

TOWN OF STERLING
Select Board Meeting
September 2, 2020

MEETING:	Chairman Cranson, called the Select Board meeting to order at 6:06 pm. Roll Call: Chairman Cranson – Present. Select member Sonnenberg – Participated remotely. Selectman Kilcoyne – Present. Also present were Town Administrator, Ross Perry and Senior Executive Assistant, Kama Jayne.
Executive Session	At 6:08 pm, Selectman Kilcoyne moved to enter into executive session for Reason 3, M.G.L. c.30 Sec. 21(a) Litigation. MacLeod Vs The Town of Sterling. The Board will return to public session. Select member Sonnenberg – 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried. At 6:48 Selectman Kilcoyne moved to return to public session. Select member Sonnenberg – 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried.
Minutes	Selectman Kilcoyne moved to approve the minutes of August 19, 2020. Select member Sonnenberg 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried.
Sign Dispatchers Contract	After discussion, Select member Sonnenberg moved to approve and sign the Dispatcher’s contract. Selectman Kilcoyne – 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried. The contract expires on June 30, 2023.
Earth Removal Board Appointment	Valmore Pruneau volunteered to serve on the Earth Removal Board. Mr. Pruneau had previously served on the Earth Removal Board as the Planning Board representative. However, Mr. Pruneau is no longer a member of the Planning Board and he has offered to serve as a citizen at large. Currently, The Earth Removal Board is unable to meet because they do not have a quorum. After discussion, Select member Sonnenberg moved to appoint Valmore Pruneau to the Earth Removal Board. Selectman Kilcoyne – 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried. The term expires on June 30, 2023.
1835 Septic Project; easements and parking lot options	The Town Administrator has been working with the representative of one of the property owners abutting the 1835. The mission is to come up with an amenable agreement that would afford the Town an access easement in order to run a sewer line from the 1835 Building to the Fire Station leach field. The property representative has indicated that the property owner wants, as part of the “deal” for the Town to pave and plow the parking area behind the building and then rent the excess parking spaces for \$1500.00 per year. Considering the cost to pave and then plow the parking area, the consensus of the Board is that they are not in favor of this option. The Town Administrator will continue negotiations.
Open and Close dates for the STM	After discussion, Select member Sonnenberg moved that the Special Town Meeting warrant open on October 1, 2020 and close on October 27, at 2:00. Selectman Kilcoyne – 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried.
2020 Goal Update	The Board will address goals at a later meeting
Tag Sale extension	After discussion, Selectman Kilcoyne moved accept the request from Cocker Spaniel Rescue of New England, Inc. to extend their Saturday morning tag from 8:00 - 12:00, through the end of October. Select member Sonnenberg 2 nd . Chairman Cranson – Aye. Select member Sonnenberg – Aye. Selectman Kilcoyne – Aye. Motion Carried.

TA Report

Town Administrator Report 9/2/20

PSAs

Town Hall Operations

- Town Hall opened to the public Monday 8/31/20
- Masks are required for everyone
- Contact tracing logs are sent to the Board of Health at least every Friday.

Facilities:

- The great room floor in the 1835 Building has been sanded and already looks great. The final coats of varnish (old term) should be finished soon.
- Bids to replace flooring on the first floor are due Sept 15
- Bids to replace some of the Butterick Building windows are due Sept 17th
- I am working on an IFB for the Senior Center garage.

Elections:

- The Town Clerks office has completed the monumental task of conducting the Primary elections under pandemic conditions with many new processes; mail in ballots and extended early voted requiring them to work 12 days straight.
- Congratulations and many thanks to Kathy Farrell, Town Clerk; Donna Landry Assistant, Town Clerk; and all of the election workers for their incredible effort to insure the integrity and timely counting of all ballots.

Child Care solutions:

- Last Friday the Governor announced provisions for more local preschool / day care opportunities for Remote Learning Enrichment Programs.
- This is an important step towards maintaining the safety of your children and staff and helping working parents find the assistance they need to get back to work.
- Part of the process to open these new child care locations is to obtain Municipal Approval before they contact the State EEC (Early Education and Care) and DESE (Dept. of Elementary and Secondary Education) for formal approval
- Since requests for Municipal Approval could come in any day, and with prompt turn around needed / expected; I asked the Board of Health to meet early next week to help develop the Municipal Approval process. We are starting from scratch with only minimal guidelines from the State, no local experience licensing or approving early education facilities, and no one to assign to this task. I will make it a priority to resolve these issues have a Municipal Process in place as soon as possible. (with the Boards approval)

Liquor Licenses:

- A one day beer and wine license was issued for the 228 Sterling for a wedding from 4-7:00 on Sept 5th.
- Special thanks to Town Clerk's office for all of the work done for the election.
- A Transportation survey is available on the Master Plan page, on the Town website. Please participate.
- Farmers Market is still running on Friday afternoons.
- The first Church is still providing meals on Mondays from 4:00 – 5:30pm.

PSAs

Adjourn

Select member Sonnenberg moved to terminate the meeting at 8:02pm. Selectman Kilcoyne – 2nd.
Selectman Kilcoyne – Aye. Select member Sonnenberg – Aye. Chairman Cranson – Aye. Motion Carried

Materials: Agenda, Minutes, Tag Sale request, volunteer application