

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
SEPTEMBER 6, 2016  
TOWN HALL  
7:00 PM**

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

Board Members Absent: Andrew G. Petersen

Others Present: Rhonda LaBombard, Town Administrator  
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 August 15, 2016, August 25, 2016 and August 30, 2016 meetings as presented, seconded by Chairman Hawver. The motion carried unanimously.

**JAYNE SMITH – SHEFFIELD IN CELEBRATION:**

Jayne Smith was present to discuss Sheffield in Celebration. She stated that Sheffield in Celebration would begin on September 9, 2016 with the Tomato Fest, followed by the fair on September 10, 2016 from 12:00 PM ó 5:00 PM at the Town Park. She stated that the fair will include live entertainment and a baking contest followed by a chili sampler at the Sheffield Senior Center. On Sunday there will be a bring your own picnic in Ashley Falls, a hike and a 9/11 remembrance service in celebration of Sheffield's first responders.

**CHRIST TRINITY CHURCH HONRING POLICE DEPARTMENT AND FIRE DEPARTMENT:**

Administrator LaBombard stated that on September 11, 2016 at 5:00 PM the Christ Trinity Church would like to sponsor a short service and presentation in Barnard Park for the 15<sup>th</sup> anniversary of the 9/11 attacks. She stated that they will be honoring those that lost their lives as well as the Sheffield Fire Department and the Sheffield Police Department. Following the service there will be a free picnic on the lawn at the Christ Trinity Church. She stated that all residents are invited to attend.

**APPOINTMENTS – CONSERVATION COMMISSION, ZONING BOARD OF APPEALS AND RESERVE INTERMITTENT POLICE OFFICERS:**

Chairman Hawver stated that at the last meeting it was announced that Arthur Batacchi, Jr. had submitted a letter requesting to be appointed to the Conservation Commission and John Reilley had submitted a letter requesting to be appointed to the Zoning Board of Appeals. Selectman Smith moved to appoint Arthur Batacchi, Jr. to the Conservation Commission and John Reilley to the Zoning Board of Appeals, seconded by Chairman Hawver. The motion carried unanimously.

Administrator LaBombard explained that Brennan Stockton and Jennifer Brown were appointed as Reserve Intermittent Police Officers for a one year probationary period. She stated that their probationary period has expired and it is the recommendation of Chief Munson that they be reappointed. Selectman Smith moved to appoint Brennan Stockton and Jennifer Brown as Reserve Intermittent Police Officers, seconded by Chairman Hawver. The motion carried unanimously.

**APPOINTMENT ANNOUNCEMENTS – FIVE TOWN CABLE ADVISORY COMMITTEE:**

Chairman Hawver stated that Rene Wood has submitted a letter requesting appointment to the Five Town Cable Advisory Committee. She stated that the appointment would be made at the next meeting.

**RESIGNATION – SEASONAL EMPLOYEE:**

Chairman Hawver stated that James Collinwood, Jr. has resigned from the part-time Plow Operator position with the Highway Department. Selectman Smith moved to accept James Collingwood, Jr.'s resignation and send him a letter thanking him for his service, seconded by Chairman Hawver. The motion carried unanimously.

**RATIFICATION OF THE APPROVAL OF SEABOARD SOLAR AGREEMENT:**

Administrator LaBombard explained that at the Special Town Meeting voters approved for the Board to enter into an agreement with Seaboard solar for a solar project on Home Road and County Road. She stated that the Board approved the agreement at their last working meeting. Selectman Smith moved to ratify the approval of the solar agreement with Seaboard Solar, seconded by Chairman Hawver. The motion carried unanimously.

**TOWN PARK HIKING TRAIL SIGN:**

The Board reviewed the signs that Don Ward would like to put up at each end of the hiking trail at the Town Park. Discussion ensued. Selectman Smith moved to approve the placement of signs at each end of the hiking trail at the Town Park pending any questions, seconded by Chairman Hawver. The motion carried unanimously.

**SEPTEMBER 8, 2016 ELECTION UPDATE:**

Administrator LaBombard stated that there would be a State Primary Election on September 8, 2016 and polls would be open from 7:00 AM ó 8:00 PM at the Sheffield Senior Center. She stated that voter registration is closed so, if a resident has not registered to vote yet, they will not be able to vote in the State Primary. She also stated that the deadline to request an absentee ballot is September 7, 2016 by 12:00 PM. Residents with any questions should contact the Town Clerk's Office.

**TOWN ADMINISTRATOR ITEMS:**

Administrator LaBombard invited residents to celebrate the retirement of Margie Consolini who served 37 years on the Board of Registrars. The Party will be September 9, 2016 from 3:00 PM ó 5:00 PM at the Senior Center.

Administrator LaBombard stated that the Board voted to direct her to hire Town Counsel to investigate the recent Police Department incident regarding a traffic stop. She stated that the Town takes these matters very seriously.

Administrator LaBombard stated that she was notified by Berkshire Regional Planning Commission (BRPC) that a BRPC Delegate Alternate has not been chosen. She stated that

since no one had applied for that position it would default to the person that last served in that position who was Rene Wood. Selectman Smith moved to appoint Rene Wood as the BRPC Delegate Alternate, seconded by Chairman Hawver. The motion carried unanimously.

Administrator LaBombard thanked Emily Fisher for the donation she made to the Police Department resulting from a search for her granddaughter and a friend who were missing for a few hours. Administrator LaBombard asked the Board to set up a special revenue account for the Police Department that can be used at the discretion of the Police Chief, Town Administrator and Board of Selectmen. Selectman Smith moved to set up a special revenue account for the Police Department to be used at the discretion of the Police Chief, Town Administrator, and Board of Selectmen, seconded by Chairman Hawver. The motion carried unanimously.

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

Chairman Hawver adjourned the meeting at 7:16 PM.

Respectfully submitted:

Alicia Dulin  
Assistant to Town Administrator

Documents reviewed at this meeting:  
Fire Fighter Application  
Letters of Interest ó Conservation Commission, Zoning Board of Appeals, Five Town  
Cable Advisory Committee  
Resignation Letter ó Seasonal Employee  
Proposed Signage for Town Park Hiking Trail