

**MINUTES**  
**SHARON SELECT BOARD**  
*January 7, 2020*

The meeting of the Sharon Select Board was called to order at 7:00pm in the Town Hearing Room at Sharon Town Hall with Chair William A. Heitin, Clerk Emily E. Smith-Lee, Select Board Member Hanna Switekowski, Finance Director Krishan Gupta and Town Administrator Frederic E. Turkington, Jr. in attendance. The meeting commenced with the recitation of the Pledge of Allegiance.

**Four Daughters Compassionate Care Update – Brian Striar and Stanley Rosen**

Mr. Brian Striar and Stanley Rosen of Four Daughters provided an update as to where the establishment stands in the licensing process. Mr. James Levinthas of Verano has assisted with licensing. Mr. Striar reported that a provisional license has been issued to Four Daughters by the State of MA for the retail establishment. It is hoped that they will have occupancy on Merchant Street soon. The retail portion is expected to open in two to three months. There has been an architectural review with Cannabis Control Commission and Four Daughters awaits a determination. Mr. Striar will be putting on a job fair next month to recruit local residents for employment by Four Daughters. The goal is to open by the end of the first quarter of the year. This depends on the State's ability to inspect and then for Four Daughters to make required changes based on their comments.

Mr. Turkington commented that Four Daughters has done a great job in working with local authorities in preparing a security plan which is the last hurdle at the local level.

**Fall 2020 Special Town Meeting**

The Town Clerk has struggled to come up with three available dates for Fall 202 Special Town Meeting due to the Presidential Election. First choice for the Clerk's office would be December 14. Best option. Have to set the date but it can be changed. At the moment, there is not any need for a fall meeting seen. Consensus was to set date as suggested, it can be changed if the need arises.

**MOTION:** To hold a Special Town Meeting on December 14, 2019.  
(Heitin-Switekowski) 3-0 **PASSES**

**Town Administrator Performance Evaluation and Employment Agreement**

Hanna was not involved in the evaluation process, although she has had knowledge of his performance through Fin Com. Bill and Emily put evaluation together as done in prior years. Mr. Turkington received high scores across the Board. Sharon has done a lot over past 12 to 18 months, including projects such as the Sharon Gallery Rattlesnake Hill, Town Meeting, High School vote, Library, interactions with state agencies, working with 4d as just heard. Extremely pleased with performance. Kept board fully informed. One comment is disseminating communication to the public but board knows that this is a work in progress with the state. Feels lucky to have someone like Fred in this role.

Emily appreciates the very many topics that he is prepared and able to discuss at a moment's notice. Contracts are reviewed periodically, this one is done every four years. There are no major changes from initial contract or any renewal. It was explained that the compensation component is for one year only. Ms. Smith-Lee asked about how the base salary is determined. It was explained that the Personnel Board uses peer town comparison to set the minimum and maximum. The Select Board determines beyond the base pay.

Mr. Turkington added that he appreciates working with a great group here in Sharon. Everyone is committed to making the Town a better place.

Ms. Switekowski asked about residency since the topic has been discussed recently on social media. Mr. Heitin explained that residency is merely a preference. He went on to explain that Mr. Turkington is the highest performing member of the Town's administration. He is active in town, works late, and comes in early. Based on these facts, Mr. Heitin doesn't feel it fair to hold Mr. Turkington to residency. Ms. Smith-Lee concurred. She doesn't feel that black and white residency clause is prudent in any case.

**MOTION:** To approve the employment agreement for Town Administrator Frederick Turkington for the term of 2020-2023.

(Heitin-Smith-Lee)

3-0

**PASSES**

#### Select Board Budget Presentation/Report of the Town Administrator

A draft budget was provided for the Board to review. Public Safety is scheduled to attend the next meeting of January 28 to discuss their department budgets. Water budget is still being finalized.

The Governor's budget will be announced in February. This year's initiatives include a health administrator, a social worker for Council on Aging as Susan Edinger has retired. Her replacement will come on at full-time. A wellness component was added to add structure.

The Board will notice that the storm water initiative is in year 3 and is funded. Water flow and storm drains must be monitored this year. The Police budget includes beefed up initiatives. Looking at possible hybrid shift.

This highlights changes over previous budgets. This is fluid at this time and books will be updated as changes are required.

#### Proposed Debt Structure

Mr. Gupta has put together a bullet synopsis for the Board. Mr. Gupta feels that the Town is in very good position. Fin Com has reviewed as well and has agreed that models 7 and 8 of the materials provided would be most advantageous for the Town with the majority leaning toward model number 7. This allows maximum borrowing in a favorable rate climate and greater flexibility in the out years. Ms. Smith-Lee she understands it the structure but worries about pushing out the obligation. She appreciates the careful job that Mr. Gupta has taken in preparing the materials. She also expressed caution that this shouldn't change the traditional borrowing model. This is a unique situation. Sharon is historically very aggressive with debt.

Mr. Turkington advised that the bond sale is scheduled for February 4 and the documents will require execution a couple of weeks later.

**MOTION:** To authorize proceeding with model 7 of the proposed debt structure.

(Switekowski-Smith-Lee)

3-0

**PASSES**

#### Reestablishment of Economic Development Committee

After a brief discussion about interested members of the former Economic Development Committee, it was agreed that additional candidates would be required. Department staff would post an ad on the Town's webpage requesting that interested candidates complete an application and forward a letter of interest and resume.

## Consent Calendar

- I. Vote to approve the regular session minutes of December 17 and 30, 2019.
- II. Vote to appoint Mena Mesiha as a member of the Board of Health for a term expiring December 31, 2022.
- III. Vote to approve the following banner request:
  - i. Sharon Adult Center New Lakeside Exhibit for January 27-February 3 in the second position and waive fee
- IV. Vote to approve and sign the 2020 Common Victualler's license for the Salvation Army Wonderland Conference Center.
- V. Vote to open the Annual Town Meeting warrant from Wednesday, January 8, 2020 at 8:30 am until Tuesday, January 21, 202 at 4:30 pm and add placeholder articles.

**MOTION:** To approve the January 7, 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 7:50 pm  
(Switlekowski-Smith-Lee) 2-0 **PASSES**

### List of Documents

- Site plan
- Correspondence with Four Daughter's Compassionate Care
- Correspondence with Town Clerk, Marlene Chused
- Performance review form
- Draft employment agreement
- Debt model breakdowns
- Economic Development Committee proposed charge
- Minutes
- Board of Health membership list
- Banner request form
- Common Victualler License application
- Draft list of placeholder articles for ATM