

June 3, 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, Carolyn Crankshaw, Brandon Thrailkill (Sheriff), Robert Gerrish

The meeting was called to order at 6:03 PM by Erik Lavallee, as Selectboard Chairman, with the following business being transacted:

Any Additions, Deletions or Amendments to Agenda

The Listers needed a Grand List extension form signed by the Chairman of the Selectboard. Erik signed the form.

Correspondence – None

Caledonia County Sheriff Brandon Thrailkill – Sheriff Brandon Thrailkill wanted to go around to each town after 6 months to give updates. He stated that everything that the department does has increased dramatically since a year ago to include:

- The department has three full-time court security officers Monday through Friday. The contract used to only contain two and they were able to get that increased and sustain that.
- This year the department has been doing road construction patrols, where last year they were not asked for due to there being little to no construction projects in the area.
- They have done a few wide load escorts from the New Hampshire border to the New York border, which is done with two officers at a time.
- The department is also doing two to three Saturdays a month of security at Bear Ridge Speedway in Bradford.
- They have also attended multiple school events in the area.
- The Sheriff's Department is still offering fingerprinting two days a week for background checks, coaching, etc.
- The newest officer is currently training to not only be a deputy but also a dispatcher.
- Last year the department only had one field training officer (FTO) and currently the department has four.
- Last year January 2025 to June 2025 the department had only done 19.5 hours of patrol in Sheffield, this year January 2026 to June 2026 they have done 42. Due to having more staff, the Sheriff's Department has been able to roughly double their patrol times in the different towns in the county that hold contracts with the department. That also has increased the incidents they have handled from 339 in 2025 to 517 in 2026.

Brandon wanted to start reaching out at the six-month mark to each town to find out more about what the towns would like to see from the department. Erika asked if there would be the possibility for patrols earlier and/or later than the normal hours in the future, such as school drop-off times. Brandon stated that by having his current dispatcher, a part time dispatcher, and a deputy training to also be a dispatcher, who also has flexibility, they are hoping to expand the hours in the very near future. Brandon also mentioned that the department currently works with 11 towns in Caledonia County and Newbury in Orange County. Newbury is only temporary until Orange County can get coverage. There was some discussion about the potential of different contract options and what that would entail for the towns and the Sheriff's Department.

Delinquent Taxes – The delinquent taxes are currently \$22,411.00

Robert Garrish gave an introduction about himself; he is running for Sheriff in Caledonia County.

New Hire Benefit Package – There was some discussion about the offer of pay, insurance, and vacation for a new hire. Erik made a motion to offer \$24-28 per hour based off experience with two weeks of vacation after the 90-day probation period, a \$280 per week stipend if they opt out of health insurance. If they choose to take the insurance, they will not receive the stipend, but they will be offered the bronze plan through Blue Cross Blue Shield with the town covering 80%. at the 80/20 level. If the employee chooses to take a different plan the town will still pay 80% of the cost of the bronze plan and the remainder will be up to the employee to pay. The new hire will also be offered a retirement matching of 5% in a simple IRA after one whole year of employment. Ben seconded the motion. With no objections, motion passed.

Erika asked the board about making the time off for employees to all be classified under paid time off (PTO) as opposed to what is currently done by breaking it out into sick time, vacation time, and personal time. Erik made the motion to change all paid time off to one category, seconded by Ben. With no objections, motion passed.

Employee Policy Discussion – There was discussion regarding a new employee policy that covers all the elected and hired personnel. The board was advised by Erika that the transfer station employees were already covered by the Town of Wheelock employee policy. The board took a copy of the Wheelock employee policy to review. They will bring it back with their changes to review at the next meeting.

Planning Commission Updates – Carolyn went to the NVDA board meeting where the regional plan was discussed, where they put all town plans together. She stated that it is a very extensive plan, so it is hard for anyone to read through and give feedback in the initial time frame for review and approval. She then discussed Act 181 where towns need to apply for, and Sheffield doesn't have the infrastructure for it. The mapping concerning Act 181 was brought

up at the meeting. Sutton and Newark were at the meeting with concerns with the mapping. All of this can change if the towns get loud about the rules.

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. Ben made a motion to enter executive session seconded by Kate at 7:45pm. The board returned from session at 8:15pm.

Adjournment

With no further business, Ben Robinson made the motion to adjourn. Kate Berry-Buonanno seconded, motion passed. Meeting adjourned at 8:17pm, June 3, 2026.

Respectfully submitted,

Erika Lavalley, Town Clerk

Erik Lavalley, Chairperson

Kate Berry-Buonanno

Benjamin Robinson