

BOARD OF SELECTMEN

JULY 8, 2009

MINUTES

- MEETING: Chairman Sushchik called the meeting to order at 7:00 PM. Roll call showed that Selectman Philpot, Selectman Sheppard and Chairman Sushchik all present.
- AGENDA: Selectman Sheppard made the motion to approve the agenda with one addition. 2nd by Selectman Philpot. All in favor.
- CHIEF CHAMBERLAND: Chief Chamberland met with the Board of Selectmen to review his monthly reports of May and June 2009. The Chief informed the Board that the old detective car has been taken out of service and the Expedition painted to replace it. Selectman Philpot asked if the Chief was tracking the maintenance on the cruisers. He informed Selectman Philpot that he was not formally tracking it but was following the purchase schedule from the FinCom and the Capital Committee. The department had prepared for and held a Child Safety Seat checkpoint which was very successful. The department motorcycle was involved in an accident responding to a medical call and Officer S. Johnson suffered a broken wrist. Officer Johnson will be out on injured duty for 6-8 weeks. The Chief informed the Board that he had worked on a grant for dispatch and had been informed the Dispatch Center had been awarded a \$20,000 grant to be used towards the dispatchers' salaries. The Board of Selectmen thanked the Chief for his efforts in applying for and receiving the grant.
- APPRECIATION TO TOWN DEPARTMENTS: Chairman Sushchik commended the Fire Chief and his department, the Police Department and the Department of Public Works for their quick response to major flooding due to the heavy rains last week. Houses on Meetinghouse Hill Road suffered extreme flooding and the roadway was shut down. There were flooding issues on Princeton Road, Redstone Hill and Laurelwood Road also. The Selectmen thanked the crews involved for doing such an excellent job.
- CABLE CONSULTANT: The Board of Selectmen met with Robert Bloom and Richard Maki of the Cable Committee to award the Cable Consultant contract. Chairman Sushchik asked what was expected of the consultant and what the responsibilities of the consultant would be. Mr. Bloom explained the consultant would be responsible for the determining the best equipment to purchase and the location for said equipment. He would plan the layout for room 209 along with the wiring needed. There was some discussion regarding the equipment and the potential to go forward with the equipment chosen. The Sterling Cable Television Advisory Board requested that the Board of Selectmen name Unique Media Systems of Boylston, MA as the consultant for the town. Michael Ridinger is the engineering manager of Unique Media Systems and will be responsible for the process of designing and installing the equipment. Selectman Philpot inquired about the track record of UMS insofar as training efforts versus additional fees after the contract had been completed wanting to be sure there was adequate training for the personnel to operate the system without incurring additional costs post-contract. Mr. Bloom & Maki stated while they had spoken with numerous references for UMS on a variety of issues, none had expressed any concerns about this point. Selectman Sheppard made the motion to award Unique Media the consulting contract subject to an agreed upon contract of \$3750.00 to be paid by the Cable Committee's receipts. 2nd by Selectman Philpot. All in favor.

Chairman Sushchyk asked that the committee draw up a standard contract and have Town Counsel review it.

APPOINTMENTS:

Chairman Sushchyk reminded the Board of the appointments made at the last meeting of the two personnel board members, stating that Mr. Monaghan, the moderator had issues with the Board of Selectmen making the re-appointments without first conferring with the Moderator and the Finance Committee. After reviewing the Personnel by-law Chairman Sushchyk stated that as the By-Law is now written there is some "gray area" with respect to re-appointments and that wording may need to be adjusted to eliminate the confusion. Nonetheless, it appeared that the Selectmen had the statutory authority to re-appoint Loret Schur and Dianne Burrows as they were not considered new appointments. Chairman Sushchyk asked if all the members concurred. Selectman Sheppard and Philpot both agreed that the Personnel members had been properly appointed and that re-appointments were allowed to be made by the Selectmen and removal or non-reappointments required a vote from all parties. Selectman Philpot stated the aforementioned "gray area" in the wording seems to derive from the Selectmen having the authority to continue appointments but since support is required from the BOS, FINCOM, and Moderator to install a member, it seems sensible the same groups would need agreement to remove a member of the Personnel Board.

HUMAN RESOURCE
SCREENING COMMITTEE:

Chairman Sushchyk informed the Board that they needed to appoint members to the Human Resource Screening Committee to screen the resumes for the Human Resource position of 18 hours voted at town meeting. The Personnel Board had recommended Nancy Perry as their member to serve on the committee; Finance Committee had recommended Matthey Emsley as their representative. The Select Board recommended Terri Ackerman and Donna Erickson. Chairman Sushchyk informed the Board members that a Christine Smith had submitted her name for consideration as a citizen at-large. Ms. Smith introduced herself and briefed the Board on her back-ground and her interest in serving on the screening committee. Selectman Sheppard made the motion to appoint Ms. Smith and the others named as the official screening committee for the Human Resource position. 2nd by Selectman Philpot. All in favor.

OPEN SPACE
IMPLEMENTATION
COMMITTEE:

The Board reviewed the request from Joyce Hinckley and Brian Cline regarding the re-appointment of Joyce Hinckley, asking that she be designated as an alternate member of the Open Space Committee rather than a full member due to personal issues. Selectman Sheppard made the motion to approve the designation of Joyce Hinckley as alternate to the Open Space Implementation Committee. 2nd by Selectman Philpot. All in favor.

FY2010 ANNUAL
APPOINTMENT:

Chairman Sushchyk read the full list of appointments and the terms for FY2010. Selectman Philpot had questions regarding the Building Inspector and the alternates. He asked that the Building Inspector appointment be continued until after the meeting scheduled with Mark Brodeur, the Building Inspector, on July 29, 2009 and that the Board check with Town Counsel with regards to modifying the position of the alternates, changing the position to Building Inspector Assistants for the protection of the town. Selectman Sheppard made the motion to approve the appointments as read by Chairman Sushchyk with the Building Inspector and Alternates being continued until the July 29, 2009 meeting. 2nd by Selectman Philpot. All in favor.

Chairman Sushchuk disagreed with the continuation of the Building Inspector, stating that the appointment for the Building Inspector needs to be done along with the annual appointments. The contract renewal is the issue being discussed at the meeting, which is a separate issue from the appointments. Selectman Philpot agreed and made the motion to approve Mark Brodeur as the Building Inspector, requesting that the alternate positions be continued until Town Counsel reviewed the change of alternate to assistant. 2nd by Selectman Sheppard. All in favor.

INVESTMENT POLICY:

Chairman Sushchuk reviewed the minor changes made to the Investment Policy made by the Finance Committee at their meeting on June 30, 2009. Selectman Sheppard made the motion to approve the final version of the Investment Policy submitted, 2nd by Selectman Philpot. All in favor.

BUILDING COMMITTEE
CHARTER:

Chairman Sushchuk read the draft Purpose and Charge of the new Building Committee, adding minor changes from Selectman Sheppard and Mr. Annapragada from the Building Needs Committee. Discussion continued revolving around the roles of the Building Needs Committee and the Facilities Manager. Chairman Sushchuk suggested incorporating the changes submitted and voting on the new charge at the next meeting. Selectman Philpot raised a concern regarding the first Charge which as written, gives primary responsibility for development of the 10 Year plan to the Facilities Manager and the BNUC is relegated to a reviewing body for that plan. He stated this seemed to have the roles reversed on this matter. Selectman Sheppard made the motion to vote and adopt the new charge as suggested, stating there was no need to wait. 2nd by Selectman Philpot. All in favor.

Mr. Annapragada had two requests for the Board of Selectmen. One was to call a joint meeting with Department Heads and the Building Committee so that everyone could be brought up to date on the responsibilities and the mission of the Building Committee and the Facilities Manager, the other was that the Board of Selectmen show their support of the Building Committee. Everyone agreed.

TOWN COMMON
REVITALIZATION
COMMITTEE:

The Board explained the mission of the Town Common Committee and the need to revitalize the Town Common which is the hub of the town center and, if properly revitalized, could serve as a catalyst to improve the entirety of the Town Center area. The Board had asked the committee for ideas and designs to make the center and the common more inviting. Chairman Sushchuk asked Mr. Greg Bilowz of Newell Hill Road if he would be willing to join in the effort. Mr. Bilowz agreed to attend a meeting and to offer any needed assistance.

COMMON VICTUALLER
LICENSES:

Selectman Sheppard made the motion to approve the common victualler for Captain Ron's Catering/ Rocky Acres for August 21 – 23. 2nd by Selectman Philpot. All in favor.

Selectman Sheppard made the motion to approve the common victualler license for D&K for July 18th, rain date 19th and August 15th, rain date 16th. 2nd by Selectman Philpot. All in favor.

ONE DAY LIQUOR
LICENSE:

Selectman Sheppard made the motion to approve a one day liquor license for the Eight Point Sportsmen's Club for July 11, 2009 for a birthday party from 2:00 PM to 8:00 PM. 2nd by Selectman Philpot. All in favor.

GOVERNMENT STUDY
COMMITTEE:

Chairman Sushchuk announced that the Board of Selectmen was now accepting applications from those interested in serving on the Government Study Committee until September 1, 2009. The Town is seeking 5 Sterling residents who are registered voters to serve on the 2009 Sterling Town Government Study Committee to study, evaluate and develop recommendations if deemed necessary to town government.

YEAR END TRANSFER:

The Board reviewed the alternate year end transfer requested by Melanie Clark, Town Clerk, to transfer \$268.25 from the Town Clerk Salary to the Town Clerk Wages to pay remaining wages for the Assistant Town Clerk. Selectman Sheppard made the motion to approve the transfer, 2nd by Selectman Philpot. All in favor.

ADJOURNMENT:

Selectman Sheppard made the motion to adjourn at 8:50 PM, stating the next Board of Selectmen meeting is scheduled for July 22, 2009. 2nd by Selectman Philpot. All in favor.

RESPECTFULLY SUBMITTED

RUSSELL R. PHILPOT
CLERK