senior citizens, veterans, health care, local aid for schools and towns and jury selection.

We like to recognize long serving Board of Registrar Marjorie E. Consolini who has retired after 38 years. We thank Marjie for her years of service, dedication and professionalism. Eileen Clarke was appointed to fill the position on the Board of Registrars and we welcome her.

A thank you to Town Administrator Rhonda LaBombard and the Board of Selectmen for supporting our needs departmentally, and our Poll workers who attended trainings and worked long days to help facilitate successful elections.

Respectfully submitted,

Patricia M. Sadera, *Chairman*
Elizabeth R. Smith
Eileen A. Clarke
Felecie Joyce,
Town Clerk, CMMC, Election Official

Annual Town Meeting

ANNUAL TOWN MEETING RESULTS

May 2, 2016

Town of Sheffield

Commonwealth of Massachusetts

Moderator Bruce Person opened the 283 Annual Town Meeting in the auditorium of the Mount Everett Regional High School, 491 Berkshire School Road in Sheffield on Monday, May 2, 2016 at 7:00 P.M. Following the Pledge of Allegiance, Board of Selectmen Chairwoman Nadine Hawver acknowledged Moderator Person for his 27 years of service as Town Moderator. He is stepping down as Moderator. Mr. Person is also a Town Constable and has served on the Southern Berkshire Regional School Committee.

Moderator Person continued by introducing the Town officers, as well as, town counsel Jonathan Eichman. In addition, he acknowledged those that have served the Town. Notably Daniel Watson and David A. Smith, Sr. who are not seeking re-election on the Planning Board and David Wells and Lahkan Verma, who were sitting members of the Commission on Disabilities at the time of their recent passing.

On a motion by Moderator Person, and seconded, to dispense with the Town Clerk’s reading of the Warrant. The motion passed unanimously.

ARTICLE 1: On a motion by David A. Smith, Jr., seconded by Nadine Hawver, to raise and appropriate \$3,038,307 for the purpose of funding those budgets listed in the Warrant, necessary to defray the expenses of the Town for Fiscal Year 2017.

Moderator.	\$200	Energy	\$140,000
Selectmen’s Office	\$200,558	Board of Health	\$7,241
Board of Assessors	\$95,441	Visiting Nurse Association	\$4,000
Treasurer/Collector	\$153,555	Council on Aging	\$77,714
Town Clerk	\$64,203	Veterans Benefits	\$30,000
Elections & Registration	\$18,000	Library	\$163,042
Conservation Commission	\$2,680	Historical Commission	\$750
Planning Board	\$5,400	Memorial Day	\$750
Commission on Disabilities	\$200	American Legion	\$500
Zoning Board of Appeals	\$1,330	Care of Soldier’s Graves	\$1,400
Town Buildings & Grounds ..	\$103,500	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	\$9,694	Berkshire County Retirement	\$206,303
Police Department	\$465,118	Worker's Compensation	\$18,500
Fire Department	\$41,102	Unemployment Comp. Fund	\$1
Inspectional Services	\$64,776	Group Health (32B) Insurance	\$431,000
Fire Hydrants	\$18,091	Employer Medicare	\$22,000
Animal Control	\$10,000	Financial Audit	\$15,000
Highway Department	\$559,207	Insurance & Bonding	\$70,000

The motion passed unanimously.

ARTICLE 2: On a motion by Colin Smith, seconded by Julie Hannum, to fix the compensation of the following elected officers of the Town for Fiscal Year 2017, as required by Chapter 41, Section 108 and Chapter 71, Section 52 of the General Laws; Moderator, \$200; Selectmen, Chairman \$2,513; Selectmen, two members at \$2,175 each, Southern Berkshire Regional School District School Committee, 4 members at \$500 each.

The motion passed unanimously.

ARTICLE 3: On a motion by Nadine Hawver, seconded by Andrew Petersen, to pass over article 3. *The motion passed unanimously.*

ARTICLE 4: On a motion by Andrew Petersen, seconded by Nadine Hawver, to approve the Southern Berkshire Regional School District Operating and Transportation Budget for Fiscal Year 2017 and vote to raise and appropriate \$6,236,460 to pay the Town's assessed share of that budget. Moderator Person declared that this vote would be taken by paper ballot.

Discussion ensued. *The vote count was YES: 148; NO: 126. The motion passed.*

ARTICLE 5: On a motion by David A. Smith, Jr. seconded by Andrew Petersen, to approve the Southern Berkshire Regional School District Capital Budget for Fiscal Year 2017 and vote to raise and appropriate \$249,493 to pay the Town's assessed share of that budget. *The motion passed by substantial majority.*

ARTICLE 6: On a motion by Nadine Hawver, seconded by David A. Smith, Jr., to raise and appropriate \$84,672 to pay for vocational education tuition in Fiscal Year 2017. *The motion passed by substantial majority.*

ARTICLE 7: On a motion by Colin Smith, seconded by David Steindler, that \$126,200 be expended under the direction of the Board of Selectmen for the disposal and management of solid waste and that \$126,200 be raised from Solid Waste Disposal Enterprise Fund Revenues. *The motion passed by substantial majority.*

ARTICLE 8: On a motion by Andrew Petersen, seconded by Nadine Hawver, 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, or take any other action relative thereto. *The motion passed unanimously.*

ARTICLE 9: On a motion by David A. Smith, Jr., seconded by Nadine Hawver, 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 10: On a motion by Nadine Hawver, seconded by Andrew Petersen, 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 2017 and to set the salary for those positions: \$40 per Title V Inspections and \$30 per hour for Perc Tests in accordance with the provisions of G.L.c.41, Section 4A. *The motion passed by substantial majority.*

ARTICLE 11: On a motion by Andrew Petersen, seconded by Nadine Hawver, 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 unanimously.*

ARTICLE 12: On a motion by David A. Smith, Jr., seconded by Andrew Petersen, to transfer \$22,053 to pay principal and interest on the bonded indebtedness authorized by Town Meeting vote of January 30, 1995. *The motion passed unanimously.*

ARTICLE 13: On a motion by Colin Smith, seconded by Julie Hannum, to transfer \$77,000 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 by substantial majority.*

ARTICLE 14: On a motion by Nadine Hawver, seconded by David A. Smith, Jr., to transfer \$750 from Free Cash to the Emergency Response Fund. *The motion passed unanimously.*

ARTICLE 15: On a motion by Andrew Petersen, seconded by Nadine Hawver, to raise and appropriate \$15,000 to compensate firefighters for training. *The motion passed unanimously.*

ARTICLE 16: On a motion by David A. Smith, Jr., seconded by Nadine Hawver, to transfer \$10,000 from Free Cash for Tax Recertification purposes. *The motion passed unanimously.*

ARTICLE 17: On a motion by Nadine Hawver, seconded by David A. Smith, Jr., to transfer \$25,000 from Free Cash to purchase information technology hardware, software, and services, and to authorize the Board of Selectmen to take any action to effectuate the purpose of the article, including but not limited to entering into agreements in excess of three years for such information technology services. *The motion passed unanimously.*

ARTICLE 18: On a motion by Andrew Petersen, seconded by David A. Smith, Jr., to transfer from Free Cash \$44,000 for Town building repairs, improvements and furnishings to include but not be limited to the Town Hall, Library, and Police Station. *The motion passed unanimously.*

ARTICLE 19: On a motion by David A. Smith, Jr., seconded by Andrew Petersen, 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 ½ 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
Senior Transportation	\$15,000
Senior Center Programming	\$10,000
Tax Title Fees	\$10,000

The motion passed unanimously.

On a motion by David A. Smith, Jr., seconded by Nadine Hawver, to transfer \$2,400 from Free Cash into the newly established Senior Center Programming Revolving fund. Discussion ensued as to whether this could be done. Moderator Person placed a temporary hold on Article 19 to allow Town Counsel Jonathan Eichman time to research this action. The meeting continued in the interim. After some consideration by Counsel, it was determined that this could not be done at

this time. *The motion was passed over.*

ARTICLE 20: On a motion by Nadine Hawver, seconded by David A. Smith, Jr., to transfer from Overlay Surplus \$25,000 for the Town's share of the cost to purchase and equip a paving hot box for the Highway Departments of New Marlborough and Sheffield, said paving hotbox to be shared by the two Towns in accordance with the terms of an inter-municipal agreement to be entered into between the Towns pursuant to the provisions of G.L. c. 40 se. 4A. *The motion passed by substantial majority.*

ARTICLE 21: On a motion by Andrew Petersen, seconded by Nadine Hawver, to transfer from Free Cash \$50,000 to repair the Library parking area and/or sidewalks, including any costs and expenses incidental thereto. *The motion passed by substantial majority.*

ARTICLE 22: On a motion by David A. Smith, Jr., seconded by Nadine Hawver, to transfer \$60,000 from Free Cash to purchase and equip a truck for the Highway Department. Discussion ensued. Rene Wood motioned, it was seconded, to amend the article. "I move that the unexpended portions of the appropriations authorized by the votes taken under the following warrant articles:

- May 7, 2012 Annual Town Meeting Warrant article No. 17 to paint the exterior of Town Hall, \$4,715;
- May 5, 2014 Annual Town Meeting Warrant Article No. 17 to purchase a cruiser and laptop for the Police Department, \$3,059.54;
- May 5, 2014 Annual Town Meeting Warrant Article No. 21 to purchase a highway truck, \$8,952.30;
- May 4, 2015 Annual Town Meeting Warrant Article No. 5 to fund vocational education, \$9,264;
- May 4, 2015 Annual Town Meeting Warrant Article No. 1 to fund the energy budget, \$36,730.66;

Be transferred, in an total amount of up to \$60,000, to fund the purchase and equipping of a truck for the Highway Department." *The motion passed unanimously.*

ARTICLE 23: On a motion by Nadine Hawver, seconded by David A. Smith, Jr., to accept as a Town way the altered and relocated layout of Rannapo Road, as shown on the plan entitled "Preliminary Roadway Realignment" dated, April 8, 2016, prepared by BSC Group, as heretofore laid out by the Board of Selectmen and filed with the Town Clerk; and to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain the fee to or easements in said Rannapo Road as to altered and relocated; and to transfer from the Board of Selectmen for public way purpose to

the Board of Selectmen for general municipal purposes the care, custody, management and control of the parcels of land lying outside the altered and/or relocated layout of Rannapo Road and discontinued thereby. for passage. *The motion, which required a 2/3 majority vote passed, as declared by the moderator.*

ARTICLE 24: On a motion by James Collingwood, Jr., and seconded, to amend Section 6.2 of the Zoning By-laws as follows:

6.2.2 Definitions – Electronic Message Sign – Delete the phrase “**These signs are prohibited in all districts**” and replace it with “**These signs are permitted by Special Permit in all districts;** so that it shall now read:

Electronic Message Sign – An electrically activated sign whose variable message capability can be electronically programmed. The copy can be changed by means of remote electronically energized on-off switching combinations or alphabetic or pictographic components arranged on a display surface. Illumination may be integral to the components, such as characterized by lamps or other light-emitting devices; or it may be from an external light source designed to reflect off the changeable component display. These signs are permitted by Special Permit in all districts. all as set forth in the document on file in the Office of the Town Clerk,

6.2.5 Prohibited Signs – Delete #5. **Internally illuminated and laser/holographic signs are prohibited** and renumber 1 through 10.

6.2.8 Signs Considered by Special Permit of the Planning Board for Approval – Add the following section to 6.2.8.1 – e. Electronic message sign. or take any other action relative thereto.

Discussion ensued. *The motion, which required a 2/3 majority vote failed, as declared by the moderator.*

ARTICLE 25: On a motion by Andrew Petersen, seconded by Nadine Hawver, to vote, pursuant to the provisions of Chapter 41, Section 21 of the General Laws, to establish a permanent Cemetery Commission. Said commission shall consist of three (3) members and shall be appointed by the Board of Selectmen. The terms of the first members of said commission shall be for one, two or three years and so arranged that the term of one third of the members expires each year, and their successor shall be appointed for terms of three years each. *The motion passed unanimously.*

ARTICLE 26: On a motion by David A. Smith, Jr. seconded by Nadine Hawver, to vote to permit burials on land adjoining the Pine Grove Cemetery on Bow Wow Road under provisions of Chapter 114, Section 34, as shown on the plan on file in the Office of the Town Clerk. Said property was donated by

Theodore and Anne H. Chase in 1972 to the Pine Grove Cemetery, Inc., or take any other action relative thereto. *The motion passed unanimously.*

Moderator Person thanked the residents and voters of Sheffield for supporting him during his tenure as Town Moderator. He then reminded voters that Monday May 9, 2016 was the Annual Town Election, 7AM-7PM at the Senior Center, 25 Cook Road.

The meeting adjourned at 9:40 PM.

Respectfully submitted,
Felecie Joyce, *Town Clerk, CMMC*

SPECIAL TOWN MEETING

SPECIAL TOWN MEETING RESULTS

July 18, 2016

Town of Sheffield

Commonwealth of Massachusetts

This Special Town Meeting, taking place at the Senior Center, 25 Cook Road, was called to order at 6:30 PM by Moderator William Tighe. Following the Pledge of Allegiance and introduction of Town Officials he outlined the structure of how the meeting would proceed. There were 61 of 2,314 voters in attendance. On a motion by Moderator Tighe, and seconded, to dispense with the Town Clerk's reading of the Warrant. The motion passed unanimously.

ARTICLE 1: On a motion by Nadine Hawver, seconded by David A. Smith, Jr., to authorize the Board of Selectmen to enter into a Tax Agreement pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, and/or any other enabling authority with Solar MA Project Management, LLC, Series XVI, for personal property taxes associated with the 2 MW solar photovoltaic facility located on the property at Home Road, Map 22, Block 3, Lot 18, in Sheffield, and described in a deed recorded with the Southern Berkshire Registry of Deeds in Book 347, Page 373, and Book 364, Page 69 for a term of up to twenty (20) years, on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town, and to take any and all actions as may be necessary or convenient to accomplish the purpose of this article. The motion passed by majority.

ARTICLE 2: On a motion by Andrew Petersen, seconded by David A. Smith, Jr., to amend the action taken on Article 30 on the 2nd day of May 2011 Annual Town Meeting to change the membership on the Council on Aging to nine (9) members. The motion passed by substantial majority.

ARTICLE 3: On a motion by David A. Smith, Jr., seconded by Nadine Hawver, to transfer \$2,500 from Free Cash to the Council on Aging FY 2017 operating budget. The motion passed unanimously.

The meeting adjourned at 6:40 PM.

Respectfully submitted,

Felecie Joyc

Town Clerk, CMMC

Report of the Southern Berkshire District Department of Veterans' Services (SBDDVS)

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 2016 we have seen a slight decrease in all areas of operation and currently have 37 active Chapter 115 claims.

Chapter 115 Submissions and Return from the State:

Town	FY 2016 Submitted 7/01/15 - 6/30/16	Pmt Due in FY 2017 FY 2016 - 75%
Sheffield	\$37,019.63	\$27,764.72

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

Applications for VA Health Care	49
ALS/Disability/A&A/Appeals/Life Insurance	66
DD 214s	34
Request for Grave Markers	25
Tax Abatements/SS help/Other requests	18
Flags to funerals homes for veterans	72
Assisted with Dr. Appointments	32
Home and Office Visits	442
Veterans Services Phone Calls	1472

For FY 2016 District budget was 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 2016 DVS budget was \$13,995.04 – this number was based on population percentage on the 2010 Census.

Respectfully submitted,

Laurie J. Hils

District Director

Southern Berkshire District Veterans Services

Report of the Town Administrator

Again, another year has flown by and I find myself reviewing the year.

The following is a list of personnel changes for 2016:

New Positions/Appointments/Hires:

Sharon Curtiss – Temporary Janitorial Staff
Arthur Batacchi – Conservation Commission
John Reilly – Zoning Board of Appeals
Rene Wood – 5 Town Cable Advisory Committee
Michelle Harwood – Temporary Assistant to Exec. Director of the Council on Aging
Kathy MacDowell – Clerk in Treasurer/Collector Office
Kathy Orlando – Historical Commission
Louis Rossi – Transfer Station
Jean Mason – Temporary Clerk for Board of Assessors
Steve Leining – Superintendent Screening Committee
Eileen Clarke – Board of Registrars
Dustin Stalker and Thomas Clark – Highway Department
Steve Hannum – Senior Transportation Van Driver
Steve Gonzalez – Seasonal Highway Employee/Light Truck Driver
Madonna Meagher – Assistant to Executive Director to the Council on Aging
Michael Rossi – Reserve Intermittent Police Officer
Gillian Siedl and Marcia Brolli – Cultural Council
David Lewis, Eileen Clarke and Walter Hewins, III – Board of Health
Matthew Morehouse – Fire Department
Amy Lane – Town Accountant

Resignations:

Brennon Stockton and Daniel Hamill – Reserve Intermittent Police Officer
Marsha Wilson – Assistant to the Senior Center Director
Anthony Gulotta – Planning Board
Nadia Milleron – Recording Clerk for the Planning Board
Robert Martin, Ronald Bubek, Trevor Williamson, Tyler Height, Glen Gallagher – Fire Department
James McCormack – Town Accountant
Russ Stein – 5 Town Cable Advisory Committee
Janet Hogelin – Transfer Station
Thaddeus Kubis – Cultural Council
Ryan Shimmom and Thomas Reynolds – Highway Department
Christopher Lamarre – Board of Assessors

Retirements:

Edward Lord – Highway Superintendent

Marjorie Consolini – Board of Registrars

Donald Wilson – Transfer Station

Craig Bachetti, Randy Robarge, Wayne Wilkinson – Fire Department

The Board of Selectmen voted to staff the Light Truck Driver position in the Highway Department. This position has been vacant for the past several years. Steve Gonzalez was hired as the permanent full-time Light Truck Driver. We were fortunate to participate in the Berkshire County Sheriff's work detail program and had inmates on a work detail for a couple of weeks. They were instrumental in getting the trimming around the guardrails and roadsides completed.

The first CDBG grant for design work on the Town Hall back entrance, ADA compliance work and housing rehab is complete. A new CDBG grant was awarded to Sheffield and Great Barrington. Our portion will be used for the reconstruction of the back entrance to Town Hall, ADA compliance work in Town Hall and housing rehab.

The MassWorks grant for the replacement of two bridges/culverts on County Road has had a slight delay due to permitting issues. It is our hope that the work will be completed during the summer of 2017. The work on Rannapo Road is continuing to make slow progress. The work will take place over the next couple of construction seasons. Chapter 90 funds were used to pave portions of Hewins Street, Alum Hill and Clayton Road.

The Town has received several grants during this past year. As mentioned above we received a CDBG grant to do some work on Town Hall. We were also successful with a grant to replace the light bulb shed at the Transfer Station. A grant was submitted and received for the cost of the financial software in the Treasurer/Collector's office. An application has been submitted for a new Small Bridge Program grant for work on another bridge on County Road. These applications can be tedious and time consuming but I feel are well worth the time it takes.

A huge thank you goes out to Tom Ingersoll and the Sheffield Tree Project, Tammy Blackwell, Winthrop Barrett and Tom Whalen for replacement of the Christmas tree in the Village Green. Tom Ingersoll works hard each year to ensure that Sheffield receives the Tree City designation.

The following are some of the other highlights for the year:

The Board and the Police Chief signed a new three year contract.

The Senior Tax Work-off Program has been a success.

Currently there are 8 residents enrolled in the program. Any resident who is interested in the program should contact my office for eligibility requirements.

We continue to hold meetings regarding shared services with several surrounding towns. Sheffield and New Marlborough jointly purchased a paving hotbox under an intermunicipal agreement that was developed for the care and maintenance of the box. Discussion continues to find other areas of shared services.

We have a great group of employees to work hard to ensure the success of the Town and I would like to thank them for their dedication. A great big thank you to Eileen Clarke, who did a fantastic job when she stepped in to fill a temporary vacancy in my office. My office would not be successful without the assistance of Alicia Dulin and Jill Hughes, I can't thank them enough for their hard work.

Again, this year I realize that Sheffield is lucky with the amount of volunteers who help support the Town and its residents. Thank you to all of you who are willing to lend a helping hand.

I continue to receive support from the public, which is invaluable to my success. Please remember that our office continues to have an open door policy for residents to stop in to discuss any issues they may have.

Respectfully submitted,

Rhonda LaBombard
Town Administrator

Report of the Police Department

The Police Department responded to 5,968 calls for service in 2016. This was an increase of 944 more calls than the previous year. Our officers dealt with a variety of challenges this year, including the ever increasing use of narcotics and alcohol plus multiple other crimes and offenses. The officers worked hard to solve their cases and gave each case their utmost effort as they followed each one through to the end. Solving cases requires many hours in court and much paper work, all while conducting the day to day duties. The criminal cases involving an arrest or criminal summons are prosecuted by the Berkshire District Attorney in either District Court or Superior Court. For a criminal summons a show cause hearing is held with a Court Magistrate who determines if there is probable cause to move forward. In some cases individuals are allowed to make restitution or perform community service, during which time the case is continued to a later date. This is usually the case with our juvenile offenders, when conditions are imposed by the court. If the conditions are met, whether they are for restitution or community service the case is then dismissed with no criminal record for the individual. Many of our youthful offenders fall into the community service phase of the court hearings, as the Department has a philosophy of working with our youth rather than punishing them with stiff fines or convictions.

The Community Outreach Programs had another successful year. The Kops N Kids camp was attended by 70 campers in July. The week long camp is geared toward fifth and sixth grade students 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 teams throughout the week. Camp begins with games geared to "get to know you" and trust building and then move onto the low elements. 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 to 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 were invited to give presentations to the campers. The camp staff consists of officers from the Sheffield, New Marlborough, Egremont and Great Barrington Police Departments. Lunches and snacks are provided by local restaurants and stores. The Camp is provided free of charge due to the generosity of residents and businesses in Sheffield and surrounding towns who contribute to make this wonderful week happen.

Again the Sheffield Police Officer’s Association held a very successful Toy for Tots drive, which filled our station lobby and basement with toys. This program is coordinated by Officer Gonska with all of the other officers supporting the effort in different ways. Officer Fahey became certified in the installation and inspection of car seats and has continued the car seat check and install program. The R.A.D (Rape Aggression Defense) program, which is coordinated by Officers Gonska and Zucco, was suspended in 2016 but plans are in the works to have multiple classes in 2017. The prescription drug drop box and needle drop box have been very successful and give citizens the opportunity to dispose of their unwanted prescription medications. The box is located in the lobby of the Police Department and is available 24/7. The Department also partnered with the Undermountain Elementary P.T.O in October and co-sponsored the Trunk or Treat event. Several hundred people attended to take part in the festivities in the Town Hall parking area. We are planning on making this a yearly event.

The Department welcomed one new Reserve Officer in 2016. Officer Michael Rossi joined the ranks in the spring and has been a welcome addition to the Department.

I would like to thank all of the residents of Sheffield for their continued support of the Police Department. Thank you to the Board of Selectmen and Town Administrator Rhonda LaBombard for their support and assistance. A special thanks to Fire Chief Getchell and the Sheffield Fire Department and Highway Superintendent Ronald Bassett and his crew. I would also like to thank the officers of the Sheffield Police Department for their outstanding work and dedication to the Town.

Police Department Statistics for 2016:

Incidents – 82	Arrests – 128
Accidents – 64	Citations – 505
Warrants – 2	Breaking and Entering – 7
Weapons Violations – 5	Negligent Operation – 52
Disorderly Conduct – 2	Arson – 1
Prostitution – 1	Larceny – 23
Drug/Narcotic Violations – 1	Vandalism – 10
Liquor Law Violations – 133	Assaults – 10
Town Bylaw Offenses – 59	
Operating under the Influence of Alcohol – 25	

Operating under the Influence of Drugs – 4

The Department issued 91 License to Carry Firearms permits.

Respectfully submitted,

Chief Eric R. Munson III

Report of the Fire Department

The Sheffield Volunteer Fire Department now has 29 active members.

Here is the list of names and years of service for the members of the Fire Department.

Officers:

Chief Brent Getchell- 22 years
Deputy Chief John Ullrich- 36 years
Deputy Chief Dave Ullrich- 16 years
Captain Mike Funk- 20 years
1st Lieutenant Anthony Bleau- 8 years
2nd Lieutenant Adam Carlotto- 14 years
Engineer Robbie Kilmer- 4 years

Fire Fighters:

Nick Ball- 14 years
Pete Battacchi- 33 years
Bob Beham- 34 years
Nick Currier- 2 years
James Foster- 8 years
Taylor Getchell- 2 years
Matt Gingras-1 year
Joe Glaszcz- 9 years
Dan Hamill- 3 years
Tyler Hils- 2 year
Jake Hunker- 3 years
Steve Hyer- 9 years
Malcolm McCain- 6 years
Martin Mitsoff- 8 years
Matthew Morehouse-1 year
Brian Ovitt- 52 years
Mike Ovitt- 18 years
Bob Poulter- 15 years
John Pshenishy- 43 years
Rob Schur- 1 year
Jason Smith- 14 years
Mark Wysocki- 3 years

Average years of service- 14

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.

It was a busy year for the Department as we responded to 142 fire related calls and over 200 medical calls. We continue weekly firefighter training, Massachusetts Fire Fighting Academy Training Courses, and large multiple fire department drills. In October, The Sheffield Volunteer Fire Department visited Undermountain Elementary School for fire prevention training for students from kindergarten to sixth grade. Firefighters were involved in classroom fire prevention education. Additionally, in May, to educate High School Students at Mount Everett, The Sheffield Fire Department with assistance from the Sheffield Police Department, Southern Berkshire Ambulance and Life Net Helicopter, remotely crashed a vehicle into a concrete barrier to visualize the severity of a crash. Rescue Randy (a life size training mannequin) was placed in the vehicle, then extricated and treated for his injuries. I believe the students gained knowledge from this exercise.

We have applied for the Assistance to Firefighters Grant for funding to go towards the purchase of new self-contained breathing apparatus which we hope to be awarded. I would like to thank Martin Mitsoff for completing the application.

We are receiving bids on new apparatus to replace our 1988 Engine 1.

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

The Building Department received and processed two hundred thirty applications for permits during the period January 1, 2016 thru December 31, 2016. Six Chapter 304 inspections were performed, with certificates of compliance issued, for renewal of licenses. Thirty two periodic inspections were completed with certificates of compliance issued for facilities of Educational and Assembly use.

Permits include: 164 residential, 21 commercial and 45 other permits for signs, solid fuel burning appliances, sheet metal installations, temporary structures and change of use. Fees collected for permits and inspections total \$77,422.00 with an estimated construction value of \$29.1 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, 2016 through December 31, 2016:

106 gas piping permits were issued and 117 on-site inspections were conducted for a total of 6,715.00 in fees collected.

Sincerely,

Bob Krupski
Gas Inspector

Report of the Inspectors

Report of the Plumbing Inspector

During the year January 1, 2016 through December 31, 2016:

48 plumbing permits were issued and 95 on-site inspections were conducted for a total of 5,700.00 in fees collected

Sincerely,

Bob Krupski
Plumbing Inspector

Report of the Sheffield Cultural Council

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

The purpose of the Sheffield Cultural Council is to promote and maintain the vitality of local cultural resources and to ensure that these resources are shared within the Sheffield and Ashley Falls community. The Council is committed to funding a diverse cross-section of activities in the realms of the arts, the humanities, and the environment. We support a variety of art forms, the ongoing work of individual artists, environmental education projects, collaborative proposals that bring together artists and other types of organizations, local cultural groups, and projects that serve specific populations: youth, elders, low-income, and/or disabled.

Every year the MCC allocates funds to LCCs in communities throughout the state; for fiscal year 2015-16, Sheffield's budget was \$4,300. The Cultural Council awarded grants to 30 individuals and organizations, ranging from music programs at Dewey Hall to nature walks at the Audubon Lime Kiln sanctuary and painting workshops at the Senior Center. We also funded scholarships for Sheffield kids to take part in the Berkshire Children's Chorus and art classes at IS 183. Some of the other organizations supported by the Sheffield Cultural Council included Music in Common's FODFest, 4H livestock projects, Flying Cloud's Young Women in Science program, and Shakespeare & Co.'s festival at Mount Everett.

The members of the Sheffield Cultural Council are Kathie Ness (chair), Bob Law (treasurer), Wendy Casey, Gillian Seidl, Hilary Russell, Marcia Brolli, and Sally Cook.

Respectfully submitted,

Katherine Ness, *Chairperson*
The Sheffield Cultural Council

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.

The Board continues 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 are posted to the Board's web page as well as links to popular state and federal health related websites.

The Board would like to remind residents about the sharps recycling program. A kiosk is located in the front entryway of Town Hall and the second will be situated in the basement of the Senior Center. Residents may obtain free plastic sharps containers from our office.

The Board would like to thank Priscilla B. Cote and Scott Smith for their service. Scott Smith has continued as our Sanitation Inspector. The Board welcomed new members David Lewis, Eileen Clarke and Walter Hewins III. We would also like thank Jill Hughes for providing excellent support and our Food Inspector Sally Munson for completing all the town's food service establishment inspections. 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.

We look forward to serving the Town of Sheffield in 2017. 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,

Sarah Gulotta, *Chairman*
David A. Smith, Jr., *Vice-Chairman*
David Lewis
Eileen Clarke
Walter Hewins, III

Report of the Council on Aging and Senior Center

The 2016 calendar year was another year of growth, activity and service! Statistics from our database “*My Senior Center*”, showed over 500 seniors and older adults having participated at the senior center, or having received a service through the Council on Aging 16,991 times in 2016, showing an annual increase of 1,981 or slightly over 13%.

- 505 seniors utilized a service through the senior center and/or Council on Aging
- 450 seniors attended a total of 8,930 activities/events
- 221 seniors were tracked in the system for either a phone or service log 665 times
- 39 seniors used our transportation program for 1613 rides (most rides include a return ride)
- 37 seniors participated in the meal program “Meals on Wheels”
- 69 seniors participated in our congregate meal program
- 41 volunteers provided support for 1,152 programs/events

One of our goals in 2016 was to maintain and grow our transportation program. Transportation through the Council on Aging is available to those 60 and older, those 55 and older with a documented disability or anyone with an ADA card. We provide curb to curb service, operating Monday through Friday from 9-4, with regularly scheduled routine trips weekly. Fees are a suggested donation of \$4.00 round trip, and users will not be denied ridership based on the ability to pay. This program was piloted July 1, 2015 and our last calendar year statistics show:

- 289 rides were for medical reasons
- 767 rides were to bring seniors to the Sheffield Senior Center for an activity/event or program
- 202 rides were for social activities not at our senior center
- 101 rides were for the regularly scheduled shopping route
- 179 rides were for hair appointments
- 12 rides were for special shopping trips including to the pharmacy
- 36 rides were for general errands
- 20 rides were for financial/legal
- 7 rides were for employment

2016 continued to offer all regular programming including: exercise, foreign language classes, art classes, community education, cultural experiences, health education/screenings, and recreation/socialization including bridge and mahjong, information sharing, and intergenerational programming. In addition, the Senior Center focused on expanding the weekly congregate meal program every Wednesday at noon. The cost of the meal is a suggested donation of \$2.00 per meal for those 60 and over, and \$7 per meal for those under the age of 60. We expanded our kitchen cabinetry to accommodate the growth of this program through a one-time grant from Elder Services of Berkshire County. Our Friendly Visitor Program has expanded to include wellness phone calls, handy man help, grocery shopping help and more. We continued to focus on the human service aspect of

the Council on Aging, working to assist our seniors to age in place as long as possible, receiving the services they need.

The support from the volunteers has continued to flourish. Our statistics show that approximately forty one volunteers have generously donated over 3,350 hours during the 2016 calendar year. It is estimated that they have provided \$33,500.00 in services if we paid them minimum wage. It is the continued support from our volunteers in various capacities that allow us to thrive. We welcomed several new volunteers this last year as well as two senior tax work-off placements and we thank them all for their service!

The Council on Aging along with The Friends of the Sheffield Senior Center, a 501 (c) 3 support group, has continued to work cooperatively and tirelessly in support of professional staff, programming and supplementing our financial stability. The Friends focus this past year has been to finish the lower level of the senior center, and this project is almost complete. We appreciate their ongoing support and fundraising efforts to support us in our growth!

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 for calendar year 2016 was \$10 per senior. The goal of Massachusetts Council on Aging has a goal to increase that to \$12 by 2020. In 2016 we continued to receive grant funding for our bereavement support group, to purchase assistive listening devices at a deeply discounted price, and were awarded a larger van to secure our transportation program.

Combined professional staff hours for 2016 included a full time Executive Director, a part time Assistant to the Director, Madonna Meagher and two part time Van Drivers, John Henry and Steve Hannum. It is with deep appreciation I thank my staff for all their hard work and commitment to the Council on Aging and Senior Center. Lastly, I would like to thank the Board of Selectmen, Town Administrator Rhonda LaBombard and the residents of Sheffield for their ongoing support.

In 2017 we will strive to meet our goal of the Sheffield Senior Center, to facilitate seniors' abilities to enjoy a high quality of life and succeed in our mission *"...to provide life-enriching activities and relevant information on issues that affect seniors, and to assist them in obtaining services necessary for their well-being."*

Respectfully submitted,

Jennifer Goewey, *Executive Director*
Council on Aging & Senior Center

Report of the Library Director

The Library's mission aims to be responsive to the needs of the community, even when that segment is under-represented or silent. This year was dedicated to the preschool aged child. They're representation may be silent, but their voices are anything but when their record numbers belt out a chorus of *Row, Row, Row your Boat* at *Sing N Play with Kim* on Thursdays. First comes singing, then comes reading.

An individual cannot read to learn until they learn to read. Working in collaboration with Community Health Programs (CHP) of Great Barrington, we offered several continuing programs for the 1 – 5 year age group this year that will continue into the future. *Every Child Ready to Read* helps children develop pre-reading skills, better preparing them for school; while *STEM for Preschoolers* introduces them to the hands on world of science. We have also included some Montessori style play/learning in the Children's Department. The UnderMountain Daycare children now come for a story hour every other week; run by our Children's Program Coordinator, Caitlin Hotaling. It's a great time to be a child in Sheffield!

This is not to say we ignored the rest of our school age community in 2016. Our numbers have grown for Chess Club, arts & crafts, and Lego Club; especially since we have started moving beyond basic Legos into more sophisticated building. We enjoyed a number of family programs including Upcycling Crafts, and Astronomy with our resident astronomer Harold Hastings. The library now has a telescope which can be taken out by residents for their own home viewing of the night stars. We continue our museum pass program, thanks to the Friends Group, which makes Berkshire museums accessible to our cardholders.

An array of Adult programs were offered about hand-knotted rugs, canoe building, beekeeping, jam making, and needle felting to name a few, in addition to the perennial tech classes, Cooking with Marco, knitting group and Mahjongg nights, which we offer on a regular basis. Local author, Judith Schumer did an Author Talk for her latest book *In the Presence of my Enemies: a Memoir of the Holocaust and its Aftermath*. This was also the first year for our ongoing Folk Circle. In total we offered 272 special and ongoing programs for adults in 2016 and 214 children's program.

Our seasoned staff of Sandy Balayan, Caitlin Hotaling, Dorothy Maffei, Melissa Joyce, Susan Hawkins, and Lisa Bozzuto has been rounded out by the addition of Martha Beyer and Alexandra Scott. They circulated 34,899 items this year, assisted over 29,000 people who came through the door, added 141 new patrons and cataloged 2,151 new titles; bringing our total collection to 41,785 and total patrons to 1,739. A job well done.

The Trustees, staff and I would like to thank the many volunteers who help us thrive. The Friends of Bushnell-Sage Library, and the many residents who donate to them, make much of our programming and purchases possible. Thank you to Sherry MacDonald and Barbara Carr for keeping the greenery healthy inside and out. We wished “speedy recovery and thank you” to a few of our long time volunteers John Wightman, Catherine Hutchinson and Eleanor Shiels. Thanks to home school volunteers Bailey Howard and Kaila Martin for contributing their time; and high school students Bethany and Ashley Kerzner for their assistance with children’s events.

Respectfully submitted,

Karen Lindquist
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. We are continuing to work on creating a guide to farms in Sheffield and to post town Right to Farm signs on roads entering Sheffield.

As part of our support for the farmers' market we would like to include their report.

The Sheffield Farmers' Market completed its 16th season this past year. The market ran June 3rd through October 7th, 19 weeks, held in the parking lot of the First Congregational Church of Sheffield on Fridays from 3-6:30 pm. The market offers a variety of products with an emphasis on farm fresh vegetables, herbs, fruit, meats, and bread as well as artisanal items such as wine and jewelry. The market features seasonal festivals such as CornFest, which celebrates the sweet corn crop with special foods, games, and family-friendly programming.

Our goal is to work with the Sheffield Farmers' Market to help make it a success and to meet the needs of local farmers and consumers alike.

Bruce Howden, who is on our board, serves on the statewide Massachusetts Association of Agricultural Commissions and is also Vice President of Massachusetts Farm Bureau Federation and has kept us informed on statewide issues.

We would like to acknowledge the memory of Joan Sussman who was part of our board for a short period of time. She died this past summer while hiking Monument Mountain.

Respectfully submitted,

James M. Larkin, *Chair*

Report of the Commission on Disabilities

The Commission on Disabilities (COD) has completed its seventh 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, as well as encouraging citizens to seek out the COD with their disability needs and concerns.

Projects Completed in 2016

- **Town of Sheffield ADA Self-Evaluation:** The Commission completed its work in updating the Town’s 2008 ADA Self-Evaluation. It has been reviewed and approved by the Selectboard. We appreciate the assistance we have received from ADA Coordinator and Town Administrator, Rhonda LaBombard. The ADA Self-Evaluation lists the work that still needs to be done and shows progress that has already been made to help the Town come into compliance with the Americans with Disabilities Act and make its facilities, services, and activities accessible to our citizens with disabilities. The document is available upon request.
- **Route 7 Crosswalks and Curb Cuts:** The Department of Transportation completed the installation of crosswalks and curb cuts to provide safe passage across Route 7 in the Town’s center. The Commission requested this work in 2010 and is grateful to the DOT and the individuals who performed the work, as well as to the many members of the Selectboard and the two Town Administrators who have supported the effort during these years. There are now three safe and accessible crosswalks across Route 7. One is near Christ Church, just south of Maple Avenue, another is at Elm Court, and the third is at the entrance to the Bushnell-Sage Library. These crossings are now accessible to those using wheelchairs and other mobility devices as well as being safer for all.
- **Community Development Block Grant:** The COD wishes to thank Rene Wood for leading the Town’s efforts to successfully secure funding for the first and second phases of the CDBG grant. We also thank the Selectboard and Rhonda LaBombard for their continued support with this project. This grant makes it possible to remove architectural barriers at the Town Hall so that it will be more accessible and will further efforts to bring the Town Hall into compliance with the Americans with Disabilities Act. Members of the COD served on the architect selection and design committee for that project.
- **Sheffield Fair:** The Commission participated in the Sheffield Fair by staffing a COD table with giveaways and information about services available to people with disabilities in Sheffield. Members of the Commission also staffed the accessible parking area.
- **Sheffield Times:** The COD submitted two articles in 2016. The first honored

two of its members who passed away in early 2016, Lakhan Verma and David Wells, who served as Clerk of the COD since its inception. The second article described the accessibility of the Sheffield Fair and invited people to visit the COD table.

- **COD Membership:** We are deeply saddened by the passing of David Wells and Lakhan Verma. Nan Wells, David's wife, stepped up to join the Commission and serve as its Clerk. We are grateful to her for honoring David's commitment to the Commission and for the tremendous amount of work she does as the COD Clerk. At this writing in early 2017, the COD has just three members. We are actively in search of new members to help us realize our goal of making Sheffield more accessible to all.
- **David S. Wells Memorial Fund:** A fund was established following David's passing and monies from that fund were used to purchase several assistive listening systems for the Sheffield Senior Center. We expect to hold a celebration in mid-2017.
- **COD Member's Continuing Education:** In 2016 COD members attended the "Aging in Place" and "New Public Records Law" seminars, as well as a seminar at the Perkins School for the Blind. A member participated in a statewide COD Conference Call with the MA Office on Disability.

We welcome visitors at our meetings and encourage residents to consider joining the Commission. Anyone interested may contact the Town Administrator's office.

Accessibly yours,

Laura Grunfeld, *Chair*

Nan Wells, *Clerk*

Gail Mullen

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 – 126

Cats – 21

Dog Bite – 6

Other – 86

Wildlife – 47

I would like to thank Town Administrator Rhonda LaBombard and her assistant Alicia Dulin, Town Clerk Felecie Joyce and Board of Health clerk 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:

40 barn inspections
12 animal quarantines
3 animal health permits

The following is the number of animals in Sheffield in 2016:

3,351 - milking cows
209 – beef cattle
87 – horses
22 – goats
19 – swine
63 - sheep

Poultry:

400 – chickens
27 – waterfowl
15 – turkeys
131 – game birds

We have 139,400 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 Planning Board

In 2016 the Planning Board accepted and approved 13 Form A Applications.

The Board accepted and approved a Form B-Application for Approval of Preliminary Plan for Race Brook Lodge, LLC.

The Planning Board held Public Hearings on the following:

- Proposed Amendment Table of Use Regulations 3.1.3 D-10 Farm Supply Store
- Proposed Amendment to Zoning Bylaw 6.2 Signs
- Debra & Joseph Wilkinson III – Special Permit Application
- Berkshire Mountain Distillers – Special Permit Application
- Lydon Developments, LLC – Special Permit Application

The Board would like to thank David Smith, Sr., Anthony Gulotta and Daniel Watson for their service. The Board welcomed new members Kenneth Smith and George Oleen. In December the Board of Selectmen appointed David Smith, Sr. as an Alternate Planning Board member.

We would like to thank our recording clerk Nadia Milleron and Jill Hughes for their assistance during the year.

Respectfully submitted:

James T. Collingwood, Jr., *Chairman*
Marie Massini-Reynolds
George Oleen
Kenneth Smith

Report of the Historical Commission

The Sheffield Historical Commission was established under Massachusetts General Law Chapter 40 Section 8d allowing cities and towns to create a local historical commission. 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. 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 and also the Town public body responsible for administrating the Town of Sheffield Demolition Delay Bylaw.

The Town of Sheffield has over 200 properties that are in the State or National Registers. "House Books" as they are called were compiled in the early 1970's by the Commission, Sheffield Historical Society and members of the Ashley Falls Local Historic District Commission and updated in the 1980's and 1990's. This information was also added to the collections of the Massachusetts Historical Commission and later made available on-line at their web-site. 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 public through access on the internet via the Massachusetts Historical Commission. A large amount of Sheffield Historical Commission time was spent in 2015, 2016 and will continue on this update project in 2017 until the existing properties on the Registers and in the Town's Historic Districts are current with proper current address, owner and photos.

Respectively submitted,

Dennis Sears, *Chair & Acting Treasurer*

Michael King, *Vice Chair*

Catherine Miller, *Clerk*

Jeffrey Waingrow, *Member*

Kathy Orlando, *Member*

Gay Tucker, *Member*

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, building, 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 2016, the Sheffield Conservation Commission reviewed twelve Requests for Determination of Applicability and three Notices of Intent.

The Commission would like to thank Peter Stiglin for his service. The Commission welcomed Arthur Batacchi, Jr. who was appointed in September.

We would like to thank our clerk 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,

Donald Ward III, *Chairman*
Cheryl Blackburn
Theodore Pitman
Jeffrey Collingwood
Arthur Batacchi, Jr.

Report of the Zoning Board of Appeals

The Zoning Board of Appeals heard and acted on the following applications in 2016:

Epicampus, Inc. – Variance – Denied

Century Acquisition, Inc. – Special Permit – Granted

Sheffield Volunteer Hose Co #1 – Special Permit – Granted

George Soudant – Special Permit - Granted

The Board holds meetings on the second Thursday of every month, when there is business.

The Board would like to thank Trudy Weaver Miller and Greig Siedor, Alternate Member for their service. The Board welcomed John Reilley and Kenneth Smith, Alternate Member.

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

Stephen Leining

Mark Bachetti

John Reilley

Kenneth Smith, *Alternate Member*

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 58 diseases investigated. The diseases were Hep C. -6 Hep B,-4,Food borne illness, -5, and 34 tick borne illness cases.

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. One tb case was investigated and discharged.

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.

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 55 visits. Blood sugar testing is offered regularly to those with diabetes and annually for all clinic participants. A cholesterol clinic was held in July. Clinic participants are engaged in monthly health education topics with printed material offered for future reference. A listing of health topics follows: Tick Bite prevention, Heart Health, stress management, falls prevention, signs and symptoms of stroke, heat illness awareness, and healthy eating habits, pre diabetes awareness and med compliance. 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.

The Board of Health Coordinator, Nancy Slattery, 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,

Nancy Slattery, RN
Board of Health Coordinator
Berkshire Visiting Nurse Association

Report of the Board of Assessors

Greetings to the townspeople of Sheffield:

We hereby report the following for Fiscal Year 2016;

Total Valuation

Real Property Value	\$583,898,426
Personal Property Value	\$24,186,865
Total Town Valuation	\$608,085,291

Total Appropriations to be Raised by Taxation

	\$9,746,043.00
Other Amounts to be Raised	\$20,635.05
State & County Cherry Sheet Charges	\$30,135.00
Overlay	\$143,968.02
Total Amount to be Raised by Taxation	\$9,940,781.07

Estimated Receipts & Revenue Sources

Estimated Cherry Sheet receipts	\$373,590.00
Local Receipts no allocated	\$515,500.00
Enterprise Fund	\$126,945.00
Free Cash appropriated for particular uses	\$204,803.00
Total Estimated Receipts & Revenue sources	\$1,220,838.00

TAX RATE SUMMARY

Total Amount to be Raised	\$9,940,781.07
Total Revenues Sources	\$1,220,838.00
Total Tax Levy	\$8,719,943.07
Fiscal Year 2016 Tax Rate	\$14.34

Commitments to the Tax Collector

Motor Vehicle Excise	\$493,792.81
Roll Back Tax	\$425.93
Supplemental Tax	\$6,148.33

Abatements & Exemptions

Real Estate Abatements	\$4,068.27
Personal Property Abatements	\$1,213.95
Statutory Exemptions	\$27,150.00
Motor Vehicle Excise Abatements	\$20,040.16
Senior Work Off	\$2,229.50

Respectfully submitted,

Tammy L. Blackwell, MAA, *Chairman*

D. Matthew Emprimo

Park and Recreation Committee

The Town Park is a comfortable place, secluded, yet convenient. Our Town Pavilion is a great place for family reunions. One family has a 94 year tradition and was delighted to discover our park a few years ago. It is a joy to hear people say or write "We sincerely appreciate the use of the wonderful facility for our family gathering". There were approximately 50 reservations in 2016 and there would have been more if there were not scheduling conflicts. At the end of the season we already had 4 reservations for 2017.

Our earliest scheduled event at the Park was the hearty Little Leaguers, who took to the field for their first game on a drizzly 39* April 26th. The last event took place on October 8th. The busiest week for the Park was during graduation season and the busiest month was July, especially for the Kops N Kids camp week. The park also hosts Sheffield in Celebration each year.

The past few years Mt. Everett has held its annual sports Pep Rally at the Park on a Friday evening in early spring. Fireworks are included in this celebration.

To reserve the Pavilion for your event --- birthday, anniversary, graduation, class reunion, weddings, dinners, parties, showers --- please call Grace Campbell 229-2682. While there is no charge to use the Park, donations are always appreciated.

The playground equipment is available anytime. The Park is also a great place for hiking.

The Committee held two meetings this year.

Respectfully submitted:

Kevin Joyce, *Chairman*

Thomas Sullivan

John Londoner

David Smith, Jr.

Joseph Wilkinson

Grace Campbell

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, 2016
Governmental Fund Types**

	Unrestricted General	Special Revenue	Enterprise	Agency	Trust	Long Term Debt	Totals (Memo Only)
ASSETS							
Cash & Cash Equivalents	\$2,433,106.40	\$474,656.05	\$137,817.24	\$9,053.68	\$1,219,343.25		\$4,273,976.62
Receivables							\$0.00
Property Taxes	\$700,102.63						\$700,102.63
Excises	\$55,662.13						\$55,662.13
Tax Liens	\$366,823.41						\$366,823.41
Departmental (other)							\$0.00
Due From Other Funds							\$0.00
Due From State Government							\$0.00
Amount for Retirement of Debt						\$21,052.48	\$21,052.48
TOTAL ASSETS	\$3,555,694.57	\$474,656.05	\$137,817.24	\$9,053.68	\$1,219,343.25	\$21,052.48	\$5,417,617.27
LIABILITIES							
Warrants Payable	\$105,162.48						\$105,162.48
Withholdings Payable	\$2,324.40						\$2,324.40
Due to Other Funds							\$0.00
Due to Others				\$9,053.68			\$9,053.68
Deterred Revenues:							\$0.00
Property Taxes	-\$7,703.83						-\$7,703.83
Excise Taxes	\$55,662.13						\$55,662.13
Tax Liens	\$366,823.41						\$366,823.41
Departmental (other)							\$0.00
Allowance for Abatements	\$465,420.09						\$465,420.09
Overlay Deficit Prior Years							
Surplus Reserve for Abatements							\$0.00
General Obligation Tn-Building						\$21,052.48	\$21,052.48
TOTAL LIABILITIES	\$987,688.68	\$0.00	\$0.00	\$9,053.68		\$21,052.48	1,017,794.84
FUND EQUITY							
Reserved for Encumbrances	\$918,815.40						\$918,815.40
Reserved for Deficits Snow Ice							\$0.00
Reserved for Expenditures		\$474,656.05	\$13,591.87				
Unreserved Fund Balance	\$1,649,190.49		\$124,225.37		\$1,219,343.25		\$2,992,759.11
TOTAL FUND EQUITY	\$1,895,879.23	\$474,656.05	\$137,817.24		\$1,214,915.71		\$3,723,268.23
TOTAL LIABILITIES & FUND EQUITY	\$3,555,694.57	\$474,656.05	\$137,817.24	\$9,053.68	\$1,214,915.71	\$21,052.48	\$5,413,189.73

APPROPRIATION REPORT FY 2016

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Moderator	\$227.00				\$227.00	\$227.00		\$0.00
Selectmen's office	\$197,413.00				\$197,413.00	\$186,004.59	\$2,009.00	\$9,399.41
Board of Assessors	\$92,932.00	\$1,119.99			\$94,051.99	\$81,631.92	\$253.98	\$12,166.09
Treasurer/Collector	\$154,415.00	\$1,380.08			\$155,795.08	\$125,587.06	\$30,000.00	\$208.02
Town Clerk	\$62,330.00				\$62,330.00	\$58,438.94	\$253.98	\$3,637.08
Election & Registration	\$8,950.00				\$8,950.00	\$8,526.14		\$423.86
Conservation Commission	\$4,180.00				\$4,180.00	\$2,738.99		\$1,441.01
Planning Board	\$5,400.00				\$5,400.00	\$2,204.89		\$3,195.11
Board of Appeals	\$2,030.00				\$2,030.00	\$590.99		\$1,439.01
Comm on Disabilities	\$200.00				\$200.00	\$141.90		\$58.10
Town Buildings	\$81,050.00				\$81,050.00	\$81,044.06		\$5.94
Town Report & Communications	\$6,000.00				\$6,000.00	\$5,095.50		\$904.50
Legal Services	\$30,000.00				\$30,000.00	\$18,197.69		\$11,802.31
Dispatch service	\$9,411.00				\$9,411.00	\$9,410.79		\$0.21
Police Department	\$456,850.00		\$19,200.00		\$476,050.00	\$476,035.54		\$14.46
Fire depravement	\$41,102.00				\$41,102.00	\$38,578.05	\$2,454.32	\$69.63
Fire Hydrants	\$18,091.00				\$18,091.00	\$18,090.76		\$0.24
Inspection Services	\$63,770.00				\$63,770.00	\$63,226.71		\$543.29
Animal Control	\$9,000.00				\$9,000.00	\$8,488.80		\$511.20
Highway Department	\$570,952.00	\$2,447.10			\$573,399.10	\$492,497.33	\$34,981.39	\$45,920.38
Energy	\$140,000.00				\$105,990.84	\$97,473.27		\$8,517.57
Board of Health	\$7,165.00			-\$34,009.16	\$7,165.00	\$5,902.19		\$1,262.81
Visiting Nurse Association	\$3,635.00				\$3,635.00	\$3,634.80		\$0.20
Council on Aging	\$75,903.00	\$184.43			\$76,087.43	\$76,036.73		\$50.70
Veterans' Benefits	\$30,000.00		\$8,500.00		\$38,500.00	\$36,583.66		\$1,916.00
Library	\$164,707.00	\$2,925.65			\$167,632.65	\$166,013.07		\$1,619.58

APPROPRIATION REPORT FY 2016

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
American Legion	\$500.00				\$500.00	\$500.00		\$0.00
Care of Soldiers' Graves	\$1,400.00				\$1,400.00	\$1,400.00		\$0.00
Ashley Falls Historic Dist. Commission	\$50.00				\$50.00	\$0.00		\$50.00
Agriculture Commission	1,000.00				\$1,000.00	\$1,000.00		\$0.00
Interest on Loans	\$1.00				\$1.00	\$0.00		\$1.00
SBRSD Operating	\$6,117,978.00				\$6,117,978.00	\$6,117,978.00		\$0.00
SBRSD Capital	\$202,359.00				\$202,359.00	202,359.0		\$0.00
SBRSD Committee	\$0.00				\$0.00	\$0.00		\$0.00
Vocational Education	\$93,936.00				\$93,936.00	\$84,672.00		\$0.00
Berkshire County Retirement	\$206,107.00				\$206,107.00	\$206,107.00		\$0.00
Worker's Compensation	\$18,500.00				\$18,500.00	\$9,358.67		\$9,141.33
Unemployment Compensation	\$1.00				\$1.00	\$1.00		\$0.00
Group Health (Ch. 32B) Insurance	\$414,000.00				\$414,000.00	\$388,780.60		\$25,219.40
Employer Medicare	\$22,000.00				\$22,000.00	\$19,283.58		\$2,716.42
Financial Audit	\$15,000.00				\$15,000.00	\$13,500.00		\$1,500.00
Insurance & Bonding	\$69,000.00				\$69,000.00	\$68,058.04		\$941.86
Library Books, Equipment,Furnishings	\$865.00				\$865.00	\$0.00		\$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
Digital Archiving	\$14,527.50				\$14,527.50	\$0.00		\$14,527.00
Emergency Management Fund 03	\$9,660.12				\$10,410.12	\$0.00		\$10,410.12
Senior Center 08	\$2,613.19				\$2,613.19	\$0.00		\$2,613.19
Process Tax Delinquent Accounts 09	\$5,223.44				\$5,223.44	\$0.00		\$5,223.44
Highway Garage Design 10	\$46,194.70				\$46,194.70	\$0.00		\$46,194.70
Bid Docs New Highway Garage 11	\$150,000.00				\$150,000.00	\$0.00		\$150,000.00

APPROPRIATION REPORT FY 2016

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Tax Recertification 14	\$2,100.00				\$2,100.00	\$0.00		\$2,100.00
Tax Taking 14	\$10,000.00				\$10,000.00	\$0.00		\$10,000.0
Town Building Repairs 14	\$70,000.00				\$70,000.00	\$0.00		\$70,000.00
Cold Water Rescue Suits 14	\$850.10				\$850.10	\$0.00		\$850.10
Rescue Wagon 14	\$966.25				\$966.25	\$0.00		\$966.25
Firefighter Training	\$20,000.00				\$20,000.00	\$14,219.84		\$5,780.16
Tax Recertification	\$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	\$3,059.54				\$0.00	\$0.00		\$0.00
Information Technology 15	\$7,823.69				\$7,823.69	\$2,900.15		\$4,923.54
Town Building Repairs 15	\$25,000.00				\$25,000.00	\$0.00		\$25,000.00
Truck Highway 15	\$8,952.30				\$0.00	\$0.00		\$0.00
Legal Services Rest of River 15	\$9,214.00				\$9,214.00	\$0.00		\$9,214.00
Principal/Interest 16	\$23,053.00				\$23,053.00	\$23,052.62		\$0.38
Reserve Fund 16	\$76,000.00				\$48,300.00	\$0.00		\$48,300.00
Tax Recertification 16	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Tax Taking 16	\$5,000.00				\$5,000.00	\$0.00		\$5,000.00
Information Technology 16	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Town Building Repairs 16	\$20,000.00				\$20,000.00	\$0.00		\$20,000.00
Roadside Mowing 16	\$60,000.00				\$60,000.00	\$59,086.07		\$913.93
Firefighter Training 16	\$15,000.00				\$15,000.00	\$0.00		\$15,000.00
Interest/Indebtness 17	\$22,053.00				\$22,053.00	\$0.00		\$22,053.00
Reserve Fund 17	\$77,000.00				\$77,000.00	\$0.00		\$77,000.00
Firefighter Training 17	\$15,000.00				\$15,000.00	\$0.00		\$15,000.00
Tax Recertification	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Information Technology 17	\$25,000.00				\$25,000.00	\$0.00		\$25,000.00

APPROPRIATION REPORT FY 2016

Name of Appropriation	Appropriation	Balance Forward	Reserve Transfers	Other Transfers	TOTAL Appropriation	TOTAL Expended	Encumbered	Balance
Tax Recertification 14	\$2,100.00				\$2,100.00	\$0.00		\$2,100.00
Tax Taking 14	\$10,000.00				\$10,000.00	\$0.00		\$10,000.0
Town Building Repairs14	\$70,000.00				\$70,000.00	\$0.00		\$70,000.00
Cold Water Rescue Suits 14	\$850.10				\$850.10	\$0.00		\$850.10
Rescue Wagon 14	\$966.25				\$966.25	\$0.00		\$966.25
Firefighter Training	\$20,000.00				\$20,000.00	\$14,219.84		\$5,780.16
Tax Recertification	\$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	\$3,059.54				\$0.00	\$0.00		\$0.00
Information Technology 15	\$7,823.69				\$7,823.69	\$2,900.15		\$4,923.54
Town Building Repairs 15	\$25,000.00				25,000.00	\$0.00		\$25,000.00
Truck Highway 15	\$8,952.30				\$0.00	\$0.00		\$0.00
Legal Services Rest of River 15	\$9,214.00				\$9,214.00	\$0.00		\$9,214.00
Principal/Interest 16	\$23,053.00				\$23,053.00	\$23,052.62		\$0.38
Reserve Fund 16	\$76,000.00				\$48,300.00	\$0.00		\$48,300.00
Tax Recertification 16	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Tax Taking 16	\$5,000.00				\$5,000.00	\$0.00		\$5,000.00
Information Technology 16	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Town Building Repairs 16	\$20,000.00				\$20,000.00	\$0.00		\$20,000.00
Roadside Mowing 16	\$60,000.00				\$60,000.00	\$59,086.07		\$913.93
Firefighter Training 16	\$15,000.00				\$15,000.00	\$0.00		\$15,000.00
Interest/Indebthess 17	\$22,053.00				\$22,053.00	\$0.00		\$22,053.00
Reserve Fund 17	\$77,000.00				\$77,000.00	\$0.00		\$77,000.00
Firefighter Training 17	\$15,000.00				\$15,000.00	\$0.00		\$15,000.00
Tax Recertification	\$10,000.00				\$10,000.00	\$0.00		\$10,000.00
Information Technology 17	\$25,000.00				\$25,000.00	\$0.00		\$25,000.00

SPECIAL REVENUE SHEFFIELD **June 30, 2016**

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Conservation Commission	\$12,541.05					\$12,928.55
Cemetery Perpetual Care	\$118.50	\$387.50				\$118.50
Arts Lottery Council	\$3,230.85	\$4,402.68		\$2,990.71		\$4,642.82
Berkshire School Gift 09	\$52,500.00			\$3,529.23		\$48,970.77
Berkshire School Gift 010	\$42,500.00					\$42,500.00
Berkshire School Gift Oil	\$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	\$44,127.09			\$44,127.09		\$-
Berkshire School Gift 15	\$51,500.00					\$51,500.00
Berkshire School Gift 16	\$52,750.00					\$52,750.00
Library Gift 04	\$15,601.02					\$15,601.02
Music Related Program	\$325.86					\$325.86
Friends of Library Gift 04	\$424.88			\$295.99		\$128.89
Extended Polling Hours	\$-	\$370.00		\$370.00		\$-
State Census Grants						\$-
Lig/Meg	\$5,383.39	\$4,452.44		\$3,450.40		\$6,385.43
COA Formula Grant	\$123.50	\$8,162.00		\$8,285.50		\$-
COA Networking Grant	\$124.94					\$124.94
COAGift	\$435.00	\$934.00		\$150.00		\$1,219.00
COAGift	\$1,723.00	\$1,670.00		\$1,179.40		\$2,213.60
COA Exercise Grant	\$50.00	\$250.00		\$271.35		\$28.65
Fruits of Our Labor Grant	\$816.57					\$816.57
Kops & Kids	\$25,042.13	\$20,364.13		\$16,762.43		\$28,643.83

SPECIAL REVENUE SHEFFIELD **June 30, 2016**

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Community Policing 2009	\$222.79					\$222.79
Law Enforcement Trust						\$-
MEME-Certification Grant	\$288.72					\$288.72
CH 90	\$(106,083.91)	\$531,593.94		\$451,272.93		\$(25,762.90)
Housing Rehab Grant	\$1,184.54					\$1,184.54
Ready Resource Grant	\$1,781.25					\$1,781.25
Town Park	\$3,465.71	\$220.00				\$3,685.71
Insurance Proceeds	\$7,759.37	\$12,650.81				\$3,685.71
Cell Tower Fees	\$2,145.07	\$494.00				\$379.37
CTSB Franchise Fee	\$2,908.00					
Juvenile Court Restitution	\$2,752.90					
Sale of Land	\$31,519.20				\$2,639.07	\$2,908.00
Senior Center Building Fund	\$6,308.51					\$2,752.90
Parking Area Fund	\$2,816.90				\$25,600.00	\$5,919.20
Sheffield Grange Library Gift	\$209.09	\$225.00		\$124.94		\$6,183.57
Sheffield Agricultural Brochure	\$500.00			\$750.00		\$2,291.90
Clean Energy Choice	\$20,694.54					\$209.09
Ballistic Vests						\$500.00
Emergency Management Planning						\$20,694.54
Emergency Management Planning	\$1,975.00					\$-
EMPG Grant Police		\$2,460.00		\$1,975.00		\$-
Plumbing Inspector	\$2,507.00	\$6,925.00		\$2,460.00		\$-
Gas Inspector	\$2,673.00	\$7,740.00		\$6,772.50		\$2,659.50
				\$7,182.00		\$3,231.0

SPECIAL REVENUE SHEFFIELD **June 30, 2016**

Funds	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Electrical Inspector	\$4,651.05	\$13,305.00		\$11,488.50		\$6,467.5
Fire Inspector	\$780.00	\$3,125.00		\$2,781.00		\$1,124.00
Board Health Inspector	\$7,136.00	\$12,315.00		\$6,789.00		\$12,662.00
Material Recycling Facility						\$-
SUN Library Grant						\$-
Forest Stewardship Grant		\$4,563.00		\$4,563.00		\$-
Local Public Health Grant						\$-
Conservation Consultants						\$-
Mass Works Grant	\$(11,006.70)	\$137,568.85		\$126,262.15		\$300.00
BOHSharps Grant	\$340.00	\$491.40		\$576.40		\$255.00
COA Congregate Meal Grant		\$2,500.00		\$165.89		\$2,334.11
COA Helping Hand Mini Grant				\$990.00		\$990.00
COA Keep Moving Walking Club		\$300.00		\$600.00\$		(300.00)
COA Fall Prevention Exercise		\$840.00		\$1,140.00		\$(300.00)
COMonthly Bereavement Support		\$250.00		\$500.00		\$(250.00)
COA Live Your Life Well				\$600.00		\$(600.00)
COA Revolving Transportation		\$1,965.00		\$233.29		\$1,731.71
Fire Watch Detail		\$4,640.00		\$4,640.00		\$-
New Firetruck Fund		\$100.00				\$100.00
Rannapo Road Relocated			\$25,600.00			\$25,600.00
David Wells Memorial Fund		\$1,880.00				\$1,880.00
Totals	\$420,820.81	\$787,144.75	\$25,600.00	\$733,309.51	\$25,600.00	\$474,656.05

TRUST FUNDS SHEFFIELD
June 30, 2016

	Beginning Balance	Receipts	Interest	Transfers In	Expenses	Transfers Out	Ending Balance
Conservation	\$18,924.82		\$18.96				\$18,943.78
Building Insurance	\$17,652.07		\$68.60		\$2,212.50		\$15,508.17
Stabilization	\$742,655.51		\$4,793.19				\$747,448.70
Unemployment	\$31,778.71		\$134.09	\$1.00			\$31,913.80
Cemetery Perpetual Care	\$1,814.03		\$7.48				\$1,821.51
Mercin Library	\$31,548.63		\$133.16				\$31,681.79
Milani Library	\$25,754.82		\$103.36				\$25,858.18
Churchill Cemetery	\$5,704.33		\$22.89				\$5,727.22
Cook School	\$799.84		\$3.21				\$803.05
Pine Knoll Reservation	\$1,572.46		\$6.31				\$1,578.77
Firetruck	\$336,565.10		\$1,347.21				\$337,912.31
Highway Truck	\$145.39		\$0.58				\$145.97
	\$1,214,915.71	\$0.00	\$6,639.04	\$1.00	\$2,212.50	\$0.00	\$1,219,343.25

AGENCY FUNDS
June 30, 2016

	Beginning Balance	Receipts	Transfers In	Expenses	Transfers Out	Ending Balance
Police Details	\$3,561.18	\$154,612.31		\$154,892.34		\$3,281.18
Deputy Collector Fees	-\$41.00	\$5,725.00		\$5,749.00		-65.00
Firearms	\$ 4,875.00	\$4,575.00		\$3,612.50		\$ 5,837.50
	\$8,395.18	\$164,912.342	\$0.00	\$164,253.84	\$0.00	\$9,053.68

Household Hazardous Waste Collections

All Sheffield residents may participate.

Here are the dates for the 2017 HHW season:

All dates are subject to change.

MINI SITE COLLECTIONS (Oil Paint/Used Motor Oil)

- May 6, 2017
Great Barrington Recycling Center
- June 3, 2017
Lenox Dept. of Public Works
- June 28, 2017
Great Barrington Recycling Center
- July 15, 2017
Lenox Dept. of Public Works
- August 12, 2017
Great Barrington Recycling Center
- September 13, 2017
Lenox Dept. of Public Works
- October 7, 2017
Great Barrington Recycling Center

COMPREHENSIVE COLLECTIONS

- July 22, 2017
Stockbridge Transfer Station
- July 22, 2017
Great Barrington Recycling Center

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

RECYCLE in WESTERN MASS

Yes please recycle these papers & containers:



Paper envelopes with windows, magazines, newspapers, inserts, junk mail, post-it notes, business cards, catalogs, white and colored paper, shredded paper (in paper bag), corrugated cardboard, paperboard (for example, cereal boxes), clean pizza boxes (no grease or food), paperback books and phone books, construction paper, gift wrap, gift bags, cards and gift tissue paper (no metallic inks, foil, wire, glitter)

Aluminum cans, foil, pie pans

Steel (tin) cans, empty aerosol cans (aerosols: food, beauty, beverage and pet food cans)

Cartons milk, juice, soup, soy milk and drink boxes

Glass food, beverage bottles and jars

Plastics (2.5 gal or less, caps & lids ok) food containers, margarine, yogurt, cooking oil, condiments, peanut butter, beverage bottles and jugs: soda, water, juice, milk, detergent bottles, clear clamshells, personal care bottles: shampoo, soap, conditioner

No

Flammable, plastic bags, plastic paint, antifreeze & motor oil, batteries, black plastic, plastics over 2.5 gallons, paper frozen food packaging, foodies

*For a complete YES & NO list of what can be recycled, visit www.springfieldmfr.org