

MINUTES
SHARON BOARD OF SELECTMEN
January 8, 2019

The meeting of the Sharon Board of Selectmen was called to order at 7:00pm in the Town Hearing Room at the Sharon Community Center with Chairman 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.

Fire Department FY2020 Budget Review – Chief James Wright

Fire Chief James Wright appeared before the Board along with Lieutenant Thomas Kenvin, EMS Coordinator; Captain Michael Madden, Fire Prevention and Training Officer; and Deputy Chief Rick Murphy.

Chief Wright explained that the budget before the Board is a level service budget of \$3.596 million and includes a request for additional staffing. This budget represents a 3.9 percent increase. The budget is made up mostly of salaries, which are contractual. However, there are increases for a number of expenses relating to ambulance services such as medical supplies, licensing, and preventative maintenance for equipment. The Intermunicipal Agreement with Holbrook for radio maintenance increases annually.

Chief Wright went on to explain that he would like to add an additional firefighter on each of four shifts. There are presently six firefighters on a shift, which is the smallest Department in the area. For example, Foxboro has eight firefighters per shift. The Department has seen a steady increase in the number of multiple calls especially since the opening of Whitney Place. He has gathered sufficient documentation supporting the need for additional staffing. Ideally, Chief Wright would like to see a shift of eight firefighters but that is not fiscally possible at this time.

There is a Federal Assistance program, the Safer Grant, which can help communities provide for either growth or retention for Fire Departments to maintain safe staffing levels. The Grant would provide funding to offset 75% of the first two years of salaries and health insurance. The Department would need Board support to begin the application process. The Board explained that they need time to see what budget picture looks like before committing to adding personnel. The application typically opens in the next 30 days, but considering the Government shutdown, the process might be extended. Once the grant is awarded, the clock starts for hiring additional staffing. In this employment market, Chief Wright explained that finding quality candidates will likely be challenging.

The Board thanked Chief Wright, Deputy Chief Murphy, Captain Madden, and Lieutenant Kenvin for their time this evening.

Police Department FY2020 Budget Review – Chief John Ford Police Chief John Ford appeared before the Board along with Lieutenant Coffee, Deputy Sargent Bishop, Lieutenant Williams, Officer Fitzhenry, and Jenny Leavitt.

Chief Ford reviewed the Department budget proposal. He explained that the \$3.8 million budget before the board is a level service budget, which is comprised of 90 percent personnel costs. This budget represents a 3.23 percent increase, which is consistent with past budget proposals.

A Large component of this year's budget is training. In previous years, the training budget has been funded by fuel surplus. Chief Ford feels that training is essential for liability, effectiveness, and morale. He further states that well trained personnel are more likely to be retained.

The Board asked whether the training portion of the Department budget ties in to their Capital request. Chief Ford explained that yes, the training system is part of that.

The Board thanked Chief Ford and his staff for their time this evening.

7:30 p.m. Public Hearing for Simcha Restaurant All Alcoholic Beverages License

MOTION: To open the Public Hearing for Simcha Restaurant All Alcoholic Beverages License.
(Heitin-Smith-Lee) 2-0 **PASSES**

Mr. Aviron Shemtov appeared before the Board. Mr. Shemtov is a resident of Sharon and is looking to open a restaurant, Simcha, at the space in Heights Plaza at 370 South Main Street which was formerly occupied by Snowflakes Shavery. Mr. Shemtov presently has a Canton based food truck business which operates mainly in Boston. Simcha is described as a progressive, modern Israeli concept, which will feature global cuisine. The site has a wood burning oven. Mr. Shemtov explained that the restaurant will have freshly baked pita daily. He would like to feature exclusive Israeli and local beer and wines. The facility will seat 38 and will have eight seats at the bar. Simcha will provide an intimate and quality dining experience. Mr. Shemtov expects a February opening.

Mr. Shemtov explained that he had reviewed the Town's bylaws and regulations and had one question about the police requirement and whether it was based on need. Chairman Heitin explained that there had been some instances where a restaurant opening may have generated need. It is suspected that is not the case, however it is intended more to keep an open dialog between the establishment and the Police Department. It was further explained that restaurant staff would need to have TIPS training and that the Police will complete periodic spot checks.

The Board asked what the hours of operation would be. Mr. Shemtov expects the hours will be Tuesday through Saturday 5-10 and noon to 4 on Sunday but is asking for operable hours of 5 to midnight and 11 to 4 on Sunday to accommodate for business growth.

Chairman Heitin asked whether the application paperwork was in order. It was explained that indeed, the application paperwork had been submitted in its entirety and payment had been received.

MOTION: To close the public hearing.
(Heitin-Smith-Lee) 2-0 **PASSES**

MOTION: To approve the all alcoholic beverage license for Simcha restaurant as discussed.
(Heitin-Smith-Lee) 2-0 **PASSES**

Fall 2019 Special Town Meeting

Mr. Turkington has spoken with Building Committee Chairman who confirmed that the first choice of the Town Clerk for the Special Town Meeting of Monday, November 4, 2019 would work. This provides adequate time to open warrant just before and working around the Labor Day holiday. The debt exclusion will then likely be either November 12 or November 19.

MOTION: November 4, 2019
(Smith-Lee-Heitin) 2-0 **PASSES**

Annual Town Meeting Warrant – May 6, 2019

MOTION: To open the warrant for the May 6, 2019 Annual Town Meeting on Wednesday, January 9, 2019 at 8:30 a.m. through Tuesday, January 22, 2019 at 4:30 p.m. and insert placeholder articles as provided with the exception of two citizen's petitions and one Board of Health matter.

(Heitin-Smith-Lee) 0-0 **PASSES**

Town Administrator Annual Performance Evaluation

For background, each selectman independently completes an evaluation form and adds comments based on their thoughts on the performance of the Town Administrator for past 12 months. The responses and comments are then assembled into one document, which reflects a combination of the three reviews. Mr. Turkington has received very strong scores. Mr. Heitin went on to say that, Mr. Turkington has done a tremendous job since joining Sharon. He is responsible for the creation of the all-committee meetings and continues to work toward a strong fiscal climate for the community through endeavors such as the Capital Outlay Committee and all-committee meetings.

MOTION: To approve the Town Administrator Annual Performance Evaluation as presented.

(Smith-Lee-Heitin) 2-0 **PASSES**

Consent Calendar

- I. Vote to approve minutes of December 18, 2018.
- II. Vote to approve the following banner request:
 - i. Sharon Adult Center New Lakeside Exhibit for January 14-21 in the first position and waive fee
- III. Vote to approve moving the February 26, 2019 Board of Selectmen meeting to February 25, 2019.
- IV. Vote to approve the following Recreation Department event dates:
 - i. Maximum Performance Triathlon – August 11, 2019
 - ii. SYBSA Carnival – April 25, 2019 through April 29, 2019

It was requested that item III be held for a brief discussion.

MOTION: To approve the January 8, 2019 consent calendar.

(Heitin-Smith-Lee) 2-0 **PASSES**

MOTION: To move the February 26, 2019 meeting to Monday, February 25, 2019 as discussed.

(Heitin-Smith-Lee) 2-0 **PASSES**

Town Administrator's Report

Mr. Turkington provided updates involving the budget. He has been working internally with staff to prepare for the bond sale. Based on conversations with the Town's financial advisor, it is expected that S&P will be pursued for a rating review rather than Moody's as it is felt that there would be a better shot at higher rating. This is largely dependent on the regional economy. Until the Gallery and Four Daughter's facility opens and permits are in hand, there may not be much case to move the rating.

The Debt projection for library will be ready for the Finance Committee meeting on Monday. There is also one for the high school. This has potential impact on the tax rate and for the Fiscal 2021 budget.

Two new employees began work yesterday at Town Hall, Jeff Funk, Administrative Assessor and Maggie Remillard, Payroll and Employee Benefits Specialist.

There has been some discussions about a kick-start for Library Reuse Committee. The building study documents for the state grant will be made available for the committee.

Department head evaluations will be taking place next week.

Lauren Barnes presented a brief Town Hall construction updates. Temporary lighting has been installed and the building has been wrapped to help keep the elements out while the second floor slab is poured on Tuesday next week. Ironworkers will be installing roof decking. The building is now looking more like shell. There was a random safety inspection today performed onsite today and was passed with no issues. The project is on schedule and on budget.

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

Conservation Restriction – Diamond Residences, LLC – Lots 2, 3, 4, 5, and 7

MOTION: To approve the Conservation Restriction for Diamond Residences, LLC.
(Heitin-Smith-Lee) 2-0 **PASSES**

Adjournment

MOTION: To adjourn at 7:55 pm
(Smith-Lee-Heitin) 2-0 **PASSES**

List of Documents

- Fire Department FY2020 Budget Proposal
- Police Department FY2020 Budget Proposal
- Simcha All Alcoholic Beverages License Materials
- Proposed 2019 Special Town Meeting Dates
- Draft List of Warrant Articles
- Town Administrator Performance Evaluation Form
- December 18, 2018 Minutes
- Sharon Adult Center Lakeside Exhibit Banner Request Form
- Memo and Materials from Linda Berger, Recreation Director
- Conservation Restriction Materials for Diamond Residences