

**MINUTES**  
**SHARON BOARD OF SELECTMEN**  
*December 18, 2018*

The meeting of the Sharon Board of Selectmen was called to order at 7:00 pm in the Town Hearing Room at the Sharon Community Center with Chairman William A. Heitin, Clerk Walter B. Roach, Jr., 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.

**Friends of the Sharon Council on Aging Raffle - Doris Ann Gladstone**

Mrs. Gladstone expressed her thanks to BOS for allowing the Friends of the Sharon Council on Aging to hold this raffle at their meeting this evening. This group holds two fundraisers for Council on Aging assistance for seniors, the membership drive in April and this raffle. Forty- six (46) items were raffled.

**Update from Historical Commission - James Grasfield**

The Historical Commission is an 8-member board charged with responsibility for preservation of historic assets such as buildings, homes, and other items of historic nature. There is a large inventory of 18<sup>th</sup>, 19<sup>th</sup>, and early 20<sup>th</sup> century homes in Sharon as well as numerous well-preserved neighborhoods especially in center of town. The Commission reviews every demolition request and uses their collective expertise to help homeowners and building owners to preserve their own homes.

There is presently a new initiative planned to preserve nine historic cemeteries. They will be working with DPW to help protect small cemeteries from damage by cars or snow plowing operations due to their close proximity to the street. Once this project is underway, these nine historic cemeteries will be identified and mapped.

The Commission is also expanding their program for giving out historic signs and plaques. Most people don't know how to obtain them. It is encouraged that homeowners and building owners contact the Commission to investigate the history of the building.

The Commission is also undertaking a long-term project to expand Historic District 1. District 1 is contiguous to the center of town and it is hoped that additional historic homes, churches, and structures in the center will be included. The Commission works with the Planning Board to preserve stonewalls on the 31 scenic roads in town.

The Commission expects to help Library Reuse Committee to determine the best use of current library building. They review all requests for naming buildings and fields; manage three historic districts and work closely with the Town Engineer on historic preservation projects. They also give an award every year for exemplary preservation.

**Update from SSPARC - Kacy Maitland**

Sharon Substance Prevention and Resource Coalition. Thanks to the Board for assisting in getting coalition status. SSPARC's mission is to work collaboratively with community stakeholders to provide education, promote prevention, and provide resources with respect to substance abuse in the town. These stakeholders include several police, fire fighters, town nurse, town social worker, and a retired town social worker as well as a few Sharon residents who do not hold town positions.

SSPARC was granted \$25,000 from the Massachusetts Department of Public Health. With those funds, the Coalition has been able to provide mental health first aid training to over 30 town employees, 30 NARCAN units to the Police Department, purchased two mobile alcohol-testing units for the Police Department. Most notably the group hired Independent researcher to complete a study of the town. Dr. Chris Lewis was hired who completed an analysis by reviewing both new data as well as old data. He also conducted an online survey for which he collected roughly 400 responses and organized a few focus groups.

The Coalition will essentially use these findings for the next three years to help guide their future practices. People identified problems with alcohol and substance abuse but mental health aspects like depression and anxiety were a more primary concern for both youth and adults. Access to psychiatry, outpatient services and detox programs remains a challenge. Sharon and surrounding communities have experienced lower than average rates of adult smoking, e-cigarette and vapor product use, youth chronic drinking, cocaine and heroin use than Massachusetts and across the nation. However, the survey showed higher than average rates of youth trying alcohol and marijuana. Sharon is doing a very good job at prevention.

SSPARC had a presence at Square Jam again this year with the “Hidden in Plain Sight” initiative. They also held an event at the Community Center with a representative from the DAs office about opioid issues and hone in on importance of prevention. There were tables at this event including a NARCAN education station, tables with information on accessing mental health resources. Turnout for this event was a bit lower than anticipated turnout but Ms. Maitland does expect this to improve.

The Coalition has had an increase in funding from DPH to \$30,000. There is a meeting tomorrow with the Coalition, Dr. Lewis and school administration to discuss report. It is hoped that this will bring an opportunity to collaborate with schools in the future with a focus on youth prevention.

Ms. Smith-Lee asked whether there was any youth representation. It is hoped that the meeting tomorrow will open the door to getting some initiated. The Coalition has spent a good part of last year trying to get to point of collaboration with schools. When asked how many members are on the coalition, Ms. Maitland explained that officially, there are seven or eight members. Openings are posted on town website and on the SSPARC landing page. They also try to promote at their events and when coming to speak in forums like this meeting.

The Coalition is grateful for continued support from the Board. Suggestions for resources and ideas for adult outreach are encouraged. Ms. Maitland hopes that the mental health first aid training will be offered again this year. In the near future, Sharon will collaborate with other towns for a recovery coach to offer resources for recovering addicts and those with mental health needs.

Chairman Heitin explained that his daughter is involved in a student club at the High School and wants to collaborate with SSPARC to establish a discussion group at HS to help students.

## **FY 2020 Budget Review**

Department heads will be coming in the future to discuss budgets. A preliminary budget has been provided to the Board based on the Priorities Committee target. There is some leeway as there are a number of variables, which include debt service finalization; State Aid, which will be announced at the end of January; the Norfolk County Retirement Allocation, which will be received at the end of January; and adjustments based on enrollment for Southeastern Regional Vocational Technical school and Norfolk Aggie.

This is a current services budget for current programming including labor costs and materials. Departments were asked to identify initiatives they would like to pursue. Mr. Turkington and Mr. Gupta have tried to find sustainable funding sources for those so the Board has options to enhance or shift priorities for services offered for residents.

All collective bargaining agreements are finalized with the exception of police. Some employees qualify for step increases depending on years of service and tenure much like school employees. The Town Administrator completes performance evaluations for all the executive group employees. Funds are allocated from the Selectmen's budget to those respective departments.

The Police Department has one of the highest budgets. If you recall, an officer was hired to replace an officer who is expected to retire next year. The Police Department has increased their commitment to training. The Fire Department has increased funding for training. The Fire Department is looking at federal assistance by means of a grant for hiring a possible new firefighter position each shift. Both the Police and Fire Chief will be here on Jan 8 to discuss their budgets.

Department of Public Works has a level service budget. All utilities have been shifted to DPW and provides funding for landscaping as the Recreation Department is trying to reduce overtime costs.

There is a request for increase for a change for a part-time employee to full-time employee for Council on Aging. That funding was not included in this budget.

Mr. Turkington is working with School Department to fund a recycling coordinator. There is the possibility for the creation of a shared Energy Manager with the Town of Norwood.

The Capital Outlay Committee is in the process of evaluating capital project requests. There will be some money from unexpended projects to apply to non-recurring purchases so as not to inflate the operating budget.

By the end of January, it will be better known if there are any changes to this budget before the three-board meeting on January 28. This budget advances the goals and objectives discussed and voted last week.

The Board would like to have Krishan come to talk about debt, and Gordon Gladstone as well, as it may pertain to building projects.

There have been many discussions recently regarding sidewalks. The Board would also like to have Eric and Peter O'Cain in to discuss the current study on road conditions. Preliminary view is hard to add new sidewalks due to possible funding for a new school and a new library. Public Works will be in on January 22 to discuss their budget.

## Consent Calendar

- I. Vote to approve regular session minutes of December 4, 2018
- II. Vote to approve and sign the 2019 Common Victualler's licenses for:
  - a. Angel's Café
  - b. Best Western
  - c. BP Food Mart
  - d. Charlie's Deli
  - e. Coriander Bistro
  - f. Dunkin Donuts
  - g. Mandarin Taste
  - h. Mick Morgan's
  - i. Pizza Market
  - j. Salvation Army

- k. Saphire Manor
- l. Sharon Country Club
- m. Sichuan Gourmet

- n. The Cape Club of Sharon
- o. Todd's Deli
- p. Ward's Berry Farm

- III. Vote to approve and sign the 2019 Alcohol License for:
  - a. The Cape Club of Sharon
- IV. Vote to award the Southeastern Regional Services Group (SERSG) DPW Services Award for February 1, 2019 to January 31, 2020.
- V. Vote to approve request by Massapoag Yacht Club for racing and/or rock markers for the 2019 season at various locations on Lake Massapoag.
- VI. Vote to approve and sign the employment agreement between the Town of Sharon and Jeffrey L. Funk, the new Administrative Administrator.
- VII. Vote to approve Board of Selectmen Objectives and Priorities for November 1, 2018 to October 31, 2019.

**MOTION:** To approve the December 4, 2018 consent calendar  
(Roach-Smith-Lee) 3-0 **PASSES**

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

There has been some review of the Senior Tax Work-Off Program. As of July 1, 2019, it will be subject to household income and there will be two categories rather than three. Household incomes at or below \$61,916 will be eligible for \$1,500 reduction in tax and households with income between \$61,916 and \$88,000 will be eligible for a \$750 work off credit. With these changes, those with the most need will get the most credit.

At the January 8 meeting, the Board will vote to open annual town meeting warrant and pick date for fall Special Town Meeting.

Three more weeks of steel is expected for the Town hall project. The contractors are hoping to pour the second floor slab in early January. The project is still on schedule. The site will be closed on Christmas Eve but crews may work on the following Saturday to keep the project on target.

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

Conservation Restriction - Diamond Residences, LLC - Lots 6 and 8

**MOTION:** To approve the Conservation Restriction for Diamond Residences, LLC, Lot 6 (54 Juniper Road) and Lot 8 (2 Lily Lane).  
(Heitin-Roach) 2-1 **PASSES with one abstention**

## Adjournment

**MOTION:** To adjourn at 8:01 pm  
(Smith-Lee-Roach) 3-0 **PASSES**

### List of Documents

- Department Budget Overviews
- December 4, 2018 Minutes
- SERSG DPW Services Award Form
- Massapoag Yacht Club Request Letter
- Employment Agreement
- Objectives and Priorities, Final Copy
- Diamond Residences, LLC – Conservation Restrictions Lots 6 and 8
- Miscellaneous Correspondence