

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
JANUARY 30, 2015  
TOWN HALL  
2:30 PM**

Board Members Present: David A. Smith, Jr., Chairman  
Nadine A. Hawver, Clerk  
Rene C. Wood

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

Chairman Smith opened the meeting at 2:30 pm.

**SPECIAL TOWN MEETING AND WARRANT:**

Discussion ensued regarding scheduling a Special Town Meeting and a Special Election for the SBRSD's roof and boiler project. Selectman Wood moved to hold a Special Town Meeting on February 23, 2015 at 7 pm at Mt. Everett High School, seconded by Selectman Hawver. The motion carried unanimously.

Discussion continued regarding the Warrant Articles for the Special Town Meeting. Selectman Wood moved to place the following subjects as articles on the Special Town Meeting Warrant, seconded by Selectman Hawver; 1) to approve the borrowing for the District roof and boiler, with a debt exclusion; 2) to approve for the tax agreement for the solar project on East Stahl Road; 3) a citizen's petition submitted for a Smart Meter moratorium. The motion passed unanimously.

Discussion continued regarding the timing for the Special Town Meeting Warrant posting and a Special Town Election. Administrator LaBombard will follow up with Town Counsel before a date is set for an Election. Selectman Wood moved to change the date previously set for the Special Town Meeting from February 23, 2015 to March 2, 2015 at 7 pm, seconded by Selectman Hawver. The motion carried unanimously.

**BSC GROUP CONTRACT FOR MASSWORKS GRANT:**

Administrator LaBombard explained that the contract between the Town and BSC Group for the MassWorks grant is ready for approval. She stated that Town Counsel has reviewed the contract. Selectman Wood moved to approve the agreement between the Town of Sheffield and BSC Group for the MassWorks grant, seconded by Selectman Hawver. The motion carried unanimously.

**EXECUTIVE DIRECTOR TO THE COUNCIL ON AGING:**

Selectman Hawver stated that she would like to speak as a Senior Center employee. She stated that the job of Interim Senior Center Director has turned into a longer job than expected. She stated that she has had to close her business since taking the Interim Senior Center Director position and would like to see an Executive Director to the Council on Aging hired as soon as possible. Selectman Wood stated that she appreciates Ms. Hawver's input and thanked her for going above and beyond as the Interim Senior Center Director.

Selectman Hawver recused herself for the discussion regarding the Executive Director to the Council on Aging because of the possibility of a conflict of interest.

Discussion ensued regarding the offer that had been extended and declined for the Executive Director to the Council on Aging. Discussion ensued regarding hiring another candidate for the Executive Director to the Council on Aging. Selectman Wood moved to extend the job offer of the Executive Director to the Council on Aging to Jennifer Goewey with the same terms as the previous offer that was made, seconded by Chairman Smith. The motion carried unanimously.

**DISCUSSION ON CLOSING THE TOWN HALL:**

Discussion ensued regarding the possibility of closing Town Hall to the public either a few hours each day or one entire day per week to allow all departments a chance to do uninterrupted work. Administrator LaBombard stated that she asked department heads to get back to her regarding what would work best for their departments. She stated that she would recommend closing the Town Hall to the public on Wednesdays for a trial period. Discussion continued. Selectman Wood moved to close the Town Hall to the public every Wednesday starting the week of March 1<sup>st</sup> and reevaluate on June 1<sup>st</sup>, seconded by Selectman Hawver. The motion carried unanimously. Discussion ensued regarding possibly implementing a drop box to start at the same time as the Town Hall closing.

**BRTA PILOT PROGRAMS:**

Selectman Wood stated that she attended the BRTA meeting and there was some discussion regarding adding some day time runs to Sheffield. Selectman Hawver stated that she thinks it would be a good idea to have BRTA apply for a van for the Senior Center on the Town's behalf. She stated that if this was the case, Sheffield would get the van for five years and at the end of the five years the van would be the BRTA's. Discussion ensued regarding the rate increase for FY16 for Southern Berkshire Elderly Transportation and what other options there are for senior transportation.

Administrator LaBombard stated that she had spoken to Town Counsel regarding a complaint that was filed against a Town employee. She stated that she has set up a meeting with the employee to discuss the complaint.

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

Chairman Smith adjourned the meeting at 4:05 PM.

Respectfully submitted:

Alicia Dulin  
Assistant to Town Administrator