

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
SELECTMEN'S OFFICE  
AUGUST 6, 2009  
3:00 PM**

Board Members Present:     David D. Macy, Chairman  
                                  Julie M. Hannum  
                                  Rene C. Wood

Others Present:             Joseph A. Kellogg, Town Administrator

Chairman Macy called the working meeting to order at 3:00 p.m.

John-Arthur Miller, Senior Center Director, was present and provided a brief report about the FY10 Formula Grant application being submitted to the Massachusetts Department of Elder Affairs. He requested that a portion of the grant (\$500) be utilized to provide a small raise for Barbara Fletcher, Assistant Director. Discussion ensued relative to comparable wage rates paid by other Councils on Aging for similar work. Board members acknowledged Ms. Fletcher's fine work and relatively low pay, but noted that no Town employee, with the exception of the Highway union, as a result of a previously negotiated contract, received a raise for FY2010. In order to treat all employees the same, all members stated they could not support the raise. It was agreed, however, that a salary study should be conducted of all Town positions, to determine whether our pay levels were competitive and consider the possibility of making adjustments next year if economic conditions allowed such action.

Selectmen Wood advised that she had recently met with the Library Trustees who expressed concerns regarding driveway conflicts with a neighboring property and asked about the status of any resolution. Board members provided a brief history of the situation which has been ongoing for a few years. Town Counsel has offered advice on the matter and it was agreed to consider the options and discuss at a future meeting.

A brief discussion was held about the upcoming Sheffield in Celebration to be held in September at the Town Park. Board members agreed the Town should have a booth at the event.

It was noted that several applications have been received from residents willing to serve on the recently established Solid Waste Task Force. Discussion ensued about the need to provide the Task Force with a specific charge. Administrator Kellogg said he would develop more specific goals and objectives for the Board's consideration to be added to the original Board motion of exploring alternative systems of funding trash disposal and transfer station operations.

Discussion ensued about a proposal for the Board to participate in a retreat involving getting together for an extended time in a less formal setting to discuss a variety of topics in more detail. It was agreed to explore the idea with a retreat to be held on a weekend day sometime this fall. In the meantime, members will come up with topics to include in order that preparations can be made and information gathered in advance to allow for a more productive meeting.

Administrator Kellogg provided a report on discussions he has had with Kevin O'Donnell, Great Barrington Town Manager, regarding the possibility of sharing their roadside mower in future years rather than purchase a new one for the Highway Department. Discussion ensued and members agreed such a proposal was acceptable in the short term, but that a replacement machine should be included in the Town's long term capital plan.

There was a brief discussion about whether the Town should apply to be certified as a Green Community under the Commonwealth's Green Communities Act. It was noted that we would have to commit to changing our zoning to allow as of right permitting for all renewable energy facilities, either generation or manufacturing, change our building code to require more stringent energy conservation measures, adding cost to new construction, and attempt to utilize hybrid vehicles for future Town needs. It was agreed there needs to be significant discussion and public input on the proposal before any such commitment is made.

Brief discussions were held about the need for Town Board training and improved communication as well as a boundary line issue for property abutting Barnard Park.

Administrator Kellogg provided the Board with a report relative to the potential revenues that could be achieved by adopting local option meals and hotel/motel excise taxes. According to the Massachusetts Department of Revenue (DOR), the Town could receive up to \$11,000 annually if a .75% meals tax was adopted with the hotel/motel tax bringing in an estimated \$6,766 per percentage point up to a maximum of 6%. Discussion ensued and it was agreed consideration should be given to placing this on the warrant for the next Annual Town Meeting to determine if voters were in support.

Selectmen Wood noted that she had received comments from Plymouth Lane residents regarding their interest in working with the Town on better understanding what uses are allowed in the Village Center district. Board members suggested they talk with the Building Inspector to obtain more information.

Selectmen Hannum gave a brief update on plans for the Chamber of Commerce Business After Hours event to be held in Sheffield in September.

Chairman Macy reported on the status of negotiations relative to the development of a new regional school district agreement.

Selectmen Wood suggested that a policy be developed for the use of cell phones by Town employees while driving. Administrator Kellogg will develop a draft policy for the Board's consideration. Selectmen Wood also noted that she has been working with the Berkshire Regional Planning Commission and Housatonic Valley Association who will be sponsoring a workshop on the impact of zebra mussels and other invasives on the Housatonic River.

Chairman Macy adjourned the meeting at 5:35 p.m.

Respectfully Submitted

Joseph A. Kellogg  
Town Administrator