

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
JANUARY 19, 2016
TOWN HALL
7:00 PM**

Board Members Present: Nadine A. Hawver, Chairman
David A. Smith, Jr., Clerk
Andrew G. Petersen

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

Selectman Hawver opened the meeting at 7:00 PM.

APPROVAL OF MEETING MINUTES:

Selectman Smith moved to approve the meeting minutes from December 21, 2015 and January 4, 2016 as presented, seconded by Selectman Petersen. The motion carried unanimously.

PERMISSION TO HUNT ON TOWN PROPERTY:

Selectman Petersen stated that the Board has received five requests to hunt at the Town Park. He stated that all of the people who have requested permission are very familiar with the land and he would recommend approving all five requests. Chairman Hawver stated that she thought it was the consensus of the Board to not approve any hunting requests until there is a hunting policy put in place. Discussion ensued. It was the consensus of the Board to table the five requests to hunt at the Town Park until a hunting policy has been adopted.

HIGHWAY GARAGE COMMITTEE:

Administrator LaBombard explained that in the past there was a Highway Garage Committee that was working on the building of a new Highway garage. She stated that she would like to reestablish that Committee. Administrator LaBombard recommended having one member from the Board of Selectmen, the Highway Superintendent and three members from the community. Selectman Smith volunteered to be the representative for the Board of Selectmen on the Highway Garage Committee. It was the consensus of the Board that the Highway Garage Committee be comprised on one Selectmen, the Highway Superintendent and three members of the community. Chairman Hawver stated that anyone interested in serving on this Committee should submit a letter.

AIR QUALITY REPORT:

Administrator LaBombard explained that the Town contacted the Executive Office of Health and Human Services to come to the Town Hall to do air quality testing because some concerns had been raised about the air quality in the Town Hall. She stated that the final report shows that the air quality at the Town Hall is fine. She stated that there were a few recommendations in the report that will be implemented.

CURB CUT PERMIT APPLICATIONS – HOME ROAD, FOLEY ROAD:

Chairman Hawver stated that Paul and Carol Collins have submitted a curb cut permit application for 534 Foley Road. She stated that both the Highway Superintendent and the Police Chief have reviewed and signed the permit application. Selectman Smith moved to

approve the curb cut permit application as presented, seconded by Selectman Petersen. The motion carried unanimously.

Chairman Hawver stated that Erik Fredsall has submitted a curb cut permit application for Home Road. She stated that both the Highway Superintendent and the Police Chief have reviewed and signed the permit application. Selectman Smith moved to approve the curb cut permit application as presented, seconded by Selectman Petersen. The motion carried unanimously.

APPROVAL OF ADA TRANSITIONAL PLAN:

Tabled until the next meeting.

TOWN ADMINISTRATOR ITEMS:

Administrator LaBombard stated that the Police Department has been awarded a \$2,000 grant for child passenger safety equipment. She stated that Chief Munson is in the process of developing a child passenger safety program.

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

Chairman Hawver adjourned the meeting at 7:11 PM

Respectfully submitted:

Alicia Dulin
Assistant to the Town Administrator

Documents reviewed at this meeting:
5 Requests to Hunt on Town Property
Curb Cut Permit Applications ó Home Road, Foley Road