

**MINUTES**  
**SHARON BOARD OF SELECTMEN**  
November 12, 2013

The meeting of the Sharon Board of Selectmen was called to order at 7:06pm with Chairman Walter “Joe” Roach, Selectmen Richard Powell and Town Administrator Benjamin E. Puritz.

**Eagle Scout Project Proposal – Liam Murphy**

Liam described his project to the Board. There is a pond by the Sacred Heart area and it’s a great place for the community to get together, but it’s in rough shape and he wants to trim back some brush, add benches and a kiosk for safety tips. The Board encouraged Liam to talk to the Conservation Commission. Chairman Roach asked about fundraising and Liam replied that students have offered to help financially and raise money. The budget is only \$1,000 or so and he feels it shouldn’t be difficult to raise money.

Chairman Roach asked when he planned to start and he said it would begin as soon as possible, hopefully before the ground freezes. He’s been consulting with Peter O’Cain, Town Engineer. Selectman Powell suggests that he talk with the Friends of Sharon Conservation and Liam may get some volunteers with them as well.

**MOTION:** To support the project with the conditions that he contacts and gets the approval of the Conservation Commission and notifies the Friends of Sharon Conservation  
(Powell – Roach) 2-0 **PASSES**

**Firefighter Awards Presentation**

Fire Chief Jim Wright was present for the presentation. He described the incident that prompted this special recognition. A family hit a sign-post head on on Route 95 on a game day, when traffic was tremendous. The firefighters were doing CPR on a 15 month-old baby and eventually got the baby breathing. The two parents were also injured. The Chief presented the following awards to the following firefighters:

Lifesaving Medal: FF/Medic James Davenport (who wasn’t able to attend); FF/Medic Patrick McGovern; FF/Medic Sean McGuire; FF/Medic Andrew Solden

EMS Meritorious Service Medal: Capt./Medic Michael Madden; FF/Medic Michael Rychlik

EMS Administration Commendation Ribbon: FF/Medic John Guidod

Chief Wright also noted that EMS Coordinator John Guidod was stepping down from that position and he wanted to recognize him for his efforts.

Chairman Roach thanked the firefighters on behalf of the community for their hard work and dedication.

### **Shirley Schofield & Gordon Hughes – Historical Commission Interview**

Ms. Schofield said that Sharon still has a small-town atmosphere and wants to continue the town's treasures. Chairman Roach asked about the moratorium on the development on the auditorium in the Wilber School.

Selectman Powell asked if there are any areas/projects the Commission is focused on at this time. Mr. Hughes noted that they are looking to expand the historical district #1 (the downtown area). Selectman Powell asked what the standard is on creating a historic district. Mr. Hughes replied that there are state and federal criteria. They are in the planning stages of the expansion of the district, including a presentation at Town Meeting.

Chairman Roach asked if the project to put plaques on the houses is completed and Mr. Hughes noted that the project is ongoing. They do 5-6 plaques per year. Ms. Schofield wanted to note that anyone looking to demolish a 100+ year old home must get permission by the Historical Commission.

The Board thanked Gordon and Shirley for their time.

### **Steve Weiss – Lake Management Committee Interview**

Mr. Weiss explained that he wants to serve on the Lake Management Committee because he grew up in town, used the lake and wants to make sure the lake stays viable. Chairman Roach asked if he's attended a committee meeting and Mr. Weiss said that he's been to a recent meeting. Selectman Powell asked what he does professionally and he replied that he's in residential real estate/construction. The Board thanked Mr. Weiss for his time and that they will be in touch.

### **Rita Edelston – Council on Aging Board Interview**

Ms. Edelston noted that a lot of people stay in town after they retire because of the programs offered to seniors. There is a wide range of programming and they would like to expand to weekend programming. Selectman Powell asked about the weekend programming. Ms. Edelston replied there is a need to keep the center open in the afternoon on weekends and also create excursions. Chairman Roach asked about the various age groups and she replied that there are a lot of younger seniors.

Selectman Powell thanked her for her passion. She noted that the quality of life is important here in Sharon and the Adult Center is a good meeting place.

Chairman Roach wondered if we could get a second bus going for medical appointments, shopping, etc. but noted that we need a second driver.

### **Amanda Levasseur – Recreation FY15 Budget & Capital Request**

She prepared a Primary budget and an Option 1 budget for FY15. The Primary budget amount is \$196,490 and the Option 1 budget is \$203,413. In order to level fund in the Primary budget, she cut the hours from each of the three employees, including herself. The Primary budget reflects a 2% increase but the bottom line is the same. Recreation Advisory Committee Chairman Gary Bluestein would like to keep the hours as they are now.

Chairman Roach asked about weekend programming. Amanda noted that now, they are between a rock and a hard place. Expanding during the weekend would be an even bigger challenge, but the challenge is staffing. Chairman Roach asked about summer staff. Amanda said that she made changes to the lifeguard schedules, but cut a supervisor staff person, but she doesn't believe she'll be able to stay open until 8pm. She noted that by putting the lake passes online, they sold a lot more passes. Selectman Powell asked if she would keep three supervisors and she noted that it strained them.

Selectman Powell asked about her capital request. Her capital request is to replace the access way at Community Center beach. The stairs and lifeguard stand had to be reinforced but going forward, the wood is splintering and needs to be replaced. The estimate is approximately \$40,000.

### **Lee Ann Amend – Library FY15 Budget & Capital Requests**

The Board welcomed Lee Ann to Sharon. She noted that the library is coming up with its centennial next year and they are hoping to do some special programming.

Her Primary budget is a cut across the board in order to fund the 2% raises and steps. The Primary would also cut library materials and therefore they would not meet state certification. Option 1 would bring up the library materials budget to get state funding and be fully accredited; however, the staffing would remain the same. Options 2 & 3 include Sunday hours and related appropriate staffing for those four hours and would allow the library to bring in coverage when needed throughout the week.

Selectman Powell asked what library materials are. Ms. Amend replied that it is books, media etc. that the public would use. He asked about staffing changes. She noted that they recently replaced a staffer. Library Trustees Chairman Bob Levin noted that there are no staffing additions. She'd like to be able to work on increasing their technology.

Selectman Powell noted that there are a number of capital requests. Chairman Roach noted that a lot of the projects involve windows, which is their first priority. Mr. Levin noted that the skylights leak into the reference room, so they need to be re-sealed. Ms. Amend noted that there is a urinal coming out of the wall, some of the faucets are ready to go – the public bathrooms are pretty bad. Selectman Powell asked if there was a debate about whether the windows or bathrooms were the bigger priority and Mr. Levin replied that from an energy standpoint, the windows are a bigger priority, with the bathrooms close behind. Ms. Amend said that next in priority is front steps and railing, followed by carpeting and flooring. The septic system needs to be pumped out twice and if it fails, it will need replacement. Lastly, lighting fixtures need to be replaced throughout the building, and it makes it dim and dark and difficult to read the spines of the books.

Chairman Roach asked about a total for all of the projects. Ms. Amend replied that it would cost \$250,000 to get all of it done, with the exception of the septic system.

### **Norma Fitzgerald – Council on Aging FY15 Budget**

She presented the Board three option budgets. The Primary does meet requirement of level funding. Option 1 is able to absorb salaries and steps. She noted that they get a formula grant from Elder Affairs (amount increased due to 2010 census – they get \$8 per elder, up from \$7.50) – getting \$3,401 more per year, for a total of \$27,208.

With the formula grant and the Friends of the Sharon COA, they were able to bring a 19-hour person funded by the Friends. However, the Friends cannot continue to fund her and she wants to have the position added to the town's budget in FY15. They have a revolving program fund and the driver can be funded from that revolving fund.

Ms. Fitzgerald noted that they have a donation schedule with the second van – it will get used if they get paid. Selectman Powell wanted to clarify – Ms. Fitzgerald has a current line item for a part-time driver but would like to turn it into a part-time receptionist and fund the part-time driver out of the revolving account. Gordon Gladstone, Treasurer of the Friends of the Council on Aging, noted that they can't continue to fund the receptionist and is asking the Board to recognize the need for a part-time receptionist. Primary and Option 1 would provide some relief to the Friends, as the Town would pay 1/3 and the Friends would pay 2/3. Option 3 includes full funding of this position, among other things.

Chairman Roach asked if this receptionist position could be paid for out of the revolving account and Ms. Fitzgerald replied that it is conceivable. He asked what her priority is and she replied that the receptionist is the priority. She believes losing the receptionist would be a disservice to seniors.

#### **Eric Hooper – Department of Public Works – FY15 Capital Requests**

Under roads and sidewalks, they are looking for a little over a \$1 million:

- \$490K for the reconstruction of Massapoag Avenue sidewalk from the rotary to the Community Center entrance; (cold plane and overlay of Massapoag Avenue will be funded through Chapter 90)
- \$540K for a full depth reclamation of Glenview, Glendale and Rob's Lane and the reconstruction of abutting sidewalks; and
- \$25K for the surfacing of 800 feet of Mountain Street.

Under building maintenance, he is requesting \$85K for a handicap lift at Town Hall. Chairman Roach asked if it's possible to get a price to see how much it would cost to put in an elevator on the outside. Mr. Hooper replied that we have done that in the past and noted that they would also need to make the entire building accessible (doorways, bathrooms, etc.).

A late addition to the capital requests is the Community Center access gate, the archway. It was damaged in a single-car accident. It's costly to replace because it spans two lanes of traffic. They have a design or a bid on it, but it's roughly \$100K.

Under equipment, the Superintendent is requesting approximately \$300K for:

- \$96K for a Toro mower;
- \$115K for a back hoe;
- \$65K for a small dump/plow; and
- \$25K for an administrative vehicle.

Chairman Roach asked about moving the archway to CPC – could it fall under the historic part? Mr. Hooper will prepare a CPC application to run in concurrence with this capital request.

Selectman Powell asked about line painting. Mr. Hooper said that we do it once a year. Selectman Powell asked how much it costs to paint. Mr. Hooper said that it is latex paint and it's too cold to paint right now. Thermoplastic is on South Main Street – it lasts longer. Priorities are crosswalks and we try to touch them up more often. Line painting comes out of the railroad revolving fund.

## **William Fowler – Assessors, Accounting & Information Technology FY15 Budgets**

Assistant Assessor Mark Mazur was present for the Assessors presentation. There are three people in the office. The Primary budget is level funded and absorbed the increases in salaries for the three people in his office. The difference between Option 1 and the Primary budget is \$4,836. The Town Administrator asked if the contract services line item is firm and Mr. Mazur replied that it is – data re-inspection is a big component.

Don Hillegass, IT Director, was present for the Information Technology presentation. He prepared a Primary and Option 1. He described the differences between the two budgets – the Primary budget totals \$248,556 and Option 1 totals \$251,228. Selectman Powell noted that by charging departments for things like toner, their budgets will be impacted. Mr. Hillegass noted that the Technical Support Specialist often comes in on his own time and doesn't charge the town. He added that the new website will go online Friday at 5:00pm and they are also converting to the Exchange Server.

William Fowler prepared a Primary and Option 1. To maintain a workable budget, he proposes reducing hours by part-time people in the office by 3 hours per week. Payroll is now fully in-house. The equipment line item is in good shape. Not much change in legal line item; slight increase in postage; as more people go paperless, less printing and postage costs. The tax title line item is the costs associated with going after people. Option 2 restores the hours for the part-time people. This is based on positions as they are currently filled; there may be vacancies coming in the future.

## **Approval of Minutes – October 29, 2013**

**MOTION:** To approve the regular and executive session minutes of October 29, 2013  
(Powell – Roach) 2-0 **PASSES**

## **Approval of Minutes – November 4, 2013**

**MOTION:** To approve the regular session minutes of November 4, 2013  
(Powell – Roach) 2-0 **PASSES**

## **Banner Requests – Sharon Public Library**

**MOTION:** To approve the banner requests from the Sharon Public Library for March 3-7, 2014 (1st position) and for March 17-21, 2014 (2nd position) for their “One Book, Own Town” event  
(Powell – Roach) 2-0 **PASSES**

## **Banner Request – Sharon Water Department**

**MOTION:** To approve the banner request from the Sharon Water Department for March 10-17, 2014 (1st position) for “Fix a Leak” Week  
(Powell – Roach) 2-0 **PASSES**

## **Banner Request – Sharon Public Schools**

**MOTION:** To approve the banner request from the Sharon Public Schools for December 9-16, 2013 (2nd position) for an anti-drug and anti-alcohol initiative  
(Powell – Roach) 2-0 **PASSES**

### **Banner Request – Sharon High School PTO**

**MOTION:** To approve the banner request from the Sharon High School PTO for February 26 – March 3, 2014 (1st position) for the Sharon High School PTO Online Auction  
(Powell – Roach) 2-0 **PASSES**

### **Banner Request – Sharon Youth Baseball and Softball Association**

**MOTION:** To approve the banner request from the Sharon Youth Baseball and Softball Association for January 13 – 19, 2014 for their registration program  
(Powell – Roach) 2-0 **PASSES**

### **Draft Schedule for 2014 Annual Town Meeting**

Chairman Roach suggests sending the schedule to the Finance Committee.

### **Town Administrator Letter – Employment Agreement Termination**

Selectman Powell read the letter into the record. The Town Administrator will be leaving no later than February 22, 2014.

**MOTION:** To accept the letter as drafted  
(Powell – Roach) 2-0 **PASSES**

### **Topics Not Reasonably Anticipated 48 Hours in Advance of Meeting**

Chairman Roach noted that we received correspondence from Town Counsel, asking that the Board authorize an appraisal for the 105 acres on Rattlesnake Hill. The developer will pay the \$5,000 for the appraisal. Joel Tran, a Sharon resident, will be the appraiser.

**MOTION:** To authorize the Town Administrator to engage Summit Appraisal for the valuation of property on Mountain Street for potential purchase and use of CPA money, as provided in the letter, in the amount of \$5,000  
(Powell – Roach) 2-0 **PASSES**

### **Executive Session**

**MOTION:** To enter into executive session to discuss Police Superior Officers Collective Bargaining, a real property transfer, and pending litigation, and at the evening, to adjourn for the evening. Discussion of any of these items in open session would be detrimental to the Town.

Roach: Aye  
Powell: Aye

### **Adjournment**

**MOTION:** To adjourn at 10:15pm  
(Powell – Roach) 2-0 **PASSES**