

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
JULY 6, 2015
TOWN HALL
7:00 PM**

Board Members Present: Nadine A. Hawver, Chairman
David A. Smith, Jr., Clerk
Andrew G. Petersen

Others Present: Rhonda LaBombard, Town Administrator
Alicia Dulin, Assistant to Town Administrator
Priscilla Cote, Chairman, Board of Health
Fred Panitz, Board of Health

Members of the public

Chairman Hawver opened the meeting at 7:00 PM.

APPROVAL OF MEETING MINUTES:

Selectman Smith moved to approve the meeting minutes from June 1, 2015 and June 15, 2015 as presented, seconded by Selectman Petersen. The motion carried unanimously.

FY2016 APPOINTMENTS:

Selectman Smith moved to appoint the following people:
Conservation Commission – Cheryl Blackburn, Ted Pitman, Jeffrey Collingwood.
Zoning Board of Appeals Alternate – Greig Siedor
Reserve Intermittent Police Officer – Richard Robarge
Seconded by Selectman Petersen. The motion carried unanimously.

Administrator LaBombard stated that the Town Moderator, Bruce Person has submitted a letter recommending the reappointments of Colin Smith and John James to the Finance Committee. Selectman Smith moved to ratify the appointments of Colin Smith and John James to the Finance Committee by the Town Moderator, seconded by Selectman Petersen. The motion carried unanimously.

APPOINTMENT ANNOUNCEMENT:

Administrator LaBombard stated that Frank Higgins has submitted a letter requesting to be appointed as the Veterans Agent. Administrator LaBombard stated that this appointment would be made in two weeks.

INSTALLATION OF SHARPS COLLECTION CONTAINERS:

Priscilla Cote and Fred Panitz were present to discuss the new sharps container located in the Town Hall entrance. Mr. Panitz stated that the Board of Health received a grant to for the sharps container that is in the Town Hall entrance and another sharps container that will be located at the Senior Center. He stated that the Board of Health has also allocated monies for collection and pick up. Discussion ensued. The Board thanked the Board of Health and Ms. Cote and Mr. Panitz for their work on the grant to obtain the sharps containers.

APPROVAL OF INTERMUNICIPAL AGREEMENT FOR ROADSIDE MOWER:

Administrator LaBombard explained that the agreement between the Town of Sheffield and the Town of New Marlborough to share a roadside mower is ready for the Board's approval. Selectman Smith moved to sign the intermunicipal agreement between the Town of Sheffield and the Town of New Marlborough as presented, seconded by Selectman Petersen. The motion carried unanimously.

SENIOR TAX WORK-OFF PROGRAM POLICY:

Administrator LaBombard stated that she took the policy and incorporated the comments that were made at the information session. She stated that the changes are highlighted in yellow and that approval of the policy would be discussed at a future meeting. Chairman Hawver stated that she had obtained the income thresholds. She stated that for a one person household it was \$46,100, for a two person household it was \$52,250, and for a three person household it was \$59,250.

ANTIQUES AND SECONDHAND GOODS LICENSE:

Administrator LaBombard stated that an application was received from Peter Lilienthal for an Antiques and Secondhand Goods license. Selectman Smith moved to approve the Antiques and Secondhand Goods license for Peter Lilienthal, seconded by Selectman Petersen. The motion carried unanimously.

ONE DAY ALCOHOL LICENSES – DEWEY HALL:

Administrator LaBombard stated that Dewey Hall has submitted an application for four one day alcohol licenses for events to be held at Dewey Hall. She stated that the dates are as follows:

July 25, 2015

August 15, 2015

August 16, 2015

September 12, 2015

Selectman Smith moved to approve four one day alcohol license for events to be held at Dewey Hall on July 25, 2015, August 15, 2015, August 16, 2015 and September 12, 2015, seconded by Selectman Petersen. The motion carried unanimously.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard stated that Transfer Station letters will be sent out in the mail next week. The letter states that new Transfer Station stickers must be purchased and affixed to vehicles no later than July 31, 2015.

Selectman Smith moved to adjourn the meeting, seconded by Selectman Petersen. The motion carried unanimously

Chairman Hawver adjourned the meeting at 7:17 PM.

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:

List of Appointments

Letter from Town Moderator ó Finance Committee Appointments

Letter of Interest ó Veteranø Delegate

Draft Intermunicipal Agreement for Roadside Mower

Draft Senior Tax Work-Off Program Policy

Application for Antiques and Secondhand Goods License ó Good as Old Antiques Repair

Application for Four One Day Alcohol Licenses ó Dewey Hall