

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
APRIL 26, 2010
SELECTMEN'S MEETING ROOM
7:00 PM**

Board Members Present: David D. Macy, Chairman
Julie M. Hannum, Clerk
Rene C. Wood

Others Present: Joseph A. Kellogg, Town Administrator
Rhonda LaBombard, Assistant Town Administrator

Members of the public

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

APPROVAL OF MINUTES:

Selectman Hannum moved to approve 2 sets of minutes from the April 5, 2010 meetings, minutes from the April 8, 2010 meeting and 2 sets of minutes from the April 15, 2010 meetings, seconded by Selectman Wood. The motion carried unanimously.

FINANCIAL INFORMATION SESSION:

Administrator Kellogg gave a presentation of the proposed FY2011 budget. Dennis Sears asked about the amount for hydrants, Administrator Kellogg explained that this is the cost for having the hydrants ready for use and available. John Arthur Miller asked how much of the Overlay Surplus funds had been used in the last couple of years, Administrator Kellogg explained the use of Overlay Surplus and stated that \$6,500 would be released this year. Mr. Miller would like to use some of these funds for a Senior Tax Work off Program. Mr. Miller inquired on the balance in the Emergency Response Fund. Administrator Kellogg responded approximately \$5,000. Mr. Miller thanked the Board for holding the Financial Information Session. Trudy Weaver Miller inquired on the amount of the salary increase for the Police Chief, Administrator Kellogg responded that the Chief has a contract which includes certain percentages for salary increases. Discussion ensued regarding the Special Legislation that will allow Chief McGarry to continue to work past the age of 65. Ms. Miller asked about the increase last year in Veteran's Benefits, Administrator Kellogg explained that the Town is obligated to provide financial assistance to veterans in need. The State will reimburse the Town 50% of the funds. Pauline Schuman asked why the utility budgets for the Highway and Fire Departments were not included in the Town Buildings and Grounds account like the Library and Police Station. Administrator Kellogg

explained that the Town does not own the Fire Station and there a gradual process to include all utilities for Town owned buildings in the Town Buildings and Grounds account. Ms. Schumann expressed her concern that the Council on Aging (COA) budget is the same as last year but with the new building costs will increase. Administrator Kellogg stated that any changes in the COA budget will be included in the FY2012 budget because the costs are unknown at this time. Marcia Friedman stated that the figures for Solid Waste do not reflect the work of the Solid

Waste Task Force and changes recommended by the Task Force were not included in the budget presented. Administrator Kellogg explained that the tipping charges are the most significant part of the budget and these charges are not know until after the services are put out to bid. Ms. Friedman expressed her concern with the high cost of the sticker prices. Priscilla Cote inquired on the tax rate for FY2010, Administrator Kellogg replied \$12.22 for FY2010 and FY2011 is estimated at \$12.52, which may change depending on valuations. Selectman Wood pointed out that at the bottom of the budget sheets that were handed out it explains the division of the tax rate.

ONE DAY ALCOHOLIC BEVERAGE LICENSE – BERKSHIRE SCHOOL:

Berkshire School had requested two one day alcoholic beverage licenses for their annual alumni weekend on May 14, 2010 and May 15, 2010. Selectman Hannum moved to grant two one day alcoholic beverage licenses to Berkshire School for May 14, 2010 and May 15, 2010 pending receipt of proof of insurance, seconded by Selectman Wood. The motion carried unanimously.

APPOINTMENT - COMMISSION ON DISABILITIES:

Selectman Wood moved to appoint Maryann Hyatt to the Commission on Disabilities, seconded by Selectman Hannum. The motion carried unanimously.

NATURE CONSERVANCY CONSERVATION RESTRICTION:

Laura Marks from the Nature Conservancy was present to present an overview on the conservation restriction requested for property on Undermountain Road. Selectman Wood moved to approve the conservation restriction to the Nature Conservancy, seconded by Selectman Hannum. The motion carried unanimously.

WEDDING AT COVERED BRIDGE:

Jennifer Wheeler has requested to hold her wedding at the Covered Bridge on October 10, 2010. The number of guests will be approximately 120. There will be no food or decorations at the ceremony. Discussion ensued on the request. Selectman Wood moved to obtain information from Chief McGarry regarding traffic control before granting approval, seconded by Selectman Hannum. The motion carried unanimously.

FY 2011 SOLID WASTE DISPOSAL SYSTEM:

The Solid Waste Task Force submitted three reports to the Board. The reports are on the Town website. Administrator Kellogg recommended that the current system of trash disposal continue for FY2011 and the sticker rate to be determined after the solid waste contracts have been awarded. Selectmen Wood would like to follow up on increasing recycling and enforcement, as suggested by the Task Force. Selectman Hannum moved to stay with the current system of trash disposal for FY2011, seconded by Selectman Wood. The motion carried unanimously. Selectman Wood moved to disband the Solid Waste Task Force and send the members a letter of thanks, seconded by Selectman Hannum. The motion carried unanimously.

SENIOR CENTER CONSTRUCTION CONTRACT AWARD:

Administrator Kellogg stated that Salco Construction from Pittsfield was the low bidder for the construction of the Senior Center. The bid price is \$1,020,429. Six bids were received. There were three proposed alternates, painting, cabinets and finish work in the basement that will not be allowed due to budget constraints. Administrator Kellogg recommended that the bid be awarded to Salco Construction. Selectman Hannum moved to award the Senior Center Construction Contract to Salco Construction contingent on the release of funds from the Department of Housing and Community Development, seconded by Selectman Wood. The motion carried unanimously. Selectman Wood stated that John Arthur Miller, Senior Center

Director is working on a groundbreaking ceremony for the Senior Center. Administrator Kellogg stated that a meeting of the Building Committee will be scheduled within the next week.

SELECTMEN ITEMS:

Selectman Hannum noted Chairman Macy's 14 years of service on the Board. Since he decided not to run for re-election, this will be his last regularly scheduled Selectman's meeting and Selectman Hannum thanked him for this expertise and service to the Town.

Chairman Macy stated that the last 14 years have been a learning experience and he has had fun. He thanked the Town employees and fellow Board members for their support, which made his job easier.

Selectman Wood thanked Chairman Macy for the learning opportunity he gave her over the past year.

Selectman Wood explained the importance of filling out the U. S. Census forms and reminded residents to take the time to fill them out and sent them in.

Selectman Hannum reminded residents of the Annual Town Meeting on May 3, 2010 at 7:00 p.m.

TOWN ADMINISTRATOR:

Administrator Kellogg reminded residents that the Bulky Waste Collection will be held on May 14th, 15th and 16th. Coupons are available in the Tax Collectors office for residents that have a Transfer Station Sticker. The coupon is good for one pick-up truck load of bulky waste.

Administrator Kellogg reminded residents that the Annual Town Meeting will be held on May 3, 2010 at 7:00 p.m. and the Annual Town Election will be held on May 10, 2010 from 7:00 a.m. to 7:00 p.m.

Administrator Kellogg stated that composting workshop will be held on May 22, 2010 at the Bushnell Sage Library at 2:00 p.m. There will be a sign up sheet and if there is enough interest another order of compost bins will be placed.

Administrator Kellogg stated that the Town Reports will be available later this week.

Administrator Kellogg thanked Chairman Macy for his support and wished him well.

PUBLIC COMMENT:

Dennis Sears from the Historical Society was present and stated that the Historical Society and the Sheffield Land Trust have a new exhibit at the Stone Store. The exhibit will consist of the history of Sheffield farms and will open on May 1, 2010. There will be a public reception on May 8, 2010 from 2:00 p.m. to 5:00 p.m.

Dennis Sears thanked Chairman Macy for his major commitment to the Town.

John Arthur Miller stated that the Senior Center is offering rides to the Town Meeting and Town Elections to any resident that may need it. Residents may call the Senior Center for more information or to schedule a ride. Drivers are also needed.

Pauline Schumann thanked the Cultural Council for their participation with the fund raiser that was held last weekend and thanked Selectman Hannum for attending.

OTHER BUSINESS:

Chairman Macy stated that there are some erosion issues on Rannapo Road. One of the engineers submitting a quote to correct the problem is a member of the Highway Garage Design Study Committee and he would like to have the Highway Garage Design Study Committee classified as Special Municipal Employees. Selectman Hannum moved to classify the Highway Garage Design Study Committee as Special Municipal Employees, seconded by Selectman Wood. The motion carried unanimously.

Administrator Kellogg said that he sought three quotes for engineering the erosion problem with erosion on Rannapo Road. The quotes are as follows:

Weston & Sampson Engineers, Inc. \$7,500

Tighe and Bond, Inc. \$11,900

Jeffrey F. Collingwood, PE \$4,995

Administrator Kellogg recommended that the work be awarded to Jeffrey Collingwood.

Selectman Hannum stated to avoid any improprieties she wanted the minutes to reflect that Mr. Collingwood was her first cousin. Selectman Hannum moved to award the engineering work on Rannapo Road to Jeffrey Collingwood, PE, seconded by Selectman Wood. The motion carried unanimously.

Selectman Wood encouraged residents to attend a public informational session regarding the Regional School Agreement amendment. It will be held in the Mt. Everett auditorium at 7:00 p.m. Chairman Macy, as the representative for the Town, gave an overview of the work by all five towns in the District in creating this amendment. A copy of the amendment is on the Town website.

Selectman Hannum moved to adjourn the meeting, seconded by Selectman Wood. The motion carried unanimously.

Chairman Macy adjourned the meeting at 8:30 p.m.

Respectfully submitted:

Rhonda LaBombard
Assistant Town Administrator