

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
AUGUST 15, 2016
TOWN HALL
7:00 PM**

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

Others Present: Rhonda LaBombard, Town Administrator
Jennifer Goewey, Executive Director to the COA

Members of the public

Chairman Hawver called the meeting to order at 7:00 PM

APPROVAL OF MINUTES:

Selectman Smith moved to approve the minutes for the July 26, 2016 and August 1, 2016 meetings as presented, seconded by Selectman Petersen. The motion carried unanimously.

APPOINTMENT OF PROBATIONARY FIRE FIGHTER:

SELECTMEN'S ITEMS:

Chairman Hawver stated that Matthew Morehouse has submitted an application for Fire Fighter. Selectman Smith moved to appoint Matthew Morehouse as a Probationary Fire Fighter, seconded by Selectman Petersen. The motion carried unanimously.

FY2017 APPOINTMENTS:

Chairman Hawver stated that at the last meeting the Board announced Frank Higgins for Veteran's Service Delegate and the American Legion for Veteran's Grave Officer. Selectman Smith moved to appoint Frank Higgins as Veteran's Service Delegate and the American Legion as Veteran's Grave Officer, seconded by Selectman Petersen. The motion carried unanimously.

FY2017 APPOINTMENT ANNOUNCEMENTS:

Chairman Hawver stated that Arthur Batacchi, Jr. has submitted a letter requesting to be appointed to the Conservation Commission and John Reilley has submitted a letter requesting to be appointed to the Zoning Board of Appeals. She stated that these appointments would be made at the next meeting.

JENNIFER GOEWY – UPDATES ON SENIOR CENTER:

Jennifer Goewey, Executive Director of the COA gave updates on the Senior Center's transportation, congregate meals, Friendly Visitor, and bereavement support group programs. Ms. Goewey also updated the Board on the grant that the Senior Center has been awarded for a van, upcoming grant opportunities including a grant application for an assistive listening device, the establishment of a Council on Aging Policy Subcommittee and Strategic Planning Subcommittee and upcoming events. Derek Gentile from the Berkshire Eagle asked Ms. Goewey if the seniors that are served by the Senior Center are only Sheffield residents. Ms. Goewey stated that the seniors served are not only Sheffield residents.

APPROVAL OF POLICE CHIEF’S CONTRACT:

Administrator LaBombard stated that the Board has been in negotiation with the Police Chief regarding his contract and Town Counsel has reviewed the draft contract. Selectman Smith moved to sign the three year contract for the Police Chief, seconded by Selectman Petersen. The motion carried unanimously.

APPROVAL OF SOLAR AGREEMENT WITH POWER PLAY SOLAR:

Tabled until future meeting.

APPROVAL OF SOLAR AGREEMENT WITH SEABOARD SOLAR:

Tabled until future meeting.

ONE DAY ALCOHOL LICENSES – GRAHAM FARMHOUSE WINERY, BIG ELM BREWING:

Chairman Hawver stated that Graham Farmhouse Winery has submitted an application for a one day Wine and Malt Beverages license for the Sheffield Fair to be held at the Town Park on September 10, 2016. Selectman Smith moved to approve the one day Wine and Malt Beverages license to Graham Farmhouse Winery for the Sheffield Fair to be held at the Town Park on September 10, 2016, seconded by Selectman Petersen. The motion carried unanimously.

Chairman Hawver stated that Big Elm Brewing has submitted applications for two one day Wine and Malt Beverage licenses, the first, is for the Farmer’s Market on August 19, 2016 and the second is for the Sheffield Fair to be held at the Town Park on September 10, 2016. Selectman Smith moved to approve two one day Wine and Malt Beverage licenses to Big Elm Brewing for the Farmer’s Market on August 19, 2016 and for the Sheffield Fair to be held at the Town Park on September 10, 2016, seconded by Selectman Petersen. The motion carried unanimously.

BULKY WASTE SCHEDULE:

Administrator LaBombard stated that Bulky Waste Days happen twice a year and the Selectmen usually set the dates a month before. Administrator LaBombard is recommending that the Board set a permanent schedule that would be the third weekend in May and the third weekend in October every year. Selectman Smith moved to permanently set the Bulky Waste dates for the third weekend in May and the third weekend in October every year, seconded by Selectman Petersen. The motion carried unanimously.

SELECTMEN’S ITEMS:

Chairman Hawver stated that on behalf of the Board she would like to express her condolences to the family of Joan Sussman who passed away this weekend. Joan was a member of the Agricultural Commission.

Selectman Petersen moved to send a letter to Andy West thanking him for the good job that he does taking care of the intersection of Silver Street and Route 7, seconded by Selectman Smith. The motion carried unanimously.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard stated that her office will be closed on August 22, 2016 because she and her assistant will be attending a training on federal funding for municipal buildings.

Administrator LaBombard stated that the Town has been notified by the USDA that there will be aerial crop seeding done on some farms in Sheffield. She stated that the seeding will begin August 10, 2016 and continue through mid-September throughout the State.

Administrator LaBombard thanked the Berkshire County Sherriff's Office for providing a detail of six inmates to do roadside mowing and weed whacking in Sheffield. She stated that she has requested another detail in the fall and also one for next summer.

Administrator LaBombard stated that she received the Highway road materials bid that was done jointly with New Marlborough and asked the Board if they would award those bids. She explained that the bids highlighted in yellow are the low bidders. The Board reviewed the Highway Materials Bid. Selectman Smith moved to award the Highway Materials Bids to the low bidders highlighted in yellow on the bid sheet, seconded by Selectman Petersen. The motion carried unanimously.

PUBLIC COMMENT:

Kathy Staropoli stated that she would like to inform the Board that the Ashley Property Committee, in conjunction with the Historical Society will be planning Mumbet Day this year. She stated that on August 21, 2016 the Mumbet Walk to Freedom will be held at 10:00 AM. She also stated that the Stone Store will have an exhibit, followed by a performance on the Historical Society property.

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

Chairman Hawver adjourned the meeting at 7:28 PM.

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:
Fire Fighter Application
Letters of Interest ó Veteran's Service Delegate, Veteran's Grave Officer, Conservation Commission, Zoning Board of Appeals
One Day Alcohol License Applications ó Graham Farmhouse Winery, Big Elm Brewing
Highway Road Materials Bid