

MINUTES
SHARON BOARD OF SELECTMEN
November 26, 2013

The meeting of the Sharon Board of Selectmen was called to order at 7:02pm with Chairman Walter “Joe” Roach, Selectman Richard Powell, Selectman William Heitin and Town Administrator Benjamin E. Puritz.

Sharon High School PTSO Waive Community Center Rental Fee

Jill Grasfield was present and noted that the event is on June 1 and is for all graduating seniors. They are looking for the Selectmen to waive the Community Center rental fee. Chairman Roach suggested that the Board volunteer their time chaperoning the After Graduation Party.

MOTION: To approve the request to utilize the Community Center for the After Graduation Party and waive the usual fee

(Powell – Heitin) 3-0 **PASSES**

Marlene Chused – Elections/Registrations FY15 Budget

Town Clerk Marlene Chused reviewed her FY15 budget request, which totals \$117,548. She noted it’s a bit higher because it’s an election year – there are three elections next year and two Town Meetings. She noted that there may be a postal increase in 2014, but she does not yet know what it may be, but that will impact the mailing of the Town Meeting Warrant. The salary increase is the anticipated 2 percent.

Selectman Powell asked if the stipends for the election workers are the same and she said that it will remain the same unless there is an increase in the minimum wage. She added that the senior office volunteers are great and very helpful.

Selectman Powell said that the Town Clerk noted in her report that there is more work associated with the increase in housing developments. She replied that there are more telephone and in-person inquiries – changing of addresses, voter registrations, etc.

Paul Pietal – Town Administrator Screening Committee

Selectman Powell recused himself from the discussion and left the room.

Mr. Pietal informed the Board that the Screening Committee met last night and invited Dick Kobayashi from the Edward J. Collins, Jr. Center for Public Management to come in and talk to the Committee, as they help cities and towns with executive recruitment. They aim to do four main things: identify the needs of the town; help recruit; help with screening responses; and help coach in the interview process.

The Committee felt they could do these things but they found that the Center’s relationship with existing town administrators would be very helpful and they don’t want to leave stones unturned. They are requesting the Board engage the services of the Collins Center.

The Center has worked with 30 cities and towns since 2008. They prepared a draft scope of services for the Town of Sharon. The cost would be \$7,000 for the first two steps; \$14,000 for the remaining two

steps. The advertising fees would not be included in their fee, nor would reference checks. Chairman Roach asked if what the vote was and Mr. Pietal noted it was 5-0.

Selectman Heitin asked if the Center discussed what the delta was between communities that don't use their recruitment versus those that do and how many people they have recruited through their network. Mr. Pietal said there was a general discussion. Selectman Heitin thinks using them is an interesting concept. Mr. Pietal went in thinking that the Committee could do this search on their own, but the Center's non-passive outreach intrigued him. He thinks a third party talking to staff and others would be helpful as well.

Chairman Roach noted that an outside group was used for a recent department head search and they did a great job and the process went very well. He believes it would be money well spent. Selectman Heitin asked for a timeline for the decision the Committee needs and Mr. Pietal expects to have more information by the Board's next meeting, which is December 10.

Selectman Powell returned to the meeting at the conclusion of this discussion.

Susan Peck – Board of Health Interview

Ms. Peck was unable to attend and will be rescheduled.

Mary Tobin – Housing Partnership Interview

Ms. Tobin was unable to attend.

Michael Polimer – Civil Defense FY15 Budget & Capital Requests

Mr. Polimer explained that the FY15 operating budget is the same for the past several years, which is \$9,772.

With respect to Civil Defense's capital requests, there is \$2,000 remaining in the account for the 50kw generator. The generator was purchased last winter and was used to provide electricity for Square Jam in August. Mr. Polimer noted that they require certain accessories, special cables and power distribution boxes to take advantage of the machine's full capabilities. They also found that some items like cable drive over safety covers are required due to the large size of the cables. All items will be purchased with the remaining \$2,000.

Mr. Polimer's FY15 capital requests are:

- Upgrade the electrical system in old DPW garage/civil defense headquarters building, at a cost of \$15,000; and
- Replace the 1977 four-wheel drive utility body truck with a good and safe used vehicle, at a cost of \$25,000

Mr. Polimer expects to assist with the 250th Anniversary Celebration and the truck would be necessary.

Chairman Roach noted that the number one request for Civil Defense is the truck replacement. Selectman Powell asked if there are any hand-me-downs in the queue and Mr. Polimer replied that there are not.

James Wright – Fire FY15 Budget & Capital Requests

The FY15 budget is set up with the Primary, Option 1 and Option 2. The Primary budget has several cuts that will impact services and totals \$2,886,596. Option 1 is 2% higher than FY14, totaling \$2,953,312 and the Option 2 budget is \$3,019,802. Chief Wright noted that vacation coverage is significant in this coming fiscal year and the educational initiative has increased.

The Option 2 budget requests a day-time staff position. There are inspections that need to be done; the Deputy and Chief have to do a lot of inspections. They try to have shift captains do some of the smaller inspections (smoke detectors) but if there is a call, they miss their appointment. That new person would be the point on inspectional services and would provide training to ensure the groups are doing things the same way. Chairman Roach asked what the salary would be for this person. The Chief said it would likely be at the range of a Captain; likely a Captain would move to this position and we'd have to backfill the position. A realistic timeframe for the person to start would be the fall.

The Town Administrator asked the Fire Chief if ambulance revenue could be used for this position, given the fact that the Chief is looking to use ambulance revenue for a replacement ambulance. Chief Wright noted that that we don't have sufficient capacity to fully fund. At least \$50K needs to be set aside each year for future ambulance replacement. With the Affordable Care Act, ambulance service will be severely impacted – we would transport people to urgent care facilities instead of hospitals, but the Town wouldn't get paid for that transport.

The Fire Department's FY15 Capital requests are:

Public Safety Building - \$20,000,000, although it could be \$25-26M: Chief Wright explained that the Study Committee should have something after the first of the year on what they've done and where they stand on a preferred solution, as it involves public property.

Ladder Truck - \$875,000: It just came back from a \$15-20K repair. They don't want to put a pumper and a ladder truck within the span of a couple of years. Selectman Powell asked what the lead time would be to purchase and the ladder would be a year and the pumper could be 8-9 months.

Radio Replacements - \$70,300: The radios are ten years old.

Deputy Chief's Vehicle - \$45,000: It has 140,000 miles.

Fire Station Building Upgrades - \$50,000: If the Fire Department stays in the existing facility, upgrades will need to be done.

Cardiac Monitor/Defibrillator - \$30,000: They want to license the frontline pump, Engine 4, in the event that they come to a fire and someone needs medical care and will help until the ambulance arrives. They are looking to fund this from the ambulance reserve.

The Chief provided a recap on the status of FY14 capital projects. Chairman Roach suggested using the money not expended for the SCBA radio interface for the radio replacements.

Joseph Bernstein – Police FY15 Budget & Capital Requests

The Primary budget absorbs contractual obligations and totals \$3,416,740, but a patrolman's position would need to be eliminated. The Option 1 budget totals \$3,490,762 and in it, the patrolman's budget would be reinstated. Option 2 would be an increase of \$167,000, a 4.9% increase from the FY14 budget. The Police Chief noted that when a person is on vacation or at training, they don't backfill – they run short.

With respect to capital requests, they are looking for two replacement cruisers at a cost of \$80,000 and \$22,000 for replacement defibrillators. There is one Crown Vic still in service and the other is used as a detail car. This is the last year that the existing defibrillators can be certified and the department can't use them after that. They are replacing at least three vehicles in this current fiscal year with balances from prior year's capital funds.

Approval of Minutes – November 12, 2013

MOTION: To approve the regular and executive session minutes of November 12, 2013
(Powell – Roach) 2-0-1 **PASSES** (with Selectman Heitin abstaining)

Approval of Minutes – November 19, 2013

MOTION: To approve the regular and executive session minutes of November 19, 2013
(Heitin – Roach) 2-0-1 **PASSES** (with Selectman Powell abstaining)

Solid Waste Disposal Agreement

The Town Administrator informed the Board that this contract begins on January 1, 2015. The contract has been thoroughly vetted. At the November 4 STM, Town Meeting allowed the Town to enter into a solid waste disposal agreement for up to 25 years.

The working group's recommendation is to continue with SEMASS/Covanta, with a ten (10) year contract with an additional five (5) year extension at the mutual consent of both parties. Additionally, the tipping fee will be set at \$65/ton with a provision that provides Sharon a \$4.75/ per ton transportation credit. This amount will be treated as a deduction from the tipping fee on the monthly invoice. An additional \$0.25/ton credit will be provided to encourage conservation and recycling efforts via community outreach.

Chairman Roach noted that our tonnage dropped significantly after we went to single stream recycling. Selectman Heitin suggested going to one 90-gallon bucket instead of unlimited. Automated refuse collection is an option that is going to be explored.

MOTION: To adopt the agreement as discussed between the Town of Sharon and SEMASS/Covanta Waste Disposal
(Powell – Heitin) 3-0 **PASSES**

Memorandum of Agreement – Sharon Library Employees

The Board noted that they signed a memorandum of agreement to provide 2% salary increases for library employees for Fiscal Year 2014.

Collective Bargaining Agreement – Police Superior Officers Association

The Board noted that they recently signed a three-year contract that allows for a 2% salary increase in each of the three years.

Topics Not Reasonably Anticipated 48 Hours in Advance of Meeting

Chairman Roach reminded residents of the First Sergeant James A. Keating Memorial Park Monument Dedication on Saturday, November 30 at 11:00am at Station and South Pleasant Streets.

The Town Administrator noted that Carroll Advertising Company is requesting an extension of the 90-day period for filing applications with the Board of Appeals and other town boards from December 2, 2013 to December 11, 2013, which is a nine-day filing extension. They are also asking to come to the December 10 Selectmen's meeting to discuss potential modifications to the mitigation agreement.

MOTION: To approve an extension of the 90-day period for filing applications with the Board of Appeals and other town boards from December 2, 2013 to December 11, 2013 in the matter regarding Carroll Advertising
(Powell – Heitin) 3-0 **PASSES**

Executive Session

MOTION: To enter into executive session to discuss police officers collective bargaining, a real property transfer, and pending litigation, and at the end, to adjourn for the evening. Discussion of any of these items in open session would be detrimental to the Town.

Roach: Aye
Powell: Aye
Heitin: Aye

Adjournment

MOTION: To adjourn at 9:01pm

Roach: Aye
Powell: Aye
Heitin: Aye