

MINUTES
SHARON BOARD OF SELECTMEN
January 22, 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.

Triathlon Swim Course - Tim Richmond, Maximum Performance and Linda Berger, Recreation Director

Ms. Berger addressed the Board along with Mr. Tim Richmond of Maximum Performance to explain and seek support for a change to the swim course layout at the Sharon Triathlon. The Sharon swim course differs from the other four events that Max Performance hosts throughout Massachusetts. Athletes are accustomed to an out-and-back course. The Sharon course resembles a rectangular shape, which the athletes find confusing. Max Performance prefers the out-and-back course for its simplicity for participants as well as the ease of safety management. Mr. Heitin ask if there were any drawbacks to the change and Mr. Richmond replied that he does not feel that there are. The Board offered their support for the change.

Recreation Advisory Committee Interview - Erin Wilkinson

Ms. Erin Wilkinson was present to discuss her interest in serving on the Recreation Advisory Committee. Ms. Wilkinson is a seven year resident of Sharon and is married with a five year old daughter. She grew up in Canton, Connecticut.

Ms. Wilkinson explained that she loves rec softball for how it brings the community together. She further explained that she has reviewed the Recreation Department website and read some of the minutes. She has spoken with Rec Advisory Chairman, Gary Bluestein about recreation initiatives and preservation. Ms. Wilkinson is looking forward to the opportunity to be more involved.

The Board thanked Ms. Wilkinson for her interest and explained the standing policy that appointment would take place at the next scheduled Board of Selectmen meeting on February 14, 2019.

Water and Public Works FY2020 Budget Review - Eric Hooper, Public Works Superintendent

Superintendent Eric Hooper addressed the Board and provided a brief overview of the Fiscal 2020 Water and Public Works budgets. He indicated that both budgets are similar to those put forth last year.

There is no staff increase in either the DPW or the Water budget. There was one retirement last year and two promotions so there is very little impact on the budget for salaries. There are 30 full time employees for DPW and 14 full time water department employees. There was a custodial salary for the Public Safety building that has been reallocated to the Goods and Services budget.

The Public Works budget represents \$2.5 million in salaries and wages and \$1.2 million in materials and services for a total DPW budget of \$3.7 mil. Forestry and Grounds was cut back by a small amount. As you may recall, this is year 2 in the field maintenance schedule. The line item in this budget went from \$80,000 to \$60,000. The East Elementary field is presently in the design phase. The Department is moving ahead with field maintenance plan.

The Water Department Budget is very similar to previous years. Because borrowing is expected for two main projects, that amount won't affect the budget for this fiscal year. There is a small salary increase plus step increases for eligible employees. The non-capital system improvement budget amounts to \$410,000 for items such as street sweeping, catch basin maintenance and minor vehicle repairs. Without a rate increase, \$3.8 million in revenue is expected on for the Water Department. With a rate increase it will be roughly \$4.1 million. There is an increase in materials and services, using less because pumping less. Without the capital projects, the budget is very similar to last year's budget.

There are proposed capital projects such as a dump truck and mid-sized excavator. Road projects include Eisenhower and Livingston sidewalk improvements. The Norwood street gas line installation will be repaved.

Water capital projects include the continuation of water main replacement at Heights, replacement of the Massapoag Ave water tank and completion of the emergency MWRA connection.

The water budget represents \$2 million in salaries and wages, roughly \$600,000 in materials and services, \$410,000 in non-capital system improvements and principal and interest of \$460,000 if all three capital projects are completed.

There is a small bump on snow and ice. There is typically a request for a reserve fund transfer from Fin Com for snow and ice expenses. Ms. Smith-Lee asked about the 5% increase in the DPW budget. Mr. Hooper explained that the snow and ice budget was kept artificially low. The snow and ice budget is the only budget where deficit spending is allowed. The amount budgeted has been increased slowly over the past few years to a more realistic figure. Facilities maintenance went up by \$75,000 and snow and ice was increased by \$20,000.

Ms. Smith-Lee asked about the Railroad Revolving Fund balance of \$1 million which she feels is excessive. Typical expenses are for striping, sanding and plowing. The Board has tried to keep parking rates reasonable so they are below market for MBTA rates while building reserve for future parking such as to cover the cost of a possible parking garage. Mr. Turkington explained that there is no limit for how long money is shored up in the account in response to Ms. Smith-Lee's question.

Road Management Discussion - Eric Hooper, Public Works Superintendent and Peter O'Cain, Town Engineer

Mr. Hooper and Mr. O'Cain were present to discuss how roads and sidewalks are chosen for repair, reconstruction, and installation.

The Department recently completed a pavement management index study. This study evaluates, grades and ranks roads based on their condition. After the study results are provided, the roads are further evaluated to see whether crack sealing can improve condition in the short-term or whether overlay or reconstruction is needed. Underground utilities affect the prioritization plan including replacement of asbestos cement pipe. Last winter, there were a number of water main breaks in the Heights area which did alter the pavement management plan. Although the index study is the primary basis for maintenance, groups such as Safe Routes to School do influence the prioritization plan as well. Traffic risk patterns are also considered, as are economic factors. There is not much expected by way of State Funding as the Town was recently awarded a MassWorks Grant.

In other instances, a road may need repair or reconstruction but the sidewalk does not, or vice versa. Road paving and sidewalk repair, maintenance or installation are generally completed together when possible.

Mr. O’Cain stated that this year, two firms were hired to complete the pavement management study, Road Safe and Street Scan. Road Safe used video-only means of surveying mostly road conditions while Street Scan used 3D imaging of primarily sidewalks. Ninety-six percent of the Town’s roads are in excellent condition. The Department did analyze and check the results. The results of the study of Norwood Street were reviewed closely because one travel lane had been repaved recently and the other lane is marred by the gas trench. Mr. O’Cain noted that road construction on Norwood Street was and will be challenging because of the high traffic volume.

Mr. O’Cain provided a brief list of the 3.5% of roads in poor condition, which include Merchant Street, Juniper, Livingston, Old Post Road to the north of Route 1, and Eisenhower. He stated that the full list would be made available.

Ms. Smith-Lee asked how the installation of new sidewalks are decided. Mr. Hooper explained that a plan was put in place about ten to fifteen years ago which has been the primary factor for locating where sidewalks are added. This was driven mostly by the needs of students walking to schools as well as by a general sense that sidewalks should be provided around the lake due to the high volume of pedestrian traffic. It was further explained that the addition of new sidewalks adds labor in proximity to schools due to impact for school delays and closures.

Mr. O’Cain and Mr. Hooper explained that plans include a presently scheduled meeting with Safe Streets to School group where they will receive input about priorities. They explained that the current sidewalk priorities for the next several years are Lakeview, Norwood, East Street to Bay Road and Moose Hill Street between Walpole and South Main.

Ms. Smith-Lee asked to what extent recent sidewalks capture traffic to train station. Mr. Hooper’s experience has been that if sidewalks are installed, they will be used. With respect to Norwood Street, an engineering design is currently in the works to determine feasibility and cost of a sidewalk on Norwood Street.

Consent Calendar

- I. Vote to approve minutes of January 8, 2019;
- II. Vote to approve the following banner request(s):
 - a. Sharon Porchfest, Sept. 2-9, 2019, 1st Position
 - b. First Congregational Church Evergreen Christmas Bazaar, Dec 2-7, 2019, 1st Position
 - c. Sustainable Sharon Coalition Green Day, April 22-28, 2019, 1st Position
 - d. SYBSA Registration, February 4-11, 2019, 1st Position
 - e. Sharon Soccer Association Registration Reminder, Jan 28-Feb 4, 2019 2nd Position
 - f. Sharon Soccer Association Registration Reminder, Feb 25-Mar 4, 2019 1st Position

MOTION: To approve the January 22, 2019 consent calendar.
(Smith-Lee-Heitin) 2-0 **PASSES**

Town Administrator’s Report

Mr. Turkington made the following announcements:

Four Daughters will hold a community meeting at their facility at 2-4 Merchant St. at 2:00 p.m. on January 24, 2019.

The Capital Outlay tour of facilities and projects will commence on Saturday at 8:45 am beginning at the DPW facility on South Main Street. From DPW it will progress to the Public Safety Building and then to

The Energy Advisory Group is holding a public forum at the Public Library on Tuesday, January 29 at 6:30 pm regarding municipal aggregation.

The annual Water Rate hearing will be held at an upcoming meeting. The date will be determined later tonight due to a schedule change.

Today ended the deadline for submission of warrant articles. A draft list of warrant articles has been presented for review. There are a few citizens petitions; one regarding the ban of plastic bags, one for changing the name from Board of Selectmen to Select Board, and a resolution encouraging the town to reduce greenhouse gas emissions to zero by 2050.

Ms. Barnes updated the Board on the construction status of the new Town Hall. The Contractor is beginning the outside sheathing. There was an abbreviated construction meeting today. The conditions on the roof and second floor are dangerous due to ice from recent inclement weather. The Contractor has advised that work will move slowly and cautiously until those same icy conditions have subsided. Construction remains on schedule and on budget.

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

Sharon Lions Club has requested to hold their White Cane Day in Post Office Square from 9:30 am to 12:30 pm on Saturday, April 27, 2019. This event is a major funding source of research that the Lions Club supports for the prevention of blindness and eye diseases.

MOTION: To approve the Sharon Lion’s Club White Cane Day contingent on the Police Chief’s approval on April 27, 2019 from 9:30 to 12:30 pm in Post Office Square.
(Smith-Lee-Heitin) 2-0 **PASSES**

Due to unexpected scheduling conflicts, the meetings of February 12 and February 25 need to be rescheduled. Mr. Turkington proposed to reschedule the February 12 meeting to the 14th and omit the February 25 meeting. The Board agreed to this schedule. It was further proposed that the March 5 meeting be kept but move the March 19 meeting to March 26. The Board agreed to this change also.

Adjournment

MOTION: To adjourn at 7:58 pm
(Heitin-Smith-Lee) 2-0 **PASSES**

List of Documents

- Map of Sharon Triathlon swim course
- Erin Wilkinson Application to Serve on a Board, Commission or Study Group
- FY2020 Proposed DPW and Water Budgets
- Sidewalk and Road Management Prioritization Matrix
- Minutes
- Banner Requests for:
 - Sharon Porchfest, First Congregational Church Evergreen Christmas Bazaar, Sustainable Sharon Green Day, SYBSA Registration, Sharon Soccer Association Registration (2)

- Lions Club White Cane Day request letter
- Miscellaneous Correspondence