

TOWN OF STERLING
BOARD OF SELECTMEN
January 10, 2018

MEETING:	Chairman Cranson called the Board of Selectmen meeting to order at 6:33 am. Roll Call: Selectman Kilcoyne – Present. Selectman Lane - Present. Chairman Cranson – Present.
Minutes	<p>Selectman Kilcoyne moved to accept the public minutes of December 13, 2017. Selectman Lane 2nd. Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried.</p> <p>Selectman Kilcoyne moved to accept the Executive minutes of December 14, 2017. Selectman Lane 2nd. Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried. These minutes will not be released until the matter is settled.</p>
Warrants for STM & ATM	After discussion, Selectman Lane moved to open the warrants for the 2018 Special and Annual Town Meeting on Thursday, January 25, 2018 and to close the warrants at 2:00 pm on March 15, 2018. Selectman Kilcoyne – 2 nd . Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried
Town Report	Chairman Cranson requested that the members of the Board forward any material that they wish to have included in the Town Report. They will discuss this report at a future meeting.
Propane request	Mr. Grizich of Laddawn Manufacturing, 2 Northeast Blvd. came before the Board to request an increase in the amount of propane that may be stored at the facility. This request has been approved by the Fire Department. After discussion, Selectman Lane moved to approve the request for the maximum propane gas to be stored on premises be increased to 3,400 gallons to be stored in (4) thousand gallon tanks. Selectman Kilcoyne – 2 nd . Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried
Historical Commission Appointment	After discussion, Selectman Lane moved to appoint James Carroll to the Historical Commission with a term to expire on June 30, 2019. Selectman Kilcoyne – 2 nd . Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried. They thanked Mr. Carroll for volunteering to serve the community.
Cemetery repairs	<p>Cathy Harragian, Chair of the Historical Commission, reported that the Historical Commission has topics that they would like to bring to the Selectmen's attention. They are particularly concerned for the Reed Cemetery which lies between Clinton Road and Maple Street.</p> <ul style="list-style-type: none">• The iron fence on the Clinton Road side has deteriorated and needs to be replaced• There are 28 broken historical Headstones• A large stump needs to be removed• There are 57 Headstones that are leaning significantly, so as to imperil the stones• Weed encroachment <p>The Board requested that the Historical Commission make a specific list of recommendations. The Board will then be better able to act as a liaison to help the Historical Commission to attain their goals. Some preliminary ideas included DPW assistance, Scouting projects and volunteers. The Commission also realizes that experts may need to be retained for restoration of historically significant headstones, which would require funding.</p> <p>The West Sterling School House</p> <ul style="list-style-type: none">• Needs to be painted

- Foundation ventilation screens are not in place, leaving the underside of the building accessible to wildlife.
- Sterling Land trust interested in using the building for their offices which brings up another set of complications including:
 - No bathroom
 - No running water
 - Liability
 - No handicap accessibility

The Board requested that the Commission also make a specific list of maintenance for the old school building. Consideration of renting the property and the issues that decision would create may be discussed in the future.

Farm Stead Survey

The survey is nearly completed and is available on-line.

One day Licenses

After discussion, Selectman Lane moved to approve the request by Meadowbrook Orchards for one-day alcohol permits for paint nights on January 13th from 5-8 pm, February 10th from 5-8 pm, and March 10th from 5-8 pm. Selectman Kilcoyne – 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried.

After discussion, Selectman Lane moved to approve the request for Krista Naugler through the 228 for a one-day alcohol permit for a baby shower on February 18th from 11::00am -3:00 pm. Selectman Kilcoyne – 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried.

After discussion, Selectman Lane moved to approve the request for Kellie Pisa through the 228 for a one-day alcohol permit for a bridal shower on February 10th from 11::00am -4:00 pm. Selectman Kilcoyne – 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried.

After discussion, Selectman Lane moved to approve the request for Kristen Duggan through the 228 for a one-day alcohol permit for a bridal shower on February 25th from 11::00am – 3:00 pm. Selectman Kilcoyne – 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried.

Selectman Lane requests that the office look into the possibility of the Board designating the Chair to make decisions regarding one day licenses, rather than have the one-day voted by the Board at their meetings.

April 14th Road Race

Recreation Department Head, Kristen Dietel has requested approval of the Sterling Recreational Road Race. She has confirmed the traffic pattern and police coverage with Chief Chamberland. After discussion, Selectman Lane moved to approve the Sterling Recreational Road Race for April 14, 2018. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried. The race will begin at 9:00am.

Support for Greenways

After discussion, Selectman Lane moved to provide a letter of support for the Wachusett Greenways proposal for a 2018 Recreational Trails Grant of \$100,000.00 for Mass Central Rail Trail. The proposed construction would take place in West Boylston and Holden. Selectman Kilcoyne – 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried

Zoning changes for Marijuana

The Board of Selectmen is aware that the Planning Board has been working on a zoning bylaw change regarding Marijuana. However, with the Town Council's recommendation, the Board of Selectmen will

formally request that the Planning Board prepare a bylaw relative to retail and recreational marijuana, to avoid the possibility of a procedural issue. After discussion, Selectman Lane moved that the Board of Selectmen propose a zoning bylaw amendment to effectuate a ban on recreational marijuana facilities, such as contained in the zoning bylaw amendment prepared in November by the Planning Board, and to refer this zoning bylaw amendment to the Planning Board for review as required under G.L. Chapter 40A, Section 5. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried

After further discussion, Selectman Lane moved that the Board of Selectmen also request that the Planning Board prepare a “back-up” zoning bylaw that would establish a zone within the Town for marijuana retail and recreation marijuana that will include appropriate limits and controls. Selectman Kilcoyne – 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson - Aye. Motion carried

Master Plan
Committee

The Town has secured state funding to pursue the initial stages of the development of a Master Plan. However, the funds must be expended by June 30, 2018.

Although the Master Plan is technically under the purview of the Planning Board, they are currently busy with other Town Business so the Board of Selectmen will assist by appointing a Master Plan Committee to work on the project. It is hoped that members of the Planning Board and various members of other Boards will volunteer to work within this committee to bring the Master Plan to fruition. The Town Administrator will advertise for volunteers and the Board will consider appointments in the very near future.

Town
Administrator's
Report

Town Administrator Report 1/10/18

ZBA:

Bill Bird has resigned from the ZBA after over 10 years. Patrick Fox is now serving as the Chair. There is still a vacancy for one alternate.

Facilities:

The first floor copier and postage machines are now located in the former employee break room. The building network cable plan was cleaned up when the new gigabit switch was installed and the equipment is now secured behind a locked door.

Last week's extreme cold caused heating problems at the police and fire stations requiring multiple service calls. In spite of turning up the heat in the 1835 Town Hall, a heating pipe froze and leaked through a ceiling. Fortunately, the leak dripped into a fire alarm which brought in the fire department. Their quick action to turn off the water minimized the damage. Clean up is underway.

Audit:

The Town's auditors: Roselli, Clark, & Associates are on site and should finish their collection of data this week. According to the last review by Moody's, the Town credit rating is a healthy Aa2. At the Board's request, they will include suggestions for possible rating improvements in their management report.

Community Contribution:

Per the agreement, Prime Wellness paid the Town \$25,000 in December. This money will go into the general fund.

Budgets:

The towns departments and committees are submitting their FY 19 budgets and capital requests. At the District and Town Administrators meeting on Jan. 10th, the School asked to reschedule, until February, the Monday 1/22 joint meeting with the Selectmen and Finance Committee. They feel it will be more productive when they have more information on their FY 19 budget requirements.

Town Meeting:

The 2018 STM and ATM are scheduled for Monday May 7th, 2018. If it's OK with the Board, we'll schedule the STM (if needed) to start at 6:30 PM and the ATM at 7:00. It is appropriate for the Board to

vote the dates to open and close the warrants for the May 2018 STM and ATM; opening on Thursday 1/25/18 and closing at 2:00 on Thursday March 15, 2018

Earth Removal:

At the 12/27 Planning Board joint meeting with Selectmen, ERB, and ZBA members there was a consensus that the Earth Removal Bylaw should be re-written. There was discussion to form a working group with members of each board as they are very familiar with the challenges of the current bylaw. The Town Administrator talked with MRPC and they have provided a quote to help with this bylaw update process. The scope of services can be changed to meet the specific requirements of the working group that is planning to work on the bylaw. MRPC has the advantage of having access to other town's bylaws, and the time to handle the associated administrative tasks that may be difficult for members with time constraints. If there is a desire to use their services, the Town Administrator will work with the group to find the appropriate funding.

Draft Future Agendas:

1/24/18

- Review FY 19 budget and capital requests
- Discuss status of Planning Board master plan activities and next steps
- Appoint Diana Balderell to Zoning Board of Appeals

Adjourn

At 8:16 Selectman Kilcoyne moved to adjourn. Selectman Lane 2nd. Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried

Materials: Minutes, LP Gas Application, volunteer application, one day license applications, race application, support letter, bylaw motions=-

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