

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
WORKING SESSION  
MARCH 10, 2014  
TOWN HALL  
7:00 PM**

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

Others Present: Rhonda LaBombard, Town Administrator

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

Selectman Wood made a motion to enter into Executive Session for the purpose of discussing litigation strategy regarding Primax Properties and to return to Open Session when finished, seconded by Selectmen Smith. The roll call vote was as follows:

Chairman Hannum – aye

Selectman Wood – aye

Selectman Smith – aye

Executive Session began at 7:02 pm.

Open Session Resumed at 7:20 pm

The Fire Department will be using a training facility owned by the Town of Stockbridge. Stockbridge has requested a letter holding them harmless from any problems. Administrator LaBombard drafted and signed a letter indicating that the Town of Stockbridge would be held harmless and that Sheffield firefighters are covered under Sheffield's insurance policy. Administrator LaBombard asked the Board to vote their approval of the letter. Selectman Wood moved to approve and ratify the letter to the Town of Stockbridge for our firefighter training, seconded by Selectman Smith. The motion carried unanimously.

Discussion ensued regarding Emergency Rest Center Volunteer Training. This training developed from a meeting held in Town Hall several weeks ago about a need to have rest centers and trained staff available in the event of an emergency or disaster. There is some confusion over the scheduling of a volunteer training at the Senior Center. Administrator LaBombard will discuss this scheduling with Senior Center Director John Arthur Miller. The training is scheduled for March 27, 2014 at 6:30.

FY2015 Budget issues:

The Board reviewed the proposed FY15 Selectmen's budget. It was the consensus of the Board to reduce some of the line items which resulted in an overall reduction of \$1,000 for this budget.

The Board reviewed the request from the Council on Aging to fund the Senior Center Director position as a full time position. COA Chairman Jeff Browne and member Kathy Staropoli attended a meeting last week to discuss this request and stated that outreach has increased as well as programming. Selectman Wood expressed her concerns that our current staff is not trained in social services work and discussed hiring a fully trained part time staff person to handle these issues. It was the consensus of the Board to include funding in the budget and evaluate the need along with the

Senior Center Director's job description before making any decisions. Selectman Smith indicated that he is a member of the Council on Aging and sees the need for a full-time director but has some questions regarding outreach. The Board indicated their appreciation with the increase in programming this past year. Discussion ensued regarding the amount that the Board would like to ask the Finance Committee to consider. Selectman Wood would like to see a fully burdened budget that would include all the benefits plus the cost of a full time director. Selectman Wood moved to include a line item "additional staffing" for the funds for a full-time director and to increase programming to \$5,000, seconded by Selectmen Smith. The motion carried unanimously. It was the consensus of the Board to meet with the COA after July 1, 2014 to further discuss the director position.

The Board discussed sending a letter to the School Committee to request that the Committee begin the process of closing some of the outlying schools. Selectman Wood stated that she would support a letter that concentrated on the Monterey school. This letter would ask the School Committee to facilitate conversation with the Town of Monterey regarding closing the Monterey school building. It was the consensus of the Board that the above letter be drafted and signed by Chairman Hannum and provided to the School Committee before their meeting on Tuesday, March 11, 2014.

The Board reviewed the request from the Police Department for special funding for equipment. Chief Munson and Administrator LaBombard have reviewed the PD budget and have requested that the Board approve the purchase of tasers, taser training and IT equipment in the amount of \$10,000 be removed from the PD budget request and funded from the Berkshire School Gift Account. It was the consensus of the Board to review this request again after the exact costs and list of equipment is complete. Discussion ensued regarding the availability of grants for the PD, Administrator will discuss this with Chief Munson.

The Board discussed Visiting Nurse Services and the proposals that have been received from the Berkshire VNA and the Berkshire Health Alliance. Selectmen Wood moved to accept the proposal from the Berkshire Health Alliance for public health services for FY15, seconded by Selectmen Smith. The two proposals seem to have differences that make it difficult to determine the cost difference. More information is needed before a decision is made. Selectman Wood withdrew her motion.

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

Chairman Hannum adjourned the meeting at 9:20 PM

Respectfully submitted:

Rhonda LaBombard  
Town Administrator

Documents reviewed at this meeting:  
Letter to Town of Stockbridge  
Emergency Rest Center Training Flyer  
FY15 Draft Budget Proposals