

**TOWN OF SHEFFIELD
SELECT BOARD
MARCH 19, 2024
TOWN HALL – SECOND FLOOR MEETING ROOM
7:00 PM**

Board Members Present: Robert C. Kilmer, Jr., Chairman
Nadine A. Hawver, Clerk
Rene C. Wood

Others Present: Rhonda LaBombard, Town Administrator
Jill Hughes, Assistant Town Administrator
Members of the Public

Chairman Kilmer called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:

Selectman Wood moved to approve the meeting minutes from February 29, 2024 – 2 sets, March 4, 2024, and March 6, 2024 with the Finance Committee, seconded by Selectman Hawver. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING TREATING INVASIVE PLANTS ON TOWN PROPERTIES:

It was the consensus of the Board to table the matter to the next meeting.

ACTION REGARDING RESIGNATION – BOARD ADMINISTRATOR:

Chairman Kilmer read the letter from Pamela Tambourine resigning from the Board Administrator position. Her last day will be April 1st. Selectman Hawver moved to accept the resignation of Pamela Tambourine from the Board Administrator position, seconded by Selectman Wood. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING APPROVAL OF BUILDING IN THE SHEFFIELD BUSINESS PARK BY MAHAIWE TENT:

It was the consensus of the Board to table the matter to the next meeting.

RATIFY THE VOTE TO APPROVE THE CHARTER CABLE LICENSE RENEWAL:

Selectman Wood moved to ratify the vote taken by the Board at a working meeting and approve the Charter Cable License Agreement, seconded by Selectman Hawver. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING ELECTRIC VEHICLE CHARGING STATIONS:

The Board discussed the quotes for charging stations at the Library and Town Hall. There was discussion regarding on-going costs and usage. It was the consensus of the Board to postpone discussion until they have more data.

DISCUSSION/ACTION REGARDING RELEASE OF EXECUTIVE SESSION MINUTES:

Selectman Hawver moved to release the following Executive Session meeting minutes: June 4, 2018, June 19, 2018, September 10, 2018, October 15, 2018, March 18, 2019, April 16, 2019, June 3, 2019, July 1, 2019, August 5, 2019, August 27, 2019, September 3, 2019, September 23, 2019, October 2, 2019, October 28, 2019.

November 5, 2019, November 22, 2019, December 9, 2019, December 20, 2019, January 28, 2020, February 3, 2020, April 15, 2020, April 21, 2020, and November 16, 2020, seconded by Selectman Wood. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING SPEED CONTROLS FROM MASSDOT:

Selectman Wood stated that residents of Ashley Falls requested speed controls on Route 7A. MassDOT has offered to install a speed feedback sign. The sign would be installed outside of the Historic District. Selectman Wood moved to approve MassDOT installing a speed feedback sign on Route 7A and to send them a letter of thanks, seconded by Selectman Hawver. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING NON-PROFIT APPLICATION FROM AMERICAN LEGION:

Selectman Wood recused herself from the discussion as she was not involved in awarding the non-profit requests for funding. The application was reviewed and discussed. Chairman Kilmer moved to give \$20,000 to the American Legion with the suggestion that the bathrooms be upgraded, seconded by Selectman Hawver. The motion carried 2-0, Selectman Wood recused herself from the vote.

UPDATE ON THE SPECIAL TOWN MEETING:

Administrator LaBombard stated that according to the Town Clerk there were 93 registered voters at last night's Special Town Meeting. The purchase of 48 Sheffield Business Park for the new highway garage passed. Administrator LaBombard stated that the closing date on the property is scheduled for May 15th. Selectman Wood thanked the voters and thanked Selectman Hawver for the presentation she did.

ANNOUNCE CREATION OF ADMINISTRATIVE ASSISTANT POSITION IN THE TOWN ADMINISTRATOR'S OFFICE:

Administrator LaBombard stated the Board created a new position in the Town Administrator's office and the Board Administrator position has been restructured. She stated that the job description is on the website and the help wanted ad has been posted on Indeed and will run in the Shopper's Guide.

ANNOUNCE TOWN MEETING AND TOWN ELECTION DATES:

Administrator LaBombard stated that the Annual Town Meeting will be on May 6th at 6 PM and the Town Election will be on May 13th for Town Moderator, Selectman, Library Trustee, and two openings on the Planning Board.

DISCUSSION/POSSIBLE ACTION REGARDING MICRO TRANSIT:

Selectman Wood stated that the TriTown Connector wants to replace the 10:30 AM and 12:30 PM connectors with 6:30 AM and 4:30 PM beginning April 1st. She stated that beginning July 1st the Connector will be operating seven days a week. Selectman Hawver moved to accept the change from the TriTown Connector as presented, seconded by Chairman Kilmer. The motion carried unanimously.

DISCUSSION/ACTION REGARDING LETTER OF SUPPORT FOR USDA GRANT APPLICATION:

Selectman Wood discussed the draft letter of support for the USDA Rural Development Grant for a Police cruiser. She stated that she is waiting for more information from Chief Munson. It was the consensus of the Board to discuss it at their next meeting.

BOARD MEMBER ITEMS:

The Board thanked residents who attended last night's Special Town Meeting.

TOWN ADMINISTRATOR ITEMS:

There were no Town Administrator items.

PUBLIC COMMENT:

Pat Levine discussed the new Library program "Reach for a Book" that started last week.

Selectman Wood moved to enter Executive Session to discuss strategy with respect to collective bargaining – Police Officers Association and not to return to Open Session, seconded by Selectman Hawver. The roll call vote was as follows:

Chairman Kilmer – Aye

Selectman Hawver – Aye

Selectman Wood – Aye

Executive Session began at 7:32 PM.

Chairman Kilmer adjourned the meeting at 8:00 PM.

Respectfully submitted:



Jill Hughes

Assistant Town Administrator

Documents reviewed at this meeting:

Draft Meeting Minutes

Resignation Letter – Board Administrator

Proposal from World Energy Services

List of Executive Session Minutes for Release

Email from MassDOT

Letter and Application from American Legion

3/17/24 Email from TriTown Connector

Draft Letter of Support USDA Grant