

**TOWN OF SHEFFIELD  
FINANCE COMMITTEE  
SELECT BOARD  
FEBRUARY 14, 2024  
TOWN HALL  
6:00 PM**

Finance Members Present: Julie Hannum, Chairman  
David Macy  
Nadine A. Hawver  
Colin Smith

Finance Members Absent: Kenneth Smith

Board Members Present: Robert C. Kilmer, Jr., Chairman  
Nadine A. Hawver  
Rene C. Wood

Others Present: Rhonda LaBombard, Town Administrator  
Jill Hughes, Assistant Town Administrator  
Members of the Public

Chairman Hannum opened the Finance Committee meeting at 6:00 PM.

Chairman Kilmer opened the Select Board meeting at 6:00 PM.

**APPROVAL OF MEETING MINUTES:**

N. Hawver moved to approve the meeting minutes from November 13, 2023, seconded by D. Macy. The motion carried unanimously.

Selectman Wood moved to approve the meeting minutes from November 13, 2023, seconded by Selectman Hawver. The motion carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESERVE FUND TRANSFER:**

Administrator LaBombard discussed the Veterans Benefits budget. She stated that the large payments earlier in the year along with the addition of new Veterans is the reason for the request for a Reserve Fund Transfer. N. Hawver moved to approve the Reserve Fund Transfer Request for the Veterans Benefits budget in the amount of \$15,000, seconded by C. Smith. The motion carried unanimously.

**FY2025 BUDGET PRESENTATION:**

Administrator LaBombard presented the FY2025 budget. She stated the estimated property tax rate is \$12.44, an increase from last year. Administrator LaBombard highlighted some of the changes in the budget. She informed Finance Committee members that the Library Director will be giving a presentation at the February 20<sup>th</sup> Select Board meeting. There was discussion regarding the meeting schedule. It was the consensus of the Committee to review the budget and begin discussion at their next meeting on February 21<sup>st</sup> at 5:30 PM.

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Melissa Joyce inquired about who prioritizes projects and determines building issues. She stated that the door at the Library needs to be replaced. Administrator LaBombard stated that the Library was given money in their budget for building maintenance and that the Trustees are in charge of the Library. Selectman Wood discussed the Capital Improvement Plan, which was discussed with all departments. Administrator LaBombard stated she will have maintenance look at the door.

N. Hawver moved to adjourn the Finance Committee meeting, seconded by C. Smith. The motion carried unanimously.

Selectman Wood moved to adjourn the Select Board meeting, seconded by Chairman Kilmer. The motion carried unanimously.

Chairman Hannum adjourned the meeting at 6:58 PM.

Chairman Kilmer adjourned the meeting at 6:58 PM.

Respectfully submitted:



Jill Hughes  
Assistant Town Administrator

Documents reviewed at this meeting:  
Draft Meeting Minutes  
Request for Reserve Fund Transfer  
FY2025 Budget