

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING MEETING
MARCH 22, 2016
TOWN HALL
4:15 PM**

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

Others Present: Rhonda LaBombard, Town Administrator
Eileen Clarke, Temporary Assistant to the Town Administrator

Chairman Hawver called the meeting to order at 4:15 pm.

Executive Session: Nadine Hawver asked that the meeting be moved to Executive Session for the purpose of contract negotiations.

David Smith moved to enter Executive Session for the purpose of contract negotiations, second by Selectman Peterson. The roll call vote was as follows

Chairman Hawver - Aye
Selectman Smith - Aye
Selectman Petersen - Aye

Open session resumed at 4:45 pm.

Structural Report Proposal: Discussion ensued regarding a proposal from Structures North for a complete assessment of the Town Hall Structure at a cost of \$4,500. Administrator LaBombard stated that the price was reasonable and he report would contain all repairs in order of priority. Selectman Smith made a motion to approve the proposal from Structures North, Seconded by Selectman Petersen. The motion carried unanimously

Cemetery Commission: Administrator LaBombard discussed the possibility of creating a Cemetery Commission to oversee town owned cemeteries. She also stated that this would require a Town Meeting vote as well as a ballot question in the 2017 Town elections. Discussion ensued. Selectman Smith moved to establish a cemetery commission, Selectman Petersen seconded the motion. Motion carried unanimously.

Dedication and Picture for Town Report: Discussion ensued for the picture and dedication of the Town Report. It was the consensus of the Board not to have a dedication this year. The submitted pictures for the cover photo were reviewed and it was the consensus of the Board to use the picture of the Bald Eagle submitted by Fred Harwood for the cover.

Administrative Staff for PD: Administrator LaBombard stated that Chief Munson as inquired about hiring an administrative staff person. This is not included in the FY2017 budget. Discussion ensued. It was the consensus of the Board to review this request over the upcoming year.