

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING SESSION
JANUARY 10, 2017
TOWN HALL
3:00 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

Chairman Hawver called the meeting to order at 3:03 PM

Administrator LaBombard stated that Michael Leining has submitted a letter requesting appointment as an Alternate Electrical Inspector. Selectman Smith moved to appoint Michael Leining as an Alternate Electrical Inspector, seconded by Selectman Petersen. The motion carried unanimously.

Administrator LaBombard stated that she had a discussion with Treasurer/Collector Ovitt regarding the extra staff in his office. Discussion ensued. It was the consensus of the Board to allow the extra person to continue to work in that office until January 31, 2017. The Board also asked Administrator LaBombard to ask Treasurer/Collector Ovitt for an update on the status of FY17 receipts, tax titles, FY18 budget and audit progress.

Administrator LaBombard explained that the state minimum wage has increased to \$11 per hour. Municipalities are exempt from the increase. Discussion ensued. It was the consensus of the Board not to increase any salaries at this time, due to budget restrictions.

Administrator LaBombard updated the Board on the costs associated with changing the health insurance split and increased pay raises. Discussion ensued. It was the consensus of the Board to have Administrator LaBombard present them with a plan showing cost associated with the above changes.

The Board discussed their upcoming meeting schedule.

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

Chairman Hawver adjourned the meeting at 3:35 PM

Respectfully submitted:

Alicia Dulin
Assistant to the Town Administrator
Documents reviewed at this meeting:
Letter of Interest ó Alternate Electrical Inspector