

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
NOVEMBER 17, 2008  
SELECTMEN'S MEETING ROOM  
7:00 PM**

Board Members Present: Julie M. Hannum, Chairman  
David D. Macy, Clerk  
James T. Collingwood Sr.

Other Staff Present: Joseph A. Kellogg, 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 of the October 20, 2008 meeting, seconded by Selectman Collingwood. The motion carried unanimously.

**APPOINTMENTS:** Selectman Macy moved to appoint Rosemarie Wright to the Council on Aging for a term to expire on June 30, 2009, seconded by Selectman Collingwood. The motion carried unanimously.

**RESIGNATIONS:**

Selectman Collingwood moved to accept the resignation of Jeff Waingrow from the Conservation Commission and to send a letter of thanks for his service, seconded by Selectman Macy. The motion carried unanimously. Chairman Hannum noted that there is now a vacancy on the Conservation Commission.

**FOUR DAY WORK WEEK:**

Administrator Kellogg discussed closing the Town Hall one day a week to conserve energy. He has done some research, and if the hours are replaced by substantially extending the remaining four work days, there would not be any savings. However, if the hours were extended on Monday it would save because the building is usually open for night meetings. Selectman Macy moved to close the Town Hall on Friday; to extend the hours on Monday to eleven and add one hour on Tuesday, Wednesday and Thursday such changes to be on a trial basis beginning December 15, 2008 to February 15, 2009, seconded by Selectman Collingwood. The motion carried unanimously. The change will be publicized in different places in Town and feedback will be collected from the employees and the public. The employees will be working the same number of hours each week as they are now.

**SNOW PLOWING BIDS:**

The following bids were received for snow plowing services:  
Artie Mathieu, 94 Pike Road West, Sheffield - \$55.00 per hour for plow and driver  
\$65.00 per hour to include a sander

Richard Boardman, 101 Bridgeview Lane, Sheffield - \$55.00 per hour for plow and driver  
\$65.00 per hour to include a sander  
Selectman Macy moved to award the snow plowing services bid to both bidders, seconded by  
Selectman Collingwood. The motion carried unanimously.

#### **TEMPORARY ROADSIDE SIGN PERMITS:**

**Sheffield Friendly Union:** The Sheffield Friendly Union has requested permission to erect a sign for their Saturday indoor market. The sign will be erected each Saturday morning and removed each Saturday after the market closes. Selectman Macy moved to grant a temporary sign permit to the Sheffield Friendly Union for the indoor market, pending approval from the Police Chief, seconded by Selectman Collingwood. The motion carried unanimously.

**PTO Scholarship Fund:** The PTO Scholarship fund has requested permission to erect a sign at each end of Berkshire School Road advertising their Cookie Walk Craft Fair to be held on December 7, 2008 (December 14, 2008 snow date). The signs will be erected on November 25, 2008 and removed either December 7<sup>th</sup> or 14<sup>th</sup>. Selectman Macy moved to grant a temporary sign permit to the PTO Scholarship Fund for their Cookie Walk Craft Fair, pending approval from the Police Chief, seconded by Selectman Collingwood. The motion carried unanimously.

#### **SELECTMEN'S ITEMS:**

Selectman Macy moved to send a letter of thanks to outgoing members of the School Committee, David Steindler, Jack Pollitt, Susan Young and Eric Blackburn, seconded by Selectman Collingwood. The motion carried unanimously.

Chairman Hannum welcomed the new members of the School Committee, Catherine Miller, H. Dennis Sears, Andy Fetterhoff and Vito Valentini.

Chairman Hannum congratulated Nancy Hahn, the Library Trustees and the Friends of the Library for another successful Author's Day, held on November 1, 2008.

#### **TOWN ADMINISTRATOR ITEMS:**

Administrator Kellogg announced that Robert O'Brien of Sandisfield has been appointed as Equipment Operator, Truck Driver and Laborer effective December 1, 2008.

Administrator Kellogg stated that as of February 17, 2009 a converter box will be needed to receive a TV signal from an antenna. Subscribers to cable or satellite will not have any changes. Information on the new change, which is mandated by the FCC, may be obtained from the Town Hall.

Administrator Kellogg stated that no applications have been received for the Zoning Board of Appeals Associate member vacancy. Anyone interested should send in a letter of interest.

Administrator Kellogg offered congratulations to Police Officer Michael Ovitt for recently receiving a Superintendent's Commendation from the Massachusetts State Police for his work involving a fatality in New Marlborough. An awards ceremony was held last week.

#### **PUBLIC COMMENT:**

George Oleen inquired about the status of his complaint about a culvert on Foley Road. Administrator Kellogg will set up a site visit with Mr. Oleen to view the problem.

George Oleen discussed the procedure for his payment as Health Inspector. Administrator Kellogg will look into this issue and contact Mr. Oleen.

George Oleen inquired on the status of a picture ID. Administrator Kellogg will discuss the ID with Chief McGarry.

Chairman Hannum thanked the Town Clerk for her work with the November 4<sup>th</sup> election. 84% of the Town's registered voters turned out to vote.

Selectman Macy moved to adjourn the meeting, seconded by Selectman Collingwood. The motion carried unanimously.

Chairman Hannum adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Rhonda LaBombard  
Assistant Town Administrator