

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING SESSION
SEPTEMBER 19, 2014
TOWN HALL
2:00 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
Gary Shephard, BRTA
Kirk Danz, BRTA
Vin Ronghi, BRTA
John Arthur Miller, Senior Center Director

Members of the public

Selectman Smith called the meeting to order at 2:00 PM.

TRUCK BID AWARDS:

Administrator LaBombard explained why bids 1-3 on the bid sheet cannot be accepted. She stated that 2 of them do not meet the specifications and that one bid requires the Town to have a Fleet Identification Number and we do not have one. Administrator LaBombard recommended that the Board accept bid number 4 from Colonial Ford in Acton Massachusetts. Selectman Hawver moved to accept the bid for a 2015 Dump Truck from Colonial Ford for \$64,629.00, seconded by Selectman Wood. The motion carried unanimously.

DISPOSAL OF SURPLUS EQUIPMENT:

Administrator LaBombard explained that there are a few surplus vehicles that she would like to get rid of. She stated that there is an old police cruiser at the Highway Garage that the Fire Department has used for parts for the EMS vehicle and she would like to ask the Highway Superintendent to take it to George Mielke Used Auto Parts to see how much he will give us for it since it is under the threshold for being put out to bid. She stated that she would like to put the other surplus vehicles out to bid. Selectman Wood stated that she would like Administrator LaBombard to ask the Fire Department if they would need the other police cruiser for an EMS vehicle. Selectman Hawver stated that she does not think we should ask the Fire Department if they want it if it is offered even if they don't need it. She also stated that rather than transferring it to another town department she would like to see the Town get some money for it. Chairman Smith stated that Administrator LaBombard should ask the Fire Department if they would like the old cruiser. If they don't want it then it will be put out to bid.

ELECTRICAL INSPECTOR FEE INCREASE:

Administrator LaBombard explained that the Electrical Inspector has requested a fee increase. She stated that in light of the current issues, she would like to invite him to a meeting to discuss this with the Board.

SBETC AGREEMENT:

Discussion ensued regarding the FY15 SBETC Agreement. Selectman Wood moved to sign the FY15 SBETC Agreement and send a letter regarding the Board's displeasure with SBETC for limiting pick up times and telling Sheffield clients that service would end on a certain date, because a contract had not been signed yet. And also, to evaluate other senior transportation options to see what else is available, seconded by Selectman Hawver. The motion carried unanimously.

BRTA TRANSPORTATION:

Gary Shepherd, Kirk Danz, Vin Ronghi and John Arthur Miller entered the meeting at 2:30 PM. Discussion ensued regarding what services BRTA might be able to provide to Sheffield for senior transportation. Gary Shepard stated that there is a Mobility Assistance Program (MAP) in which a van is provided to the Town and the Town would provide a driver and insure it. He stated that he would get the Town an application for MAP and that BRTA would sponsor the Town. Discussion ensued regarding other transportation options such Human Service Transportation (HST) for MassHealth eligible riders, Paratransit for ADA eligible and/or 60 and over riders and a PILOT BRTA bus route with stops in Ashley Falls and Sheffield.

Gary Shepard, Kirk Danz, Vin Ronghi and John Arthur Miller left the meeting at 3:40 PM

HIGHWAY STAFFING:

Administrator LaBombard explained that it is not in the budget to hire a new Highway Department Employee and stated that the Assistant Highway Superintendent position should be posted within first.

TREASURER/COLLECTOR STAFFING AND COLLINS REPORT:

Discussion ensued regarding whether there is need to keep the part-time Treasurer/Collector staff and what has been implemented from the Collins Report. It was the consensus of the Board to meet with the Treasurer/Collector and discuss why there is a need to keep the part-time staff.

Administrator LaBombard gave an update on shared services with surrounding towns including a roadside mower, small paver, roller and hot box and a Highway Secretary.

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

Chairman Smith adjourned the meeting at 4:03 PM

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:
Assistant Highway Superintendent's Salary Notes
SBETC's Agreement and Memorandum of Understanding
2015 Dump Truck Bids