

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
FEBRUARY 4, 2008  
SELECTMEN'S MEETING ROOM  
7:00 PM**

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

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 2 sets of minutes for the January 14, 2008 meetings and 1 set of minutes for the January 22, 2008 meeting, seconded by Selectman Collingwood. The motion carried unanimously.

**PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT:**

A second public hearing was opened at 7:00 p.m. on the Town's request for a Community Development Fund grant from the Massachusetts Department of Housing and Community Development for construction of a new Senior Center. Elton Ogden from Berkshire Housing Development Services, the firm preparing the grant application, was present. Approximately six residents were also present. Mr. Ogden explained that the Town would be seeking a Community Development Grant. Rene Wood and Grace Campbell both spoke in support of the Senior Center. It was noted that the Town's voters approved the local share of \$450,000 at a Special Town Meeting held on January 22, 2008. There being no other comments from the public, the hearing was closed at 7:10 p.m.

**ABCC LICENSE REPORT:**

Chairman Hannum read the annual report to be submitted to the ABCC indicating the number of alcoholic licenses issued in 2007. Selectman Macy noted that there were no violations with any of the licenses. Selectman Macy moved to submit the report, seconded by Selectman Collingwood. The motion carried unanimously.

**BERKSHIRE SCHOOL – ONE-DAY ALL ALCOHOLIC BEVERAGES LICENSES:**

Berkshire School has submitted an application for 3 one-day alcoholic beverage licenses for their Alumni Weekend to be held on May 15-17, 2008. The licenses requested would be for May 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup>. The insurance information has been submitted. Selectman Macy moved to grant the 3 one-day licenses to Berkshire School for May 15, May 16 and May 17, pending receipt of the license fees, seconded by Selectman Collingwood. The motion carried unanimously.

**ENERGY AUDIT:**

The Massachusetts Division of Energy and Resources has a program offering energy audits to identify potential energy cost savings. An application has been prepared for the Town Hall, Police Department and Library. The applicants will be notified in the summer as to whether they were successful. Selectman Macy moved to submit the application, seconded by Selectman Collingwood. The motion carried unanimously.

**WEDDING – COVERED BRIDGE:**

Amanda Dennison and Brandon Higley have requested permission to hold their wedding at the Covered Bridge on June 21, 2008 at 3 pm. Administrator Kellogg suggested that the Board adopt a policy that no decorations, food or flower arrangements be allowed for functions held at the Covered Bridge. Selectman Macy moved to approve the wedding on June 21, 2008 with no food or decorations allowed, seconded by Selectman Collingwood. The motion carried unanimously.

**SOLID WASTE USER FEE ABATEMENT:**

Shirley Snyder of 627 Hewins Street applied for a Solid Waste User Fee Abatement because she takes her trash to another location. Selectman Macy moved to grant the abatement in the amount of \$83, seconded by Selectman Collingwood. The motion carried unanimously.

**MIIA PROPERTY, LIABILITY AND WORKERS' COMPENSATION PROPOSAL:**

MIIA has offered the Town a 5% decrease per year in Property and Liability, and Workers' Compensation Insurance if the Town locks in for a 2-year renewal. Selectman Macy moved to accept the MIIA proposal and authorize Administrator Kellogg to sign the MIIA Proposal, seconded by Selectman Collingwood. The motion carried unanimously.

**CABLE LICENSE RENEWAL:**

The Town's cable license will expire in April 2009. Administrator Kellogg, Selectman Macy, Paul O'Brien and George Oleen will be on the Negotiation Committee for the new license. One more member will be sought for the Committee.

**VALLEY COMMUNICATION SALES AGREEMENT:**

Selectman Macy moved to approve the contract for a new telephone system for Town Hall and Police Department, seconded by Selectman Collingwood. The motion carried unanimously. Discussion ensued on the number of telephone lines necessary for each building. Administrator Kellogg will review the number of lines needed with Valley Communications.

**SELECTMEN ITEMS:**

Selectman Macy thanked the Highway Department for their outstanding service during the recent storms.

Chairman Hannum noted that she attended the annual Massachusetts Municipal Association Conference and received an award for the Town's 25 years with MIIA. Discussion ensued regarding workshops and speakers at the conference.

Chairman Hannum noted that the Presidential Primary Election would be held in Town Hall tomorrow from 7 am – 8 pm. The Senior Center is offering rides for anyone that needs one.

**TOWN ADMINISTRATOR ITEMS:**

Administrator Kellogg noted that 740 Broadband Surveys were returned and thanked all the residents that took the time to fill them out.

**PUBLIC COMMENT:**

Grace Campbell expressed her agreement with not allowing decorations at the Covered Bridge. Some decorations remain from previous functions.

Mark Pruhenski was present to inquire about his letter of complaint regarding the junk by-law sent in November. The Selectmen will hold a working meeting on Friday, February 8, 2008 and this item will be on the agenda. Selectman Macy has discussed the complaint with the neighboring property owner.

Selectman Macy moved to enter Executive Session for the purpose of discussing mediation strategy. The meeting will not return to open session. The motion was seconded by Selectman Collingwood and carried as follows:

Chairman Hannum – Aye

Selectman Collingwood – Aye

Selectman Macy – Aye

Executive Session began at 7:45 pm.

Chairman Hannum adjourned the meeting at 8:15 pm.

Respectfully submitted,

Rhonda LaBombard  
Assistant Town Administrator