

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
SEPTEMBER 4, 2013
TOWN HALL
7:00 PM**

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

Others Present: Rhonda LaBombard, Town Administrator
Alicia Dulin, Assistant to Town Administrator

Members of the public

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

APPROVAL OF MEETING MINUTES:

Tabled until next meeting.

Chairman Hannum stated that she would like to recognize Sergeant Kresiak from the Police Department. Sergeant Kresiak stated that he wanted to inform residents of a series of break ins in Town. He listed some of the items being stolen such as cash, change and jewelry. He reminded residents to lock their windows and doors and to document any valuables with their insurance companies. He also stated that it is helpful if residents have pictures of their valuables. Selectman Wood asked if there were any other plans to alert residents. Sergeant Kresiak stated that he was going to post it on the Police Department's Facebook page. Selectman Wood stated that she was thinking more along the lines of going door to door to alert residents in the areas where the most break ins have occurred. Sergeant Kresiak responded that he would discuss that option with the Chief. Chairman Hannum thanked Sergeant Kresiak for the update.

INTERMUNICIPAL AGREEMENT:

Selectman Wood stated that the agreement is now called the Intergovernmental Agreement and stated that Town Counsel has reviewed the agreement and made a few changes. Selectman Wood went over the changes and stated that she thinks this amended agreement is stronger. She stated that she hopes that the Board will be in a position to vote on the agreement at the September 16, 2013 meeting.

COMMUNITY DEVELOPMENT STRATEGY COMMITTEE:

Chairman Hannum stated that the Community Development Strategy Committee public information session will be held on September 9, 2013 at 7:00 PM at the Town Hall. She stated that this public session will introduce the process to the Community and gather public input. She also stated that if anyone is interested in volunteering for this Committee they should contact the Town Administrator. Selectman Wood volunteered to be the representative for the Board of Selectmen and it was the consensus of the Board that Selectman Wood represent the Board on this Committee.

SENIOR CENTER BUILDING COMMITTEE:

Administrator LaBombard explained that the Senior Center Building Committee was formed to look at finishing the lower level of the Senior Center but the Committee has been inactive and there is a need to get this Committee back together. Selectman Wood moved to nominate Julie Hannum as a member of the Senior Center Building Committee, seconded by Selectman Dobson. The motion carried unanimously.

Chairman Hannum stated that if any residents were interested in serving on this Committee they should contact the Town Administrator's office.

POLICY FOR ACCESS TO LEGAL COUNSEL:

Selectman Wood stated that she went over the policy one more time and made a few changes. Selectman Dobson moved to adopt the Policy for Access to Legal Counsel as presented, seconded by Selectman Wood. The motion carried unanimously. Chairman Hannum thanked Selectman Wood for taking the time to write the policy.

TEMPORARY ROADSIDE EVENT SIGN PERMIT:

The Kiwanis Club of Sheffield has submitted an application for Temporary Roadside Event Sign Permit to erect a sign on the Village Green on September 1, 2013 for the Kiwanis Club of Sheffield and Sheffield Hose Company's Annual Steak Roast to be held on September 7, 2013. The signs will be removed on September 7, 2013. Selectman Wood moved to approve the Temporary Roadside Event Sign Permit to the Kiwanis Club of Sheffield for the Annual Steak Roast to be held on September 7, 2013, seconded by Selectman Dobson. The motion carried unanimously.

BOARD AND COMMITTEE MINUTES:

Administrator LaBombard stated that she would like to remind Boards and Committees that minutes must be taken for every meeting. After the minutes are approved, they should be filed with the Town Clerk's Office in a timely manor. Selectman Wood asked if a letter would be sent to all Boards and Committees as a reminder. Chairman Hannum asked Administrator LaBombard to draft a letter for the Board to sign. David West stated that the problem is not only that the minutes aren't being turned in but also where they go after they are approved. Chairman Hannum stated that the approved minutes should always go to the Town Clerk.

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION REPRESENTATIVE:

Chairman Hannum explained that the Metropolitan Planning Organization (MPO) is an arm of the Berkshire Regional Planning Commission that votes on how transportation funds are spent. Chairman Hannum stated that the Board needs to choose a designee to represent the Board at the September 18, 2013 meeting. Selectman Wood moved to nominate Chairman Hannum to represent the Board at the September 18, 2013 Berkshire Metropolitan Planning Organization meeting, seconded by Selectman Dobson. The motion carried unanimously. Selectman Wood stated that Jim Lovejoy has been the representative for the Southern Berkshire MPO and hoped that he would continue to serve in this capacity.

EMS VEHICLE:

Martin Mitsoff, Jamie Foster, Malcolm McCain and Tony Bleau from the Fire Department were present to request permission to take the decommissioned police cruiser and turn it into an EMS vehicle. They stated that this vehicle would be able to hold a back board, AED and supplies, which are now located on Engine 3. They explained that currently when there is a call they all have to take their own vehicles and Engine 3 and feel that it would be easier and safer if there were a vehicle dedicated to carrying their supplies. Patients would not be transported in this vehicle. Chairman Hannum stated that she would be in favor of this but first she would like to know if there were any insurance issues. It was the consensus of the Board that Administrator LaBombard find out about the insurance coverage and discuss again at a future meeting. Chairman Hannum thanked the members of the Fire Department for their presentation.

LEGISLATIVE BREAKFAST:

Chairman Hannum stated that the Massachusetts Municipal Association would be holding a Legislative Breakfast on September 27, 2013 at 8:00 AM in Becket. Administrator LaBombard stated that if Board members would like to attend they should let her know and she will send in the registration. Selectman

Wood stated that she has already registered. Chairman Hannum and Selectman Dobson will let Administrator LaBombard know if they decide to attend.

SELECTMEN’S ITEMS:

Selectman Wood stated that the Community Development Challenge Grant paperwork will be coming out and will be due in November. She also gave an update on the DLTAs grants.

Selectman Wood moved to add an Executive Session to the next agenda for the purpose of possible discipline or dismissal of a Town employee, seconded by Selectman Dobson. Chairman Hannum stated that she was not in favor of this and was sorry that Selectman Wood could not wait until after she and the Town Administrator met with the Town employee. Selectman Wood stated that she did not know that there would be a follow up conversation after the meeting with Chairman Hannum and Administrator LaBombard. Selectman Dobson stated that he had also been approached about this issue. The motion did not pass by the following vote, Selectman Wood- aye, Chairman Hannum- nay, Selectman Dobson- abstained.

Selectman Dobson stated that he has read over the labels from the chemicals that Mosquito Control uses. He stated that many people have brought to his attention that the chemicals used are killing more insects than just mosquitoes. Selectman Dobson stated that he would like to know who makes the decision for Sheffield to take part in this program. Chairman Hannum stated that the Selectmen vote to take part in the Mosquito Control program. Chairman Hannum suggested having someone from Mosquito Control come to a meeting to discuss their program and talk about the chemicals that are used.

Selectman Dobson read a letter from his neighbor regarding barns in Sheffield and the presentation on Sheffield barns that will be given at Dewey Hall on Friday. The letter also asks that the Selectmen declare this the Year of the Barn. Selectman Wood moved to authorize Chairman Hannum to declare this year the Year of the Barn at Sheffield in Celebration, seconded by Selectman Dobson. The motion carried unanimously.

Chairman Hannum invited residents to attend Sheffield in Celebration and Kathy Orlando stated it would be held on September 7, 2013 from 12 PM-5 PM at the Town Park. She stated that there would be a lecture about barns on Friday night and that there is currently work being done to try to document all of the barns in Sheffield.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard stated that Doug Blume has been contacted regarding the lights on Main Street. He stated that the bulbs can’t be changed unless the top of the lights were completely replaced which would be expensive. He stated that an alternative option might be to paint the glass on the lights to give it a frosted look, which might help with the brightness. Administrator LaBombard will follow up on this issue.

PUBLIC COMMENT:

Trudy Weaver-Miller stated that at the Farmer’s Market on September 6, 2013 there will be a corn fest with many children’s activities such as face painting, pony rides and games. She also asked if a date has been set for the Special Town Meeting. Chairman Hannum stated that a date has not been set for the Special Town Meeting.

David West presented the last portion of his petition to the Board with signatures of registered voters who object to legal expenses to defend the Primax Properties appeal and asked that the wording on the petition be presented at the Special Town Meeting. He also stated that the bylaws still need to be reviewed and wanted to know if any more progress has been made in forming a Bylaw Review Committee. Chairman Hannum stated that the Board needs to meet with the Planning Board again to discuss this.

Lynn Posner asked what exactly would be going on the Special Town Meeting warrant as far as the use legal expenses to defend the Primax Properties appeal. Chairman Hannum read the petition. David West stated that the document is available for public viewing and also stated that he is still waiting for the 900 signature petition to be presented.

Claudia Martin, President of the Friends of the Senior Center, gave an update on the decorating of the Senior Center and presented pictures to the Board. Selectman Wood commended the Friends of the Senior Center for their support.

David Smith Jr. stated that the Kiwanis will be holding the annual Steak Roast on September 7, 2013 starting at 7:00 PM at the Town Park. He stated that there would be a live band and invited residents to join them and support the Sheffield Fire Department and the Kiwanis Club.

Kathy Orlando presented the Board with an application for a Temporary Roadside Event Sign, which will be discussed under Other Business.

Susan Butler presented the Board with a letter and asked the Board when the Harvey enforcement will be on the agenda and requested two tentative dates for this matter to be on a meeting agenda. Chairman Hannum stated that the Board could look at this when they do calendaring. Ms. Butler asked if the Board would respond in writing to her letter of August 19th. Chairman Hannum stated that she would like to look at the letter again and the Board will respond this week.

OTHER BUSINESS:

Kathy Orlando submitted an application to erect a sign on the Village Green on September 5th for the Sheffield in Celebration event to be held on September 7th at the Town Park. The sign will be removed on September 9th. Selectmen Wood moved to approve the Temporary Roadside Event Sign Permit to Kathy Orlando for Sheffield in Celebration to be held on September 7th, pending approval from Chief Munson, seconded by Selectman Dobson. The motion carried unanimously.

Priscilla Cote from the Sheffield Friendly Union Library Association submitted an application to erect signs on the Village Green for concerts to be held at Dewey Hall. The first sign will be erected on September 16th for a concert to be held on September 21st. The sign will be removed on September 21st or 22nd. The second sign will be erected on September 23rd for a concert to be held on September 27th. The sign will be removed on September 28th. Selectmen Wood moved to approve two Temporary Roadside Event Sign Permits to Priscilla Cote from the Sheffield Friendly Union Library Association for concerts to be held at Dewey Hall on September 21st and September 27th, seconded by Selectman Dobson. The motion carried unanimously.

The Sheffield American Legion submitted an application to erect two signs on the Village Green on September 20th for a Lasagna Dinner to be held on September 28th at the Sheffield American Legion. The sign will be removed on September 30th. Selectmen Wood moved to approve the Temporary Roadside Event Sign Permit to the Sheffield American Legion for a Lasagna Dinner to be held on September 28th, seconded by Selectman Dobson. The motion carried unanimously.

Selectmen Wood moved to enter Executive Session for the purpose of discussing litigation strategy concerning Primax Properties and not return to Open Session, seconded by Selectmen Dobson. The motion carried as follows:

Chairman Hannum-Aye

Selectmen Wood-Aye

Selectmen Dobson-Aye

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

Chairman Hannum adjourned the meeting at 8:35 PM.

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:

Intergovernmental Agreement – Rest of River
Community Development Strategy Public Meeting Flyer
Policy for Access to Legal Counsel
Temporary Roadside Event Sign Permit – Kiwanis Club of Sheffield Steak Roast
Berkshire Metropolitan Planning Organization Request for Representative
Massachusetts Municipal Association Legislative Breakfast Sign Up Sheet
Temporary Roadside Event Sign Permit – Sheffield in Celebration
Temporary Roadside Event Sign Permit – Sheffield Friendly Union Library Association Concerts
Temporary Roadside Event Sign Permit – Sheffield American Legion Lasagna Dinner