

**SHARON SELECTBOARD  
SPECIAL MEETING  
December 10, 2017**

**Minutes (DRAFT)**

**Selectboard Members present:** Mary Gavin (Chair), Kevin Gish, Luke Pettengill

**Staff Attending:** Deb Jones, Margy Becker

Mary Gavin convened the regular meeting at 1:00pm as duly warned.

**FY19 Budget Preparations**

It was noted at the beginning of discussions that one penny on the town tax rate raises approximately \$15,900 in property tax revenues. Deb Jones, Finance Manager, led Selectmen through a preliminary general fund operating budget line by line.

Contributions to Stagecoach Transportation was discussed, due to Stagecoach's request that the Town of Sharon contribute its "fair share" allocation to the public transit agency. A 'fair share' allocation is approximately \$4,000 annually. The Town has been funding at approximately 60% of that amount. Kevin Gish spoke in favor of increasing the line item to 100% of the fair share. Other Board members were less supportive of such a large increase. The compromise proposed contribution is to increase the FY19 allocation by \$500 to \$2,500.

The question of whether a line item for a FY19 set-aside into the Recreation Reserve Fund was discussed. Deb Jones pointed out there has been no set-aside into the fund for a few years. Kevin Gish inquired how much money was in the fund. Deb Jones reported the fund balance is \$22,600. A Rec Director had not been hired one year. The Town's independent auditors had then advised the Selectboard that the funds earmarked for the director's compensation and other recreation expenses needed to be tracked in a separate reserve fund.

Deb Jones stated that currently recreation programs are costing more than they bring in from fees. The fund balance is being drawn down further by the Selectboard's decision to support continued weed harvesting at the CCC Pond with recreation reserve funds. The rationale for this practice is that weed harvesting on the CCC Pond promotes adult and family recreation options including kayaking, fishing, and swimming.

Mary Gavin stated her support for the idea of having youth sports programs financed through the school budget versus the town budget, because that is where all the kids are. After further discussions Selectmen decided against budgeting for a general fund set-aside into the reserve fund.

The need for a town buildings capital improvement plan was discussed. Margy Becker will proceed with procuring the assistance of a building inspector or general contractor to prepare this plan.

Mary Gavin raised the issue of cemetery maintenance, and it was agreed the Town should renew its efforts to plan for those future costs. Tree removal from some cemeteries will be a major undertaking.

Highway capital budgets were generally discussed. Paved roads are in now in need of major repairs, which need to be prioritized and financed. The Town is also with the new costs of complying with storm water repair. Deb Jones stated she will be requesting interest rate quotes at the end of December on a truck loan to finance the truck to be delivered in early February.

Luke Pettengill noted how important truck washing is to increasing the life cycle of a vehicle. He commented on various items he would like to see addressed in the highway budget, including purchase and use of 'tested' chains and safety equipment. He advised the Selectboard to budget for increased expenses for hauling and guardrail replacements.

### **Executive Session – Personnel**

**Motion by Kevin Gish to enter executive session at 3:30PM to discuss a personnel issue. Luke Pettengill seconded. The motion carried.**

The Selectboard exited from executive session at 4:15pm.

**Luke Pettengill made a motion to modify the hours of pay for the Finance Manager from 30 hours per week to 32 hours per week starting with the next pay period. The motion was seconded by Kevin Gish and was approved 3-0-0.**

**Luke Pettengill then made a motion to compensate an employee for hours worked in addition to hours paid for the 2017 calendar year. The motion was seconded by Kevin Gish and was approved 3-0-0.**

### **Adjournment**

**Luke Pettengill made a motion to adjourn at 4:20PM. The motion was seconded by Kevin Gish and passed 3-0-0.**

Submitted by, Margy Becker