

April 01, 2026, Minutes
Sheffield Select Board Meeting
Municipal Building
6:00 PM
In person Meeting

Present: Erik Lavallee, Chairperson, Benjamin (Ben) Robinson, Select Board, Kate Berry-Buonanno, Selectboard, Erika Lavallee, Town Clerk, Felicia Bedor, Assistant Town Clerk (Recorder), Bobbie Bristol, Carolyn Crankshaw, Sally Wood-Simons, Al Robertson, Jan Noble

The meeting was called to order at 6:02 PM by Erik Lavallee, as Selectboard Chairman, with the following business being transacted:

Any Additions, Deletions or Amendments to Agenda

Erika had an Error's and Omissions letter from the Listers for the Selectboard members to sign. Erika explained that this was to correct items in the grand list that were entered incorrectly. All the Selectboard members signed.

Erik presented a letter written by himself on behalf of the Town of Sheffield Selectboard regarding Act 181. Erik read the letter and the other members of the board agreed to sign and mail into the State of Vermont to repeal Act 181.

Correspondence – None

Appoint NVDA Representative Carolyn Crankshaw – Erika asked that the Selectboard make a motion to nominate Carolyn Crankshaw as the primary representative for the NVDA with Keith Ballak as a backup. Erik made the motion, seconded by Kate. With no objections, the motion passed.

Highway Department Policies – Max gave Erika a State Roads and Bridge Standard policy that the Selectboard needed to sign. Erika stated that there are no changes to the policy they just need a policy with updated signatures. All members of the board signed the policy.

The highway road crew offers to help residents in the wintertime with snow removal, however, Max wanted to have a written policy stating this as well as the fee that comes with the work. The fee used to be \$35 and is now \$100.

The highway roadcrew has been helping the Town of Wheelock with some road maintenance. Max wanted to also get this in writing, stating what they help with and the rates for doing the work.

After some discussion about the new Highway Road Policies, all the Selectboard members signed each policy document.

Delinquent Tax Update – Erika mentioned that delinquent taxes are currently at \$35,529.68.

Uniforms for Highway Department – Kate stated that she had heard of other towns having an allowance for the highway crews to get new boots and uniforms each year. Kate believes this is a good idea and would also be a nice benefit for our road crew. Erika said that Mark, one of the road crew members, had brought a pamphlet for the company Cintas. Erika broke down the amount per year to total \$2158 for both road crew members. The board agrees that it is a good idea and agreed to table the idea until 2027 budget since the budget has already been passed for 2026.

Property Maintenance Ordinance – Kate had done some research and found a few different towns’ property ordinances and believes that it is time for the town to try and implement something similar especially on the 122 corridors. Sally mentioned approaching the problem from a tax standpoint and having the Board of Civil Authority go to properties and report to the Listers; have the listers add another criteria to the assessment that could charge a surcharge for trashy properties. Ben stated that this whole situation is dealing with two different issues, one being run down properties the other being health issues. Carolyn asked if this issue could be brought up at another meeting so that there could be further discussion about it. Al recommended having a committee that would handle this issue to include the Selectboard, Planning Commission, and an attorney. The Selectboard agreed that this would need further discussion and will plan to meet about the issue in the near future.

Any other non-binding business that may be properly brought before the meeting

Public Comments- limited to five minutes per comment.

Select Board Executive Session- Motions reflecting session work will be made at the next Select Board meeting.

Adjournment

With no further business, Ben Robinson made the motion to adjourn. Erik Lavalley seconded, motion passed. Meeting adjourned at 7:32pm, April 01, 2026.

Respectfully submitted,

Erika Lavalley, Town Clerk

Erik Lavalley, Chairperson

Kate Berry-Buonanno

Benjamin Robinson