

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
AUGUST 15, 2011  
CARLTON FRENCH MEETING ROOM  
WORKING MEETING  
5:30 PM**

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

Others Present:               Rhonda LaBombard, Town Administrator  
                                     Priscilla Cote, Chairman, Board of Health

Members of the public

Chairman Wood called the meeting to order at 5:30 pm.

**ASSISTANT AD:** Discussion ensued regarding the position of assistant for the Town Administrator and Board of Selectmen. It was the consensus of the Board to advertise for an Assistant Town Administrator on the Town website, The Berkshire Eagle, The Berkshire Record and the Shopper's Guide. Applicants that submit on or before September 9, 2011 will be given preference.

**SENIOR CENTER LANDSCAPING:** Discussion ensued regarding the landscaping for the Senior Center. Selectman Hannum moved to appoint Selectman Smith, Grace Campbell and John Arthur Miller to a committee to work on the landscaping at the Senior Center, seconded by Selectman Smith. The motion carried unanimously.

**BOARD OF HEALTH – NO ASPHALT DEFENSE FUND (NADF):** Chairman Wood stated that she was one of the founders of NADF and has appeared as an advocate for NADF at two Zoning Board of Appeals hearings before sitting on the Board of Selectmen. Prior to being elected to the Board of Selectmen, she contacted the State Ethics Commission for an opinion, which was issued outlining appropriate actions that should be followed as an elected official. Chairman Wood resigned from the NADF and has no contact other than being personal friends of NADF members. Board of Health Chairman, Priscilla Cote, updated the Board on complaints that were received regarding noise and dust. The Board of Health conducted a site visit to Century Acquisitions and sent a letter to the Massachusetts Department of Environmental Protection with recommendations. Discussion ensued regarding the Board of Health's meeting postings and agendas.

**BUILDING INSPECTOR HOURS:** Discussion ensued regarding the Building Inspector's hours. It was the consensus of the Board that Administrator LaBombard and Building Inspector Thomas Carmody work out a schedule for the Board to approve.

**ZONING ENFORCEMENT:**

**PRLA:** Discussion ensued regarding a letter from Attorney Rodriguez concerning the Private Restricted Landing Area (PRLA) at 118 Galvin Farm Trail. Mr. Hanlon and Attorney Rodriguez will be invited to meet with the Board on August 22, 2011 or August 29, 2011. Administrator LaBombard and Mr. Carmody will hold a conference call with Attorney Ducette regarding Attorney Rodriguez's letter.

**Signs:** Mr. Carmody has sent letters to two business owners whose businesses have closed requesting that the business signs be removed. He requested direction from the Board on the enforcement of the sign violations. Mr. Carmody will discuss the sign violations with Attorney Ducette during the conference call.

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

Chairman Wood adjourned the meeting at 6:55 pm.

Respectfully submitted:

Rhonda LaBombard  
Town Administrator