

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
June 4, 2007
SELECTMEN'S MEETING ROOM**

6:00 PM

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

Other Staff Present: Robert Weitz, Town Administrator
Joseph Kellogg, Interim Town Administrator
Rhonda LaBombard, Assistant Town Administrator
Rene Wood, Planning Board Chairman
Tony Gulotta, Planning Board Member

Chairman Hannum called the meeting to order at 6:00 pm.

Tom Matuszko from Berkshire Regional Planning Commission (BRPC) was present to discuss Chapter 43D Reform and streamlining the permitting process. This is a local option law that needs town meeting approval. Discussion ensued on the interpretations of the law. It would include Conservation Commission, Planning Board, Zoning Board, Board of Health, Flammable Material and Historic District permits. Building Permits would not be included. Discussion ensued on the current time line for permits. Chapter 43D would allow 180 days with presumption of approval if the permit process exceeds the 180 days. Currently the process takes less that 180 days. Discussion ensued on the permit fees. Pre-application meeting will be held for the boards and commissions to inform the applicants on expectations and concerns for the project. Discussion ensued on Economic Development opportunities for Sheffield. There is funding available up to \$150,000 for towns to implement Chapter 43D. No applications will be accepted during June, July and August. This will give Sheffield time to investigate opportunities. Rene Wood discussed some opportunities for Sheffield. Rene suggested that a committee be formed with a member from each board involved. A letter of interest needs to be submitted to BRPC before July 1, 2007. The letter should be a brief statement of interest in Chapter 43D, the streamline permit process and identify a point of contact from the town. Selectman Macy moved that options be explored with Berkshire Regional Planning Commission regarding Chapter 43D and Permit Streamlining, seconded by Selectman Collingwood. The motion carried unanimously.

Selectman Macy moved for the Board to recess until 7:00 pm, seconded by Selectman Collingwood. The motion carried unanimously.

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

Chairman Hannum announced that this would be the last meeting for Town Administrator Robert Weitz and thanked him for all of his years of service.

Chairman Hannum welcomed Rhonda LaBombard back as Assistant Town Administrator/Assistant to Board of Selectmen and Planning Board.

Chairman Hannum welcomed Joseph Kellogg as Interim Town Administrator.

APPROVAL OF MEETING MINUTES:

Selectman Macy moved to approve the minutes for April 17, 2007 and May 21, 2007, seconded by Selectman Collingwood. The motion carried unanimously.

DENNIS SEARS – PETITION:

Dennis Sears submitted 19 citizen's petitions signed by 364 residents. Dennis read the petition. David Macy read a statement. Local resident Peter Rowntree spoke with disagreement about the appointments to the School Committee. Selectman Collingwood was asked for his opinion on the appointments. Selectman Collingwood responded that the School Committee members walked out of a meeting with no opinion, their terms were up and he received no calls regarding their appointments. Concerns were raised regarding a conflict of interest by appointing the Chairman of Finance Committee to the School Committee. David Steindler contacted the Ethics Commission regarding his appointment. Concerns were brought up regarding the appointment process and advertisement of open positions. There has been an open position on the School Committee for the past several months. Chairman Hannum stated that the position was advertised in the Sheffield Times and was posted on the town Web Site. Discussion ensued regarding how the school budget process was handled with the other towns in the district. Discussion ensued regarding the mission statement for the Finance Committee and School Committee. Concerns were brought up regarding the Open Meeting Law. Discussion ensued regarding recall of appointed officials. Administrator Weitz will check again with Town Counsel regarding recalling appointed officials.

MAIL OF NOTE:

Administrator Weitz read a Planning Board Notice of Public Hearing. The hearing will be held on June 21, 2007 at 8:00 pm.

TOWN HALL PARKING LOT:

Rene Wood updated the Board on the progress of the Parking Lot Committee. Rene explained the fund raising plans for the parking lot. The town will provide the paving and curbing. The remaining construction and design will be paid by fund raising and volunteers.

FOLLOW-UP FROM 5/31/07 MEETING 5-TOWN BOARD OF SELECTMEN:

Chairman Hannum discussed the possibility of a compromise from Sheffield on the school budget. Selectman Macy moved to bring the issue of a proposed compromise to the Finance Committee, seconded by Selectman Collingwood. The motion

carried unanimously. The Finance Committee will be meeting on June 6, 2007 and this item will be placed on the agenda.

TOWN ADMINISTRATOR SEARCH:

Discussion ensued on using the MMA Consulting Group for a Town Administrator search. Chairman Hannum discussed her conversation with Mark Morse of MMA Consulting Group, which would provide the town with assistance with advertising, screening applicants and interview questions for a cost of \$2200-\$2500. Selectman Macy moved to hire MMA Consulting Group for the advertising, screening of candidates and preparation of interview questions, seconded by Selectman Collingwood. The motion carried unanimously. Chairman Hannum will contact Mark Morse to proceed. Selectman Macy stated that a search committee should be formed.

APPOINTMENTS:

Selectman Macy moved to appoint Lovina Gulotta and Peter Traub to the Council on Aging for a one-year term, seconded by Selectman Collingwood. The motion carried unanimously. There are currently four vacancies on the COA.

Selectman moved to appoint Robert Parker to the Conservation Commission, seconded by Selectman Collingwood. The motion carried unanimously.

Selectman Macy moved to appoint the Agricultural Commission as follows:

Jim Larkin – 3-year term

Bruce Howden – 3-year term

Jim Kelly – 3-year term

Morvin Allen – 2-year term

Dominic Palumbo – 2-year term

Kathy Orlando – 1-year term

Louis Aragi – 1-year term

David Smith Sr. – alternate

Ruth Ziegler – alternate

Selectman Collingwood seconded the motion. The motion carried unanimously.

Selectman Macy moved to appoint Tammy Blackwell as Principal Assessor, seconded by Selectman Collingwood. The motion carried unanimously.

Selectman Macy moved to amend the appointment of Police Officers Brian Fahey and Jonathan Finnerty to a 3-year term, seconded by Selectman Collingwood. The motion passed unanimously.

Selectman Macy moved to appoint Rhonda LaBombard as Chief Procurement Officer, seconded by Selectman Collingwood. The motion passed unanimously.

Selectman Macy moved to appoint the following to the Emergency Management Services Staff:

Rebecca Beham

Sherry Boardman

Rene Boardman

Selectman Collingwood seconded the motion. The motion carried unanimously.

SENIOR CENTER GRANT PROCESS:

Discussion ensued on the process of obtaining a grant for the proposed Senior Center and which scheme will be chosen. Discussion ensued on re-establishing the Senior Center Building Committee with new charges. Administrator Weitz will contact members of the Senior Center Building Committee for interest in serving for the implementation phase. Discussion ensued on hiring a grant writer. Rene Wood suggested inviting the Town Administrator from West Stockbridge to a meeting to discuss the process that they went through for a grant application.

LICENSES-PERMITS:

An application was received from Reginald Madison for an Antiques License for 1695 North Main Street. Selectman Macy moved to grant the license and include a letter stating that there may be zoning issues that need to be clarified by the Building Inspector/Zoning Enforcement Officer, seconded by Selectman Collingwood. The motion carried unanimously.

An application was received from Christ Church for a roadside sign permit for June 5, 2007 to June 7, 2007. Selectman Macy moved to grant the sign permit, seconded by Selectman Collingwood. The motion carried unanimously.

SELECTMEN'S ITEMS:

Selectman Macy inquired on the open highway positions. There are currently two open positions that have been advertised.

Chairman Hannum would like to hold an open house at Town Hall to introduce Interim Town Administrator Joseph Kellogg.

PUBLIC COMMENT:

Barbara Delmolino would like to see a line item budget printed in the town report. Selectman Macy explained that there was a problem with the printing of the Town Report this year. Discussion ensued regarding line item budget discussions.

Grace Campbell discussed the Building Committee's vote for the building scheme and her disagreement with renovating the American Legion.

Vito Valentini gave Selectmen Hannum and Collingwood a copy of questions that he would like to have Selectman Collingwood answer.

Linda Higgins asked about having a non-binding election of School Committee members. Chairman Hannum stated that this process could be reviewed.

Frank Higgins asked how to obtain copies of the Town Charter. Interim Administrator Kellogg advised Mr. Higgins to see the Town Website.

Selectman Macy moved to enter into Executive Session for the purpose of discussing Collective Bargaining and Strategy with Respect to Litigation. The meeting will not return to open session, seconded by Selectman Collingwood. The motion carried as follows:

Chairman Hannum – Aye
Selectman Collingwood – Aye
Selectman Macy– Aye

Executive Session entered at 9:15pm

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

Chairman Hannum adjourned the meeting at 9:45pm.

Respectfully submitted,

Rhonda LaBombard
Recording Secretary