

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING SESSION
DECEMBER 6, 2016
TOWN HALL
3:00 PM**

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

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

Chairman Hawver called the meeting to order at 3:00 PM.

Administrator LaBombard updated the Board on the Treasurer/Collector Office progress on FY16 receipts. She stated that the receipts are still not done. Discussion ensued regarding what the next step should be. It was the consensus of the Board to have Selectman Petersen talk to Michael Ovitt regarding his office.

Discussion ensued regarding the status of tax titles. It was the consensus of the Board to have Administrator LaBombard ask the Treasurer/Collector for information on the three highest tax titles and send them to KP Law to begin the process of a tax taking.

Administrator LaBombard stated that she received an e-mail from the MassDOT informing her that another bridge on County Road will be restricted. She stated that the MassDOT will fix it sometime within the next five years. Discussion ensued. It was the consensus of the Board to keep the bridge restricted until MassDOT is able to fix it.

Administrator LaBombard distributed the Sheltering Mutual Aid Agreement. Discussion ensued regarding the agreement. Selectman Smith moved to not participate in the Sheltering Mutual Aid Agreement, seconded by Selectman Petersen. The motion carried unanimously.

Chairman Hawver suggested that the Board think about hiring a Building Facilities Manager that would take care of things such as heating, cooling, plumbing and elevators.

Administrator LaBombard explained that the furnace at the Police Department is broken. She stated that Chief Munson will get prices to fix or replace the furnace.

Administrator LaBombard stated that Chief Munson has asked if he could purchase work cubicles using money from a donation that was made over the summer. Discussion ensued. It was the consensus of the Board to allow Chief Munson to purchase cubicles for the Police Department.

Selectman Petersen discussed the possibility of limiting tax exempt land. Discussion ensued. Chairman Hawver stated that she would prefer to see a cap on the total percentage of tax exempt land. It was the consensus of the Board to have Administrator LaBombard ask Town Counsel what the guidelines are for putting a percentage cap on tax exempt land.

Selectman Smith moved to enter Executive Session for the purpose of litigation strategy regarding installation of cruiser cameras and not return to Open Session, seconded by Selectman Petersen. The motion carried as follows:
Chairman Hawver – aye
Selectman Smith – aye
Selectman Petersen - aye

Chairman Hawver adjourned the meeting at 4:05 PM

Respectfully submitted:

Alicia Dulin
Assistant to the Town Administrator

Documents reviewed at this meeting:
Regional Sheltering Mutual Aid Agreement
Tax Exempt Land Spreadsheet