

**February 04, 2026 Minutes**  
**Sheffield Select Board Meeting**  
**Municipal Building**  
**5:55 PM**  
**In person Meeting**

Present: Walter Smith, Chairperson, Erik Lavallee, Select Board, Kate Berry-Buoananno, Selectboard, Erika Lavallee, Town Clerk, Felicia Bedor, Assistant Town Clerk (Recorder), Terry Gayton

The meeting was called to order at 5:55 PM by Walter Smith, as Chairperson, with the following business being transacted:

**Any Additions, Deletions or Amendments to Agenda**

**Correspondence – None**

**Red Dam Conservatory request for 10 acres on Duck Pond** – Erik spoke with Red Dam Conservatory, and they are willing to pay up to \$1,150.00 per acre for the parcel on Duck Pond Road. This was a parcel that was previously discussed in a prior meeting about selling to contiguous property owners. That sale never went through, so the town is still the owners of the landlocked parcel. Erik suggested offering the parcel to Red Dam Conservatory for \$1000 per acre and they cover the attorney fees. Walter agreed that was a fair price. Erik made the motion to accept the offer of \$1000 per acre and they cover the attorney fees; Walter seconded the motion. With no objections the motion passed. Erik will reach out to Red Dam Conservatory.

**Food Pantry-Electrical upgrade request** – Terry spoke about the food shelf requesting upgraded electrical services at the Town Hall because they would like to move all the refrigerator and freezers that are downstairs, up to the stage and if money allows, purchase a few more freezers. The food shelf currently gets a weekly donation from Walmart of all sorts of food (frozen, fresh, etc.). Terry has been in contact with Northeast Electrical Solutions, and they said the best option would be to upgrade the current electrical panel. He received a quote for that at around \$10,000. Terry stated that the upside of that quote is that he has written just about that amount in grants for the food shelf this year.

Erik asked how many families roughly does food shelf serve? Terry stated that they have around 100 on their list. The first pantry of the month has about 60-70 families and the second one has about 30-40 families. Erik also asked how many of those families are from Sheffield. Terry said that 50-60% of the families are from Sheffield. Terry mentioned that they also get about once a week an emergency food call, where a family can't wait until food shelf to get food. Kate spoke about the food shelf in the past, used to deliver boxes to people, and Terry said that they still have a few people that they do that for. Walter asked who establishes the radius for service. Terry wasn't fully sure, but he believed it was the VT Food Bank. The Sheffield Food Pantry currently services people from Sheffield, Sutton, Burke, Barton, Greensboro, Newark, and Wheelock.

With no further discussion, Walter made a motion to approve the electrical upgrade proposal. Kate seconded the motion.

Erik brought up the concern of future use of the Town Hall for events such as a concerts, dances, etc. would need the space on the stage and with food shelf taking all the stage that could limit future possibility for these events. Terry believes that after the refrigeration gets moved up there it could be problematic for others to use the stage. Terry then discussed what the layout the food shelf is planning. Erik also asked that by adding freezers, are they going to be energy efficient or replace some of the older ones with the new as the town tax payers cover the bill for the electrical. Terry said that the food shelf could help offset cost with grants down the road, he is unsure how much adding more freezers would increase the electric bill currently. Kate asked if there was any concern for basic structure of the stage being able to hold the weight of the freezers once they are all on there and full. There was some discussion about how to look under the stage to find out the structure and how it is built. Erika asked why the food shelf is storing so much food instead of handing it all out at the food shelf

days. Terry explained the way that the food is coming in. Sometimes they receive a lot of extra food that they just don't have enough people to hand out to at each food shelf.

**CAI Contract Signatures** – The company that maintains the Towns tax map is CAI, and each year they have the selectboard sign a new contract. Erika handed out the contract for each member to review and sign, all the Selectboard members signed the contract.

**Retirement for Max Aldrich document signatures** – Max had asked that the agreement for his retirement pay get put in writing for future reference. Erika wrote up the agreement and reviewed with Max, the Selectboard just needed to review it and sign it as well. All the Selectboard agreed and signed.

**Delinquent Tax Updates** – Delinquent Tax is currently \$44,522.37

**Planning Commission Updates - None**

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

**Public Comments- limited to five minutes per comment.**

**Adjournment**

With no further business, Erik Lavalley made the motion to adjourn. Walter Smith Second, by Motion passed. Meeting adjourned at 6:22 PM, February 04, 2026.

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

Respectfully submitted,

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Erika Lavalley, Town Clerk

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Walter Smith, Chairperson

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Erik Lavalley

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Kate Berry-Buoananno