

MINUTES
SHARON BOARD OF SELECTMEN
June 17, 2014

The meeting of the Sharon Board of Selectmen was called to order in the Selectmen's Meeting Room at Sharon Town Hall at 7:04pm with Chairman William A. Heitin, Selectman John J. McGrath and Selectman Walter B. Roach.

Codification Project Discussion

Pat Smith from General Code was present. Also in attendance was Board of Health Chairman Chuck Levine, Planning Board Chairman Rob Maidman, Town Counsel Lisa Whelan, Town Engineer Peter O'Cain, Finance Committee member Alex Korin and Linda Callan from the Health Department. Claudia Zuch from General Code was available via speakerphone.

Town Clerk Marlene Chused explained that this project began about two years ago and at the time, various town departments and boards/committees were brought together to discuss this process. This project was added to the Town Clerk's budget, as there will be ongoing maintenance.

Mr. Smith noted that General Code has been in business since 1953 and has worked with approximately 100 communities in Massachusetts. They will bring all of the codes into one document in one book, called the Town Code Book. It becomes a reliable and enforceable document. They will look into inconsistencies and duplications and will provide recommendations on how to address it. With respect to ongoing maintenance, they will make the necessary updates. He added that they have presented the Town with a Table of Contents and an Organizational Analysis and commented that the zoning tends to bring forth a lot of questions.

Chairman Heitin asked how General Code will work with the Town of Sharon – is through it a sub-committee group or work directly with the Town Clerk? Mr. Smith usually uses a one-person contact – generally the Town Clerk but he suggests a smaller working group – a bylaw group perhaps to work with the Town Clerk. He said the Town Clerk could also coordinate directly with the department heads.

Selectman Roach asked about the cost and Ms. Chused replied that it costs approximately \$26K. He asked about the cost of ongoing maintenance. Mr. Smith replied that on average, with the e-code maintenance, it's \$2,500-\$3,000 per year as an added cost. He added that the e-code is especially valuable to citizens and they are able to look up the code on their own. Ms. Chused noted that now, the General By-Laws are not updated each time there is a change.

Alex Korin, member of the Finance Committee, asked if the Town can export it from the electronic code in the existing version and Mr. Smith said yes, the Town will get it in a usable format. Mr. Korin asked if it is possible to link the e-code to a section on the town website and Mr. Smith replied that yes, it is possible - it has great functionality.

Town Engineer Peter O'Cain asked how the residents can see the changes. Ms. Zuch replied that General Code provides the red lined version and it is up to the Town to determine how to best make it available to the residents for approval at Town Meeting. Chairman Heitin clarified that post-project, the residents are going to want to know how the process went from the existing by-law to what it is now, post-project. Claudia fully expects it to go to Town Counsel. Conservation Commission Chair Peg

Arguimbau asked if both sections can be done and approved separately. Ms. Zuch explained that it would be difficult and it is better to do all at once. Mr. Korin suggested that the document be available for several months so people can review it and be comfortable with it.

Alice Cheyer, 1 Glenview Road, asked who is the making the decisions about the options as presented in the operational analysis. Chairman Heitin believes the outcome of the meeting should be that the Town Clerk be the point of contact. He suggested that a subgroup should be formed of existing board members to help advise. Ms. Cheyer said that she would like to be on this subgroup as a citizen representative. Chairman Heitin said that each of the relevant boards/committees could select either a representative from their respective board or a citizen representative. Chairman Heitin thinks there will be too many people on the sub-group.

Approval of Minutes

MOTION: To approve the regular and executive session minutes of June 3, 2014
(McGrath – Roach) 3-0 **PASSES**

Approval of Minutes

MOTION: To approve the regular and executive session minutes of June 9, 2014
(McGrath – Roach) 3-0 **PASSES**

Town Administrator Appointment Discussion

Chairman Heitin explained that the Board is moving forward with background checks on two candidates. Mr. King has removed his name from consideration.

Treasurer/Collector Screening Committee Discussion

Chairman Heitin explained that by appointing the Town Accountant as Finance Director, a screening committee needs to be formed for a Treasurer/Collector.

A representative will come from the Personnel Board and Ms. Gloria Rose has been selected.

MOTION: To appoint the following four candidates to the Treasurer/Collector Screening Committee: Thomas Quin, Charles Goodman, Herber Gould and David Milowe
(Heitin – McGrath) 3-0 **PASSES**

Chairman Heitin would like the group to come in at a July meeting.

Banner Request – Cottage Street School PTO

MOTION: To approve the banner request for the Cottage Street School PTO from March 15 – 22, 2015 in the first position to highlight their “Fun Fair” program
(Heitin – Roach) 3-0 **PASSES**

SERSG Contract – FY15 DPW Supplies

MOTION: To approve the contract
(McGrath – Roach) 3-0 **PASSES**

Announce Recent Signing of Memorandum of Agreement – Sharon Crossing Guards Association

The Board recently signed a memorandum of agreement between the Town and the Sharon Crossing Guards Association.

Topics not reasonably anticipated forty-eight hours in advance of the meeting

The Board will hire a peer reviewer on the 40R development for Sharon Commons Residence.

MOTION: To appoint Thomas Houston for the 40R at Sharon Residence
(Heitin – Roach) 3-0 **PASSES**

Executive Session – 7:50pm

MOTION: To enter into Executive Session to discuss the reputation, character, physical condition or mental health of an individual, conduct a strategy session in preparation for negotiations with nonunion personnel, discuss strategy with respect to collective bargaining, real property transfer and pending litigation, and at the end, to return to open session. Discussion of any of these in open session would be detrimental to the Town's bargaining position.

Roach: Aye
Heitin: Aye
McGrath: Aye

Adjournment

MOTION: To adjourn at 9:15pm
Roach: Aye
Heitin: Aye
McGrath: Aye