

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
JULY 16, 2007
SELECTMEN'S MEETING ROOM
7:00 PM**

Board Members Present: Julie M. Hannum, Chairman
David M. Macy

Other Staff Present: Joseph A. Kellogg, Interim Town Administrator
Rhonda LaBombard, Assistant Town Administrator

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

APPROVAL OF MINUTES:

Selectman Macy moved to approve the minutes for July 2, 2007 and July 3, 2007 seconded by Chairman Hannum. The motion carried unanimously.

MAIL OF NOTE:

Letter from Department of Education- Administrator Kellogg read a letter from the Department of Education to Valerie Spriggs, Superintendent of Southern Berkshire Regional School District. The letter authorized the District to spend \$1,197,589 each month until a budget is adopted or December 1, 2007, whichever comes first.

SALISBURY BANK – TEMPORARY BEAR STATUE PLACEMENT:

Salisbury Bank has requested permission to place a temporary bear statue outside their branch on Main Street. Discussion ensued regarding the sign by-law. The bear will have a small plaque stating, “sponsored by Salisbury Bank”. Selectman Macy moved to grant permission for the statue to be placed on the sidewalk as long as it does not impede pedestrian traffic and is in compliance with the Town sign by-law, seconded by Chairman Hannum. The motion carried unanimously.

TRUE NORTH EVENTS-ONE DAY BEER AND WINE LICENSE

Sheffield Plastic's Annual Picnic – The picnic will take place at the Town Park on August 11, 2007 with a rain date of August 12, 2007. All of the required paperwork has been received. Selectman Macy moved to grant the one-day license to True North Events for Sheffield Plastic's annual picnic, seconded by Chairman Hannum. The motion carried unanimously.

CURB CUT – 828 SALISBURY ROAD:

A curb cut permit has been received for 828 Salisbury Road. The Police Department and Highway Superintendent have approved the permit. Selectman Macy moved to grant the curb cut for 828 Salisbury Road, seconded by Chairman Hannum. The motion carried unanimously.

KIWANIS CLUB – LADDER SIGNS – ROUTE 7 AND BERKSHIRE SCHOOL ROAD:

David Smith Jr. and John Gilligan were present from the Kiwanis to discuss the ladder sign at the intersection of Route 7 and Berkshire School Road. The Kiwanis requested a site visit with the Selectmen at the intersection. The Kiwanis would like to repair the sign and landscaping on the green at the intersection. The site visit will take place on August 6, 2007 at 6:00 pm.

SIGN PERMIT:

Autism Treatment Center of America – An application for a sign permit has been received for their annual fundraiser “Walk Around the World”. Discussion ensued regarding the size of the sign, which exceeds the size allowed. The discussion was tabled until more information is obtained regarding the sign.

Southern Berkshire Regional School District Drama Department – An application for a sign permit has been received for an event to be held on August 10th, 11th and 12th. The sign will be erected around August 1, 2007 and removed on August 13, 2007. Selectman Macy moved to grant the sign permit for SBRSD Drama Department, seconded by Chairman Hannum. The motion carried unanimously.

APPOINTMENT PROCESS:

Administrator Kellogg read his proposed appointment process policy, which outlines how appointments would be made. Discussion ensued on the appointment process, the appointment of School Committee members, swearing in of public officials, the availability of the names of the parties requesting appointment and the process for public comment on the appointments. Adoption of the policy will be placed on hold until all three Selectmen are present.

SBRSD VACANCY:

Chairman Hannum read a letter of resignation from Janet Stanton as a member of the Southern Berkshire Regional School District School Committee. Selectman Macy moved to accept the resignation and send Janet a letter of thanks for her service, seconded by Chairman Hannum. The motion carried unanimously. The vacancy will be posted with an August 6, 2007 deadline. The appointment will be made at the August 20, 2007 Selectmen’s meeting.

BUSHNELL – SAGE LIBRARY TRUSTEE VACANCY:

Katherine Ness and David Pottle have sent letters of interest for the Library Trustee vacancy. The Selectmen will meet with the Library Trustees to make the appointment. Discussion ensued on the process for appointing to fill an elected position.

COUNCIL ON AGING VACANCY:

Dawn Massini has submitted a letter of interest to serve on the Council on Aging. John Arthur Miller, Senior Center Director will contact others that have expressed an interest to ask for something in writing.

TOWN ADMINISTRATOR SEARCH:

Chairman Hannum suggested that the Selectmen hold a working meeting to discuss the search. A Selectmen's Special Working Meeting will be posted for Thursday, July 19, 2007 at 4:00 pm. Administrator Kellogg will not be present.

MUNICIPAL PARTNERSHIP ACT:

Chairman Hannum read a letter to be sent to Representative Pignatelli and Senator Downing outlining Sheffield's interests in the Municipal Partnership Act. Selectman Macy moved to approve and send both letters, seconded by Chairman Hannum. The motion carried unanimously.

SELECTMEN'S ITEMS:

Selectman Macy stated that Selectman Collingwood had surgery today and wished him a speedy recovery.

PUBLIC COMMENT:

Senior Center Director John Arthur Miller would like to see appointments to the Council on Aging made soon. The senior picnic held last Thursday was a success. John Arthur thanked the Selectmen for the use of the meeting room for exercise classes on Tuesday and Thursday mornings.

George Oleen inquired about mowing the roadsides south of Berkshire School Road. Administrator Kellogg will discuss this with the Highway Superintendent.

Peter Traub inquired about the Senior Center Building Committee. Administrator Kellogg has been in contact with Berkshire Housing Development who has expressed an interest in working with the Town for the Small Cities grant.

Rene Wood discussed the need to appoint a Housing Committee. Discussion ensued on the Implementation Advisory Committee and the Housing Committee.

OTHER BUSINESS:

Chairman Hannum discussed the parking lot naming rights. She has discussed the request received from the Bartholomew family regarding naming rights. Discussion ensued on the space being more than a parking lot and how to proceed with naming rights. Administrator Kellogg will research the entire cost of the parking lot.

Selectmen Macy moved to adjourn the meeting, seconded by Chairman Hannum. Motion carried unanimously.

Chairman Hannum adjourned the meeting at 8:00 pm.

Respectfully submitted,

Rhonda LaBombard
Assistant Town Administrator