

By Mr. Webber, a petition (accompanied by bill, Senate, No. 1681) of Peter C. Webber and Christopher J. Hodgkins (by vote of the town) for legislation to establish a selectmen-administrator form of administration in the town of Sheffield. Local Affairs.

**The Commonwealth of Massachusetts**

In the Year One Thousand Nine Hundred and Eighty-Nine.

AN ACT ESTABLISHING A BOARD OF SELECTMEN-ADMINISTRATOR FORM OF ADMINISTRATION IN THE TOWN OF SHEFFIELD.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

1 SECTION 1. Upon the effective date of this act, as hereinafter  
2 provided, the Town shall be governed by the provisions of this  
3 act. To the extent that the provisions of this act modify or repeal  
4 existing general laws and special laws or the body of law which  
5 constitutes the Town Charter under section 9 Article LXXXIX  
6 of the Amendments to the Constitution of the Commonwealth,  
7 this act shall govern.

1 SECTION 2. After the effective date of this act, the registered  
2 voters of the Town of Sheffield shall, in accordance with any  
3 applicable laws, by-laws, votes of the Town, or interlocal  
4 agreements continue to elect the following:

- 5 a. Moderator
- 6 b. Board of Selectmen
- 7 c. Library Trustees
- 8 d. Town Clerk
- 9 e. Planning Board
- 10 f. Board of Assessors
- 11 g. Members of the Regional School Committee

12 Unless otherwise provided in this act, this act shall not affect  
13 the term of office of any such elected official or elected member

14 of such board or committee, commission, or authority. Every  
15 other elective office, board, committee, commission of the Town  
16 shall be terminated or shall become appointive as hereinafter  
17 provided, any other provision of the law to the contrary  
18 notwithstanding. Unless otherwise provided by this act, the term  
19 of office of any person elected to any office, board, committee  
20 or commission existing as an elected office at the time of the  
21 effective date of this act and having become appointive hereunder,  
22 shall continue until the term for which that person was elected  
23 shall have expired, and until the appointment and qualification  
24 of a successor.

25 The offices of Tax Collector and Town Treasurer shall be  
26 abolished at the next annual town Meeting after the effective date  
27 of this act and the new office of Treasurer-Collector established  
28 to succeed to all the powers, duties and responsibilities of the office  
29 of Tax Collector and Treasurer. The office of Treasurer-Collector  
30 shall be appointed by the Board of Selectmen in accordance with  
31 section 4 of this act.

32 The powers, duties and responsibilities of elected officials shall  
33 be as now or hereafter provided by the applicable provisions of  
34 general laws, special laws, by-laws and votes of the Town, except  
35 as otherwise expressly provided herein.

1 SECTION 3. The executive powers of the Town shall be vested  
2 in the Board of Selectmen who shall serve as the chief policy  
3 making board of the Town. The Board of Selectmen shall continue  
4 to have and to exercise all the powers and duties vested in Boards  
5 of Selectmen under the general laws or by vote of the Town, except  
6 as otherwise provided herein. To aid the Board of Selectmen in  
7 the conduct of its official business and duties the Board of  
8 Selectmen shall appoint a Town Administrator as provided in  
9 section 5 of this act.

1 SECTION 4. The Board of Selectmen shall appoint a Town  
2 Counsel, a Treasurer-Collector, Tree Warden, the Constables,  
3 election officers (except the Town Clerk) and all department  
4 heads, employees and subordinates except those persons serving  
5 under officers and multiple member bodies elected directly by the

6 voters of Sheffield. The Board of Selectmen shall also appoint all  
7 multiple member boards, committees, and commissions except  
8 those appointed by the Moderator.

1 SECTION 5. The Board of Selectmen shall appoint a Town  
2 Administrator for a term to be specified by the Board of  
3 Selectmen. The Town Administrator shall be especially fitted by  
4 education, training and experience in public or business  
5 administration to perform the duties of the office. Any vacancy  
6 in the office of Town Administrator shall be filled as soon as  
7 possible by the Board of Selectmen. Pending the appointment of  
8 a Town Administrator or the filling of any vacancy, the Board  
9 of Selectmen shall appoint a suitable person to perform the duties  
10 of the office. In the event of temporary absence or disability of  
11 the Town Administrator, the Board of Selectmen may designate  
12 a qualified Officer of the Town to perform the duties of the Town  
13 Administrator during such temporary absence or disability.

1 SECTION 6. The Town Administrator shall receive such  
2 compensation for services as the Board of Selectmen shall  
3 determine, but such compensation shall not exceed the amount  
4 appropriated therefor by the Town.

1 SECTION 7. The Town Administrator shall act as the agent  
2 for the Board of Selectmen and shall have the powers, duties and  
3 responsibilities enumerated in this section:

4 a. The Town Administrator shall act as or perform the duties  
5 of the Town Accountant or insure that the powers, duties and  
6 responsibilities of a Town Accountant are performed in the Town.

7 b. The Town Administrator, under the direction of the Board  
8 of Selectmen, shall supervise and be responsible for the efficient  
9 administration of all offices and departments under jurisdiction  
10 of the Board of Selectmen.

11 c. The Town Administrator, unless excused, shall attend all  
12 regular and special meeting of the Board of Selectmen and attend  
13 all sessions of the Town Meeting.

14 d. The Town Administrator shall keep the Board of Selectmen  
15 fully informed as to the needs of the Town and shall recommend



16 to the Selectmen for adoption, measures requiring action by the  
17 Board or by the Town as may be deemed necessary or expedient.

18 e. The Town Administrator shall be responsible for compiling  
19 the annual operating and capital budget for all Town departments  
20 and submitting the budget to the Finance Committee.

21 f. The Town Administrator shall be responsible for assisting  
22 the board of Selectmen in the recruitment of department heads  
23 and employees.

24 g. The Town Administrator shall be responsible for the  
25 administration of the Town's personnel system.

26 h. The Town Administrator shall be the agent for the Board  
27 of Selectmen for collective bargaining and may employ special  
28 counsel to assist in the performance of these duties.

29 i. The Town Administrator shall insure that a complete and  
30 full record of the financial and administrative activities of the  
31 Town are maintained and render reports to the Board of  
32 Selectmen as may be required.

33 j. The Town Administrator may investigate or inquire into the  
34 affairs of any Town department or office under the supervision  
35 of the Board of Selectmen.

36 k. The Town Administrator shall perform such other duties as  
37 necessary or as may be assigned by this act, by-law, Town Meeting  
38 vote or vote of the Board of Selectmen.

1 SECTION 8. Subject only to the express prohibition in a  
2 General Law or this act, the Town Meeting may, by by-law,  
3 reorganize, consolidate or abolish, create, merge, or divide, alter  
4 the term or office, the manner of selection, or, if a multiple  
5 member body, the number of members of any Town body, in  
6 whole or in part, establish new agencies and may prescribe the  
7 functions, powers, duties and responsibilities of any such agency.

1 SECTION 9. All laws, by-laws, votes, rules and regulations,  
2 whether enacted by authority of the Town or any other authority,  
3 which are in force in the Town of Sheffield on the effective date  
4 of this act, or any portion or portions thereof, not inconsistent  
5 with the provisions of this act, shall continue to be in full force  
6 and effect until otherwise provided by other laws, by-laws, votes,

7 rules and regulations, respectively. All other laws, votes, rules and  
8 regulations so far as they refer to the Town of Sheffield, are hereby  
9 suspended but such suspension shall not revive any preexisting  
10 enactment. Nothing contained herein shall impair contractual  
11 rights established prior to the adoption of this act or any amend-  
12 ment hereto.

1 SECTION 10. Any person holding a Town Office or  
2 employment under the Town shall retain such office or  
3 employment and shall continue to perform their duties until  
4 provisions shall have been made in accordance with this act for  
5 the performance of said duties by another person or agency. No  
6 person in the permanent full-time service or employment of the  
7 Town shall forfeit pay grade for time in service. Each person shall  
8 be retained in a capacity as similar to their former capacity as is  
9 practical.

1 SECTION 11. This act shall take effect upon its passage.

1 SECTION 12. A committee consisting of at least five and no  
2 more than seven members — part but not all to be members of  
3 the existing government study committee, is to be appointed by  
4 the selectmen in conjunction with the existing study committee.  
5 This new committee is to perform a detailed study of any  
6 unmentioned elected officers in regard to staffing, workload and  
7 operation; and to prepare a report to the selectmen in sufficient  
8 time to initiate actions in the warrant for the annual town meeting  
9 in 1989.

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# THE HISTORY OF THE UNITED STATES

OF THE UNITED STATES OF AMERICA  
FROM 1776 TO 1876

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BY [Name]

The history of the United States is a story of a young nation that grew from a small group of colonies on the eastern coast of North America to a powerful and diverse country that spans the continent. The story begins in 1776, when the thirteen original colonies declared their independence from Great Britain. The American Revolution was a struggle for freedom and self-government, and it led to the creation of a new nation based on the principles of liberty and justice for all.

The early years of the United States were marked by challenges and uncertainty. The young nation had to establish a government and defend itself against foreign threats. The Constitution was adopted in 1787, and it provided a framework for the new government. The United States grew rapidly, and by the mid-19th century, it had become a major power in the world.

The mid-19th century was a period of great change and conflict. The Civil War was fought between 1861 and 1865, and it was a struggle over the issue of slavery. The war ended slavery and preserved the Union, but it also led to a period of Reconstruction and the struggle for civil rights. The United States emerged from the Civil War as a more unified and powerful nation, and it continued to grow and expand its influence in the world.

