

TOWN OF STERLING
BOARD OF SELECTMEN
April 18, 2018

MEETING:	<p>Chairman Cranson called the Board of Selectmen meeting to order at 6:31 pm. Roll Call: Selectman Kilcoyne – Present. Chairman Cranson – Present. Selectman Lane – Present.</p> <p>Chairman Cranson asked that Sergeant Sean Gannon be remembered. He was a police officer for the Town of Yarmouth and was killed, in the line of duty, on April 12th.</p>
Minutes	<p>Selectman Kilcoyne moved to approve the minutes of April 4th, 2018, as written. Selectman Lane 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p> <p>Selectman Kilcoyne moved to approve the minutes of April 11th, 2018, as written. Selectman Lane 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p>
Pole Hearing Princeton Road	<p>At 6:35 Selectman Lane moved to open the public hearing regarding the placement of a new pole on Princeton Road in Sterling. Selectman Kilcoyne 2nd. Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried.</p> <p>Darren Borge of the Sterling Municipal Light Department attended the meeting. He explained that the pole will be located on Princeton Road at approximately 75 feet North (across the street) of existing Pole #90. This new pole will replace an existing tree guy that has acted as a support anchor for Pole# 90.</p> <p>Selectman Lane moved to approve the SMLD request to place a pole on Princeton Road, as proposed. Selectman Kilcoyne 2nd. Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried.</p> <p>At 6:38, Selectman Lane moved to close the public hearing. Selectman Kilcoyne 2nd. Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried.</p>
Appoint to Animal Control Board	<p>The Board interviewed Edith McNamara for the Animal Control Advisory Board. After discussion, Selectman Lane moved to appoint Edith McNamara to the Animal Control Advisory Committee with her term to expire on June 30, 2019. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p>
Town Property Usage Agreement	<p>The goal of establishing a Town Property Use Agreement is to establish undeniable Town ownership, establish guidelines and to secure indemnification for the Town. The Board wishes to allow continued use of Town property as appropriate. The Town Administrator will meet with individuals who are currently using Town property, as the Board wishes to include them in the process. Mr. Richard Trainor was present to listen to the preliminary discussion on this subject. He stated that he would like to iron out details of encroachment that exist between the Town's property and his building. Mr. Al Deen was on hand to represent the RC Flyers Club that uses the area behind the Police station to fly model air craft. Mr. Deen took the opportunity to invite viewers to their annual open house on June 16th.</p>
Approve Antique Licenses	<p>After discussion, Selectman Lane moved to approve the antique license for Everett Pierce Antiques of 29 Honey Crisp Way. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p> <p>Selectman Lane moved to approve the antique license for Sterling rare Coin, 50 Leominster Road. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p>

Selectmen's Meeting Minutes

April 18, 2018

	<p>Selectman Kilcoyne moved to approve the antique license for Pratts Jct. Antiques, 253 Leominster Road. Selectman Lane 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p> <p>Selectman Kilcoyne moved to approve the antique license for Redemption Rock Trading Post, 280 Redemption Rock Trail. Selectman Lane 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p> <p>Selectman Kilcoyne moved to approve the antique license for Oh My Gosh Antiques, 15 Waushacum Ave. Selectman Lane 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p>
Review Public Session Comments of 4/11	<p>After discussion, Selectman Lane moved that the Board take no action on Ms. Laura Ricci's concern regarding clothing bin placement within the Town of Sterling. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried. The consensus of the Board was that this issue has been rectified and requires no further involvement of the Board. However, if Ms. Ricci wishes to present a citizen's petition at the next Town meeting, it is her right to do so. The Town Administrator will send a letter to Ms. Ricci.</p>
Forest Harvesting of Town Property	<p>Conservation Agent, Matthew Marro sent a proposal letter to the Select Board inquiring as to whether they would like the Conservation Commission to coordinate the cutting of the Town owned forested property (parcel 52-9) off Route 12, in conjunction with the Conservation Commissions management of an abutting parcel on Tuttle Road. The proceeds would be separated and the money generated by the cutting of the hardwoods on Town property would be sent to the appropriate Town entity. After discussion, Selectman Lane moved to have the Conservation Commission coordinate the cutting of hardwood on the Town owned property, located on parcel 52-9, off Route 12 and to give Agent Matt Marro Administrative Authority in this matter. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried. They thanked the Conservation Commission for their assistance in this matter.</p> <p>Mike Pineo, chair of the Town Forest Committee, reported that the Town Forest Committee will address the cutting of Town owned parcels in the near future.</p> <p>The consensus of the Board was that post-harvest trail maintenance would be greatly suited as an Eagle Scout project.</p>
1835 Town Hall Project Update	<p>The Town Administrator reported that bid proposal documents for the 1835 roof project will be posted in the Central Register and in the newspaper. Bids are due on May 17th at 2:00pm.</p> <p>The Town will confirm that an extension for the grant money will be given, prior to signing a contract for the installation of the lift.</p>
Master Plan Facilitator	<p>The BARRETT Planning Group has submitted their proposal for technical Assistance and Support of the Sterling Master Plan. In terms of deliverables, they will provide;</p> <ul style="list-style-type: none">• An organized meeting summary for each Master Plan topic (assets, key issues, needs)• A committee handbook outlining the process, roles and responsibilities and approximate project schedule• Survey questionnaire (online) and survey statistics• A PowerPoint presentation for the Community open house• Discussion handout for the opportunities and trade-off meetings• Final memo outlining "next steps" for the committee's use <p>The total cost for this service would be \$22,940.00. After discussion, Selectman Lane moved to enter into agreement with the BARRETT Planning Group. Selectman Kilcoyne 2nd. Selectman Lane – Aye.</p>

One Day Alcohol
Permits

Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried. A date will be determined for the first meeting between Judith Barrett and the Master Plan Committee

Selectman Lane moved to approve the one day alcohol request for Patricia Fisher at The 228 from 4:00pm to 9:00pm for a Wedding Expo on June 24th, 2018. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.

Selectman Lane moved to approve the one day alcohol request for Kathleen Guzman at The 228 from 2:00pm to 9:00pm on May 20th, 2018 for an Anniversary party. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.

TA Report

Town Administrator Report 4-18-18

FY 19 Budget and Warrant Preparation - Continues

The warrant is back from the printers. Copies are available at Town Hall and also posted on the web. Draft motions for each article were sent to Town Counsel for review on Tuesday.

The Massachusetts House Ways & Means budget for FY 19 appears to have slightly less available to Sterling in General Aid, but that is more than covered with the additional \$341,580 allocated to WRSD. If this number holds, Sterling's assessment will decrease by \$53,286. It is still too early to count on this relief. But it is generally good news.

However, funding for DLTA programs (District Local Technical Assistance) is in neither the Governor's nor the House budget. This is not unusual at this time of year. In the past it has required significant lobbying of representatives and senators to obtain this funding. These funds are used by the MRPC and other regional planning agencies to assist towns with many of the projects we want/need to undertake, but don't have the local funds. I've drafted a letter for the Board to consider sending to Rep's. Naughton and Fergusson, Senator Tran, and Governor Baker urging them to support Rep. Donato's budget amendment to include DLTA funding in the FY 19 budget. Selectman Lane moved to have the letter sent to area Representatives and Senators to encourage them to support budget amendments to include DLTA funding in the FY 19 budget. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried. The executive assistant will use the Board members signature stamps in order to get the letters out ASAP.

Facilities:

Due to the support from Verizon Wireless and Amrith Kumar, a free cellular repeater or network extender, aka Femtocell was installed in Town Hall. The ability to send and receive wireless calls has greatly improved. Thank you to Verizon and Amrith.

On the topic of donations, the Board may want to acknowledge Mike Cove and Cove Septic Service for donating porta potties for the Rec Dept.'s road race. The Board thanked Mike Cove for his service.

The Library HVAC project is nearing completion. The Town is holding the final 20% of the budget as the contractor is working on the last few items.

Following up on comments at the last meeting, the Town's web page is now configured to automatically send an email to anyone who has specifically subscribed to these notifications. These notifications can be set up by clicking Subscribe on the Town home page and selecting one or more of the following:

Urgent Alert Updates

☐ Town Alerts

News or Announcement Updates

Public session

Adjourn

- ☐ Animal Control
- ☐ Dept. Public Works
- ☐ Public Hearings
- ☐ Recreation Department
- ☐ Senior Center
- ☐ Town News & Announcements

Meeting Agenda Updates

- ☐ Board of Health
- ☐ Board of Selectmen
- ☐ Conservation Commission
- ☐ Planning Board
- ☐ Zoning Board of Appeals

Meeting Minutes

Board of Health

- ☐ Board of Selectmen
- ☐ Conservation Commission
- ☐ Planning Board
- ☐ Zoning Board of Appeals

Representatives from ABC Soils will be here tomorrow night at 6:00PM to review the Sewer Feasibility study. All boards and interested residents are welcome to attend.

Draft Future Agendas:

5/2/18

- Open

5/16/18

- Select scholarship recipients

Public service Announcements;

1. The consensus of the Board was to hold their meetings on May 2nd and May 23rd. They will cancel the scheduled May 16th meeting, as Selectman Lane will not be available to attend.
2. A Public Request for Records has come forth. The request is to release the contents of a letter which was addressed from Town Counsel and marked confidential. Selectman Lane moved that the Board follow the procedure, as it appears on the Secretary of State’s website, regarding such matters. And that the Town Administrator send the request and the letter to the Secretary of State for an official determination on whether the contents of the letter should be disclosed

per the Public Records Request. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Opposed. Motion Carried. Chairman Cranson stated that she that disclosure of this information falls within the boundaries of Open Government and that confidential communication would not be compromised by releasing this information. Selectman Lane prefers to follow the procedure so as not to set a precedent that may prove detrimental to the judicial process in the future.

3. The annual Sterling Recreation Road Race was a success. The Board thanked Kristen Dietel and the many volunteers who make the race a reality.
4. The Sterling Municipal Light Department has kicked off its Community Solar Storage Project. It is the first of its kind in the State. Residents may financially back this program and thereby earn the benefits of lower energy costs. The Board thanked the Energy Committee, especially Sean Hamilton for this forward thinking endeavor.
5. The sewer feasibility study will take place on April 19th at 6:00.
6. On May 19th, Sterling will participate in a Pride Day. Volunteers are needed to clean up the Town from 9:00-noon. They will meet on the Town Common. The Board thanked Rosanne Mapp and Richard Maki for bringing this concept to fruition. Selectman Lane reminded the public that it is illegal to dump and if anyone witnesses such an act, they should call the police. Anyone wishing to donate, financially, to the clean-up day may contact the Economic Development Committee or the Town Administrator.

At 8:10 Selectman Lane moved to adjourn. Selectman Kilcoyne 2nd. Selectman Lane – Aye. Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Selectman Lane - Aye. Motion carried

Materials: Minutes, Pole Hearing details, Animal Control appointment form, antique licenses, forest cutting proposal, Barrett Planning proposal, one day alcohol request, TA report