

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
MARCH 21, 2011  
FRENCH MEETING ROOM  
WORKING MEETING  
6:00 PM**

Board Members Present: Julie M. Hannum, Chairman  
Rene C. Wood, Clerk

Others Present: Joseph A. Kellogg, Town Administrator

Chairman Hannum called the meeting to order at 6:05 pm.

The Board held a brief discussion about storage carts for the folding chairs at the new Senior Center. After reviewing options, it was agreed to order four carts each 6 feet long capable of holding 28 chairs.

Administrator Kellogg provided an update on the Senior Center construction budget including remaining change orders. He said we should be able to finish the project just within budget.

It was noted that the Police Department will be holding another Rx Round-up to collect unused prescription drugs and have asked for permission to use the new Senior Center. Selectman Wood moved to approve the use of new Senior Center on April 30, 2011 for a Rx Round-up to be conducted by the Police Department, subject to its availability, seconded by Chairman Hannum. The motion carried unanimously.

Board members reviewed a draft Warrant for the Annual Town Meeting and provided comments for minor changes needed.

The Board reviewed an application for a Street Curb Cut Permit from Bruce Goodchild at 1500 Hewins Street and noted that Superintendent Lord and Chief McGarry have recommended approval. Selectman Wood moved to approve a Street Curb Cut Permit for Bruce Goodchild at 1500 Hewins Street, seconded by Chairman Hannum. The motion carried unanimously.

The Board reviewed an application for a Temporary Roadside Event Sign from the Tri-State Chamber of Commerce for an event in Falls Village, CT. Discussion ensued and it was agreed that with the demand for signs on the Village Green, permission should be restricted to town organizations. Selectman Wood moved to deny the Temporary Roadside Event Sign Application from Tri-State Chamber of Commerce for an event to be held in Falls Village, CT on March 27, 2011, seconded by Chairman Hannum. The motion carried unanimously.

Administrator Kellogg provided a brief update on the status of the Town Hall elevator and its tendency to frequently break down. He explained that Schindler Elevator has estimated it would cost some \$8,000 to fix the latest problem involving water in the hydraulic oil. In addition, Schindler has proposed new software to deal with the ongoing controller problems. Administrator Kellogg said funds will also be needed to deal with the elevator's electrical problem and recommended that we stop using a piecemeal approach. He suggested we proceed with obtaining an engineering firm to provide specifications and assist in issuing a bid for a complete replacement of all mechanical and electrical components in the elevator. In the meantime, the elevator will be shut down and no public meetings of Town boards or committees may be held on the second

floor. Board members agreed with the suggestion and directed Administrator Kellogg to move ahead in order to obtain a cost estimate in time for an article to be placed on the Annual Town Meeting Warrant.

Administrator Kellogg updated the Board on the ongoing environmental studies being conducted at the Town property on Berkshire School Road to determine if a new Highway Garage could be located at the site. He said that the Natural Heritage and Endangered Species Program (NHESP) is requiring significant work to identify whether certain endangered species are located there. The Town's consultant, Stockman Associates, has estimated these studies to cost a minimum of \$35,000 which could not be completed until October due to species migrating patterns. At that point, if there is no evidence of the species, we could proceed with the project. If evidence is found, additional studies may be needed or there is a possibility that the project may not be allowed to proceed if it altered this habitat, adding additional cost to the project. Administrator Kellogg recommended the property be removed from consideration as a possible Highway Garage site, stating it would not be a wise investment of public monies with the risk that studies could conclude the site is not feasible. Board members agreed and asked that a meeting of the Highway Garage Design Study Committee be convened to locate alternate sites.

A brief update on final negotiations with Time Warner on a new cable television license was presented. Administrator Kellogg said he hoped a draft agreement could be ready by next week.

Administrator Kellogg advised the Board that a final public hearing in Boston has been set for April 13, 2011 by the Massachusetts Department of Public Utilities on the Sheffield Water Company's petition to exempt their water tank from the Town's Zoning Bylaws. Chairman Hannum and Administrator Kellogg said they would likely attend to testify in favor of the petition.

Selectman Wood moved to adjourn the meeting, seconded by Chairman Hannum. The motion carried unanimously.

Chairman Hannum adjourned the meeting at 6:59 pm.

Respectfully submitted:

Joseph A. Kellogg  
Town Administrator