

**September 03, 2025 Minutes
Sheffield Select Board Meeting
Municipal Building
5:55 PM
In person Meeting**

Present: Walter Smith, Chairperson, Erik Lavallee, Select Board, Cynthia (Cindy) Roy, Selectboard, Erika Lavallee, Town Clerk, Felicia Bedor, Assistant Town Clerk (Recorder), Al Robertson, Sally Wood-Simons, Carolyn Crankshaw, Max Aldrich, Bill Pierce

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

- Sally explained that the Trustees for the Education Trust needs to reaffirm that kids receive money from the trust by going directly from high school to college with no time off in between. In 2021 that line got removed from the regulations for some unknown reason and Sally would like the Selectboards approval to have it put back. Wheelock already voted to have the regulations put back in the terms. Cindy made a motion to have this line put back in the terms of the Education Trust, seconded by Erik.
- Max stated that he had recently been out looking at the culvert on Town Farm Road and it is over 50% damaged from the rain we had in July of this year. Max stated that he feels it is damaged enough that he would like the road crew to turn around before the culvert this winter so that they don't have to drive over it and cause more damage or have something more severe happen. There has already been a hydraulic study done but he is hoping to have an engineering study done to get an estimate of cost to repair the culvert next year. Erika asked Max if there is any grant money to use toward the repair, however Max was not sure if there would be or not. Max is also waiting to find out about the Governors declaration of disaster because it could always be a FEMA project. Max explained the engineering study procedure. Walter moved to have the engineering study done up to a cost of \$10,000, seconded by Erik. Erika also mentioned that the town received the first FEMA payment for the July 2024 flood last Friday for an amount of \$113,000.

Correspondence – None

Town Garage Change Order #3 – Erika stated that the new town garage has received the certificate of completion, it has passed the fire inspection and received a change order with the following changes.

- Received credit of \$4,800 for liquidated damages.
- The glass had a \$2,086 change for window glazing and \$6,000 change for glazing
- MEI – added \$3,919 to add the router for the internet, \$13,367 for the town supplied compressor, \$787 for the emergency boiler shut off switch, and \$918 for the fuel tank power and switch.
- \$7,215 credit for overhead door power.

- \$3,959 for the CO2 sensor.
- \$4,061 for the Insulation boiler breach.

All the changes came to a total of \$14,600.00. Coe and Coe rejected the \$6,000 change for window glazing. The selectboard agreed on the change orders, Walter signed off.

PVR Documents for Velco Communications Inventory – Erika had some papers from the listers that the selectboard needed to sign. There were two parcels entered incorrectly so the listers had an errors and omissions sheet that needs to be signed to correct it. The selectboard all signed the sheet.

Park and Ride – Where and a small sign –The State of Vermont would like to know when the park and ride is complete. Al stated that all that is left is to add the signs and lime for the lines for parking. Erik made a motion to order the signs and lime to get the park and ride complete, seconded by Cindy.

Act 181 update – Al explained what Act 181 is, summed up it is homes that the town needs to find room to be built. The state has sent a map regarding Act 181 to the town. Al wants to send a letter to NVDA to modify the map and ask that they not finalize the maps until the flood mapping becomes available.

Sidewalk grant update and matching funding needs – Al Spoke about the funding for the sidewalk project. VTrans has given the amount of \$5,000 with the town paying \$1,000 and the state paying \$4,000. The letter that the state has sent regarding the sidewalk project describes what the town is trying to do. The total amount that the state has given for the project is within pennies of the total amount of the grant that was awarded for the project. Walter stated that the proposal needs to reflect the \$12,000 total. Al stated that he will get that included and if accepted will send out by email to the selectboard for signature. Al also mentioned that this project will involve a kickoff meeting and a Selectboard member will need to be present. Walter and Erik both mentioned a Friday around 3 would be best. Al also asked about a Local Concerns Meeting, and the Selectboard all agreed that it should be a weekday evening for residents to attend.

Planning Commission Updates

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

Walter asked if there is an update on the Jason Korpi tax sale eviction. Erika said that after the court hearing she had learned of a few things involving tax sales. Two weeks after the town tax sale of Jason's trailer the state passed Act 106 stating that the delinquent tax collector needs to send a letter 90-120 days before the redemption period ends reminding the owner of end of the redemption period. The town was unaware of this new law and did not send Jason Korpi a letter. With that, Korpi's attorney has submitted an offer. Erika reviewed the offer with the Selectboard. The selectboard did not agree on that offer and asked Erika submit a counteroffer stating that Jason Korpi has 120 days to pay all of the delinquent taxes that are owed including penalties and interest. If he does that, the town will grant him his deed, if not on the 121st day the town can

remove the trailer. The selectboard will wait to hear from the attorney about their decision on the counteroffer. Cindy made a motion to accept the counteroffer seconded by Erik.

Erik asked the planning commission about options of remodeling the current town hall to include the town offices, as opposed to building a whole new community center. Carolyn stated that they are in the beginning stages of looking at the town hall and what upgrades can be made. She didn't think of the town offices being there but will include that in the study they are currently working on.

The delinquent taxes are currently at \$9,580.81.

Sally Wood-Simons asked about the town hall being in a flood plain. Al mentioned that he isn't sure if it is and the town won't know for sure until they get the new flood plain map.

Public Comments- limited to five minutes per comment.

Adjournment

With no further business, Cindy Roy made the motion to adjourn. Second, by Erik Lavallee
Motion passed. Meeting adjourned at 6:56 PM, September 03, 2025.

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

Cynthia Roy