

TOWN OF STERLING
BOARD OF SELECTMEN
February 24, 2016

<u>MEETING:</u>	Vice Chairman Kilcoyne called the meeting to order at 7:03 PM. Roll Call: Vice Chairman Kilcoyne – Present. Selectwoman Cranson - Present. Chairman Cutler – absent.
Minutes	Selectwoman Cranson moved that the minutes of February 17, 2016 be approved, as written. Selectman Kilcoyne – 2 nd . Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Motion Carried.
Public Hearing – Transfer of Beer and Wine License	Jim and Diane Lanpher appeared before the board to request the transfer of the beer and wine license, currently belonging to J & J Lanphers at 240 Redemption Rock Trail to Lanpher's Market. The transfer is from father to son. After discussion: Selectwoman Cranson moved to approve the transfer of the license. Selectman Kilcoyne 2 nd . Due to the law of necessity, Selectman Kilcoyne was able to vote. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Motion Carried.
WRSD Budget update	<p>The School Superintendent Darryl McCall, along with Joe Scanlon and School Committee members Lance Harris and Susan Hitchcock addressed the Board regarding the proposed school budget. Increased insurance costs and Special Education costs will play a significant role in the proposed FY17 Budget increases. Of 324 districts reporting, WRSD was ranked 10th lowest of all Massachusetts school districts and 2nd lowest in all regional school districts, for per-pupil spending. In FY14 the district spent \$11,131.00 per student.</p> <p>The school reports that it is being more pro-active with repairs to buildings and will keep the towns advised of all those repairs.</p> <p>The Board of Selectmen requests that the School Committee make comparisons with other communities/regional school districts to compare overall costs of administrative and janitorial services.</p> <p>The school committee members reported that the schools are in need of technology equipment and up to date/current text books.</p>
Warrant Changes	<p>Lance Harris, chairman of the School Committee will not run for re-election. The Board sincerely thanked him and all the school committee members for their dedication and service to the students and residents of the Town of Sterling.</p> <p>Joe Sova, Chairman, Jerry Kokernak, Cynthia Secord, Elaine Heller and Bob Brown were present to represent the Finance Committee. The Finance Committee has been meeting on a weekly basis and the Department Head Budget meeting will be held on Saturday February 27. The Finance Committee has been working with the Moderator and the Town Administrator to consolidate money articles as appropriate. the goal is to make the warrant less cumbersome and to assist in simplifying the Town Meeting. An open forum style preliminary meeting is proposed for 2 weeks prior to Town Meeting. At that time, questions will be entertained. The changes to the warrant will be publicized and discussed to educate the public. It was suggested that the information be broadcast on Sterling Lancaster Cable Television, posted on the website and reported in the newspaper. The Board thanked all the Finance Committee Board members for their dedication and time commitment to the town of Sterling.</p>
1835 update	The 1835 update will be addressed in the future, when Selectman Cutler can be present.
Knights of Columbus Mini Marathon	Mr. Joe O'Connor will run the Mini marathon as a fund raiser for Our House, through the Knights of Columbus. The Course is 2.26 miles and begins and ends at St. Richard's Church on Bridge street. The course will run on Route 62 and has been approved by the Police Department and the Department of Public Works. The scheduled date for the event is April 9 th at 9:00 am. Route 62 will be reduced to one lane of traffic

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	<p>during the race. Selectwoman Cranson moved to approve the mini marathon for April 9th. Selectman Kilcoyne 2nd. Due to the law of necessity, Selectman Kilcoyne was able to vote. He voted – Aye. Selectwoman Cranson – Aye. Motion Carried.</p>
One day Alcohol	<p>After discussion: Selectwoman Cranson moved to approve the one day alcohol license for 228 Leominster Road for June 4, 2016, for a wedding. The license is valid from 5:00pm – 11:00pm. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Motion Carried.</p>
Charter discussion	<p>The Charter discussion will be addressed at a future meeting.</p>
Town Administrator Report	<p><u>Quail Roost</u> The Board of Health will discuss the odor issue for 14 Quail Roost on Thursday, February 25th. Letters from the BOH have been sent to the property owners of 14 Quail Roost, issuing orders. Currently, the owners are in compliance with those orders which demand that no animals will reside on the property until such time as the property owners have established a manure management plan and the plan is approved by the BOH. The Town continues to monitor the property for zoning violations.</p> <p><u>The Elevator</u> The elevator has been repaired. The problem stemmed from the malfunction of the soft start devise. The cost of the repair was \$3,200.00.</p> <p><u>Telephone System Malfunction</u> The power supply of the telephone system for the Butterick Municipal Building burned out on Tuesday. The fire Department was called in to assess the issue and prevent further damage. A new power supply was installed. However, the fire had caused additional problems, so the unit has been taken off-site for repairs. The cost of replacement will be approximately \$8500.00. It is believed that the Town's insurance will cover most of the cost. An upgrade to the current system may cost as much as \$15,000.00. The Town Administrator may need to ask for a reserve fund transfer to cover the costs.</p> <p><u>Fire department Roof Insulation</u> A pre-construction meeting was held at the Fire Department. The company that will install the insulation is ready to start the job as soon as weather permits. It will take 2 days to complete the process.</p> <p><u>Compensation Study</u> The Town Administrator continues to work on the compensation study. The goal is to establish hourly rates for non-union personnel.</p> <p><u>Hardscrabble Road</u> The Engineer at Whitman and Bingham will add the required Town easements to the currently plan for 19 Hardscrabble Road. As soon as the plan can be recorded, with the easements, the Town will proceed with their plans to sell the property.</p>
Action Items	<p>Usage of the new Senior Center Electronic Sign Policy Jerry Kokernak will give an OPEB report</p>
Public Session	<p><u>No one spoke</u></p>
Adjourn	<p>At 9:22 Selectwoman Cranson moved to adjourn. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Motion Carried.</p> <p><u>Materials: Minutes, 1 day app., WRSD Budget presentation BOH letters, Fire Department Foam insulation contract, marathon app., transfer info.</u></p>

