

MINUTES
SHARON BOARD OF SELECTMEN
June 5, 2018

The meeting of the Sharon Board of Selectmen was called to order at 7:03pm in the Town Hearing Room at the Sharon Community Center with Selectman William A. Heitin, Selectwoman Emily E. Smith-Lee, Town Administrator Frederic E. Turkington, Jr. and Assistant to the Town Administrator Lauren Barnes. The meeting commenced with the recitation of the Pledge of Allegiance.

Discussion & Approval of Comprehensive Emergency Management Plan & Hazard Mitigation Plan

Fire Chief James Wright appeared before the Board. Chairman Heitin noted that the Board has had the plans and asked the Chief to summarize the plans and what the Town is trying to accomplish.

Chief Wright explained that we presently have a Comprehensive Emergency Management Plan but requires updating and in a new format that was usable for the Massachusetts Emergency Management's (MEMA) system. It is now much simpler for the Town to make updates when necessary. While it is not shared with the public due to emergency response and recovery protocols, some of the items addressed in the plan include the hurricane response and damage assessments as well as procedures for each town department. The Town has been working on the plan for the past six months. It is a living document, and will be reviewed annually and changed when necessary. Selectwoman Smith-Lee asked about the Board's role as outlined in the plan. The Board has the statutory authority to issue an evacuation order. In this instance, key emergency personnel would come to the Board for their approval and then the public safety staff will carry out the recommendation of the Board. Mr. Turkington added that there is an emergency exception to the Open Meeting Law in emergencies.

MOTION: To accept the Town of Sharon Comprehensive Emergency Management Plan
(Smith-Lee - Heitin) 2-0 **PASSES**

Chief Wright explained that in 2015, the Town initiated the process to begin the update of the Town's Hazard Mitigation Plan. The Metropolitan Area Planning Council (MAPC) assisted in the preparation of the plan update. There have been multiple internal meetings and public hearings with the Board of Selectmen. This plan identifies areas in which the Town can prevent an emergency. With the approval of this plan, the Town is now eligible to apply for federal money to help build infrastructure and work to prevent future hazards from occurring. Selectwoman Smith-Lee noted that the plan is comprehensive and the primary hazard appears to be water, like flooding. Chief Wright added that this plan will be sent via MEMA to the Federal Emergency Management Agency (FEMA).

MOTION: To approve the Town of Sharon Hazard Mitigation Plan
(Smith-Lee - Heitin) 2-0 **PASSES**

School Committee Vacancy Discussion

Chairman Heitin explained that a joint meeting will take place tomorrow at 7:30pm with the School Committee to interview and select a new member to the School Committee to fill the vacancy left when Selectwoman Smith-Lee was elected to the Board. The term will be for one-year.

Selectwoman Smith-Lee wondered if the Board should have an approach to how the Board evaluates the candidates and suggested some criteria to consider when evaluating the candidates, including connection to Sharon Public Schools, volunteers roles within Sharon Public Schools, civic engagement in a general sense, and finance experience. Selectwoman Smith-Lee drafted a matrix and offered to distribute it to both boards.

Chairman Heitin believes this is a great tool and encourages Selectwoman Smith-Lee to share with the Chair of the School Committee. He understands there are standard questions established by the School Committee, but there are certain things he would like to point out that he noticed when reading the applicants' letters and resumes.

Selectwoman Smith-Lee asked if the Board should have a standard question the Board should ask. Chairman Heitin hasn't thought about a standard question from the Board. Selectwoman Smith-Lee thought that a question about the school budget and how they would work with the Finance Committee and the Board of Selectmen. Mr. Turkington suggested a question about their collaboration with the Board of Selectmen and the Finance Committee with respect to finances. Selectwoman Smith-Lee offered to draft a question and Chairman Heitin thought that it was a great idea.

Consent Calendar

- I. Vote to approve regular session minutes of May 17 and 22, 2018
- II. Vote to appoint election workers for the period beginning September 1, 2018 at the request of the Town Clerk Marlene B. Chused
- III. Vote to approve the Southeastern Regional Services Group (SERSG) contract for DPW Supplies for a twelve month period commencing July 1, 2018 in the amount of \$474,381.50
- IV. Vote to proclaim June 14, 2018 Flag Day

MOTION: To approve the June 5, 2018 consent calendar
(Smith-Lee - Heitin) 2-0 **PASSES**

Selectwoman Smith-Lee read the Flag Day proclamation.

Town Administrator's Report

The Town Administrator reported the following:

- The After Graduation Party went well this year. There were no issues and the safety and security measures put in place were effective.
- He is confirming availability with the police union to begin negotiations, and advised Selectwoman Smith-Lee that the negotiation sessions generally occur in the late afternoons.
- Work on erecting the lights for the football field will begin in the next week.
- Agenda topics for the June 19th Board meeting include the swearing in for Chief Ford; a follow-up with Chief Wright about promotions and the rules governing the residency radiuses for various positions.
- Trash barrels will be delivered the Reviewed the new trash & recycling program, effective July 1, and reminded residents that the new trash containers will be delivered during the weeks of June 18 and 25. Updates frequently asked questions will be posted on the town's website shortly.

Topics not reasonably anticipated forty-eight (48) hours in advance of the meeting

Chairman Heitin made the following announcement:

- The launch event for the Town's master planning process will take place on Thursday, June 14 from 7-8:30pm at Whitney Place, 675 South Main Street. He suggested that after the Flag Day program, residents attend the master plan meeting.

Executive Session - 7:40pm

MOTION: To enter into Executive Session to discuss pending litigation and real property and at the end, to adjourn for the evening. Discussion of these items in open session may have a detrimental effect on the bargaining position of the Town.
(Smith-Lee – Heitin) 2-0 **PASSES**

Heitin Aye
Smith-Lee Aye

Adjournment

MOTION: To adjourn at 8:08pm
(Smith-Lee – Heitin) 2-0 **PASSES**

Heitin Aye
Smith-Lee Aye

List of Documents

- Town of Sharon Comprehensive Emergency Management Plan
- Town of Sharon Hazard Mitigation Plan – 2018 Update
- Joint Meeting with School Committee Agenda for June 6, 2018
- Marcy Kaplan, School Committee Chair - Email Correspondence re: candidate interviews
- School Committee Candidates spreadsheet and letters of interest
- School Committee vacancy posting
- School Committee Member Qualifications / Oath of Office
- MGL, Chapter 41 sections 1 and 11
- May 17, 2018 Board of Selectmen minutes
- May 22, 2018 Board of Selectmen minutes
- Town Clerk Marlene Chused – Memo requesting appointment of Election Workers effective September 1, 2018
- Veterans Agent Paul Bergeron – Flag Day Proclamation for June 14, 2018
- SERSG – FY19 DPW Supplies Contract Award Sheet
- Report of the Town Administrator
- Miscellaneous Correspondence