

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
FEBRUARY 19, 2008  
SELECTMEN'S MEETING ROOM  
7:00 PM**

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

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 3 sets of minutes from the February 4, 2008 meetings and 1 set of minutes from the February 8, 2008 meeting, seconded by Selectman Macy. The motion carried unanimously.

**BERKSHIRE COUNTY PLUMBING & GAS INSPECTORS ASSOC.-FEE INCREASE:**

Bob Krupski, President of the Berkshire County Plumbing and Gas Inspector's Association sent a letter requesting an increase in gas inspection fees from \$33.00 to \$55.00. Selectman Macy moved to approve an increase to \$55.00 for inspections of gas tank installations, gas piping and gas-fired appliances, seconded by Selectman Collingwood. The motion carried unanimously.

**BILL CONNELL – WEINSTEIN LAND DONATION:**

Bill Connell and Kathy Orlando were present to discuss the donation of land near the Covered Bridge by the Weinstains to the Town. The transfer became official on February 8, 2008. Discussion ensued regarding the land, plans for improvement of the area, Housatonic River Project, the canoe launch at Kellogg Road and setting up a citizens committee for beautification of the property. It was the consensus of the Board to approve the plans and to move forward with the improvements for the area. Selectman Macy moved to send a letter of thanks to the Weinstains for the land donation, seconded by Selectman Collingwood. The motion carried unanimously.

**VILLAGE GREEN PROJECT:**

Administrator Kellogg noted that Mass Highway opened bids for the Village Green Project in December. Petricca Construction was low bidder, which came in under the estimated budget. The work is scheduled to take place in the spring and summer and expected to last 6 months. Mass Highway is requesting a signed agreement from the Town stating that any costs above 10% over the bid amount would be the responsibility of the Town. The Town will be involved with any changes in the scope of the work. Selectman Macy moved to authorize Administrator Kellogg to sign the agreement with Mass Highway, seconded by Selectman Collingwood. The motion carried unanimously.

**BUSINESS MILEAGE RATE:**

It was noted that the IRS has increased the business mileage reimbursement rate from 48.5 cents per mile to 50.5 cents per mile. The Board will accept the IRS rate, as voted at a previous meeting.

**CONSERVATION COMMISSION CONSULTANT:**

A letter was received from Jeff Waingrow, Conservation Commission Chairman requesting a \$2,500 transfer from the Reserve Fund to hire a consultant to the Commission. Administrator Kellogg recommended approval of this request and has included funds in his FY09 budget to fund this position. This is a transitional period for the Commission due to three resignations and the resignation of their secretary. Selectman Macy moved to approve the request to hire a consultant to help the Commission through this transitional period, seconded by Selectman Collingwood. The motion carried unanimously.

**ANNUAL TOWN MEETING WARRANT CLOSING DATE:**

Discussion ensued on the need to set a deadline for submission of articles for inclusion on the Annual Town Meeting Warrant. Selectman Macy moved to close the Annual Town Meeting Warrant on March 31, 2008, seconded by Selectman Collingwood. The motion carried unanimously.

**APPOINTMENTS:**

**Vonda Alden – Data Entry Clerk for the Police Department:**

Selectman Macy moved to appoint Vonda Alden as part-time Data Entry Clerk for the Police Department at the salary of \$13.00 per hour, seconded by Selectman Collingwood. The motion carried unanimously.

**SELECTMEN’S ITEMS:**

Selectman Collingwood praised the Highway Department for their hard work during the recent storms.

Chairman Hannum reminded residents that there is a pile of sand located behind Town Hall for their use.

Chairman Hannum noted that this year is the 275<sup>th</sup> anniversary of the Town. Discussion ensued regarding an Ad Hoc Committee to discuss celebration ideas.

**TOWN ADMINISTRATOR ITEMS:**

Administrator Kellogg noted that a check in the amount of \$5,446.71 was received from the Springfield Materials Recycling Facility (MRF) for six months worth of recycling. Residents are doing a great job recycling.

Administrator Kellogg discussed a meeting with the EPA on corrective actions for the Housatonic River. Tentative dates for the meeting would be at the Selectmen’s meeting on March 3<sup>rd</sup> or March 17<sup>th</sup>.

**OTHER BUSINESS:**

The Conservation Commission requested the appointment of Joanne Conti as secretary to the Commission at the rate of \$20.00 per hour. Selectman Macy moved to appoint Joanne Conti as Conservation Commission Secretary at the rate of \$20.00 per hour. The motion carried unanimously.

Berkshire Health Systems has requested permission to park their mobile van in the Town Hall parking lot to allow residents assistance with signing up for health insurance and screening services. Selectman Macy moved to approve the request, seconded by Selectman Collingwood. The motion carried unanimously.

Selectman Macy moved to enter executive session for the purpose of discussing collective bargaining strategy and 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 7:45 pm.

Respectfully submitted,

Rhonda LaBombard  
Assistant Town Administrator