

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
FEBRUARY 3, 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 7:04 PM

APPROVAL OF MINUTES:

Selectman Wood moved to approve meeting minutes from January 10, 2014, January 13, 2014 and January 27, 2014 meetings, seconded by Chairman Hannum. The motion carried unanimously.

COMMUNITY DEVELOPMENT BLOCK GRANT UPDATE:

Selectman Wood gave an update on the Community Development Block Grant. She reminded residents that all surveys need to be submitted by February 14th. She stated that the survey could be done online or a copy of the survey could be picked up at the Senior Center, the Town Clerk's Office and the Town Administrator's Office. Selectman Wood also stated that the Board has received a joint authorization application that needs to be signed in order for Sheffield to file the Community Development Block Grant application jointly with Great Barrington. Selectman Wood moved to sign the Joint Authorization application and authorize the Chairman to sign, seconded by Chairman Hannum. The motion carried unanimously.

REST OF RIVER UPDATE:

Selectman Wood gave an update on the progress of Rest of River. She stated that the six communities had an in depth discussion with DEP and the EPA last year. She stated that EPA expects to announce the remedy around June. After they have announced their remedy plan there will be a public comment period, once all of the comments have been addressed the appeal process would start.

OPEN MEETING LAW TRAINING:

Chairman Hannum announced that there would be an Open Meeting Law Training given by Town Counsel for all Boards, Committees and Town Employees to attend. She stated that the training would be held at the Senior Center on February 12, 2014 at 6:00 PM. Administrator LaBombard stated that she has invited the towns of New Marlborough and Egremont to attend. David West stated that he was under the impression that the training was mandatory. Chairman Hannum stated that the memo that went out to everyone did say mandatory but that it would be hard to make a training mandatory since the Boards and Committees are comprised of volunteers. She stated that the Board hopes that everyone will attend because it will be beneficial to all Boards and Committees.

COMMUNITY PASSENGER RAIL MEETING:

Chairman Hannum read a letter from the Berkshire Regional Planning Commission regarding the Community Passenger Rail Meeting to be held at the Town Hall on February 19, 2014 at 6:30 PM to discuss the Passenger Rail Station Location and Design Analysis Study with any residents who may have questions. Selectman Wood stated that comment needs to be made on where they would like to have a station.

BERKSHIRE REGIONAL TRANSIT AUTHORITY MEETING:

Selectman Wood stated that she attended the Berkshire Regional Transit Authority (BRTA) meeting where discussion ensued regarding the need for a Sheffield route and an express bus from Great Barrington to Pittsfield.

SELECTMEN'S ITEMS:

Selectman Wood encouraged residents to fill out the Housing Rehab Survey that is part of the Community Development Block Grant and stated that the deadline for these surveys is February 14th.

Chairman Hannum reminded residents of the upcoming Special Election on February 24, 2014. She stated that February 4th is the deadline for voter registration and that absentee ballots are available.

PUBLIC COMMENT:

David West asked if the Board had heard back from Primax Properties. Chairman Hannum stated that the Board has heard back from Primax Properties and will be discussing their response with the Zoning Board of Appeals in Executive Session.

OTHER BUSINESS:

James Kelly from the Agricultural Commission presented applications to the Board for a cost share for Forest Stewardship Programs for 8 parcels of land in Sheffield, meaning state money, when available, would fund these programs. There would be no expense to the Town. Selectman Wood moved to accept the 8 applications for a cost share for a forest stewardship with James Kelly listed as the preparer, seconded by Chairman Hannum. The motion carried unanimously.

Chairman Hannum and Selectman Wood thanked Mr. Kelly for his work on the applications.

George Oleen from the American Legion has submitted an application for a Temporary Roadside Event sign to be erected on the Village Green for a Turkey Dinner and performance to be held at the American Legion on March 8th. The sign will be erected on February 27th and will be removed on March 10th. Selectman Wood asked if the Police Department had any guidelines for temporary signs. Administrator LaBombard stated that she would ask Chief Munson for temporary sign guidelines. Chairman Hannum and Selectman Wood stated that they felt that there was too much information on the sign and it would be distracting to drivers. Selectman Wood moved to approve the Temporary Roadside Event Sign as presented with the condition that the sign be simplified, seconded by Chairman Hannum. The motion carried unanimously.

Chairman Hannum read a letter from Library Director Karen Lindquist requesting that Molly Goodchild temporarily be promoted to full time Circulation Manager at a rate of \$13.50 per hour for the time period that she is acting Circulation Manager. The time period is not to extend beyond June 30, 2014. Ms. Goodchild would be replacing an employee who is currently out on sick leave. Selectman Wood moved to accept the proposal from the Library Director to temporarily promote Molly Goodchild to full time Circulation Manager at a rate of \$13.50 per hour for a time period not to extend beyond June 30, 2014, seconded by Chairman Hannum. The motion carried unanimously. Selectman Wood thanked Library Director Karen Linquist for working with the Board on this matter.

Chairman Hannum read a letter from Benno Friedman reiterating his interest in appointment to the Zoning Board.

Administrator LaBombard discussed a letter to Thomas Ingersoll to express appreciation for the work that he has done with the Sheffield Tree Project and asked the Board to sign it. Selectman Wood moved to approve and sign the letter of recognition as presented, seconded by Chairman Hannum. The motion carried unanimously. Chairman Hannum and Selectman Wood both thanked Mr. Ingersoll and the Sheffield Tree Project for their work.

Selectman Wood moved to enter Executive Session for the purpose of litigation strategies regarding Primax Properties 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 8:26 PM.

Respectfully submitted:

Alicia Dulin

Assistant to Town Administrator

Documents reviewed at this meeting:

Open Meeting Law Training Memorandum

Letter from Berkshire Regional Planning Commission Regarding Passenger Rail Public Info Session

Forest Stewardship Applications (8)

Temporary Roadside Event Sign Application – American Legion Turkey Dinner

Letter from Library Director Karen Lindquist

Letter of Interest – Benno Friedman – Zoning Board of Appeals

Thank You Letter to Thomas Ingersoll