

June 17, 2026, Minutes
Sheffield Select Board Special 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)

The meeting was called to order at 6:02 PM by Erik Lavallee, as Selectboard Chairman, with the following business being transacted:

Any Additions, Deletions or Amendments to Agenda - None

Correspondence – None

Highway Crew Member Hire, Pay/Benefit Package – Max started the discussion with the initial offer that he gave to the potential new hire which was \$26/hour with a stipend of \$280 for not taking insurance. The potential hire countered the offer with \$28/hour with the stipend. They would also like to have paid time off for appointments in the first 90 days. After hearing the counteroffer there was some discussion by the board about the hourly rate. Erik then made a motion to allow Max to make the final decision on what to pay for the new hire, seconded by Ben. Max then spoke about what he believes the new hire should start at, and Erik rescinded his motion. After hearing Max's proposal, Erik made a motion to start the new road crew member at \$28/hour with the \$280 stipend and paid time off in the first 90 days for appointments, if there is a doctor's note to go along with it. Ben seconded the motion. With no objections, the motion passed. Kate clarified that the stipend will not begin until after the 90-day probation period. The new road crew member is set to begin work August 3, 2026.

Sheffield Free Market – Patrick Ham had a written proposal for a Free Market, held in the area beside the Municipal Building. After all the board members read over the proposal, Erik made a motion to okay the Free Market, seconded by Kate. With no objections, the motion passed.

LEMP Sign Off – Erika presented the board with the Local Emergency Management Plan (LEMP). She stated that there were no significant changes. All the board members reviewed the plan. Only Erik as the chairman was required to sign.

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

Kate asked the other board members about reviewing the employee policy handbook. They all agreed to review and discuss any changes or updates they would like to see at the July 1st meeting. Kate stated that she would like to have the policy updated before the new road crew member starts August 3rd so that they will have the most updated policy in their file.

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.

Adjournment

With no further business, Ben Robinson made the motion to adjourn. Kate Berry-Buonanno seconded, motion passed. Meeting adjourned at 6:35pm, June 17, 2026.

Respectfully submitted,

Erika Lavalley, Town Clerk

Erik Lavalley, Chairperson

Kate Berry-Buonanno

Benjamin Robinson