

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
JUNE 15, 2015  
TOWN HALL  
7:00 PM**

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

Board Members Absent: Andrew G. Petersen

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

Members of the public

Chairman Hawver opened the meeting at 7:00 PM.

Chairman Hawver stated that Selectman Petersen will not be attending the meeting because he had a previous engagement that could not be rescheduled.

**APPROVAL OF MEETING MINUTES:**

Selectman Smith moved to approve the meeting minutes from May 18, 2015 as presented, seconded by Chairman Hawver. The motion carried unanimously.

**BERKSHIRE REGIONAL TRANSIT AUTHORITY REPRESENTATIVE:**

Administrator LaBombard explained that the Berkshire Regional Transit Authority (BRTA) advisory board is comprised of a chief elected official of each member community. Administrator LaBombard asked the Board who would like to represent Sheffield. Chairman Hawver volunteered to be the BRTA representative for Sheffield. Selectman Smith moved to appoint Nadine Hawver as Sheffield's representative to the BRTA, seconded by Chairman Hawver. The motion carried unanimously.

**BERKSHIRE REGIONAL TRANSIT AUTHORITY MAP VEHICLE CONTRACTS:**

Administrator LaBombard explained that the documents for leasing a van from BRTA for senior transportation are ready for the Board's signatures. Selectman Smith moved to approve the documents for the leasing of a van from BRTA as presented and authorized the Chairman to sign the documents, seconded by Chairman Hawver. The motion carried unanimously.

**FY2016 APPOINTMENTS:**

Administrator LaBombard read the following list of appointments:

Animal Control Officer ó Martin Clark

Animal Inspector ó Martin Clark

Ashley Falls Historic District Commission - Richard Cherneff

Principal Assessor ó Tammy Blackwell

Board of Health ó David Smith Jr.

BRPC Alternate ó Rene Wood

Constable ó James McGarry, Bruce Person

Council on Aging ó Richard Magenis, Dorris VanDeusen, John Gilligan  
Cultural Council ó Katherine Ness  
Commission on Disabilities ó Lakhan Verma  
Electrical Inspector ó Richard Cappadona  
Assistant Electrical Inspector ó Butch Ray  
Emergency Management Coordinator ó Edward McCormack  
Fire Chief ó Brent Getchell  
Gas and Piping Inspector ó Robert Krupski  
Assistant Gas and Piping Inspector ó Robert Gennari  
Health Agent ó Scott Krzanik  
Health Inspector ó Sally Munson  
Historical Commission ó Catherine Miller, H. Dennis Sears  
Parking Clerk ó Felecie Joyce  
Plumbing Inspector ó Robert Krupski  
Assistant Plumbing Inspector ó Robert Gennari  
Full Time Police Officer ó Brian Fahey, Jacob Gonska, Susan Rathbun, Brennan Polidoro  
Reserve Intermittent Police Officer ó Tricia Zucco, Michael Ovitt  
Recycling Coordinator ó David Steindler  
Sanitation Inspector ó Scott Smith  
Town Clerk ó Felecie Joyce  
Assistant Town Clerk ó Jill Hughes  
Town Counsel ó Kopelman and Paige  
Town Counsel ó Special - Mirick O'Connell  
Tree Warden ó Edward Lord  
Veteran's Agent ó Laurie Hils  
Veteran's Grave Officer ó Sheffield American Legion  
Zoning Board of Appeals ó Stephen Leining

**FY2016 APPOINTMENT ANNOUNCEMENTS:**

Administrator LaBombard read the following list of appointment announcements and stated that appointments would be made at the next meeting:  
Conservation Commission ó Cheryl Blackburn, Ted Pitman, Jeff Collingwood, David Rood.  
Zoning Board of Appeals Alternate ó Greig Siedor  
Reserve Intermittent Police Officer ó Richard Robarge

**REVIEW OF TOWN HALL HOURS:**

Administrator LaBombard stated that she has received great feedback from Town Hall employees who have said that they get a lot accomplished on Wednesdays when there are no interruptions. Selectman Smith stated that he feels that the Sheffield Town Hall is already open more than other Town Halls in Towns with similar populations. He stated that he is in favor of remaining closed to the public on Wednesdays. Chairman Hawver stated that she would like to pursue a drop box for Town Hall, so residents may drop things off when the Town Hall is closed to the public on Wednesdays. Administrator LaBombard stated that the drop box has been ordered. Chairman Hawver stated that she is also in favor of remaining closed to the public on Wednesdays. It was the consensus of the Board to continue to close Town Hall to the public on Wednesdays. This will be reevaluated again in six months.

**EAGLE SCOUT SERVICE PROJECT:**

Chairman Hawver explained that Eagle Scout candidate Sean Smith who had previously asked the Board to support his Eagle Scout project to cut a trail at the Town Park is now asking for the Town to be the listed beneficiary on this project. Discussion ensued.

Selectman Smith moved that the Town of Sheffield be listed as the Eagle Scout service project beneficiary and authorized the chairman to sign, seconded by Chairman Hawver. The motion carried unanimously.

**CURB CUT – LIME KILN ROAD:**

Administrator LaBombard stated that Anne Chase has submitted a curb cut permit application for new construction on the corner of Bow Wow Road and Lime Kiln Road. She stated that both the Highway Superintendent and the Police Chief have signed the application, with the condition that the brush on the west side of the driveway be cut.

Selectman Smith moved to approve the curb cut permit application as presented, with the condition that the brush on the west side of the driveway be cut, seconded by Chairman Hawver. The motion carried unanimously.

**SELECTMEN’S ITEMS:**

Chairman Hawver congratulated the Mount Everett High School Seniors on their graduation.

Chairman Hawver congratulated the Lady Eagles softball team on making it to the semi-finals of the Western Massachusetts tournament.

**TOWN ADMINISTRATOR ITEMS:**

Administrator LaBombard stated that she received an e-mail regarding an amendment that is being discussed by the Joint Committee on Revenue that would restructure the existing bill dealing with the sale of tax liens. She stated that the amendment would effectively take away the right to use the process by adding additional requirements that would make it uneconomic for private parties to bid on tax liens. Administrator LaBombard asked the Board if they would like to send a letter stating that they are not in favor of the proposed bill. It was the consensus of the Board to have Administrator LaBombard draft a letter opposing the amendment to the bill.

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

Chairman Hawver adjourned the meeting at 7:15 PM.

Respectfully submitted:

Alicia Dulin  
Assistant to Town Administrator

Documents reviewed at this meeting:  
BRTA Representative Form

BRTA MAP Vehicle Contract  
FY2016 Appointments  
FY2016 Appointment Announcements  
Eagle Scout Service Project Beneficiary Form  
Curb Cut Permit Application ó Lime Kiln Road