

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
WORKING SESSION  
NOVEMBER 10, 2015  
TOWN HALL  
3:00 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  
Rene Wood, Design Review Committee  
Laura Grunfeld, Design Review Committee  
Steve McAlister, Architect  
Patricia Mullins, BRPC  
Nancy Doucette, BRPC  
State Representative William Pignatelli, via phone

Chairman Hawver called the meeting to order at 3:00 pm.

**HUNTING ON TOWN PROPERTY:**

Selectman Petersen stated that he thinks that hunting on Town property should be limited to five residents per hunting season. He stated that he thinks non residents should only get the opportunity if the five slots do not get filled by residents. Selectman Hawver stated that she would like to find out how other towns handle hunting on town property. Discussion ensued regarding limiting hunting at the Town Park to only bow hunting and having walking trails posted once they are complete. It was the consensus of the Board to not allow hunting at the Town Park for this hunting season because the Eagle Scouts will be working on the walking trail project and to have Selectman Petersen work on an outline for a policy for hunting on town property.

**OPENING COVERED BRIDGE TO TRAFFIC:**

Chairman Hawver explained that Mark Bachetti was told by the builder of the covered bridge that the best way to preserve the bridge would be to have 15-20 cars a day driving over it in order to rid the bridge of debris. Discussion ensued regarding what the best solution would be to rid the bridge of debris without opening it to traffic. It was the consensus of the Board to have Administrator LaBombard ask the Temporary Highway Superintendent if the Highway Department could use the vibrating roller on the covered bridge in order to get rid of the dirt between the boards of the bridge.

**TECHNOLOGY SERVICES:**

Administrator LaBombard stated that John Shannon has submitted a proposal for IT services at the Town Hall. She stated that the proposal was for \$8,000 per year including 24 hour a day support but not including the wiring. She stated that the wiring would be an additional \$3,000. Discussion ensued. Selectman Smith moved to accept the technology agreement from CSS Ventures, Inc. dba Network Engineering & Security and use Berkshire School Gift Account funds to pay for the wiring and the first year, seconded by Selectman Petersen. The motion carried unanimously.

**EDUCATIONAL STIPENDS:**

Administrator LaBombard asked the Board if the educational stipend was available for union personnel. Discussion ensued. It was the consensus of the Board that since the educational stipends will be a part of the Town's Personnel Policy it applied to non-union employees.

**SCHOOL FIRE SUPPRESSION SYSTEM:**

Administrator LaBombard stated that since the fire suppression system at the school is not working correctly they have requested Fire Department coverage for 13 events. Discussion ensued regarding the District's question on compensation for the fire fighters. It was the consensus of the Board that if the fire fighters were going to be compensated that it be done through the School and that the Town would not charge for the equipment.

**CDBG ACCESSABILITY PROJECT:**

Patricia Mullins from the Berkshire Regional Planning Commission was present with the Design Review Committee to discuss the final design options for the back entrance of the Town Hall. Steve McAlister from Clark & Green Architecture Design presented the 5 designs for the back entrance of Town Hall. Discussion ensued regarding which design would best fit Sheffield's needs. Selectman Petersen moved to accept the design labeled Scheme A for the back entrance of the Town Hall, seconded by Selectman Smith. The motion carried unanimously. Discussion ensued regarding how to deal with the issue of snow and ice on the covered walkway and falling from the roof. Mr. McAlister suggested that 5 rows of snow guards be put on the roof to prevent snow and ice from falling and that a snow melting system be used for the covered walkway. Rene Wood asked Mr. McAlister about how much he thought this project would cost. Mr. McAlister stated that it would most likely cost between \$245,000-\$300,000 not including the snow guards for the roof. Rene Wood suggested that the Board think about offsetting the grant money with some Town money. Ms. Mullins stated that if the Town is willing to put in some money it would make the grant application more competitive.

The Design Review Committee left the meeting at 4:15 pm.

**SCHOOL ASSESSMENT:**

Chairman Hawver updated the Board on the meeting that she and Administrator LaBombard had with Vito Valentini from the School Committee and shared the letter that was received from Mr. Valentini on November 10, 2015 with the Board. Discussion ensued regarding a solution to the assessment error.

State Representative William Pignatelli joined the meeting via phone at 4:45 pm. Representative Pignatelli stated that he will open the meeting with the 5 town's Boards of Selectmen and state that he called the meeting in the hopes of finding a solution that suits every town. He stated that he would then turn the meeting over to the Sheffield Board of Selectmen

The call with Representative Pignatelli ended at 4:55 pm.

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

Chairman Hawver adjourned the meeting at 4:55 pm

Respectfully submitted:

Alicia Dulin  
Assistant to the Town Administrator

Documents reviewed at this meeting:  
Service Agreement - CSS Ventures, Inc. d/b/a Network Engineering Security  
E-mail from Fire Chief  
Letter from Vito Valentini