

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING MEETING
APRIL 5, 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
John Arthur Miller, Senior Center Director

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

Administrator Kellogg gave an overview on the progress of the senior center. There will be a pre-bid meeting on April 6, 2010 for the architect and contractors. The sub bids will be opened on April 15, 2010 and the general bids will be opened on April 22, 2010. The construction is scheduled to begin in May with completion estimated for December. Discussion ensued regarding change orders during construction.

Mr. Miller stated that he has been disappointed and frustrated with his role during the designing of the center. He was not included in meetings and was not consulted with any changes to the plans. Mr. Miller stated his concern with the window design in the lobby of the center that separates the workspace from the entry. Discussion ensued regarding a plate glass window and a sliding window. Board members explained that changes to the design are within Administrator Kellogg's responsibilities because he has been appointed as project manager.

Selectman Wood would like to have improved communication between Administrator Kellogg and Mr. Miller and would like Administrator Kellogg to keep Mr. Miller in the loop of information regarding the construction.

Mr. Miller expressed his concerns with not being allowed to attend the pre bid meeting scheduled for April 6, 2010. Administrator Kellogg stated that the meeting is for the architect and contractors to ask questions and is not a public meeting.

The subject of full time employment for the Senior Center Director position was discussed in a letter from Mr. Miller to the Board. Administrator Kellogg stated that he did not believe that funding a full time Director at this point is warranted and would not include such a position in his budget.

Chairman Macy recessed the meeting at 6:59 pm.

Respectfully submitted:

Rhonda LaBombard
Assistant Town Administrator