

SHARON BOARD OF FINANCE
Draft until approved at the next regular meeting

A special meeting of the Sharon BOF was held on April 6, 2021 at 6:00PM via ZOOM. Present were regular members O'Kelly, Bartram, Bancroft, Robertson, Fowler and Duncan; alternates Ensign and Flaton; Stan MacMillan, John Baroody, Christine Beer, Robert Levinstein, Jamie Casey, Betsy Hall, First Selectman Colley, Selectmen Jones and Flanagan, Eileen Tedesco, David Moore, reporter Hawken and the secretary.

Interim Chairman Bartram called the meeting to order at 6:02.

The discussion on proposed budget requests were taken in order:

- a. P & Z Commission member Stan MacMillan spoke on the request from this Commission for the increase in the Zoning Enforcement Officers salary. The inter-workings of the departments within the Land Use Office was explained. Our town is the only one that has this "service" for our residents. The construction values for last fiscal year and this fiscal year to date were reviewed/compared to neighboring towns. The salaries for the Zoning Enforcement Officer for these towns were also compared = the work load is essentially the same but our salary is not compatible, which the P & Z Commission feels that it should be. Hence the request for the same percentage increase as all other town employees plus \$2,000. Board members asked various questions and the point was raised that perhaps in the next budget cycle, there should be one Land Use Administrator salary. Dale Jones offered at this point in the meeting how the BOS arrived at the salary figure for the Wetlands Enforcement Officer = \$35 per hour x 4 hours week x 52 weeks. The work for this position has been done for the last two years without any compensation. The Board then got into a discussion on the need for job descriptions, number of people really needed in offices, the number of hours needed and salaries = this will be looked into after this budget season. It was pointed out that the Board of Selectmen adopted Job Descriptions in April of 2011 which are updated as needed. It was emphasized that the increases requested were due to work load with the influx of residents and NOT COVID.
- b. Building Official/Fire Marshall Stan MacMillan reviewed his request for the same percentage increase as all other town employees plus \$5,000. He previously reviewed comparable building values with neighboring towns. It was explained that in these towns there are two individuals doing our single position with the same amount of work but with higher combined salaries. The Board asked various questions and thanked Stan for all his information.
- c. John Baroody, Chairman of the Historic District Commission, addressed his Commission's budget request. Their request was based on previous actual budgets compared to where their expenses are on the current budget. They have seen an increase in activity hence an increase in applications. It was emphasized that having someone with experience in the office is greatly helpful and acts more as a consultant pointing out the various permits needed for a project. The Board thanked Mr. Baroody for his information.
- d. Dale Jones addressed the Inland Wetlands Enforcement Officer salary as he took on this task to get to a budgeted amount. The BOS were requested to create this position and set the salary which was previously explained.
- e. Christine Beer and David Moore reviewed the Sharon Historical Society's budget request for funds for: chimney repairs, well pump replacement and electrical upgrades which will assist in a safe work environment and better storage for exhibits. It was explained that the chimney work has already been done so they are seeking reimbursement. The Board had questions concerning budgeted amounts for building maintenance, other sources of funding

for maintenance costs, the use of their endowment for maintenance and a five-year capital improvement plan. These questions were addressed as well as the Society's fund raising. It was noted that next year when the BOS sends out the budget requests, they should also request financial statements. It was commented that perhaps if there is a special project to be done, a specific fundraiser could be done rather than coming to the Town for the funds. The Board thanked Mrs. Beer and Mr. Moore for their information.

Mrs. Robertson had to leave the meeting (7:11) for a while and designed Carol Flaton to vote in her place if any voting was to be done.

- f. Robert Levinstein answered questions pertaining to the Sharon Playhouse's budget request. The financials submitted were reviewed. It was pointed out that some of the excess income in the 2020 budget year was used to pay back a loan and they are hopeful to have excess income in the 2021 budget year. Per the request, these funds will be used for expanding education classes and bringing teaching artists for the Playhouse. The Board thanked Mr. Levinstein for his information and explanations.

There was a general discussion as to why contributions are part of the Selectmen's Budget = basically these entities provide a service to our residents.

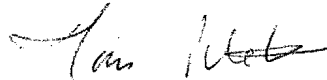
Mrs. Robertson rejoined the meeting.

As the Governor's emergency declarations have been extended to May 20, the budget process will be same as last year – this was reviewed. The Board discussed the dates for the various components and topics to work on after this budget cycle is complete. After some discussion, the following was set: Special BOF meeting 4/20/21 at 6:30PM to review and discuss possible changes in the BOS budget as a result of the information obtained tonight; the budgets (both BOS & BOE) be placed on the Website with paper copies available and have questions/comments back to the BOF by 4/30/21; Special BOF meeting 4/30/21 at 6:30PM to address questions/comments and make final decision on budgets (make recommendation to the BOS for adoption as well as recommending a Mil Rate to the BOS to set); the BOS will then adopt budget and set Mil Rate at their May 11, 2021 meeting.

The BOS have requested an additional one time allocation to Line Item #34- Hotchkiss Library – in the amount of \$1,794.32 in the 2020-2021 budget for reimbursement of the conduit work already done, to come out of the Undesignated Fund. Mr. O'Kelly made a motion to discuss the item, seconded by Mrs. Robertson, with all in favor. David Moore, member of the Library Board, explained that the conduit work was extra work not anticipated as part of the water line replacement project and not officially approved by the Library Board as they had no funds to pay for this. Mr. Colley explained why he verbally approved the work to be done – the pair of empty pipes allows for future usage in running cables. The Library has put in this request at his request. There were various questions as to how this helps the town as a whole. Vote taken on approving the request: in favor 4 (Bartram, Robertson, Fowler and Duncan: opposed 1 (O'Kelly) and abstaining 1 (Bancroft) request approved.

With nothing further, Ms. Fowler made a motion to adjourn, seconded by Mrs. Robertson, with all in favor. The meeting was adjourned at 8:07.

Respectfully submitted,



Tina Pitcher, Recording Secretary