

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
JANUARY 27, 2014  
TOWN HALL  
7:00 PM**

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

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

Members of the public

Chairman Hannum called the meeting to order at 7:02 PM

**APPROVAL OF MINUTES:**

Tabled until next meeting

**PUBLIC HEARING- NATIONAL GRID UTILITY POLE UNSTALLATION – 7:00 PM:**

Chairman Hannum opened the public hearing at 7:03 PM. A National Grid representative stated that sixteen poles would be installed on County Road to reduce distance between poles which will help increase reliability. Martin Mitsoff asked if the poles have anything to do with Smart Meters. The National Grid representative stated that the poles do not have anything to do with Smart Meters. David West asked if the sixteen poles would be in addition to the poles that are already there. The National Grid representative stated that the new poles would be in addition to the existing poles. Chairman Hannum closed the public hearing at 7:08 PM. Selectman Wood moved to approve the petition by National Grid to install sixteen utility poles on County Road as presented, seconded by Chairman Hannum. The motion carried unanimously.

**BRPC PASSENGER RAIL PROJECT PRESENTATION:**

Gwen Miller from Berkshire Regional Planning Commission was present to give a Powerpoint presentation on the Passenger Rail project. The presentation included the top five locations in Sheffield for a passenger rail station. Ms. G. Miller stated that Berkshire Regional Planning Commission is looking for community feedback. Selectman Wood asked how much say the Town has on the location of a rail station. Ms. G. Miller stated that all feedback would be reviewed before that decision is made. Chairman Hannum asked how many towns would have stops. Ms. G. Miller stated that there would possibly be between 2-3 stops before Pittsfield. Trudy Weaver Miller asked how many sets of tracks there would be and how fast trains would be traveling. Ms. G. Miller stated that there would be one set of tracks with pull offs and the question of how fast trains will be traveling will be addressed in the Community impact study. Catherine Miller asked if the ultimate decisions on this project would be made by the railroad. Ms. G. Miller stated that the railroad would ultimately make the final decisions. Martin Mitsoff stated that he thought it would be helpful to see Sheffield's target areas on a scale with other towns target areas. Susan Butler asked where Connecticut was in this process. Ms. G. Miller stated that Connecticut is not where Massachusetts is on this project, they have not started the planning process yet. Kathy Orlando asked if there was any money available to Towns to help in the planning process. Ms. G. Miller stated that she did not know but, it was something that she could look into. Chairman Hannum stated that the Board would schedule a public input/information session for the Passenger Rail project.

**ALCOHOLIC BEVERAGES PORING PERMIT:**

Administrator LaBombard explained that according to the Alcoholic Beverages Control Commission if the Board determines that giving samples does not constitute a sale then the business would not

need a Farmers Pouring permit. Administrator LaBombard stated that a letter was received from William and Christine Heaton, owners of Big Elm Brewing, stating that they do not have any intentions of charging for samples now or in the future. Selectman Wood moved to make a determination based on William and Christine Heaton's letter, that samples do not constitute a sale, seconded by Chairman Hannum. The motion carried unanimously.

**TEMPORARY ROADSIDE EVENT SIGN – BOY SCOUTS RABIES CLINIC:**

Nicholas Legeyt and Nikos Casivant from the Boy Scouts were present to request permission to erect a temporary roadside event sign on the Village Green on February 6<sup>th</sup> for the Boy Scouts rabies clinic to be held at the Fire Department barn on March 8<sup>th</sup>. The sign will be removed on March 8<sup>th</sup>. Selectman Wood moved to approve the Temporary Roadside Event Sign for the Boy Scouts Rabies Clinic to be held at the Fire Department barn on March 8<sup>th</sup>, seconded by Chairman Hannum. The motion carried unanimously. Selectman Wood thanked the Boy Scouts for putting on the Rabies Clinic.

**BOARD OF HEALTH APPOINTMENT AND TERM ADJUSTMENT:**

Chairman Hannum stated that a mistake was made on the length of term when appointing Fred Panitz to the Board of Health because he is filling the remainder of Richard Kirchner's term. The appointment policy states that appointments made mid year would be made to fulfill the remaining term of the vacancy. Also, the Board is proposing to readjust some terms on the Board of Health to prevent too many members terms from expiring at the same time. Selectman Wood move to reset the Board of Health terms as follows:

Rene C. Wood – 2015

Joel Weiss – 2014

Fred Panitz – 2014

Scott Smith – 2016

Priscilla Cote – 2016

Seconded by Chairman Hannum. The motion carried unanimously.

**ZONING BYLAW REVIEW COMMITTEE APPOINTMENTS:**

Chairman Hannum stated that a letter has been received from the Planning Board stating that they have chosen Peter Cherneff to represent the Planning Board on the Zoning Bylaw Review Committee. Selectman Wood moved to appoint Peter Cherneff to the Zoning Bylaw Review Committee as the Planning Board representative for a term to coincide with his term on the Planning Board, seconded by Chairman Hannum. The motion carried unanimously.

**ZONING BYLAW REVIEW COMMITTEE CHARGE:**

Chairman Hannum stated that the changes to the Zoning Bylaw Review Committee charge that were discussed at the previous meeting have been made. She also stated that she does not think that the Board should be the ones to appoint a chairman to the Zoning Bylaw Review Committee. Selectman Wood stated that she was fine with this. She also stated that she is expecting a proposal this week from Mark Brobrowski regarding a review of the Zoning Bylaws and that she would like to add that terms for Board and Committee members would be set to coincide with their terms. Others would be set by the Committee and reported back to the Board of Selectmen. Selectman Wood moved to accept the Sheffield Zoning Bylaw Review Committee Charge as presented and add a sentence regarding terms, seconded by Chairman Hannum. The motion carried unanimously.

**APPOINTMENT ANNOUNCEMENT – FIVE TOWN CABLE ADVISORY COMMITTEE AND CULTURAL COUNCIL:**

Chairman Hannum stated that a letter was received from Russ Stein stating his interest in being appointed to the Five Town Cable Advisory Committee and the Cultural Council. Chairman Hannum stated that the appointment would be made at a future meeting. Selectman Wood stated that she was excited about the interest in the Five Town Cable Advisory Committee.

**SELECTMEN'S ITEMS:**

Selectman Wood asked Administrator LaBombard for an update the budget and if she has received all department budgets. Administrator LaBombard stated that it has been difficult to do the budget since many departments still have not submitted their requests to her.

Selectman Wood also asked David Smith Jr. if he would be able to give an update on the Senior Center Building Committee at a future meeting.

Selectman Wood gave an update on the Community Development Block Grant and thanked Martin Mitsoff for his help in writing part of the grant and for volunteering to conduct the windshield survey and encouraged residents to take the housing rehab survey. She also thanked David Smith Jr. for a letter of support from the Kiwanis regarding the block grant.

Selectman Wood stated that an Inter-Local agreement is ready for approval regarding the multi-town participation on the Community Development Block Grant between Sheffield and Great Barrington. Selectman Wood moved to approve the Inter-Local agreement between Sheffield and Great Barrington pending legal review, which will be cost shared with Great Barrington, seconded by Chairman Hannum. The motion carried unanimously.

Trudy Weaver-Miller asked what the deadline was for submitting the housing rehab survey. Selectman Wood stated that all surveys should be submitted by February 7, 2014.

Selectman Wood explained that the ADA Self Evaluation and Transition Plan for the Community Development Block Grant needs to be updated to include the findings of the Town Hall Accessibility Site Survey. Selectman Wood moved to accept the amendment to the Sheffield ADA Self Evaluation and Transition Plan as presented, seconded by Chairman Hannum. The motion carried unanimously.

Chairman Hannum stated announced that she will not be seeking re-election in May because of time constraints due to her new job. She thanked everyone for their support and stated that it has been an honor and a privilege to serve the Town.

**PUBLIC COMMENT:**

David West asked if the Board had received a response from Primax Properties. Chairman Hannum stated that the Board has not received a response yet.

Trudy Weaver-Miller stated that she would like to let residents know that Christ Church Episcopal and Trinity Lutheran Church are beginning a pilot transportation program in February. Anyone interested in this transportation or in volunteering to provide transportation can call the church office at 229-8811.

Susan Butler read a letter to the Board regarding establishing a shooting range on her property. Selectman Wood stated that the issue is not within the Boards jurisdiction and the request should go to the Zoning Enforcement Officer.

Martin Mitsoff asked if the Board had an update regarding the Harvey issue. Chairman Hannum stated that the Board had met with the Building Inspector, Thomas Carmody regarding the issue and he has been granted access to legal counsel.

**OTHER BUSINESS:**

Chairman Hannum stated Alice Naylor has submitted a letter of interest for the Zoning Board of Appeals. She also stated that the Board is still accepting letters of interest for the position.

Selectman Wood moved enter Executive Session for the purpose of litigation strategies regarding Rest of River and not return to Open Session, seconded by Chairman Hannum. The motion carried as follows:

Chairman Hannum-Aye  
Selectman Wood-Aye

Chairman Hannum adjourned the meeting at 8:50 PM.

Respectfully submitted:

Alicia Dulin  
Assistant to Town Administrator

Documents reviewed at this meeting:

National Grid Petition for Utility Pole Installation – County Road

Passenger Rail Project Handout

Letter from ABCC Regarding Pouring Permit

Letter from William and Christine Heaton

Temporary Roadside Event Sign Application – Boy Scouts Rabies Clinic

E-mail regarding Board of Health Appointments

Appointment Policy

Letter from Planning Board

Zoning Bylaw Review Committee Draft Charge

Letter of Interest – Five Town Cable Advisory Committee/Cultural Council – Russ Stein

CDBG – Inter-local Agreement

ADA Self Evaluation and Transition Plan Amendment