

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING SESSION
SEPTEMBER 8, 2015
TOWN HALL
4:00 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
Michael Ovitt, Treasurer/Collector

Chairman Hawver called the meeting to order at 4:00 pm.

Administrator LaBombard explained that the Highway Superintendent has found a used mower for the back of the tractor that would allow the Highway Department to mow an additional five feet back off of the roadsides. She stated that the cost of the used mower is \$6,500 and asked the Board if they would be interested in purchasing the mower. Discussion ensued. It was the consensus of the Board to wait until next year and look into possibly purchasing a new one. The Board expressed concern regarding purchasing a used mower since this piece of equipment would receive a lot of wear and tear.

Discussion ensued regarding staffing of the Treasurer/Collector office. Chairman Hawver stated that the temporary position that was eliminated last year did not seem to help the office transition from a three person office to a two person office. Mr. Ovitt replied that the office is struggling to keep up with the day to day operations and that he is not opposed to the suggestions in the two reports but his concern is the lack of time to implement the suggestions. Chairman Hawver stated that funds have been appropriated for new software and asked Mr. Ovitt if he had investigated other software. Mr. Ovitt stated that he had talked to colleagues regarding software and expressed his concern with some of the support issues. Mr. Ovitt also stated that he doesn't have time to implement new software. It was the consensus of the Board that Mr. Ovitt work with Administrator LaBombard to develop a proposal to bring before the Board outlining duties of extra staff and bringing the office up to date.

Mr. Ovitt left the meeting at 4:40 PM.

Administrator LaBombard explained that the Town is having difficulty getting a credit card because the bank has requested FY15 financial statements and the books for FY15 have not been closed out yet.

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

Chairman Hawver adjourned the meeting at 5:03 pm

Respectfully submitted:

Alicia Dulin

Assistant to the Town Administrator
No Documents were reviewed at this meeting