

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
JUNE 2, 2008
SELECTMEN'S MEETING ROOM
7:00 PM**

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

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

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

APPROVAL OF MINUTES:

Selectman Collingwood moved to approve the minutes from the May 19, 2008 meeting, seconded by Selectman Macy. The motion carried unanimously.

BERKSHIRE VISITING NURSE AGREEMENT:

A letter was received from Berkshire Visiting Nurse Association containing Town statistics and an agreement for services for FY09. Selectman Macy moved to approve the agreement for FY09 at a cost of \$3,095.04, seconded by Selectman Collingwood. The motion carried unanimously.

COVERED BRIDGE FUNCTION - WEBBER:

William Webber has applied for a one-day alcoholic beverage license and permission to use the Covered Bridge property for a function on June 14, 2008. This is a for profit endeavor. Administrator Kellogg contacted Town Counsel who expressed concerns with liability and bid/procurement issues and advised against granting permission for this function. Mr. Webber has not contacted the Board of Health as he was advised to do at the last meeting. Selectman Macy moved to deny permission for the one-day alcoholic license and to deny permission to hold this function at the Covered Bridge property, seconded by Selectman Collingwood. The motion carried unanimously.

SIGN PERMIT:

The Sheffield Friendly Union has requested a permit for a temporary roadside event sign for their Father's Day Pancake Breakfast. The sign would be erected on June 2, 2008 and removed on June 15, 2008. Selectman Macy moved to grant the sign permit to Sheffield Friendly Union for the pancake breakfast, seconded by Selectman Collingwood. The motion carried unanimously. Discussion ensued regarding signs on the Village Green during construction and vision safety issues. Chief McGarry has recommended that no other sign permits be granted

during the Village Green construction. Selectman Macy moved to not grant any temporary roadside event sign permits until after the Village Green construction is complete, as recommended by Chief McGarry, seconded by Selectman Collingwood. The motion carried unanimously.

ONE-DAY ALCOHOLIC BEVERAGE LICENSE-SHEFFIELD PLASTICS:

Nicholas Enterprises has applied for a one-day alcoholic beverage license for August 2, 2008 (rain date August 3, 2008) for Sheffield Plastics' annual picnic held at the Town Park. Selectman Macy moved to approve the one-day alcoholic license to Nicholas Enterprises for August 2, 2008 with a rain date of August 3, 2008, seconded by Selectman Collingwood. The motion carried unanimously.

APPOINTMENT –APPLICANT ANNOUNCEMENT:

Administrator Kellogg read the names of new applicants for position vacancies, received by today's deadline and the list of vacancies that received multiple applicants:
Board of Health (2 vacancies) – Dick Kirchner, David Smith Sr.
SBRSD Committee (2 vacancies) – Jack Pollitt, Vito Valentini, H. Dennis Sears, Eric Blackburn
Zoning Board of Appeals (1 vacancy) – Barbara West, Rene Wood, John Arthur Miller, Bart Elsbach
Anyone wishing to comment on any of the applicants should contact members of the Board. The appointments will be made on June 16, 2008 and will be effective July 1, 2008.

BERKSHIRE HILLS REGIONAL SCHOOL DISTRICT:

Chairman Hannum noted that the Board met with the Sheffield members of the SBRSD School Committee at 6:00 pm to discuss collaboration efforts with Berkshire Hills Regional School District (BHRSD). The Board and the School Committee agreed to pursue discussions with Egremont, Monterey, New Marlborough and Alford regarding collaborations with BHRSD. Selectman Macy moved to contact Egremont, Monterey, New Marlborough and Alford for discussion on collaborations with BHRSD, seconded by Selectman Collingwood. The motion carried unanimously.

FY08 AUDIT AGREEMENT:

Melanson Heath & Co, Inc. has submitted an agreement to conduct an audit of FY08 for \$11,000. Selectman Macy moved to approve the agreement, seconded by Selectman Collingwood. The motion carried unanimously.

SELECTMEN'S ITEMS:

Chairman Hannum noted that the cable license with Time Warner is due for renewal in 2009..

Chairman Hannum requested that Mass Highway be contacted to paint the crosswalks on Main Street.

Selectman Collingwood inquired about the roadside mowing. Administrator Kellogg stated that the mowing would be done in July because the highway department budget has been depleted due to the harsh winter.

TOWN ADMINISTRATOR ITEMS:

Administrator Kellogg stated that he appreciated the opportunity to march in the parades in Ashley Falls and Sheffield on Memorial Day.

PUBLIC COMMENT:

George Oleen inquired about putting funds aside each year for purchasing highway equipment as was done for the purchase of a fire truck. Administrator Kellogg explained that the Fire Truck account was a special account and the life of a fire truck differs from the life of a highway truck. Discussion ensued regarding the capital plan.

OTHER BUSINESS:

Discussion ensued regarding the position of Assistant Town Clerk, which is vacant due to the resignation of Elsie Gilligan. Administrator Kellogg is working on a plan to provide coverage for all town offices, but the Town Clerk needs assistance immediately. Selectman Collingwood moved to appoint Rhonda LaBombard as Assistant Town Clerk on a temporary basis for the summer, seconded by Selectman Macy. The motion carried unanimously.

Discussion ensued on moving the WWI monument from Main Street to Barnard Park. The Legion is in favor of the move. Discussion ensued regarding the location for the monument in the park. Selectman Macy moved to approve moving the WWI monument from Main Street to Barnard Park, seconded by Selectman Collingwood. The motion carried unanimously.

Selectman Macy moved to enter executive session for the purpose of discussing litigation strategy and not to return to open session, seconded by Selectman Collingwood. The roll call vote was as follows:

Chairman Hannum – Aye

Selectman Macy – Aye

Selectman Collingwood – Aye

Entered executive session at 7:40 pm.

Selectman Macy moved to adjourn the meeting, seconded by Selectman Collingwood. The motion carried unanimously.

Chairman Hannum adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Rhonda LaBombard
Assistant Town Administrator