

**MINUTES**  
**SHARON SELECT BOARD**  
*February 9, 2021*

The meeting of the Sharon Select Board was called to order at 7:00 pm by Select Board Chair Emily Smith-Lee remotely via Zoom. Select Board members William Heitin and Hanna R. Switekowski were in attendance as was 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 and observance of a moment of silence in recognition of the passing of Sheila Miller, recently retired Public Health Nurse.

**Joint meeting with Housing Authority and vote to fill vacancy**

Letters of interest in the vacancy left by Mr. Little's resignation were received from Todd Arnold and Xander Shapiro who were in attendance to meet with both the Housing Authority and Select Board. Members of both Boards asked each of the candidates about their interest in serving on the Housing Authority, their past experience with budgets, how they may help to diversify the Housing Authority, whether they would run for the seat in the next Town Election, and what they like to do for fun.

Mr. Arnold stated that he is trained as a chef and has experience with budgets. He is a resident of Hixon Farms and expressed his interest in becoming more involved with operations at the facility. In his free time, Mr. Arnold enjoys fishing at the lake.

Mr. Shapiro explained that housing is an important area for him. He feels it allows people to move into a great community. He feels that he has a strong grasp in strengths and opportunities of Sharon. Ms. Shapiro is a single parent to a 16 year old and plays on the men's softball team. He is involved with the Superintendent screening and Economic Development committees.

The Housing Authority wishes to deliberate separately before recommending a candidate for appointment. Both Boards will meet again at a future meeting.

**Candidate interviews for Commission on Disabilities**

Mr. Todd Arnold introduced himself to the Board. Ms. Smith-Lee asked Mr. Arnold about his interest in the Commission on Disabilities. Mr. Arnold has had an opportunity to work with disabled veterans in taking them fishing. He finds it hard for wheelchairs to access the beach and some of the trails in Town. Ms. Switekowski asked how Mr. Arnold would bring diversity to the Disabilities Commission and work on issues of equity and diversity. In reply, Mr. Arnold stated that inclusion comes naturally to him. Mr. Arnold explained that he has reviewed previous meeting minutes but has not yet attended a meeting. He feels that the Commission is diligent and clearly passionate about what they do.

Ms. Ruth Beckerman Rodau introduced herself to the Board. Ms. Smith-Lee asked Ms. Beckerman-Rodau about her interest in the Commission on Disabilities. She explained that she appreciates the opportunity to share her interest in this area. Her professional career has been spent in leadership roles for non-profit organizations which support the disabled. Ms. Beckerman-Rodau was first Chief Operating Officer then moved on to become Chief Executive Officer of Springwell in Waltham. She has also served on statewide committees that develop policy. Ms. Beckerman-Rodau reached out to Paul Remy about membership upon her retirement and once a seat became available, she applied.

Ms. Switekowski asked how Ms. Beckerman-Rodau would help diversify the Commission and work on equity issues. Ms. Beckerman-Rodau has a fundamental philosophical belief in that if you raise one, you lift everyone. She feels that equity and inclusion are not zero-sum games and has had a lifelong experience of advocacy. She feels it important to listen and learn from those who are, or have been, marginalized. She has attended a January meeting and has read all minutes and annual reports for last seven years. She is impressed by the Commission's unwavering advocacy and dedication. In her free time since retiring, Ruth has spent more time walking, biking,

hiking, and visiting lake than she did in the first 19 years she has lived here. She now has 3 grandchildren and spending time with them is very definition of fun.

The Board thanked Mr. Arnold and Ms. Beckerman-Rodau for their time this evening and explained that it is the Board's policy not to make appointments on the same night that they meet with candidates, rather they will do so at a future meeting.

### **Recommendation on Diversity, Equity, and Inclusion training program**

The DEIC has settled on a vendor, Greater US, to provide diversity training for the DEI Committee, the Select Board, the Town Administrator's office, and town employees with the exception of police and fire departments due to overtime concerns etc. Lt. Coffey is researching grant funding. The vendor has said that they will bill and accept payment in installments.

At this time, there will be no training for boards and committees. The Select Board would like a sense of what that will cost. It was explained that a new expense of \$5,000 to train boards and committees would be incurred next fiscal year. The cost for combined training will be \$15,000. A subcommittee led by Lt. Coffey is researching grant funding. The School Committee will be doing their own training separately.

The first step in the process will be to enter into a formal agreement with Greater US. Training will likely take place in April for DEIC, Select Board and Town Administrator's office. Training of others will follow after that. For the initial training, the vendor has expressed a preference to schedule in the afternoon or evening but can make accommodations for any time of day.

**MOTION:** To accept the training proposal as discussed pending final fiscal approval by the Town Administrator and formal execution of a contract with the vendor.  
(Heitin – Switekowski)

Heitin: AYE  
Switekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

### **Support for local businesses**

For background, this topic is borne of out of conversations with Avi Shemtov and other residents to be more involved in support of local business in Sharon.

Ms. Smith-Lee asked about the possibility of a town sponsored website and digital town forums. Not necessarily for endorsing businesses but for self-promotion of local businesses. Mr. Heitin expressed concern about webpage use. He agrees there are initiatives that can be put in place, but is not sure the website should be the priority.

Mr. Maidman of the Economic Development Committee was able to elaborate on the concept. He agrees that this needs more consideration. At this time, there is no central registry where people can find information. The Economic Development Committee wants to provide neutral information such as hours of operation.

Ms. Switekowski offered her thanks to Economic Development Committee for their work. The DEI Committee has ideas for a Community Calendar. She agrees it would be helpful to have a business site.

The Board would like the Economic Development Committee to come back and provide updates.

## Appointments to Municipal Solar Oversight Committee

**MOTION:** To make the following appointments to the Municipal Solar Oversight Committee:

<u>Sending Committee</u>	<u>Nominee</u>	<u>Expiration</u>
Economic Development Committee	Robert Maidman	December 31, 2021
Economic Development Committee	Xander Shapiro	December 31, 2021
Economic Development Committee	Aleksandar Tomic	December 31, 2021
Energy Advisory Committee	George Aronson	December 31, 2021
Energy Advisory Committee	Silas Fyler	December 31, 2021
Energy Advisory Committee (Heitin-Switlekowski)	Chris Pimental	December 31, 2021

Heitin: AYE

Switlekowski: AYE

Smith-Lee: AYE

3-0 **PASSES**

## Select Board sector budget review

The proposed FY2022 budget now stands at \$14,905,412 or \$188,547 above the preliminary target set by the Priorities Committee. Governor Baker's proposed budget includes a net increase of \$987,221 in state aid that is not computed in the initial priorities allocation. In addition, there are other changes in fixed expenses for workers' compensation insurance, retirement fund contribution, and cash capital as recommended by the Capital Outlay Committee that will reduce the priorities allocation. The working assumption is a 2.9% to 3.3% increase, rather than the 2.03% initially forecast, will be the budget ceiling. Note that the preliminary budget includes an estimated general wage increase of 1.5% for all contracts for FY2022 and steps as applicable.

There will be some adjustments over the next two months ahead of the Warrant being finalized. It appears that a number not much different than the preliminary budget of \$14,905,412 or 3.34% likely can be accommodated when we conclude deliberations. Each 0.1% reduction requires a cut of \$14,425.

Step increases in collective bargaining agreements range from 1% to 2%, depending on bargaining agreement. We will soon commence bargaining with firefighters, police officers and supervisors, administrative support personnel, librarians (wage reopener only) and DPW workers (contracts which expired on June 30, 2020 or will expire on June 30, 2021). The only settled contract is with police dispatchers with a 1.5% increase (MP pending at 1.5% increase). In addition, the Personnel Board is finalizing the executive group salary schedule as a result of the triennial compensation survey, with recommendations expected for consideration on February 23.

Outlined below are noteworthy variances compared to the FY2021 adopted budget:

The budget of the Select Board includes \$5,000 to complete training recommended by the Diversity, Equity & Inclusion Committee.

The budget of the Planning Board includes \$22,700 (increase of \$11,700) for a consultant to spearhead implementation of the Master Plan in FY2021 and beyond. There are funds (approximately \$76K) from a bequest to the Town to supplement this expense. The consultant will also support economic development initiatives. The Conservation Commission budget reflects new hires for both the Conservation Administrator in March 2020 and the secretary in November 2020, as well as a seasonal laborer position for trail management. Funding of \$27,800 is proposed for inspections and emergency action plans for various dams.

The Police budget does not yet reflect the savings of any changes in the administrative structure that is contemplated (retirement of chief and deputy chief in February 2022; promotion of a lieutenant to chief, a sergeant to lieutenant, and patrol officer to sergeant thus reducing administrative staff from 5 to 4; and hiring of two patrol officers).

The Public Works budget reflects the retirement of the custodian assigned to the library (reduced to 18 hours per week); transfer of 25% of assistant town engineer salary and 50% of GIS specialist salary from Water budget to the DPW budget; and anticipated retirement of operations supervisory and planned restructuring to a shared operations/forestry supervisory to add position in the field. Contracted services for maintenance of Town athletic fields included for the first time in FY2018 is enhanced by \$20,000 following field maintenance analysis. The MS4 permit project has been shifted to the Water budget. The cost for the part-time energy manager for town and school issues (purchased from Norwood Light Co. and now also shared with Walpole) in FY2022 and beyond will be funded as part of the municipal aggregation project.

### **Fire Department budget review**

A copy of the Fire Department budget was included with the meeting materials for the Board. Chief Wright explained that FY2022 will be the third year of the Safer grant that the Town was awarded in 2019 to increase staffing to a safe level. In year three, the grant funding is reduced, shifting the burden of compensation to the Town. This represents an increase to the Fire Department budget for fiscal year 2022.

The Board thanked Chief Wright for his time this evening.

### **Police Department budget review**

A copy of the Police Department budget was included with the meeting materials for the Board. Chief Ford advised that the Police Department budget presented is straightforward and the small increase over last year is due to personnel costs. Calls for service have increased by about 10 percent. At some point, the Board will need to address whether Sharon Police Department is adequately staffed.

The Board thanked Chief Ford for his time this evening.

### **Bond note authorization**

I, the Clerk of the Select Board of the Town of Sharon, Massachusetts, certify that at a meeting of the board held February 9, 2021 of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of a \$5,000,000 2.20 percent General Obligation Bond Anticipation Note (the "Note") of the Town dated February 19, 2021, and payable March 31, 2021, to Century Bank and Trust Company at par and accrued interest, if any, plus a premium of \$10,000.

Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 26, 2021, and a final Official Statement dated February 2, 2021, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Note for the benefit of the holder of the Note from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Note and to comply with relevant securities laws.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the

adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Note were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended, further suspended, supplemented or modified by the Executive Order of the Governor of The Commonwealth of Massachusetts suspending certain provisions of the Open Meeting Law, Chapter 30A, §20 dated March 12, 2020.  
(Heitin-Switlekowski)

Heitin: AYE  
Switlekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

### **First Baptist Church parking lot lease**

As discussed at the last meeting, this lease pertains to the parking lots owned by the church on Pond Street and South Main Street. These are made available on weekdays to supplement on-street parking in support of businesses in the area. The Town has had 3-year leases dating back to the mid-1980s. In exchange for maintaining the lots and walkways with respect to snow removal, trimming brush and the like, residents have free supplemental parking to use nearby businesses, including the post office and the bank.

For the coming renewal, the church has proposed that the Town resurface the parking lot during the period of the traditional three-year lease. As paving and striping will be a substantial financial investment, a longer lease period is justified. The lease presented for review this evening represents the culmination of negotiations to that end.

**MOTION:** To approve the lease of the parking lot at First Baptist Church as discussed.  
(Heitin-Switlekowski)

Heitin: AYE  
Switlekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

### **Transfer care, custody, control, and management of Rattlesnake Hill to Conservation**

**MOTION:** To transfer the care, custody, management and control of such land from the Board of Selectmen to the Conservation Commission for conservation purposes, under the provisions of M.G.L. c. 40, §8C, as it may hereafter be amended and of Amended Article 97 of the Massachusetts Constitution, and to authorize the execution and recording in the Registry of Deeds any and all documents determined to be necessary or appropriate by Town Counsel to effectuate this transfer, the following land:

The land shown as Remaining Lot 1 Area, containing 14,031,758 square feet of land, more or less, on the plan entitled "Approval Not Required Plan of Land, Brickstone Properties, Inc.," which plan was recorded with the Norfolk County Registry of Deeds in Plan Book 689, Pages 28, 29 & 30, and a second parcel being shown on said plan as "Proposed Lot E", containing 290,019 square feet of land, more or less, and comprised of the lots shown as Map 35, Lot 12, & Map 26, Lots 9, 10 & 11, said premises being more completely described in the Deed to the Town referenced below.

The land is subject to a Conservation Restriction to the Commonwealth of Massachusetts, recorded with the Norfolk County Registry of Deeds in Book 37631, Page 579.

Said premises being the same conveyed to the Town by deed of Brickstone Sharon, LLC dated February 27, 2020 and recorded in the Norfolk Registry of Deeds in Book 37631, Page 568.

There will be no change in purpose for the land. This transfer is authorized pursuant to the vote under Article 24 of the Sharon Annual Town Meeting on October 12, 2020.  
(Heitin-Switekowski)

Heitin: AYE  
Switekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

### **Review and approve consent calendar**

- I. Minutes
  - a. January 13, 2021 Executive session
  - b. January 19, 2021 Regular session
  - c. January 19, 2021 Executive session
- II. Vote to reauthorize and amend the Intermunicipal Agreement that created the Southeastern Regional Services Group (SERSG) so as to extend the term of that agreement for a period of twenty-five years from February 1, 2021, subject to any rights of termination or withdrawal, with all other terms of the original agreement remaining in place without change, and to authorize Town Administrator Frederic E. Turkington, Jr. to execute any documents necessary to effectuate the purposes of this vote
- III. Vote to make the following appointments to the Sharon Cultural Council:
  - a. Elizabeth McLaughlin for a term expiring June 30, 2024
  - b. Pat Olen for a term expiring June 30, 2024
  - c. Mridula Satyamurti for a term expiring June 30, 2024
- IV. Vote to approve the following banner requests:
  - a. SYSBA registration, March 8-15, 2021 in 1<sup>st</sup> position
  - b. Sharon Cub Scout Pack 95 registration, August 23-30, 2021 in 1<sup>st</sup> position
- V. Vote to award the bid for delivery of the 2020 Annual Town Report to the Boy Scouts of America, Troop 95 in the amount of \$1,200

**MOTION:** To approve the consent calendar.  
(Heitin-Switekowski)

Heitin: AYE  
Switekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

### **Report of the Town Administrator**

Mr. Turkington provided the following update:

- Firefighter's contract. On January 13, the negotiating committee for IAAF Local 1880 has agreed in principle to a one-year extension of the existing collective bargaining agreement with the inclusion of a 1.5% increase for FY2021 and to codify the residency rule of 50 miles that has been department policy. We would begin negotiations for a new three-year contract in March. The bargaining unit approved the terms on January 25. Approval of the one-year agreement is requested.

- MP contract. I met on January 14 with the negotiating committee for the management and professional group to resume negotiations suspended at the outbreak of COVID-19 in March 2020. The MP bargaining committee presented the Town's last proposal to the group last week and it was approved. Board approval is requested. Terms are summarized in the executive session material.
- DEI training. The agenda includes the DEIC recommendation survey, strategic planning and training, together with clarifying emails from the chair. The time frame straddles fiscal years, so we can support the proposal as presented or modified with a portion funded in FY2022.

We received 13 pieces of correspondence between 12 noon on January 14 and 12 noon on February 4:

- An email from Bonnie Klane requesting the Superintendent Search Committee included a representative from citizens over age 60 and a response from SC member Veronica Wiseman on behalf of the search committee and SC.
- Emails from Bobby Hutton and response from TA regarding complaints that he operates a for-profit firewood business from his home in violation of zoning regulations.
- An email from US Representative Jake Auchincloss advising of his district office locations and contact information.
- An email from the Sharon Racial Equity Alliance announcing a Black History Month virtual event.
- An email from Patricia Keenan sharing a link to a Discovery Museum program how to discuss race with children.
- An email from Joe Chambers requesting installation of sidewalks and traffic calming measures such as speed tables on Old Post Road when planned paving is performed in 2021.
- An email from Avi Shemtov sharing ideas to support Sharon businesses and drive economic development.
- Emails from Paul Lauenstein, Mary Louise Stein (MassAudubon) and Bri McAlevey asking the Board to support legislation adopting a net zero emissions stretch building code.

#### List of important upcoming meetings and events

Monday, February 15 <sup>th</sup>	Town facilities closed in observance of President's Day
Wednesday, February 17 <sup>th</sup>	Personnel Board, 7:00 p.m. (review executive salary plan)
Thursday, February 18 <sup>th</sup>	Audit Committee review of FY20 audit and management letter, 7:30 p.m.
Monday, February 22 <sup>nd</sup>	Finance Committee, 7:30 p.m. (review FinComm sector budgets)
Tuesday, February 23 <sup>rd</sup>	Select Board, 7:00 p.m.
Thursday, February 25 <sup>th</sup>	Priorities Committee, 7:30 p.m.

#### Future meeting agenda topics and tentative dates for discussion

- Public hearing on trash fees, water rates and beach fees; review DPW, Water and Recreation budgets (February 23)
- Review Personnel Board recommendation on executive group salary schedule (February 23)

**MOTION:** To approve the collective bargaining agreement with IAFF local 1880.  
(Switlekowski-Heitin)

Heitin: AYE  
Switlekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

**MOTION:** To approve the collective bargaining agreement with AFSCME ALF-CIO Local 362, State Council 93.  
(Switlekowski-Heitin)

Heitin: AYE  
Switlekowski: AYE  
Smith-Lee: AYE  
3-0 **PASSES**

## Topics not reasonably anticipated within 48 hours in advance of the meeting

Ms. Switekowski asked about whether the naming of Columbus Day/Indigenous People's Day would be placed on a future meeting agenda. Mr. Turkington advised that he is expecting word from the DEI Committee about a presentation for the Board.

## Adjourn

**MOTION:** To enter executive session at 9:02 pm for the purpose of discussing strategy with respect to contract negotiations with non-union personnel; collective bargaining with the AFSCME AFL-CIO Local 362 State Council 93; the purchase, transfer, or sale of real property and adjourn for the evening at the conclusion. Discussion of these items in open session may have a detrimental effect on the bargaining position of the Town. (Heitin – Switekowski)

Heitin: AYE

Switekowski: AYE

Smith-Lee: AYE

3-0 **PASSES**

### List of Documents

- Board/Committee applications, letters of interest (4)
- Board/Committee membership lists (2)
- Email correspondence
- Greater US training proposal
- In love with Sharon businesses graphic
- Request for land use planning and economic development consulting services
- Candidate proposals (2)
- Municipal Solar Oversight committee charge and composition
- Select Board sector budget overview
- Budget materials for Fire and Police departments
- Bond note authorization
- Draft lease agreement
- Recordable vote of Select Board to Conservation Commission
- Draft deed acceptance
- Rattlesnake Hill landowner notice waiver
- Minutes
- Intermunicipal Agreement
- Economic Development Committee applicant list
- Board/Committee Applications (4)
- Economic Development Commit membership list
- List of articles
- Email correspondence
- List of communities
- Minutes
- SERSG award form
- Banner request form
- Report