

**MINUTES**  
**SHARON SELECT BOARD**  
*January 28, 2020*

The meeting of the Sharon Select Board was called to order at 7:00pm in the second-floor meeting room at Sharon Town Hall with Chair William A. Heitin, Select Board Member Emily E. Smith-Lee, Select Board Member Hanna R. Switekowski, and Town Administrator Frederic E. Turkington, Jr. The meeting commenced with the recitation of the Pledge of Allegiance.

**Public Hearing – Beach Fees - Linda Berger, Recreation Director**

**MOTION:** To open the public hearing for 2020 beach fees.  
(Heitin-Switekowski) 3-0 **PASSES**

Ms. Berger explained that the Recreation Department completes an assessment at the end of every season and determined there was a shortfall of \$13,000 attributed to staff fees at the end of the 2019 season. She noted that the Department strives to be a competitive employer and offers employment at minimum wage. She explained that it is the feeling of the Recreation Advisory Committee that raising prices is a last resort and they don't take the recommendation lightly. The department is judicious in covering their costs every year.

Ms. Berger provided a brief overview of the pricing and schedule scenarios which were made available to the Board in their meeting materials. It was explained that in terms of percentage, the driving factor for the increase is minimum wage. There were reserves to cover the shortfall after the 2019 season. The Board then opened the floor to attendees for questions.

Ms. Bonnie Klane of 36 Colburn Drive feels that Lake Massapoag is the Town's greatest natural resource. She asked about boat ramp fees specifically why resident program fees are the same as non-resident fees. It was explained that the State pushed back on non-resident fees because of the lake's determination as a great pond and the fact that it is stocked by the State. She also asked for an explanation of the Senior/Veteran/Handicapped rates and for consideration of the material the tags are made of as the paper tears easily.

Ms. Smith-Lee stated that she doesn't like idea of limiting the season for the fact that not all of Town is driven by the school schedule. She feels that the lake is a resource for the entire town. The Board agreed that the consensus was to approve Proposal A: Pre-Season Starting Weekends only 5/30 & Daily when school gets dismissed. Veterans Memorial Park Beach Pre-Season: May 30th-June 14<sup>th</sup>, Weekends only 11:00 am - 6:00 pm (\*7.5 hours) Daily: June 18<sup>th</sup> - August 21<sup>st</sup>: Weekdays: 10:00 am -7:00 pm (\*9.5 hours) Weekends: 9:00 am -7:00 pm (\*10.5 hours)

**MOTION:** To close the public hearing.  
Smith-Lee - Switekowski 3-0 **PASSES**

**MOTION:** To approve the 2020 beach fees as discussed close the public hearing.  
Smith-Lee - Switekowski 3-0 **PASSES**

**MOTION:** To approve the beach fees and Proposal A for season length as discussed.  
Heitin - Smith-Lee 3-0 **PASSES**

## Recreation Budget Review – Linda Berger, Recreation Director

Ms. Berger provided an overview of the Recreation budget for fiscal year 2021 and explained that there have been changes in department staff. She introduced Frank Livera who has replaced former Assistant Recreation Director, Jonathan Lewitus. Frank has aquatics experience as well as experience with managing sports leagues. The Department has sustained increases in electricity of \$5,000. Recreation will be taking over payment of these bills which have been paid by DPW in the past. There is a slight increase in equipment maintenance. A large piece of the budget is increasing the volume of pre-engineered wood fiber by 100 cubic yards. This is the material which serves as the playground base. They have found that the 100 cubic yards used annually compacts too quickly. Supplies for lavatories at the beach have been budgeted as has grading the walkway which hasn't had more than routine maintenance in ten years. DPW will complete this work. The proposed Recreation budget increase for fiscal year 2021 is \$14,280 or a 5.46% increase over the budget for fiscal year 2020.

## Consideration of Recreation Advisory Committee Beer Garden Risk Management Plan

The Board approved a pilot beer garden at request of the Recreation Advisory Committee with the possibility for a second if the pilot proves to be successful. A risk management plan was drafted and presented for the Board's review. Ms. Berger states that she researched other communities to emulate the successes that they have had. Based on the draft risk management plan, the successful vendor would need to seek a permit from the Select Board and provide staff which is TIPS certified. Parameters would be outlined ahead of time for a safe perimeter. Other provisions of the risk management plan would limit the number of drinks to patrons, beverages would be required to be distributed in distinguishable containers, and water would need to be provided at no cost. Police details must be secured at the cost of the vendor. Snow fencing would be required to cordon off the area where beverages would be served. References would also be required.

The Recreation Advisory Committee reviewed this plan during their December meeting. The Select Board still needs to consult and plan with the Sharon Police Department but feels that this draft appears comprehensive and thorough as far as safety protocol is concerned.

**MOTION:** To approve the beer garden risk management plan pending discussion with Sharon Police Department.

(Smith-Lee – Switekowski)                      3-0                      **PASSES**

## Board and Committee Interviews – Board of Health

The Board met with two candidates for vacancies on the Board of Health. Ms. Signe Peterson Flieger explained that she has lived in Sharon for nearly six years. She has a background in health and social policy and is a Professor at Tufts School of Medicine. She sees serving on the Board of Health as an opportunity to practice what she does academically. She was a member of master plan steering committee and worked with Chuck Levine as part of a public health subcommittee as part of the master plan steering committee.

The Board also met Jeanne Freeman, a Sharon resident for roughly eight years. She explained that her interest in public health started as Veterinary School student, particularly with the connections between human and animal health. She studied diseases in cattle which are closely related to Lyme disease and transmitted by ticks. Her background is in epidemiology of vector borne diseases.

The Board expressed their appreciation for the time that both candidates have taken to come and meet with them this evening. It is the policy of the Board to make appointments at the meeting following the night when candidates are interviewed.

Mr. Heitin noted that these interviews have come about due to Board of Health members Luba Raynus and Dr. Ken Zoller having not sought reappointment. The unexpected passing of Ed Welch on Sunday leaves a vacancy on the Board as well. Mr. Heitin expressed condolences on behalf of the Board to Mr. Welch's family and friends and noted that Mr. Welch was a long serving member of the Board of Health and volunteered on behalf of the Town of Sharon for many years in different capacities.

#### **Consideration of gift proposal by the Lions Club, Rotary Club, and Diversity Coalition**

Mr. Dave Clifton and Susan Saunders offered their congratulations on the new Town Hall facility. Mr. Clifton and Ms. Saunders explained that the Rotary and Lions Clubs would like to present the Town of Sharon with a gift celebrating the Town's rich and diverse culture. They provided a rendering of a monument and curved benches along with a sketch of the proposed placement at Town Hall. The monument is 5' tall. Mr. Clifton mentioned that there was a shortfall in funds for installation of the foundation and hoped that the Board would help cover those costs. If not, the money would be raised. When asked about the expected timeline, Mr. Clifton relayed that he hoped to have everything ready for installation in the spring.

**MOTION:** To accept the gift from the Rotary and Lions Clubs and Diversity Coalition as presented.  
(Heitin – Smith-Lee) 3-0 **PASSES**

#### **Rattlesnake Hill**

Town Counsel, Dick Gelerman addressed the Board with an update on progress regarding Rattlesnake Hill. He explained that this has been the hardest negotiation he has undertaken. As the Board is aware, the agreement calls for \$2.5 million being provided by Commonwealth. This money has been earmarked and set aside but the have been unable to provide the funds until they were made aware exactly where the four lots retained by Brickstone will be for single family homes. The Commonwealth will purchase a conservation restriction of 330 acres. Brickstone faced delays in getting the percolation testing completed. As of last week, they have been able to identify four locations which pass Title V testing. A map was provided for the Board in their meeting materials. The four lots are on north side of Mountain Street. The construction of four houses and paving must be approved by National Heritage. MEPA has reviewed and is aware of this status. Brickstone's counsel has given approval for this plan as has Shaun Provencher from DCR. Next steps on the lot process is to file an "approval not required" with the Planning Board showing endorsement. Once this is approved then the MEPA application can be filed.

**MOTION:** To approve, sign, record at the Norfolk Registry of Deeds and send notice to the Owners of the Order of Taking and Notice of Taking to acquire the property shown as Remaining Lot 1 on the plan entitled "Approval Not Required of Land, Brickstone Properties, Inc.," to be recorded with said Order of Taking, and a second parcel being shown on said plan as being Map 35, Lot 12, & Map 26, Lots 9, 10 & 11, said premises being more completely described in EXHIBITS A & B attached to and made part hereof; and further

that no persons will sustain damages in their property by the reason of the foregoing taking, and, in accordance with the provisions of G.L. Chapter 79, Section 6, as amended, no damages are to be awarded; and further

to approve and execute the Deed Acceptance for the property shown as Remaining Lot 1 on said plan entitled "Approval Not Required of Land, Brickstone Properties, Inc.," and a second parcel being shown on said plan as

being Map 35, Lot 12, & Map 26, Lots 9, 10 & 11, said premises being more completely described said EXHIBITS A & B; and further

and further to approve and execute the grant of a Conservation Restriction on the above-described property to the Commonwealth of Massachusetts, acting by and through its Department of Conservation and Recreation; and further

to approve and execute the Memorandum of Agreement for the Acquisition of a Conservation Restriction by and between Commonwealth of Massachusetts Department of Conservation and Recreation and the Town Of Sharon dated January 28, 2020;

to approve and execute the Escrow Deposit Instructions and Agreement by and between Chicago Title Insurance Company, Brickstone Sharon, LLC, the Commonwealth of Massachusetts by and through its Department of Conservation and Recreation and the Town of Sharon, dated January 28, 2020; and further

to authorize the Chair of the Select Board to execute the Release of Notice Development Agreement and the Acknowledgement of Post Closing Obligations, as may be amended by Town Counsel, Richard A. Gelerman, both dated January 28, 2020; and further

to authorize Frederic Turkington, Town Administrator, to authorize any clerical or non-substantive changes of form to any of the above-referenced documents, and to sign any and all other documents as may be necessary to effectuate the foregoing.

(Smith-Lee – Switekowski) 3-0 **PASSES**

## **Public Safety Budget Review**

### **Fire Department**

Chief Wright explained that the majority of Fire Department budget is compensation for personnel. The proposed budget presented Level service budget. This proposed budget keeps staffing at the current level. This will be year two of the Safer Grant program which compensates the Town for 75% of a Step 1 fire fighter's salary. Any other budget changes are contractual. There was a stipend line item increase. The hazardous materials stipend has biggest increase. Ambulance recall wages are up and earned time has increased some because of the four new positions.

On the expense side for equipment, the radio maintenance line item has increased in Norfolk County regional dispatch. The Fire Department proposed fiscal year 2021 budget has a \$46,000 increase or 1.26% increase

### **Police Department**

Chief Ford expressed his thanks to the Board for their hard work for the Town of Sharon and sensitivity to the tax burden. This budget was prepared collectively and Chief Ford expressed thanks to his administration for their help in the preparation, to Mr. Turkington and Mr. Gupta for their guidance, and credited Jen Leavitt for her spreadsheet expertise.

It was noted that the Police Department proposed FY21 budget reflects a \$46,000 increase over the fiscal 2020 budget or 1.24%. Chief Ford explained that this is a conservative increase over FY20 and is representative mostly of the Department's contractual obligations. He has, therefore, been as stringent as possible with expenses. There have been cut backs in some areas as shown in various line items.

Chief Ford explained that he has concerns regarding the overtime budget for FY21 but before elaborating, he provided a review of the FY21 salary budget. Overtime costs are also included in the final Salary and Wages category. That number is based on the true overtime costs of FY2019. That aggregate number includes; vacation fills, earned time fills, sick fills, METRO call outs, special programming costs, and dispatcher night shift differential and overtime. That final figure was then multiplied by 3% (1.5 for FY19 and 1.5 for FY20) to suggest an approximate anticipated overtime cost for FY 21 of \$408,140.92 (see Attachment #3). Overtime is a highly volatile and fluid component to our department budget. Any long-term injury or illness could negatively and dramatically impact our budget.

Other account areas were adjusted slightly to factor in price increases. The following account categories were in the deficit last year, but those deficits were covered by an excess in the Salary and Wages Account; Cruiser Maintenance, Telephone, Printing, Office Supplies, Medical Supplies, Uniforms, Dues and Subscriptions, Miscellaneous, Replacement of Equipment. Specific numbers are available upon request. The fuel account was also level funded with hopes that hybrid cruisers, if approved, may reduce fuel costs. Reductions were also made in several accounts in an attempt to keep the budget within a reasonable percentage change.

Finally, a 32nd Full Time Officer was factored into the FY 2021 Proposed Budget at a cost of \$75,000. Included in this package is an initial proposal for this additional officer which will be augmented by a more comprehensive and specific presentation at a later date.

Due to contractual requirements and increased costs of services, a 2021 level funded budget would result in significant deficits throughout the police budget. As a result, there would be two necessary reductions to compensate for the loss of funding; the elimination of “extra services” and initiatives that have been highly successful over the past year – Public Safety Academy, Houses of Worship Safety Workshops, Community Outreach Programs involving our therapy dog, Autism Awareness Programs, etc. The second reduction would be to suspend our current work on seeking full state accreditation for our department. This would include the elimination of the current Lieutenant position that has been assigned to this comprehensive endeavor.

#### **Consider and vote to insert Annual Town Meeting warrant articles**

Mr. Heitin explained that the Board was provided with information associated with 14 articles for the May Annual Town Meeting, two of which were added at the request of Town Counsel. This is a pro forma matter of housekeeping. There will likely be changes and the Board will not order the warrant articles until the March 3 meeting.

**MOTION:** To approve placeholder articles as presented.  
(Smith-Lee – Switekowski) 3-0 **PASSES**

#### **Consider and vote to approve the conversation parcel for the National Park Service land swap**

Mr. Turkington explained that a land swap was approved at 2018 Town Meeting but that National Park Service rejected on the basis that the Town can’t provide land that it already owned. An agreement has been reached with Temple Adath to transfer roughly 6 acres of land to the Town. National Park Service has given tentative approval.

Whereas, pursuant to a prior vote of this Board on September 6, 2018 and the vote under Article 6N of the May 2018 Annual Town Meeting, Parcel T, a portion of land known as the Sacred Heart Site, which was acquired by the Town by deed of the Order of the Brothers of the Sacred Heart of New England, Inc. dated December 26, 1974 and recorded in the Norfolk Registry of Deeds in Book 5099, Page 169 and shown on a plan entitled “Plot Plan of Sacred Heart Property, Sharon, Mass.” Dated June 1973 by the Sharon Engineering Department which

plan is recorded in said Registry as Plan Number 1102 of 1974, Plan Book 247, was declared no longer needed for outdoor recreational purposes and transferred to the care, control and management of the Select Board to use for general municipal purposes and/or construction of municipal building(s) and related facilities and/or parking.

In exchange for the removal of said Parcel T from the open space and parkland restriction under Article 97 of the Massachusetts Constitution, the Town, by its Select Board will acquire, for outdoor active and passive recreation and open space, a parcel of land containing approximately 6.0 acres of land, identified as "60R Cedar Street."

Parcel T and 60R Cedar Street are shown on the "Civil Defense Building Land SWAP Map" dated January 21, 2020, attached hereto and available at the office of the Town Clerk.

**MOTION:** To accept the offer from Temple Adath that the Town transfer the parcel known as 14 Harding Street, plus consideration of \$15,000, and that the Temple transfer approximately 6 acres of land to be known as 60R Cedar Street to the Town, with all legal and survey expenses required to complete the transfer paid by the Town, subject to approval by citizens at the May 4, 2020 Annual Town Meeting.

(Smith-Lee – Switlekowski) 3-0 **PASSES**

#### **Town Administrator's Report**

Mr. Turkington related that he has received good news in that Fitch Ratings, one of the three major credit rating agencies, has granted the Town of Sharon a AA rating which is step up from its last designation of AAA. Mr. Heitin explained that this rating is excellent for the Town and is due in part to its fiscal management, capital process and Capital Outlay policies. Mr. Turkington credited Mr. Gupta for his outstanding work throughout the process. He agreed that this is indeed a great thing considering the Town is about to issue a large borrowing due to the new High School. This rating will bring down borrowing costs and through the hard work of the Town's financial advisors and Finance Director, the anticipated tax increase will be dramatically less than expected.

Mr. Turkington reported that the Town has hired Melissa Shea as new social worker replacing Susan Edinger who recently retired. Ms. Shea's experience includes a tenure at Whitney Place. Conservation Agent, Greg Meister has announced his retirement. There will be a three member subcommittee to screen candidates for his replacement.

Mr. Turkington expects to have the Norwood Intermunicipal Agreement ready for Board approval and execution at the next meeting. There will also be an update by the Transportation Advisory Board and continued budget review. The meetings of February 25 and March 10 will be combined into a single meeting on March 3 which will include the water rate hearing and a review of the DPW FY21 budget.

## Consent Calendar

- I. Vote to approve regular session minutes of January 7, 2020;
- II. Vote to approve and sign employment agreement for Sharon Fire Chief, James Wright
- III. Vote to award Southeastern Regional Services Group DPW services contracts
- IV. Vote to approve the annual Maximum Performance Triathlon at Lake Massapoag on Sunday, August 9, 2020
- V. Vote to approve SYBSA carnival from May 28-31 (date change from previous years)

**MOTION:** To approve the January 28, 2020 consent calendar.  
(Switlekowski – Smith-Lee) 3-0 **PASSES**

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

None

## Adjournment

**MOTION:** To adjourn at 8:49 pm  
(Switlekowski – Smith-Lee) 3-0 **PASSES**

### List of Documents

- Proposed fee schedule
- Budget materials, Recreation
- Draft risk management plan
- Applications (2)
- Board of Health membership list
- Rendering of proposed monument
- Town Hall landscape plan
- Escrow deposit instructions
- Fire Department budget materials
- Police Department budget materials
- List of warrant articles
- Warrant article supporting materials
- Proposed vote for National Park Service land swap
- Minutes
- Employment agreement
- SERSG award form
- Memorandum