

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING MEETING
FEBRUARY 10, 2010
SELECTMEN'S OFFICE
6:30 PM**

Board Members Present: David D. Macy, Chairman
Julie M. Hannum, Clerk
Rene C. Wood

Others Present: Joseph A. Kellogg, Town Administrator
Rhonda LaBombard, Assistant Town Administrator

Chairman Macy called the meeting to order at 6:30 pm.

FY 2011 BUDGET:

Discussion ensued regarding hiring an office support person. It was the consensus of the Board to meet with various committee heads to discuss the need for such support and revisit this proposal for FY2012. Selectman Wood suggested we look at how department workloads can be automated.

MEETING SCHEDULE:

It was the consensus of the Board to invite the Solid Waste Task Force to attend a Selectmen's meeting to discuss their work.

EMPLOYEE BENEFITS AND EXPENSE REIMBURSEMENT:

Discussion ensued regarding what items should be submitted for expense reimbursement. Selectman Wood pointed out that the percentage of maintenance fees charged for the State Treasurer's Deferred Compensation program is extremely high. Selectman Hannum moved to have Administrator Kellogg and Selectman Wood draft a letter to our legislative representatives, the State Treasurer and Governor Patrick expressing concerns on the maintenance fees, seconded by Selectman Wood. The motion carried unanimously.

Administrator Kellogg briefly discussed the budget that he is presenting to the Finance Committee tonight.

Chairman Macy stated that he is directing Administrator Kellogg to only work on the following issues until after the Annual Town Meeting: Highway Garage, Senior Center, Town Meeting Warrant, and FY 2011 Budget. Any other projects should be put on hold.

Selectmen Wood provided the Board with a proposed board policy document she has prepared for their review and consideration.

It was noted that Board members would be attending the Finance Committee meeting scheduled for 7:00 p.m.

Selectman Hannum moved to adjourn the meeting, seconded by Selectman Wood. The motion carried unanimously.

Chairman Macy adjourned the meeting at 6:59 p.m.

Respectfully submitted:

Rhonda LaBombard
Assistant Town Administrator