

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
SEPTEMBER 22, 2011  
TOWN HALL  
WORKING MEETING  
8:00 AM**

Board Members Present: Julie M. Hannum, Clerk  
David A. Smith, Jr.

Others Present: Rhonda LaBombard, Town Administrator

Selectman Hannum called the meeting to order at 8:00 am and acted as Chair.

Discussion ensued regarding the Assistant Town Administrator's position. It was the consensus that the title would be changed to Assistant to the Town Administrator. Discussion continued regarding educational stipends. The probationary period for the position would be until June 30, 2012, with an informal evaluation on February 1, 2012. Selectman Smith moved to offer the position to the first candidate and if she refused then the offer will be made to the second candidate, seconded by Selectman Hannum. The motion carried unanimously.

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

Selectman Hannum adjourned the meeting at 8:35 am.

Respectfully submitted:

Rhonda LaBombard  
Town Administrator