

TOWN OF STERLING
BOARD OF SELECTMEN
March 4, 2020

MEETING:	Chairman Kilcoyne called the Select Board meeting to order at 6:33pm. Roll Call: Selectman Cranson – Present. Selectwoman Sonnenberg – Present. Chairman Kilcoyne – Present. Also present were Town Administrator, Ross Perry and Executive Assistant, Kama Jayne.
Minutes	Selectman Cranson moved to approve the public minutes of February 19, 2020. Selectwoman Sonnenberg 2 nd . Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.
Master Plan Update	Patty Page, Chairman of the Master Plan Committee, addressed the Board. She explained that the Masterplan Committee continues to make good progress. They have used DLTA grants to help with technical support from the MRPC and hope to continue to be successful in procuring additional grants in the future. However, the committee will be requesting \$100,000.00 at the Town Meeting so that they will be able to employ professionals to assist in the technical aspects of producing and finalizing a new Masterplan, within the next year to 18 months.
Proposed Earth Removal Bylaw and Amendments	Shaun Francis, Chairman of the Earth Removal Bylaw Review Committee, presented the proposed Earth Removal Bylaw amendments that will be considered at Town Meeting in May. After discussion, Selectman Cranson moved to sponsor the proposed Earth Removal Bylaw article on the warrant. Selectwoman Sonnenberg 2 nd . Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried. Selectman Cranson moved to send a request to the Planning Board to hold a Public Hearing for review of the proposed amendments to the Earth Removal Bylaw. This should take place prior to the Town Meeting. Selectwoman Sonnenberg 2 nd . Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.
Proposed Protective bylaw re: Water	Joe Curtin presented his proposed Protective Bylaw amendment to the Aquifer Protection Overlay District/Groundwater Protection District. His proposal is to completely replace the current bylaw with the Department of Environmental Protection's Model Groundwater Protection Bylaw. After discussion, Selectman Cranson moved to have the Board of Selectman sponsor the proposed bylaw change that reflects the model Groundwater Protection bylaw, suggested by the State DEP. Selectwoman Sonnenberg 2 nd . Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried. Selectman Cranson moved to send a request to the Planning Board to hold a Public Hearing for review of the proposed amendments to the Aquifer Protection Overlay District/Groundwater Protection District. This should take place prior to the Town Meeting. Selectwoman Sonnenberg 2 nd . Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.
CPA Article Sponsorship	After discussion, Selectman Cranson moved to sponsor the Proposed CPA article for the Annual Town Meeting. Selectwoman Sonnenberg 2 nd . Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried. There will be an informational meeting, regarding the CPA program, on March 30 at 6:30 in the Butterick Building
Peg's Pond Trail	Chuck Plaisted of the Open Space implementation Committee requested that the Board of Selectmen support enhancements to the current trail at the Senior Center/SPARC Park area to make the trail ADA accessible. This ADA trail will be, to be known as Peg's Pond Trail. Mr. Plaisted assured the Board that it is his intention to apply for grant funding to complete the project, so that the tax payer would not be

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	<p>financially responsible. Mr. Plaisted will return at a later date with cost estimates and plans. After further discussion, Selectman Cranson moved to support the Open Space Implementation Committee's endeavor to enhance the trails at Peg's Pond. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.</p>
Abutter notification for forest harvesting	<p>Blaine Bershad addressed the Board with regard to notification to property owners within 200 feet of a scheduled forest harvest. While Mr. Bershad admits that the Forest operation that recently took place off Heywood Road (on Clinton property) followed all state regulations for notification (said notification, is to property owners, within 200 feet of a scheduled forest harvest, to give the property owners at least 10 days to verify their property boundaries, so that tree cutting will occur only on the intended property. NOTE: The purpose is not to provide an opportunity for comment on other aspects of the harvest, besides its location.) However, Mr. Bershad would like the setback regulation to be modified based on the scope of the project and for the notification time period to be extended. After discussion, the Town Administrator suggested that Mr. Bershad come up with the wording that would achieve his desired outcome and the Board would consider whether they can support it in a letter to the Town of Clinton and/or the state. He was also concerned about the damage to the roads by the heavy logging equipment. The Board may address this concern at a future meeting.</p>
FY 21 and ATM Update	<p>The Town Administrator reported that the Finance Committee meeting on February 29 went very well. The finance Committee continues to fine tune the budget and the Town Administrator will keep the Board apprised.</p>
Warrant closure date	<p>After discussion, Selectman Cranson moved to close the warrant on Monday, March 16th at 11:00am. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.</p>
Approve Rec Road Race	<p>After discussion, Selectman Cranson moved to approve the application for the Annual Sterling Recreation Department Road Race for Saturday, April 11th. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried. The race will be held at 9:00.</p>
Fill interim Positions on Planning Board	<p>Planning Board members, Patty Page and John Santoro participated in the process of appointing 3 people to fill the interim vacancies on the Planning Board. Three volunteers were interviewed. Selectwoman Sonnenberg moved to appoint Robert Protano, Val Pruneau and Carl Corrinne to the interim positions on the Planning Board. Selectman Cranson 2nd. Patty Page –Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. John Santoro expressed concern over possible conflict of interest because Val Pruneau and Carl Corrinne are contractors. Therefore, he abstained. Motion Carried. The positions will be officially filled by vote in May.</p> <p>Selectman Cranson moved to direct the Town Clerk to post all 3 positions on the ballot. (A one year, a three year and a five year position). Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.</p> <p>All three volunteers stated that they are interested in officially running for the vacancies.</p>
Approve Job Description for Planning Board Assistant	<p>The Town Administrator made the Planning Board Assistant's job description available to all of the senior and newly appointed members. He stated that he is looking for consensus and that he will be willing to meet with any member of the Planning Board, regarding specifics of the upgraded job description.</p>
Approve Water heater Bid for School	<p>After discussion, Selectman Cranson moved to authorize the Town Administrator to sign the contract with Performance Plumbing and Heating for the new water heater at the Houghton/Chocksett School.</p>

TA report

Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried. The bid was for \$32,488.00.

Town Administrator Report 3-4-20

Health Issues:

- There was a meeting this Monday to discuss the status, preventive measures and a response plan to the Coronavirus CoVID-19.
- As a result there is and will be continuing updates posted on the Board of Health's web page; increased cleaning and disinfecting of common contact surfaces in municipal buildings; we've had some success acquiring more supplies.
- The Sterling Board of Health is closely monitoring the Coronavirus per State protocol. They continue to collaborate with the Massachusetts Department of Public Health
- Standard flu precautions apply: cover sneezes and coughs, wash hands frequently, and stay home if sick. If someone has been to a location with known COVID-19 or in contact with someone that has COVID-19, advise the health care professional before going to the doctor.
- The Town is coordinating our response with the schools and senior center

Correction of Previous Comments:

- Comments were made during the last meeting suggesting that the Town's potential use of the \$70,000 award from the State were or would be fraudulent.
- I have confirmed with the State agency that provided these funds, the Mass Office of Travel and Tourism aka MOTT that "The Town acted very efficiently on this project" "MOTT cannot tell the town how to spend the \$70K" "The funds were a reimbursement not a payment for specific project."
- It is completely appropriate to spend these funds "to increase the quantity and improve the quality of athletic fields and other recreation facilities", which was the earmark notification received by the Town last summer.
- At the last meeting, the Board agreed these funds would be returned to the Capital Investment account. This will occur via the usual recapture warrant article this Town Meeting. Any new project, will be covered by a new warrant article.
- To recap, and make it perfectly clear; "Nothing the Town did or considered doing was fraudulent". The State's MOTT agrees.

PSAs

March 22 – Taste of Sterling fundraiser for the Senior Center

March 26 – School Play at Chocksett School

March 30 – CPA Informational Meeting

Adjourn

At 9:23 Selectman Cranson moved to adjourn public session. Selectwoman Sonnenberg – 2nd.

Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion Carried.

Materials: minutes, Earth removal bylaw presentation, Groundwater protection bylaw presentation, Pegs Pond Trail letter of support from ConCom and design, forest cutting practices brochure, race application, planning board applications, Admin. To Planning Board Job description, water heater agreement,