

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
APRIL 22, 2014  
SECOND FLOOR MEETING ROOM  
7:00 PM**

Board Members Present: Julie Hannum, Chairman  
Rene Wood  
David Smith, Jr.

Others Present: Rhonda LaBombard, Town Administrator  
Jill Hughes, Recording Secretary  
Members of the Public

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

**APPROVAL OF MINUTES:**

Selectman Wood made a motion to approve the minutes from the February 3, 2014 (2 sets), February 18, 2014 (2 sets), February 19, 2014 and February 21, 2014 meetings, seconded by Selectman Hannum. The motion passed 2-0, Selectman Smith abstained.

Selectman Wood made a motion to approve the minutes from the March 3, 2014 (3 sets) meeting, seconded by Selectman Smith. The motion carried unanimously.

**PUBLIC HEARING – NATIONAL GRID UTILITY POLE INSTALLATION – HULETT HILL ROAD:**

Chairman Hannum passed over this agenda item and will return to later since no one from National Grid was present.

**TEMPORARY ROADSIDE EVENT SIGN – BOY SCOUT FISH FRY:**

The Board reviewed the application for the May 17, 2014 event. Selectman Wood made a motion to approve the application for Temporary Roadside Event sign as presented, seconded by Selectman Smith. The motion carried unanimously.

**BERKSHIRE BIKE PATH COUNCIL – BROCHURE INVOICE:**

The Board reviewed the letter from the Bike Path Council asking the Select Board for a \$200.00 contribution to print brochures. Selectman Wood asked Chairman Hannum to consider postponing this matter so it can be researched further. The item will be in the agenda for the next meeting.

**RIGHT OF FIRST REFUSAL – PROPERTY ON HOME ROAD:**

The Board reviewed a letter dated April 1, 2014 from Attorney Oggiani and a purchase and sale agreement for the property which is in Chapter 61A. The Board has 120 days to act on it. Chairman Hannum stated the Board would take under advisement and will be put on a May meeting agenda.

### **MEMORIAL DAY PARADE PERMITS:**

The Board received two letters one from George Oleen about the upcoming Memorial Day parade in Sheffield , which will be on May 26<sup>th</sup> at 11am in Sheffield. The Second letter was from the Ashley Falls Village Improvement Society for a parade to be held on May 26<sup>th</sup> at 8 am in Ashley Falls. Selectman Wood made a motion to grant both parade permits for May 26, 2014 as requested, seconded by Selectman Smith. The motion carried unanimously.

### **RESIGNATION – PLANNING BOARD:**

The Select Board received a letter from Planning Board member Margaret Martin who is resigning from the Board effective immediately. Selectman Wood made a motion to accept the resignation letter from Planning Board member Margaret Martin and to send her a letter of thanks for all her hard work, seconded by Selectman Smith. The motion carried unanimously. Selectman Smith thanked Ms. Martin for her years of service. The Board discussed that they will have to make an appointment to fill the vacancy and are seeking letters of interest from residents until May 9, 2014.

### **STIPEND FOR ASSESSOR:**

The Board reviewed a letter dated April 15, 2014 from Assessor Tammy Blackwell asking them to consider compensation in the amount of \$500.00 for Christopher Lamarre for his work. Administrator LaBombard recommends this stipend as Mr. Lamarre stepped in when Barbara West retired. Selectman Wood made a motion to approve compensation for Christopher Lamarre as presented by Tammy Blackwell, seconded by Selectman Smith. The motion carried unanimously.

### **DSL SERVICE SURVEY:**

Administrator LaBombard updated the Board on Mass Broadband and the need for more accurate information and suggested the survey could be put on the Town website and added to the transfer station mailing that will be going out in the near future. It was the consensus of the Board to get the survey together put it on the website and add it to the transfer station mailing. Selectman Wood will work with Administrator LaBombard on this project. Chairman Hannum suggested a brief cover letter that explains the survey.

### **BULKY WASTE DAYS SCHEDULE:**

Administrator LaBombard has set the dates for May 16, 17 and 18, 2014 for bulky waste. The fee is \$25.00 if residents have no transfer station sticker. Selectman Wood made a motion to accept May 16, 17 and 18, 2014 as bulky waste dates and that coupons are available in the Selectmen's office, seconded by Selectman Smith. The motion carried unanimously.

### **LEGISLATIVE LETTERS:**

The Board reviewed a letter to Governor Deval Patrick regarding Chapter 90 Funding and Economic Development and a discussion ensued. Selectman Smith made a motion to send the letter to Governor Patrick regarding Chapter 90 Funding and Economic Development, seconded by Selectman Hannum. The motion carried unanimously.

The Board reviewed a letter to Representative William “Smitty” Pignatelli regarding H.4000 that was drafted by Selectman Wood. Selectman Smith made a motion to send the letter to Representative William “Smitty” Pignatelli, seconded by Selectman Hannum. The motion carried unanimously.

Chairman Hannum thanked Selectman Wood for writing the letters in behalf of the Board.

**BRTA TRANSIT REVIEW:**

Selectman Wood updated the Board on getting bus service in Sheffield. The Board reviewed the transit review document and a discussion ensued. Selectman Wood made a motion to approve the South County Transit Review as presented, seconded by Selectman Smith. The motion carried unanimously.

**APPROVAL AND SIGNING OF THE ANNUAL TOWN MEETING WARRANT:**

The Board reviewed the Annual Town Meeting Warrant and a discussion ensued. Administrator LaBombard informed the Board that there was one change made to the Demolition Delay Bylaw article due to an error. Selectman Wood made a motion to approve the Annual Town Meeting Warrant as presented, seconded by Selectman Smith. The motion passed unanimously.

**TOWN ADMINISTRATOR CONTRACT APPROVAL:**

Chairman Hannum stated that the Board had been working in Executive Session and have decided on a three year contract with Administrator LaBombard. A performance evaluation will be forthcoming. The Board reviewed and signed the contract. Selectman Wood thanked Administrator LaBombard for continuing her education. Selectman Wood made a motion that the Board approve the three year contract with the Town Administrator Rhonda LaBombard as presented, seconded by Selectman Smith. The motion carried unanimously.

**SELECTMEN'S ITEMS:**

Selectman Wood offered congratulations to Allison Lassoe who recently ran in the Boston Marathon.

Selectman Hannum offered congratulation to David Smith, Sr. who was honored by the Sheffield Association. She informed residents that they will be presenting Dick Kirchner with a plaque at next Monday's meeting and a party to honor him will be held on May 9, 2014 at the Legion Hall. She announced that Administrative Professional's Day was tomorrow and thanked Town Hall staff for their hard work. She also announced that the Select Board has authorized Town Counsel to file a settlement document with the Land Court on Primax Properties and will provide more information in the future.

**TOWN ADMINISTRATOR ITEMS:**

Administrator LaBombard informed the Board that the office received a sign permit from Hilary Russell for an Open Boat Show on May 3, 2014. Selectman Smith made a motion to approve the two signs as presented subject to Police Department review, seconded by Selectman Wood. The motion carried unanimously.

Selectman Wood made a motion to adjourn the meeting, seconded by Selectman Smith. The motion passed unanimously.

The meeting adjourned at 7:40 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: National Grid pole location; Application for Temporary Roadside Event Sign: Boy Scouts; Berkshire Bike Path Council letter and invoice; April 1, 2014 letter from Attorney Oggiani; 4/15/14 letter from Tammy Blackwell; 4/22/14 letter to Governor Deval Patrick; 4/22/14 letter to Smitty

Pignatelli; BRTA draft document; Annual Town Meeting Warrant; Town Administrator contract; Application for Temporary Roadside Event Sign: Hilary Russell.

Respectfully submitted by:

Jill Hughes  
Recording Secretary