DRAFT

March 21st, 2016

Sharon Community Center- 219 Massapoag Avenue Sharon, MA

Present: Patricia-Lee Achorn, William Brack, Arnold Cohen, Ira Miller, Charles Goodman, Edward Phillips and Gordon Gladstone.

Absent: Hanna Switlezowski, Steven Ross, Laura Nelson and Alexander Korin.

1. **FY 2017 Budget- Appointment- Southeast Regional Technical Superintendent Luis Lopes**

Mark Morris, Business Manager Southeast Regional Tech., discussed the overall budget total of $25,531,215 for FY 2017. The budget increase of 3.9% over FY 2016 reflects a 3.7% increase in enrollment. State funding for transportation is down by 9.1%. Salaries are currently in their second year of the contract with a 2% raise each year and a 1% shared incentive based on common goals for MCAS results, attendance and graduation retention rates. Professional development recommended by department heads is built into the budget; some training is in-house but most is from outside source.

The Southeast Regional budget is distributed across the nine participating communities with a formula based on enrollment and community wealth. Sharon’s assessment for FY 2017 is $274,388; there is one less Sharon student for a 4.8% decrease in overall costs. Based on the Chapter 70 state aid to public school, that also establishes minimum spending requirements, the cost per student is $12,031 (excluding transportation and capital).

Southeast Regional provides each student grades 9-12 with a Chromebook ($350 per unit) that they retain at the end four years. Parents are required to purchase $25 insurance on each computer. Computers have allowed cut backs in physical textbooks since digital books are available.

Overall the long term capital plan is to maintain projects that have been completed under the MSBA (Massachusetts School Building Authority). Funding for the bus depot is pending and remains an ongoing maintenance initiative..

1. **FY 2017 Budget/ATM Appointments**
2. **Personnel Board- Fred Turkington**

Fred Turkington, Town Administrator, reviewed the 2% salary pool set-aside in the Board of Selectmen’s budget for distribution following performance reviews done in February. All E-class (executive) employees are evaluated by Fred for performance with a common evaluation and rating criteria. Those positions can earn a 1%- 1.5% raise based upon performance and achievement of individual goals. This year the set-aside for E-class employees totaled at about $15,000. March 10th, 2016 the Personnel Board concurred with the Selectman’s recommendations and Article 4 was approved by members Valeida Britton, Michael Feldman, Shepard Rainie, Gloria Rose, Leonard D. Sacon and Rebecca Weiss.

The need to constrain salary growth was discussed. Accrual of sick leave and vacation has been capped under current agreements. Deductibles and co-pays have been increased and there are consistent benefit packages across contracts. The Finance Committee has requested that the Town look at instituting performance based increases for contract employees acknowledging the difficulties.

1. **Town Clerk Revised Budget- Marlene Chused**

Marlene Chused, Town Clerk, presented her request for a 4% salary increase. Her case included her outstanding performance, parity, market seniority, education and professional credentials. As Town Clerk, Marlene is responsible for birth & death certificates, census, marriage licenses; she is elections agent and burial agent and has responsibility for compliance with state and federal regulations and unfunded mandates. This year with the presidential election she will be required to provide training, which requires many more hours that she will put in willingly. Overall, the Finance Committee praised Marlene for her work ethic, her determination and her consistency. The Committee felt that the data presented qualified this request as a market adjustment under Town policy. They voted an off-setting adjustment to the Finance Committee Sector budget to accommodate the salary increase of $1,596.

**MOTION** by Ira Miller to increase Marlene Chused’s salary by 4% was **SECONDED** by Edward Phillips **VOTED** 7-0-0.

1. **Capital Outlay Committee- Paul Linehan**

Paul Linehan, Capital Outlay Committee Chairman, presented the FY 2017 Capital budget as typical except for the $3 million expense for Town Hall renovations to comply wit the Americans with Disability Act (ADA). The estimate for ADA construction is $2.7 million and $300,000 for architectural plans. An additional $300,000 would be expended for plans to assess additional upgrades to the Town Hall and reuse of the Fire House. Plans and bids for both projects should be available February 2017 so that a decision could be made to do only ADA renovations or the more extensive upgrades and reuse as one project.

Other expenses that were highlighted include $975,000 for a ladder truck, a new fire alarm system and radio receiver totaling $93,000, the field rehab at the Middle School for $250,000, the sidewalk and road management for $485,000 and finally the new DPW dump truck for $215,000. The percentage of the overall Town budget came in at 5.19%, which is lower then the 7% the Committee has met in the past. The total borrowing including Capital Projects is $8,128,910. Overall, the goal of the Capital Outlay Committee is to formulate a plan where all needs are met. They have developed a five-year Capital plan that has already decreased the Capital budget percentage by approximately 1.5%.

The Finance Committee continued to express concern that the School Committee has not yet provided to the Capital Outlay Committee or the Finance Committee any quotes for requested work or other financial data to support the requested dollar amounts for Cottage Street lighting (including available rebate programs), East Street HVAC and controls and the criteria that went into the choice of the exclusive use of MacBook Air as the choice for the one-to-one program.

**MOTION** by Ira Miller to approve Article six, excluding the Town Hall renovations, School Committee HVAC system and lighting as well as the Macs being used in Sharon High School **SECONDED** by Gordon Gladstone **VOTED** 7-0-0.

1. **Community Preservation Committee- Cory Snow**

Fred Turkington, Town Administrator, gave a brief overview of the Community Preservation Committee in regards to their approval from the CPC for four items including $506,000 for expansion and construction of athletic fields at Gavin’s pond, $222,000 for new playground equipment at Ames, $136,000 to repair a wall at 79 and 83 main street and $9,000 to restore veteran’s monuments throughout Sharon.

The Finance Committee will hold their vote until the next meeting on March 28th, 2016 when they have had a presentation by Corey Snow.

1. **FY 2017 Budget/ATM Recommendations- Review and Vote**
2. **ATM Article 4-16**

**MOTION** to recommend approval of Article 4, Personnel bylaw, at Town Meetingby Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Southeast Regional Technical School’s budget at Town Meetingby Gordon Gladstone **SECONDED** by Edward Phillips **VOTED** 7-0-0.

**MOTION** to approve the transfer of $1,596 from the Finance Committee Consulting budget to the Town Clerk salary budget at Town Meeting by Gordon Gladstone **SECONDED** by Patricia- Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of the Capital Outlay Committee budget, withholding votes on the Town Hall, Cottage Street Elementary Lighting, East Street Elementary HVAC and MacBook Air computers, at Town Meeting by Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** by to recommend approval Selectmen’s budget at Town Meeting Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval the School Committee’s budget at Town Meeting by Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 6-1-0.

**MOTION** by to recommend approval Finance Committee’s budget at Town Meeting Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** by Patricia-Lee Achorn **SECONDED** by Gordon Gladstone to approve the Water Enterprise Budget at Town Meeting **VOTED** 7-0-0.

**MOTION** by to recommend approval of the Fixed and Uncontrollable budget at Town Meeting Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 7 the Heights Roof project by Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 9, Norfolk County Retirement, at Town Meeting by Ira Miller **SECONDED** by Gordon Gladstone **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 10, Unemployment Fund, at Town Meeting by Ira Miller **SECONDED** by Gordon Gladstone **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 11, OPEB, at Town Meeting by Patricia-Lee Achorn **SECONDED** by Edward Phillips **VOTED** 6-1-0.

**MOTION** to recommend approval of Article 12, Stabilization Fund, at Town Meetingby Patricia-Lee Achorn **SECONDED** by Edward Phillips **VOTED** 6-1-0.

**MOTION** to recommend approval of Article 13, reauthorize Revolving Funds, at Town Meeting by Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 14, Property Tax Exemption, at Town Meetingby Gordon Gladstone **SECONDED** by Ira Miller **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 15, Sharon Friends of Schools, at Town Meeting by Patricia-Lee Achorn **SECONDED** by Ira Miller **VOTED** 7-0-0.

 **MOTION** to recommend approval of Article 16, Annual Audit at Town Meeting by Patricia-Lee Achorn **SECONDED** by Ira Miller **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 2, Act on Reports, at Town Meeting by Gordon Gladstone **SECONDED** by Ira Miller **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 18, Home Rule, at Town Meetingby Gordon Gladstone **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 3, Civil Service for Police Force, at Town Meetingby Edward Phillips **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 20, 1 School Street transfer, at Town Meeting by Gordon Gladstone **SECONDED** Patricia-Lee Achorn **VOTED** 7-0-0.

**MOTION** to recommend approval of Article 23, Priorities Committee alternate, at Town Meeting by Ira Miller **SECONDED** by Gordon Gladstone **VOTED** 7-0-0.

**MOTION** to recommend approval of Articles 22 & 23, Library grant processing, at Town Meeting by Patricia-Lee Achorn **SECONDED** by Charles Goodman **VOTED** 7-0-0.

1. **Update on Vis G0v Project and Presentation at ATM- Cindy Doherty**

Cindy Doherty, Finance Director, discussed the plan in moving forward with VisGov. Cindy also shared VisGov’s willingness to do a go-to program assist. The website is now up and running for citizens to view; the web address is <https://sharon.visgov.com>. It includes all of the revenues as well as a budget breakdown of where individual taxpayer bills are going in support each Town department.

1. **Update on Citizen’s Petition ATM Article**

The Selectman vote 2-1 to oppose the resolution of the Citizens Petition. The only change that was discussed is to slightly change the wording in paragraphs four and seven, however the substance will remain unchanged.

1. **Other Topics Not Reasonably Anticipated**

Sharon is hosting the annual finance committee meeting on May 12th, 2016

1. **Adjournment**

**MOTION** by Edward Phillips to adjourn **SECONDED** by Patricia-Lee Achorn **VOTED** 7-0-0.

The meeting was adjourned at 11:0o pm.

The next meeting will be held on March 28th, 2016.