

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
APRIL 3, 2013
TOWN HALL
WORKING MEETING
5:30 PM**

Board Members Present: David Smith, Jr., Chairman
Julie M. Hannum
Rene C. Wood

Others Present: Rhonda LaBombard, Town Administrator
Alicia Powers, Assistant to Town Administrator

Chairman Smith opened the meeting at 5:40 p.m.

Discussion ensued regarding the Collins Center proposal for an analysis of the Treasurer/Collector office. Selectman Wood moved to accept the Collins Centers proposal as presented and to request funds from the reserve fund to pay for it, seconded by Selectman Hannum. The motion carried unanimously.

Discussion ensued regarding a stipend for the School Committee members. Selectman Hannum moved to allocate \$2,000, \$500 for each School Committee member from Sheffield, seconded by Chairman Smith. Selectman Wood abstained. The motion carried 2-0.

Discussion ensued regarding further repairs to the Police Department and regulations on medical marijuana dispensaries.

Discussion ensued regarding sending the Annual Town Meeting Warrant to all households. It was the consensus of the Board to include a letter with the Annual Town Meeting Warrant. Selectman Hannum moved to mail the Annual Town Meeting Warrant with a letter from the Board to all households, seconded by Selectman Wood. The motion carried unanimously.

Discussion ensued regarding the Transfer Station redesign and possible Enterprise Fund usage for work to be done there. Administrator LaBombard stated that she would look into the usage of the Enterprise Fund and have the Highway Superintendant get estimates for paving the Transfer Station. Selectman Wood moved to not do a Transfer Station redesign and to just do the repaving and repairs, seconded by Selectman Hannum. The motion carried unanimously.

Discussion ensued regarding the Town website redesign and distributing the new Personnel Policies and Procedures Manual to all Town employees.

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

Chairman Smith adjourned the meeting at 6:28.

Respectfully submitted:

Alicia Powers
Assistant to Town Administrator