

TOWN OF STERLING  
BOARD OF SELECTMEN  
September 19, 2018

MEETING:	Chairman Lane called the Board of Selectmen meeting to order at 6:30 pm. Roll Call: Selectman Kilcoyne – Present. Selectman Cranson – Present. Chairman Lane – Present.
Minutes	<p>Selectman Cranson moved to approve the amended public minutes of September 5, 2018. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p> <p>Selectman Cranson moved to approve the Executive meeting minutes of September 5, 2018, regarding DPW litigation and Conservation litigation, not to be published until the matters are resolved. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p>
ACAB Appointments	<p>After discussion, Selectman Cranson moved to appoint Cory Larson-Thomas to the Animal Control Advisory Board with the term to expire on June 30, 2019. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p> <p>After discussion, Selectman Cranson moved to appoint Shirley Rieven to the Animal Control Advisory Board with the term to expire on June 30, 2019. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p>
COA Appointment	After discussion, Selectman Cranson moved to appoint Sheila Battles to the Council on Aging Board with the term to expire on June 30, 2021. Selectman Kilcoyne 2 <sup>nd</sup> . Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.
SLCT Appointment	After discussion, Selectman Cranson moved to appoint Richard Maki to the Board of Directors for Sterling-Lancaster Cable Television with the term to expire on 6/30/2021. Selectman Kilcoyne 2 <sup>nd</sup> . Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.
Entrance to Public Ways Permits	<p>Ronald Pichierri requested approval of a curb cut for a driveway onto Heywood Road. The property is located at 3 Primrose lane. However, the address will change to Heywood Road. No trees or stonewalls will be removed. The plan was approved by the DPW, Fire Department and Building Commissioner. After discussion, Selectman Kilcoyne moved to accept the approval of the Permit for Entrance to Public Ways from 3 Primrose Lane onto Heywood Road. Selectman Cranson 2<sup>nd</sup>. Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p> <p>Diane Baldarelli requested approval of a curb cut for a driveway onto Bean Road for a new home to be built at 20 Bean Road. No trees or stonewalls will be removed. The plan was approved by the DPW, Fire Department and Building Commissioner. After discussion, Selectman Cranson moved to accept the approval of the Permit for Entrance to Public Ways onto Bean Road. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p>
Wood Funds	It was brought to the Select board's attention that there are two "wood funds" that were bequeathed to the Town in the 1800s. These funds can only be expended to assist women in need and the money must be used for firewood. A woman in need has asked the board to consider dispensation of some of the funds to buy wood pellets to heat her home this winter. The Board is very receptive to this idea. The Executive Assistant will ask the recipient to advise the Board as to how much tonnage she needs to heat her home for the entire winter. As per the stipulations of the Jacob Conant Wood Fund, a Justice

1835 Town Hall  
discussion

of the Peace and a Deacon will be asked to attend the next meeting in order to join the Select board in voting on the decision to buy the wood pellets.

Joe Booth, the Project Designer Manager for the 1835 Town Hall roof project attended the meeting. Robert Barwise and Jack Chandler of the 1835 Town Hall Committee also attended. At present, all roof work has desisted due to unanticipated structural problems that make the roof unsafe. On September 13<sup>th</sup> a conference call took place between Mr. Booth, the 1835 members, Contractor Mike Vareika, Project Manager Barry Brown, Engineer Mike Rongione and BOS Chairman Rich Lane. During that call they focused on resolving the unforeseen structural issues and getting the roof finished, while staying within available funds. The following was decided;

- The 1835 Committee authorized up to \$11,000.00 for additional designs that are required to establish exact construction costs for major repairs to the timber bays
- LVL sandwiching will be used, as it is the most economically sound choice and Joe Booth stated that once complete, the building will be strong enough to endure another 100 years.
- The "end work" will be removed from the existing contract (Interior finish, wall boarding, painting, electrical, etc.) in order to get the roof repaired and replaced while staying within the confines of the available funds.
- Once the structural repairs are completed and the roof is replaced, the Committee will use some of the funds from the Massachusetts Cultural Facilities Fund grant to finish SOME of the original "end work" that had to be removed from the original contract.
- In so doing, the 1835 Town Hall Committee is aware that they will end up with less money to enhance the Great Hall. However, they are hopeful that they will be able to secure future grants to assist with the final enhancements.
- The Committee will work closely with Mr. Booth and Town Administrator, Ross Perry to manage the contract adjustments, control the budget and keep the project moving forward.

TA Report

Town Administrator Report 9-19-18

**Nuisance Property Update:**

3 Princeton Rd. The BOH Agent has talked with the new owner and reports:

- Three dumpsters of building materials were removed. He continues to work on removing the rest of the contents as time permits
- A pest control company continues to service the site twice a month. No new pest issues reported.
- The front lawn is mowed periodically.
- The message has been delivered that both the BOH and BOS are interested that progress continue.
- Follow up will continue.

Sterling Inn:

- The potential buyer appears to be continuing her due diligence on her plans.

209 Worcester Rd. (Former Worcester Garage)

- Under new ownership
- Old cars and abandoned gas pumps were removed
- Renovations are under way

	<p>Netflix</p> <ul style="list-style-type: none"><li>Will be filming a series at 2 residences at Washacum Village on 9/24/18 from 7:00pm – 2:30am. They will close a section of Campground Road and will coordinate with police. They will be filming a Sci-Fi series, similar to a modern day Lord of the Flies.</li></ul>
	<p><b>40B projects</b></p> <ul style="list-style-type: none"><li>A new web page under the ZBA has been created. Content continues to be added for the proposed project at 81 Chase Hill Rd.</li><li>Ross will petition comments from all commissions and boards for the 81 Chase Hill Road Project</li><li>Final days for comments from Town departments and committees is end of this week. Ross will collect all input and send it to the Mass Housing Partnership prior to the 9/27 deadline.</li><li>{Verification – update on number of Affordable Houses...}</li></ul>
	<p><b><u>Operations Manager’s Report September 2018</u></b></p>
Operations Manager Report	<p><b><u>Accounting</u></b></p> <ul style="list-style-type: none"><li>Most of the focus these past few weeks has been on the Accounting side and getting the balance sheet submission completed for the certification of free cash. The Balance Sheet was submitted on 9/11. Free Cash was certified the same day. In my 20+ years free cash has never been certified the same day the balance sheet was submitted. Our information was solid, but I believe the DOR’s new submission guidelines were helpful for the reconciliation of our information. Free cash for FY18 was certified at \$1,044,725.00.</li></ul> <p><b><u>IT</u></b></p> <ul style="list-style-type: none"><li>Submitted Grant Application for the installation of fiber between all town buildings. Sean Hamilton from the light department and Brad Warren of Guardian were extremely helpful with providing the detailed information required for the submission.</li></ul> <p><b><u>Employee Reviews</u></b></p> <ul style="list-style-type: none"><li>Met with Ross to discuss a new Employee Review process and longevity/merit possibilities.</li></ul> <p><b><u>Banner</u></b></p> <ul style="list-style-type: none"><li>Spoke with Sean Hamilton about the Banner (poles). Will schedule a meeting with Sean, Rich Lane and myself.</li></ul>
Public Session	<p>No one spoke in Public Session</p>
Adjourn	<p>At 8:39 pm, Selectman Cranson moved to adjourn the public session. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried.</p>
	<p>Materials: minutes, volunteer applications, Entrance to public ways applications, 1835 TH update, TA and Operations manager reports</p>