

May 13, 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), Lenny Hall, Carolyn Crankshaw, Tammy Jacoby, Joe Sabia, Jennifer Sabia, Max Aldrich, Mike Griffith, Bill Pierce, Biff Mahoney

The meeting was called to order at 6:00 PM by Erik Lavallee, as Selectboard Chairman, with the following business being transacted:

Any Additions, Deletions or Amendments to Agenda

Erika stated that the agenda item for Max Aldrich will be moved to executive session.

Correspondence – None

Delinquent Taxes – Delinquent taxes are currently \$32,505.46.

Highway financial plan and Certificate of Compliance – Erika presented to the board a plan that Max needs signed. Max has reviewed plan with Logan Perron, the AOT district manager. The Selectboard reviewed the document and all signed.

Red Dam property purchase update – Erik stated that the land purchase is complete and the town has received the check for the filing fees and the \$10,000 purchase.

Town Hall discussion regarding food shelf usage – Erik began the conversation by acknowledging the grant that the food shelf received for the electrical updates. Tammy Jacoby then mentioned that the volunteers have been cleaning and organizing, they have two new shelves and provided pictures for the board to look at the layout. Erik pointed out that downstairs in the hallway near the ADA bathroom the carts and freezer are starting to take up space and that needs to be kept cleaned out in the chance of an emergency. There was some discussion about making the downstairs more accessible for handicapped people and the possibility of the food shelf moving downstairs. Erik stated that before a final decision is made, he would like Shane, the fire chief, along with the other board members to go over and look at the layout and see what will work.

Community input and committee set up for work on blighted property ordinance – Kate plans to set up a meeting with Carolyn Crankshaw, Al Robertson, and Biff Mahoney. This would be a kickoff meeting to discover what the ordinance is trying to accomplish. Kate asked about the open meeting laws and Erika explained the steps for the new ordinance meeting process. There was then some discussion about the committee moving forward, including involving the health officer to see what he may be able to accomplish as well as the Fire Marshall. Ben asked if there is a service from the state that helps pay property owners to clean up their property. Max stated that the state did do that for a few people in town in the past and Erika is going to check back in the minutes to get more information. There was also mention about creating a community fund to potentially help property owners. Lenny also asked about having small businesses help as a tax write off, however, the board wasn't sure that could be an option.

Discussion of the updating of town ordinances:

- Animal control – The animal control ordinance is dated back to May 7, 1992.
- Speed – The traffic ordinance is dated back to July 5, 1979.

The selectboard agreed to put this off to the next meeting. They will work on the animal ordinance at the June meeting. Erika will send them the current ordinance to review.

Planning Commission Updates – Carolyn spoke about the event that was held on Green Up Day. They set up a table with donuts and refreshments for community members to share. There were only 6 people that attended. The Planning Commission plans to do the event again next year.

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

Erik mentioned that he took an ethics training course and learned that per state law, all elected officials, and department heads will have to take the training. He also learned that the town will have to create an ethics policy and include an ethics portion in an employee policy.

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. Erik Lavallee motioned the enter executive session at 7pm seconded by Ben Robinson.

At 8:39pm the board returned from executive session. Kate made a motion to offer the new road crew member \$30/hour, 2 weeks of vacation, retirement after a year, and vacation in the winter months if there is a cover driver.

Adjournment

With no further business, Ben Robinson made the motion to adjourn. Kate Berry-Buonanno seconded, motion passed. Meeting adjourned at 8:40pm, May 13, 2026.

Respectfully submitted,

Erika Lavallee, Town Clerk

Erik Lavallee, Chairperson

Kate Berry-Buonanno

Benjamin Robinson