

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
JUNE 18, 2007  
SELECTMEN'S MEETING ROOM  
7:00 PM**

Board Members Present: Julie M. Hannum, Chairman  
James T. Collingwood Sr., Clerk  
David M. Macy

Other Staff Present: Joseph A. Kellogg, Interim Town Administrator  
Rhonda LaBombard, Assistant Town Administrator

Chairman Hannum called the meeting to order at 7:00 pm.

**APPROVAL OF MINUTES:**

Selectman Macy moved to approve the minutes for June 4, 2007, June 11, 2007, Executive Sessions for May 21, 2007 and June 4, 2007, seconded by Selectman Collingwood. Discussion ensued on what information is recorded in the minutes. The motion passed unanimously.

**MAIL OF NOTE:**

**Letter – Scudder Graybeal:** Chairman Hannum read a letter from Scudder Graybeal regarding the intersection of Miller, Cook and Bow Wow Roads. Administrator Kellogg will contact the Police Department and Highway Department regarding the intersection.

**Resignation-Larry O'Brien:** Larry O'Brien, Custodian for Town Hall and Police Department, submitted his resignation effective June 29, 2007. Selectman Macy moved to accept the resignation and to send Larry a letter of thanks, seconded by Selectman Collingwood. The motion carried unanimously.

**Resignation – Peter Rowntree:** Peter Rowntree submitted his resignation from the Board of Library Trustees effective immediately. Selectman Macy moved to accept the resignation and send Peter a letter of thanks for his service, seconded by Selectman Collingwood. Discussion ensued on filling the vacant term. The position will be advertised and the Selectmen and Library Trustees will hold a joint meeting to make an appointment. The motion carried unanimously.

**SENIOR CENTER BUILDING COMMITTEE:**

All of the Senior Center Building Committee members have been contacted and are interested in continuing on the committee. Paul O'Brien requested appointment to this committee. Discussion ensued on the appointment of this committee and it's responsibilities. An advertisement will be placed for residents interested in serving on the Committee.

**METAL RECYCLING CONTRACT:**

Selectman Collingwood moved to authorize Town Administrator Kellogg to sign the contract with Ray's Auto Parts for transportation and disposal of metals from the Transfer Station, seconded by Selectman Macy. The motion passed unanimously.

**ANTIQUA LICENSE FOR VIOLET CRONK:**

Violet Cronk of 348 Polikoff Road submitted an application for an Antiqua License. Selectman Collingwood moved to approve the license, seconded by Selectman Macy. A letter will be sent stating that the business must comply with all permits required by the Town. The motion carried unanimously.

**SIGN PERMIT – HANS HEUBERGER:**

Hans Heuberger, 11 Oak Street, Great Barrington, submitted an application for a sign permit. The sign has been erected in front of the Stone Store for The 5 Friends Art Show. Selectman Macy moved to grant the permit, seconded by Selectman Collingwood. Discussion ensued regarding signs being erected before approval is granted. A letter will be sent to the Historical Society stating procedure for sign approvals. The motion carried unanimously.

**EXPEDITED PERMITTING-TECHNICAL ASSISTANCE:**

Planning Board Chairman Rene Wood submitted a document requesting Technical Assistance from Berkshire Regional Planning Commission (BRPC) under the Chapter 43D Expedited Permitting Program. Administrator Kellogg provided a summary of the request. Selectman Macy moved to submit an application along with the information prepared by Rene Wood to Berkshire Regional Planning Commission for Technical Assistance, seconded by Selectman Collingwood. The motion passed unanimously.

**FIVE TOWN MEETING:**

A meeting will be held for all five towns in the Regional School District on Thursday, June 21, 2007 at 7:00 pm in the Egremont Town Hall to discuss the school budget. The Department of Education will be in attendance. Special Town Counsel for Sheffield will be contacted tomorrow regarding their attendance at the meeting.

**TOWN HALL PARKING LOT:**

Administrator Kellogg advised the Board of a letter received from a local family offering a substantial donation to the parking lot project in exchange for the naming rights of the lot. Discussion ensued regarding putting the naming rights out to bid. This discussion will be tabled until the next Selectmen's meeting. The Parking Lot Committee has requested that a dedication ceremony for the parking lot be held during the Sheffield Celebration on the second Saturday in September. Selectman Collingwood moved to hold a dedication ceremony during the Sheffield Celebration on the second Saturday in September, seconded by Selectman Macy. The motion passed unanimously. Volunteer work will take place on the parking lot on Saturday and on June 30<sup>th</sup> from 9am-12pm.

**APPOINTMENTS PROCESS:**

As a result of the Citizen's Petition presented at the last Selectmen's meeting, the Selectmen will hold a working meeting to discuss and set protocol for the appointment process. Surrounding towns will be contacted regarding their policy for appointments. Administrator Kellogg will propose some July dates for the working meeting.

**BUSINESS PARK TENANT AGREEMENT EXTENSION:**

Barstone, LLC and Four Corners LLC have asked for an extension to their agreement for the purchase of a lot in the business park. The current agreement has a clause allowing the Town to purchase the lot back if nothing has been constructed within two years. Administrator Kellogg read an extension agreement drafted by Town Counsel outlining deadlines for the extension. Selectman Macy moved to grant the extension agreement as long as the deadlines are followed, seconded by Selectman Collingwood. The motion carried unanimously.

**SUMMER MEETING SCHEDULE:**

Chairman Hannum inquired if the July 2, 2007 meeting should be rescheduled. The meeting schedule will not be changed.

**SELECTMEN'S ITEMS:**

Chairman Hannum spoke with Mark Morse from the MMA Consulting Group regarding the Town Administrator search.

**PUBLIC COMMENT:**

Carl Schumann inquired on the progress of hiring a grant writer. Chairman Hannum stated that the Building Committee should be organized before hiring a grant writer.

Peter Rowntree stated that having the agenda posted on the Town Website is a great thing and he hopes it continues. Administrator Kellogg stated that the agenda would be posted on Fridays. Discussion ensued on posting the agenda on the outside board and on the board in front of Dewey Hall. The agenda will be posted on the Website, inside and outside Town Hall.

Pauline Schumann announced the Chicken BBQ that will be held on Friday, June 22, 2007 at the American Legion. This is a joint effort with the COA, Friendly Union, American Legion and the Boy Scouts.

Vito Valentini asked Selectman Collingwood if he had written responses to the questions that Mr. Valentini gave him at the June 4<sup>th</sup> meeting. Selectman Collingwood responded that he would be happy to meet with Mr. Valentini to discuss the questions.

David Steindler, Chairman of the Finance Committee, stated that there was never a vote taken at a Finance Committee meeting to recommend that the Selectmen not appoint members to the School Committee.

**EXECUTIVE SESSION:**

Selectmen Macy moved to enter Executive Session for the purpose of discussing Litigation Strategy. The meeting will not return to open session, seconded by Selectman Collingwood. The roll call vote was as follows:

Chairman Hannum – Aye

Selectman Collingwood – Aye

Selectman Macy – Aye

Executive session began at 8:10 pm.

Selectmen Macy moved to adjourn the meeting, seconded by Selectman Collingwood. Motion carried unanimously.

Chairman Hannum adjourned the meeting at 8:18 pm.

Respectfully submitted,

Rhonda LaBombard  
Recording Secretary