

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
SEPTEMBER 15, 2014
TOWN HALL
7:00 PM**

Board Members Present: David A. Smith, Jr., Chairman
Nadine A. Hawver, Clerk
Rene C. Wood

Others Present: Rhonda LaBombard, Town Administrator
Alicia Dulin, Assistant to the Town Administrator

Selectman Smith called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES:

Selectman Wood moved to approve the meeting minutes from the August 20, 2014 meeting as presented seconded by Selectman Hawver. The motion carried unanimously.

Selectman Wood moved to approve the meeting minutes from the September 5, 2014 meeting as amended, seconded by Selectman Hawver. The motion carried 2-0. Chairman Smith abstained.

Chairman Smith apologized to residents that have not been able to hear at meetings. He stated that if residents can't hear they should let the Board know so they can try to rectify the situation.

Chairman Smith stated that they were going to table the public hearing for a pole installation until a National Grid representative arrives.

FIRE DEPARTMENT AWARD FOR SERVICE:

Chairman Smith read a proclamation citation from the House of Representatives recognizing Richard Boardman for his service to the Town as Fire Chief. Chairman Smith thanked Mr. Boardman for his many years of service and stated that his service to the Town is immeasurable. Mr. Boardman thanked the State, Chairman Smith, members of the Fire Department, the Board of Selectmen, Assistant to Town Administrator Alicia Dulin and Administrator LaBombard for their help and support.

PUBLIC HEARING UTILITY POLE INSTALLATION – RANNAPO ROAD

Chairman Smith opened a public hearing for a utility pole installation on Rannapo Road at 7:06 PM. A representative from National Grid was present to explain to the Board that they would install one new pole on Rannapo Road. Discussion ensued. Selectman Wood made a motion to close the public hearing, seconded by Selectman Hawver. The motion carried unanimously. Chairman Smith closed the public hearing at 7:09 PM. Selectman Wood moved to approve the pole and wire locations on Rannapo Road as presented by National Grid, seconded by Selectman Hawver. The motion carried unanimously.

MASS FILM OFFICE MEMORANDUM OF UNDERSTANDING:

Administrator LaBombard explained that a letter had been received from the Massachusetts Film Office asking the Town to designate a film liaison and sign a memorandum of understanding. Selectman Wood moved to accept the memorandum of understanding from the Massachusetts Film

Office and appoint Administrator LaBombard as Sheffield's Film Liaison, seconded by Selectman Hawver. The motion carried unanimously.

APPOINTMENT – VETERAN'S SERVICE DELEGATE:

Selectman Hawver moved to appoint Frank Higgins as the Southern Berkshire Veteran's Service Delegate, seconded by Selectman Wood. The motion carried unanimously.

GEOCAST REVERSE 911:

Administrator LaBombard explained that the Berkshire Sheriff's Office is offering a self-registration site for GeoCast Web Emergency Reverse 911 Notification System for people who would like to be notified on their cell phones or via e-mail. She stated that the information would be posted at the Town Hall and on the website. Selectman Wood asked if there was any cost. Administrator LaBombard stated that there is no cost; interested residents may sign up by going to the website.

APPOINTMENT OF PATROLMAN – BRENNAN POLIDORO:

Administrator LaBombard stated that Police Officer Brennan Polidoro's appointment would be expiring in October. She stated that Police Chief Eric Munson is recommending reappointment. Selectman Wood moved to appoint Brennan Polidoro as a patrolman for a term in line with the other full time Police Officers, seconded by Selectman Hawver. The motion carried unanimously.

TEMPORARY HIGHWAY EMPLOYEE SALARY:

Administrator LaBombard explained that the Temporary Highway Employee salary has not had an increase and recommended an increase of 25 cents per hour. Selectman Wood moved to increase the hourly wage of Temporary Highway Employees by 25 cents per hour effective immediately, seconded by Selectman Hawver. The motion carried unanimously.

TOWN HALL CLOSING – RECORDS RETENTION:

Administrator LaBombard explained that the Town Hall would be closed on October 2, 2014 and October 3, 2014 to allow time for all departments to clean out unnecessary files from the basement.

AWARD TRUCK BID:

Administrator LaBombard asked the Board to table this item until she can talk to the Highway Superintendent regarding some of the bids not meeting the specifications.

CURB CUT – UPPER BARNUM ROAD:

Administrator LaBombard explained that the curb cut application has been received from Peter Stiglin and David Whitman for 1101 Barnum Street from Veeley Road. Selectman Wood moved to approve the application for a curb cut permit for 1101 Barnum Road pending the Police Chief's approval, seconded by Selectman Hawver. The motion carried unanimously.

ONE DAY ALCOHOL LICENSE – DEWEY HALL:

Chairman Smith stated that Dewey Memorial Hall has submitted an application for a one day alcohol license for an event to be held there on September 20, 2014. Selectman Wood moved to approve the one day alcohol license for Dewey Memorial Hall's event to be held on September 20, 2014, seconded by Selectman Hawver. The motion carried unanimously.

SELECTMEN'S ITEMS:

Selectman Wood congratulated Mount Everett student Max Lowenstein for being named a National Merit Semifinalist.

Selectman Wood also stated that Sheffield in Celebration was a great event and thanked the Sheffield in Celebration Association for their work putting it together.

Selectman Wood gave an update on the Rest of River. She stated that the EPA has extended the public comment period on the proposed Cleanup Plan for the Housatonic River to October 27, 2014. She stated that a public hearing would be held on September 26, 2014 at 6:30 PM at Lenox Memorial Middle and High School.

Selectman Wood also gave an update on the Community Development Block Grant. She stated that the applications for housing rehabilitation would not be available for another month and that a Designer Selection Committee and a Designer Review Committee will need to be established and must include the Building Inspector. She stated that she hopes a member of the Commission on Disabilities would also be interested in serving on this committee. It was the consensus of the Board to ask for any residents interested in serving on this Committee to submit a letter of interest.

Selectman Hawver stated that there will be a murder mystery held at the Senior Center on September 20, 2014 at 7:00 PM, admission is \$8.00.

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

Selectman Hawver adjourned the meeting at 7:25 PM

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:

National Grid Petition for Pole and Wire Location ó Rannapo Road

Mass Film Office Memorandum of Understanding

Veteranø Service Delegate ó Letters of Interest

GeoCast Reverse 911 Memo

2015 Dump Truck Bids

Application for a Curb Cut Permit ó Barnum/Veeley Road

Application for a One Day Alcohol License ó Dewey Hall