

**January 24, 2026 Minutes
Sheffield Select Board Meeting
Municipal Building
10:30 AM
In person Meeting**

Present: Walter Smith, Chairperson, Erik Lavallee, Select Board, Kate Buoananno, Selectboard, Erika Lavallee, Town Clerk, Felicia Bedor, Assistant Town Clerk (Recorder), Al Robertson, Shane Lanphere (Fire Chief), Bobbie Bristol, Ben Robinson, Carolyn Crankshaw, Sam Crankshaw

The meeting was called to order at 10:30 AM by Walter Smith, as Chairperson, with the following business being transacted:

Any Additions, Deletions or Amendments to Agenda - None

Correspondence – None

Appointing Kate Buoananno – Erik made a motion to accept Cindy's resignation from the Selectboard and appoint Kate Berry-Buoananno to fill her spot until town meeting. Walter seconded the motion. With no objections the motion passed.

Approving the 2026 Budget –

Highway Budget – Erika lead the discussion with the surplus for 2025 in the highway budget. The town received funds from FEMA for the 2024 flood. They also received funds from the State toward the Berry Hill paving project that helped go toward the surplus.

The winter sand budget will stay around the same price, it may increase around \$.50 however, the total will increase because Max added another 500 yards to be purchased this year.

For special projects there is \$16,000 match for the Dunn Mountain Road Culvert Project to replace the culvert that washed out in both 2023 and 2024 flooding. Town Farm Road has a \$30,000 match to repair the stone culvert damage done during the July 2025 flooding.

Dennis is planning to retire and no longer renting out his excavator. The highway crew would like to purchase a small excavator with the surplus from 2025. The excavator that they are looking at is around \$130,000. Walter asked about the cost of renting one. Erika explained after Max did some research, they found that it is around \$3,000-\$5,000 per week and they would have to schedule the rental during the winter months and regardless of the weather they would have to use the rental the week it is scheduled.

With no further questions on the highway budget Walter made a motion to accept the budget as written, seconded by Erik. With no objections the highway budget passed.

General Budget – Erika started the discussion with pointing out that the appropriations increased this year. There are a few organizations that submitted their petitions to increase the amount requested, there was also a new organization that requested money this year.

The Cemetery Association asked for \$41,000 last year, however, they did not use all of that so they put the remainder into a reserve to be spent this year.

Legal services is increasing this year due to the Jason Korpi case.

Property insurance increased this year with the new town garage.

The listers budget increased this year because of the reassessment that will begin on July 1st. Our Listers will be working with NEMRC to do the reassessment so they will be putting in more hours this year.

The office operations discussion included Erika highlighting that the amount paid for the audit was paid for by the Bond and not by 2025 taxpayer funds. Erika is going to raise money in the budget every year to have another audit in the future. Erika also noted that the office equipment budget was used to buy a new scanner for the survey maps. That was bought with money that had been saved in the reserve and did not come out of 2025 taxpayer funds.

The planning commission had \$1781.22 left over and put into a reserve to be spent later. There is \$900 for the Village Center designation and Flood plain mapping.

The Town Hall was painted upstairs last year and had some other repairs completed. These projects were all spent out of a reserve and did not come out of 2025 taxpayer funds.

Erika noted the payroll budget will be going up this year because of the listers helping with the reassessment.

MERP – Fire Station Project- Erik started the discussion explaining his conversation with James Coe and his concern for the proposed cost of the project. He looked into not taking the MERP grant and found that the funds that have already been paid from the grant will need to be paid back. With that information Erik and James discussed adjusting the scope of work to fit within the grant amount. Per MERP the town would need to do up to 20% of the ADA work to be compliant. Shane agreed to change the scope of work to only fit in the grant amount. His concern is to do work on the building now and in the future having the project go in a different direction and taking out all the work that is going to be done. To avoid that problem, the 4th bay could become where the state required equipment along with the ADA bathroom get built and that would never have to change no matter if the Town office moved or not. Shane also mentioned his concern about where the fire trucks and air tanks will go during the renovation. Erik mentioned that they could talk with Max about utilizing the new town garage for a short time if need be.

Al asked about if the town could receive another grant if it would be possible to add an upgraded heating system to the fire station project. Erik stated that if it was covered under the grant and considered beneficial to the building that they would consider adding it to the warning to be voted on at town meeting. As of right now they are not planning to make any changes to the heating system except to upgrade the existing Modine heaters in the fire department bays. Walter mentioned that if Shane and James don't agree on the heating system upgrade than it will not be added to the warning.

With no further questions, Erik made a motion to accept the general budget as written. Second, by Walter. With no objections the motion passed.

Approving the 2026 Town Warning – Erika noted the change in Town Meeting time will be at 5:00pm this year March 3rd. She also stated that in talking with Patrick Ham, the moderator, she should remove letter C from Article 6 and 7 as they can both be discussed in letter B. With those changes, Erik made a motion to accept the Warning as written, second by Walt. With no objections the motion passed.

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 Lavallee made the motion to adjourn. Walter Smith Second, by Motion passed. Meeting adjourned at 11:38 AM, January 24, 2026.

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

Respectfully submitted,

Erika Lavallee, Town Clerk

Walter Smith, Chairperson

Erik Lavallee

Kate Berry-Buoananno