

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
AUGUST 1, 2011  
CARLTON FRENCH MEETING ROOM  
7:00 PM**

Board Members Present: Rene C. Wood, Chairman  
Julie M. Hannum, Clerk  
David A. Smith, Jr.

Others Present: Rhonda LaBombard, Town Administrator  
  
Members of the public

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

**APPROVAL OF MINUTES:**

Selectman Hannum moved to approve the minutes from the July 5, 2011 meetings, seconded by Selectman Smith. The motion carried unanimously. It was the consensus of the Board to hold on the approval of the June 20, 2011 minutes until the next meeting.

**TOWN ADMINISTRATOR SEARCH UPDATE:**

Chairman Wood stated that the Town Administrator Search Committee recommended two candidates for the position of Town Administrator and the Board unanimously voted to appoint Rhonda LaBombard to the position.

**SPECIAL TOWN MEETING UPDATE:**

Chairman Wood stated that a Special Town Meeting would be held on August 10, 2011 at 7:00 pm in the Mount Everett High School auditorium to act on the SBRSD FY2012 budget assessment. The Finance Committee will meet on August 3, 2011 to make a recommendation on the Special Town Meeting warrant. The Board voted 2 – 1, at a prior meeting, to recommend Article #1 in the amount of \$5,812,155, which was previously approved at the June 23, 2011 Special Town Meeting. The Board expressed their concerns at the method that was used to reduce the assessment. The lower assessment was not arrived at through a straight budget cut but through a transfer from the District's E & D account and other accounts.

**ZONING ENFORCEMENT:**

Building Inspector Thomas Carmody was present and stated that there were no new updates on the PRLA enforcement issue. Mr. Carmody stated that he is waiting for the Board's recommendations before proceeding with the proposed enforcement letter. Discussion ensued. It was the consensus of the Board to invite Mr. Hanlon and his representative to a meeting on August 15, 2011 at 6 pm.

**APPOINTMENTS – ZBA, FIRE CHIEF:**

Selectman Hannum moved to appoint Allison Lassoe to a 3 year term on the Zoning Board of Appeals seconded by Selectman Smith. The motion carried unanimously.  
Selectman Hannum moved to appoint Richard Boardman to a 3 year term as Fire Chief, seconded by Selectman Smith. The motion carried unanimously.

**BOARD OF HEALTH CLERK:**

Board of Health Chairman, Priscilla Cote, was present to recommend appointment of Jill Hughes as Board of Health Clerk at the rate of \$15.00 per hour for 4-6 hours per week. Selectman Hannum moved to appoint Jill Hughes as Board of Health Clerk at the rate of \$15.00 per hour, seconded by Selectman Smith. The motion carried unanimously.

**BERKSHIRE HEALTH ALLIANCE:**

Board of Health Chairman, Priscilla Cote, updated the Board on the Berkshire Health Alliance. The final draft has not been completed. Special Town Counsel, Gary Brackett, will be contacted for review of the plan before the Board takes any action.

**PLANNING BOARD COMMITTEE REQUEST:**

A letter was received from the Planning Board regarding the creation of a committee to review the bylaws. Discussion ensued. It was the consensus of the Board to support the Planning Board in establishing a committee. Anyone interested in serving on the Committee should contact Planning Board Chairman David Smith Sr. The Planning Board will submit a list of applicants to the Board for approval.

**ECONOMIC DEVELOPMENT COMMITTEE:**

A letter was received from the Economic Development Committee requesting that the Board suspend this committee until membership can be increased to seven members. Selectman Hannum moved to suspend the Economic Development Committee until its membership is increased to seven members, seconded by Selectman Smith. The motion carried unanimously. Selectman Hannum thanked the members of the Economic Development and stated that anyone wishing to be appointed to the Committee should contact the Town Administrator's office.

**SELECTMEN'S ITEMS:**

Chairman Wood stated that Mass Broadband has begun work in Sandisfield and that Time Warner has begun the build out that will increase access to residents that currently do not have cable access.

**TOWN ADMINISTRATOR ITEMS:**

Administrator LaBombard thanked the Board for her appointment.

Administrator LaBombard reminded residents that the Transfer Station stickers must be affixed to their vehicles by August 8, 2011.

Selectman Hannum stated that Interim Administrator Kellogg has almost finished his service with the Town and wanted to acknowledge his four years of service. His last task will be to address residents at the Special Town Meeting on August 10, 2011.

**PUBLIC COMMENT:**

Thomas Carmody inquired on the status of his appointment as Building Inspector and on the status of a time off request. Chairman Wood stated that the Board is waiting for resolution of his office hours and other items discussed at the July 25, 2011 working session. Discussion ensued.

**EXECUTIVE SESSION:**

Selectman Hannum moved to enter into Executive Session for the purpose of contract negotiations and not return to Open Session, seconded by Selectman Smith. The roll call vote was as follows:  
Chairman Wood – aye  
Selectman Hannum – aye

Selectman Smith - aye

Chairman Wood adjourned the Open Session at 7:45 pm.

Respectfully submitted:

Rhonda LaBombard  
Town Administrator