

May 07, 2025 Minutes
Sheffield Select Board Meeting
Municipal Building
5:56 PM
In person Meeting

Present: Walter Smith, Chairperson, Erik Lavallee, Select Board, Cynthia (Cindy) Roy, Select Board, Erika Lavallee, Town Clerk, Felicia Bedor, Assistant Town Clerk (Recorder), Max Aldrich, Carolyn Crankshaw, Nate Sicard

The meeting was called to order at 5:56 PM by Walter Smith, as Chairperson, with the following business being transacted:

Any Additions, Deletions or Amendments to Agenda

Erika had a financial control checklist that she needs the Selectboard to review and sign. The checklist advises the Selectboard, once a year, of different controls in the office. The Selectboard reviewed the checklist and all of them signed the document.

Max received the bids for the Duck Pond Road project today and would like to open them and have the Selectboard pick their best option. Nate Sicard, the project engineer, Max and the Selectboard all opened the bids. There was some discussion about each of the options. The different options were the following:

- Gravel Construction \$97,279.00
- Harold's Concrete and Excavation \$137,479.00
- Simpson Dirtworx LLC \$137,500.00
- KML Forestry and Excavation \$137,700.00
- J.P. Sicard Inc. \$169,254.00

After reviewing all the bids the Selectboard along with Max and Nate decided that Gravel Construction would be the best option. Nate has worked with them on other projects and stated that they are a great company to have do the work. Erik made a motion to accept the bid from Gravel seconded by Cindy. Walter then signed the proposal. Nate will put together a bid summary and analysis to send to Gravel Construction. Once he sends over to them, he will request for them to send him their insurance certificates. He will then send the town all of the details.

Resolution from Peter Franzoni Vote – The Selectboard discussed the email they received regarding the resolution. After some discussion Erik motioned to not accept the resolution seconded by Cindy.

Transfer Station Employee Contract – The Selectboard signed the revised handbook. Erika will send over to Wheelock Selectboard for them to review and sign or make changes.

Jason Korpi Trailer Removal – The town is currently waiting on the deed from the attorney showing that the town now owns the trailer from tax sale in 2024. Once the town has the deed recorded the town can start the eviction process. Erika will contact Hanne Friday.

Delinquent Taxes – The current amount of delinquent tax is \$27,861.30. Tax sale is on May 30th at 11am. There are currently 5 properties up for sale.

Planning Commission Updates – Carolyn Crankshaw spoke about a meeting that was held last month. There were five people in attendance to help with the village center designation and to help establish potential funding sources.

Bobbie Bristol and Carolyn had a conference call with the representative from the Preservation Trust of Vermont. They are thinking that it would be possible to help with some improvements to the Town Hall. The representative would like to come and walk through the Town Hall to see what upgrades it would need.

Correspondence

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 6:26 PM, May 07, 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