

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
JUNE 3, 2013
TOWN HALL
7:00 PM**

Board Members Present: Julie M. Hannum
Rene C. Wood
Edwin J. Dobson

Others Present: Rhonda LaBombard, Town Administrator
Alicia Powers, Assistant to Town Administrator
John Arthur Miller, Senior Center Director
Jeff Browne, Council on Aging, Chairman
Thomas Carmody, Building Inspector

Members of the public

Selectman Hannum called the meeting to order at 7:00 pm.

BOARD REORGANIZATION:

Selectman Hannum welcomed new Board member Edwin J. Dobson. Selectman Wood moved to nominate Selectman Hannum to serve as Chairman, seconded by Selectman Dobson. The motion carried unanimously. Chairman Hannum moved to nominate Selectman Wood to serve as Clerk, seconded by Selectman Dobson. The motion carried unanimously.

APPROVAL OF MEETING MINUTES:

Selectman Wood moved to approve the minutes from May 6, 2013 and May 13, 2013 seconded by Chairman Hannum. Selectman Dobson abstained, the motion carried 2-0.

NATIONAL GRID POLE HEARING:

Chairman Hannum opened a Public Hearing at 7:05 for a utility pole installation on Hulett Hill Road. A National Grid representative presented the project. There were no public comments. Selectman Wood moved to close the public hearing, seconded by Selectman Dobson. The motion carried unanimously. Chairman Hannum closed the public hearing at 7:10. Selectman Wood moved to grant the utility pole installation on Hulett Hill Road, seconded by Selectman Dobson. The motion carried unanimously.

RECYCLING HAULING FEE INCREASE:

James T. Collingwood Jr. from JTC and Sons was present to discuss his request for an increase to haul recyclable materials from the Transfer Station to the Springfield MRF. Chairman Hannum stated that solid waste hauling and recycling contacts are exempt from the procurement and bidding process. Discussion ensued regarding the request which includes a \$13.80 (6%) increase per load increase and a clause for an increase if the price of gas reaches \$5.00 per gallon. Selectman Wood moved to approve the 6% increase and to authorize Administrator LaBombard to enter into negotiations with

JTC for the fuel surcharge, seconded by Chairman Hannum. Discussion continued. Selectman Wood withdrew her motion. Michael Dutton suggested the following: If gas prices reach \$5.00 per gallon a \$5.00 fuel surcharge will be added. If gas prices reach \$5.25 per gallon a \$6.00 fuel surcharge will be added. If gas prices reach \$5.50 per gallon a \$7.00 fuel surcharge will be added. James T. Collingwood Jr. stated that he was comfortable with the surcharge schedule that Mr. Dutton presented. Selectman Wood moved to approve the 6% increase and the fuel surcharge table as presented by Mr. Dutton, seconded by Chairman Hannum. The motion carried unanimously.

POLICY FOR REVERSE 911 SYSTEM:

Administrator LaBombard stated that a policy for using the reverse 911 system is needed. Selectman Wood suggested scheduling another test call and gathering feedback from residents. Discussion was tabled for a future meeting.

BYLAW REVIEW COMMITTEE:

Chairman Hannum stated that the Selectmen would like to schedule a meeting with the Planning Board to discuss the Bylaw Review Committee. Discussion was tabled until the Selectmen have met with the Planning Board.

CTSB AGREEMENT AND LETTER OF DELEGATION:

Selectman Wood moved to authorize Administrator LaBombard to sign the letter of delegation, seconded by Selectman Dobson. The motion carried unanimously. Selectman Wood moved to approve the five year agreement with CTSB, seconded by Chairman Hannum. The motion carried unanimously.

APPOINTMENT: FIRE DEPARTMENT:

Chairman Hannum stated that Daniel Hamill has submitted an application for the Sheffield Fire Department. Selectman Wood moved to appoint Daniel Hamill to the Fire Department for a probationary one year period, seconded by Selectman Dobson. The motion carried unanimously.

ASSISTANT BUILDING INSPECTOR:

Administrator LaBombard stated that the Town is in need of an Assistant Building Inspector for times when the Building Inspector is away or when other Town employees need work inspected. Building Inspector Thomas Carmody was present to discuss the need for an Assistant Building Inspector. He stated that he has met with Administrator LaBombard to discuss a stipend and a job description. Administrator stated that the Town would advertise for the position of Assistant Building Inspector.

USE OF SENIOR CENTER:

The Friends of the Senior Center submitted a request for use of the Senior Center for a tag sale to be held on September 21, 2013 from 8 AM to 3 PM and for an Antique/Collectibles/Crafts sale to be held on October 19, 2013 from 9 AM to 3 PM. Selectman Wood moved to approve the use of the Senior Center on September 21, 2013 for a tag sale and October 19, 2013 for an Antique/Collectible/Crafts sale, seconded by Selectman Dobson. The motion carried unanimously.

SENIOR CENTER FURNISHINGS AND DECORATING:

Council on Aging Chairman Jeff Browne was present to request permission to purchase new furniture and decorations for the Senior Center and to move the Big Elm mural from its current location to another wall to make for a fireplace. Mr. Browne stated that the Friends of the Senior Center will be paying for the entire project. Selectman Wood stated that she would like the furniture that was previously donated to still be used if possible and that she would like to see a sample of the draperies before they are purchased. Selectman Wood moved to thank the Friends of the Senior Center and approve the request for new furnishings and decorations with the exception of the draperies, seconded by Selectman Dobson. The motion carried unanimously.

CURB CUTS:

Selectman Wood moved to approve the curb cut application submitted by Steve Kain for 1074 Water Farm Road, seconded by Selectman Dobson. The motion carried unanimously.

Selectman Wood moved to approve the curb cut application submitted by Kyle Pshenishny for a new residence on Sheffield Egremont Road, seconded by Selectman Dobson. The motion carried unanimously.

TEMPERORY ROADSIDE EVENT SIGNS:

Arthur Hyatt, from the Old Parish Church, has submitted two applications for a Temporary Roadside Event Sign Permits for an antique show to be held on August 9-11, 2013 at Mount Everett Regional High School. Two signs will be erected at each end of the Village Green on July 25, 2013 another sign will be erected at the intersection of Route 7 and Berkshire School Road on August 5, 2013 and the last sign will be erected at the intersection of Berkshire School Road and Route 41 on August 5, 2013. All of the signs will be removed on August 12, 2013. Selectman Wood moved to approve four Temporary Roadside Event Signs for the Old Parish Church Antique Show to be held on August 9-11, 2013, seconded by Selectman Dobson. The motion carried unanimously.

Priscilla Cote from the Sheffield Friendly Union has submitted an application for a Temporary Roadside Event Sign Permit for the Annual Father's Day Pancake Breakfast to be held on June 16, 2013 at the Sheffield Fire Department. The Sign will be erected on the Village Green on June 9, 2013 and will be removed on June 16, 2013. Selectman Wood moved to approve the Temporary Roadside Event Sign for the Annual Father's Day Pancake Breakfast to be held on June 16, 2013, seconded by Selectman Dobson. The motion carried unanimously.

BRTA ADVISORY BOARD REPRESENTATIVE:

Selectman Wood stated that if there were no objections from the Board she would like to be appointed as a BRTA Advisory Board Representative. Selectman Dobson moved to appoint Selectman Wood as the BRTA Advisory Board Representative, seconded by Chairman Hannum. The motion carried unanimously.

SELECTMEN'S ITEMS:

Selectman Wood welcomed new Board member Edwin J. Dobson.

Selectman Wood congratulated the graduates of Mount Everett Regional High School.

Selectman Wood stated that she wanted to clarify a misunderstanding from a previous meeting regarding a letter from Susan Butler.

It was the consensus of the Board to approve Selectman Wood's request to send a letter to our legislators expressing disappointment regarding Chapter 90 funding.

Chairman Hannum congratulated the Sheffield Business Association on the opening of the visitor kiosk.

Chairman Hannum stated that she attended the Volunteer Recognition Dinner and congratulated and thanked the Council on Aging volunteers.

Selectman Dobson stated that he was happy to be here and thanked Administrator LaBombard for her assistance.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard stated that thanks to Town employee's ongoing efforts to attend trainings the Town has received a reduced rate on it's insurance.

PUBLIC COMMENT:

John Arthur Miller stated that he would like the Board to know how great it is that he saw Police Officers walking in the Village Green and stopping to talk to the young people in Town.

John Arthur stated that he and Police Chief Munson have spoke about the possibility of a "Coffee with a Cop" program to be held at the Senior Center in the fall.

David Smith Jr. stated that he enjoyed working with Chairman Hannum and Selectman Wood. Mr. Smith also introduced himself to Selectman Dobson and thanked Administrator LaBombard, Assistant to the Town Administrator Powers as well as the residents of Sheffield.

Susan Butler discussed concerns she has over zoning violations and requested a meeting with Chairman Hannum and Administrator LaBombard.

OTHER BUSINESS:

Administrator LaBombard stated that Lois Van Cleef has submitted a letter of resignation from the Senior Center Building Committee. Selectman Wood moved to accept the resignation and send Ms. Van Cleef a letter of thanks, seconded by Selectman Dobson. The motion carried unanimously.

Administrator LaBombard stated that the agreement from Segal Company for the actuarial study that is performed every three years has been received. Selectman Wood moved to authorize the Town Administrator to sign the agreement for the Segal Company to perform the actuarial study, seconded by Selectman Dobson. The motion carried unanimously

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

Selectman Hannum adjourned the meeting at 8:23 pm.

Respectfully submitted:

Alicia Powers
Assistant to Town Administrator

Documents reviewed at this meeting:

National Grid Petition for a Utility Pole Installation
JTC and Sons Inc. proposal for transportation of solid waste and recyclables.
Fire Department application
E-mail re: use of the Senior Center
2 curb cut applications
2 temporary roadside event sign permit applications
BRTA Letter
Letter of Resignation
Actuarial study agreement