

TOWN OF STERLING
BOARD OF SELECTMEN
June 15, 2016

MEETING:	<p>Chairman Kilcoyne called the meeting to order at 6:30 PM. Roll Call: Selectwoman Cranson - Present. Chairman Kilcoyne – present. Selectman Lane – present.</p> <p>At 6:32 Chairman Kilcoyne made a motion to convene in Executive session pursuant to MGL Chapter 30A, Section 21 (a) (2) To conduct Strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel – Chief Chamberland. Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried. The Chairman stated that the public session would reconvene after the Executive Session. The Board proceeded to Executive Session.</p> <p>At 7:12 pm, Chairman Kilcoyne made a motion to reconvene in public session. Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.</p>
Minutes	<p>Selectman Lane asked the first word “Vice” before the word “Chairman” on the June 1, 2016 minutes be stricken. Selectman Lane moved that the minutes be accepted with the amendment. Selectwoman 2nd. Selectman Lane – Aye. Selectwoman Cranson – Aye. Chairman Kilcoyne- Aye. Motion carried.</p>
Hardscrabble Road	<p>No bids were offered on the Hardscrabble Road property. The feedback from several people has been that they are not interested in the land with the current logging road easement. Therefore, the Board of Selectmen requested that the Conservation Commission move the easement from the center of the property to perhaps a boundary line. The Board of Selectmen will meet the Conservation Commission at the property at 8:00 am on Saturday June 18 in order to walk the property so that future discussions can be held with firsthand knowledge of the land’s topography. Both boards hope to make this a “win, win” situation for everyone. The Conservation Commission needs access and the townspeople voted to buy the property, if they could sell it to recoup most of their investment. The board will also, per the request of the Conservation Commission, review the minutes for the approved article from the Town Meeting in 2011.</p>
Disclosure Statements	<p>After discussion, the Board approved the disclosure statements for Barbara Roberti and Sue Valentine. Both are on the Conservation Commission and both reside on the Lake. The statements determine that neither has a financial gain through decisions that are made by the Conservation Commission, concerning Lake Waushacum.</p>
Police Reports	<p>The following reports were presented by Chief Gary Chamberland.</p> <p><u>April 2016</u></p> <p><u>Personnel, Training, Equipment:</u></p> <ul style="list-style-type: none">• Chief attended training on identification procedures.• Officer Ferguson registered for forensic investigation school.• ACO registered for a school in May, 24-25-26. Will be attending in lieu of working.• Attended regional school safety meeting <p><u>Community Interaction:</u></p> <ul style="list-style-type: none">• Policing in Sterling Forum Held• Scheduled Firearms Safety Class• Assisted Fire Department with fire drill at the schools.• Assisted with the Little League Parade

- Participated in Public Safety Display at Davis Farmland
- Assisted with the Road Race at St. Richards

General Police Business:

- Missing person investigation, large scale search involving multiple agencies and assets. Fire Department, Cert, Princeton police, DCR, special thanks to State Police who provided K-9's, Command Post, Helicopter, mounted horse units, off road vehicles and specially trained officers and GPS equipment.

Arrests:

One arrest during the month, operating under the influence

Traffic:

Twenty crashes during the month:

Thirty-two Motor vehicle stops, and twenty one citations issued.

There were twenty-six incidents reported during the month including, three reports of identity fraud, one harassment complaint that was referred to court, one breaking and entering, one lost narcotics investigation, two disturbances and two property damage complaints.

May 2016

Personnel, Training, Equipment:

- Chief discharged vacation during the month. Sgt. Pomeroy handled the chief's duties. List of matters he addressed are in you packet.
- Ordered the camera equipment for officer Ferguson's attendance at forensic school.
- Failure in HVAC unit coil in lobby cause large leak. Only damage was to mats in the lobby that are being ordered. Repaired without charge since the coil was recently replaced.
- Internal phone system failed four times during the month. Technician remotely repaired the system.
- Animal Control Officer attended three day training at Tufts University. This is a 14 hour State mandated training.

Community interaction:

- Attended the little league opening day ceremonies and managed traffic.
- Despite gloomy weather Memorial Day Parade took place and officers controlled traffic.
- Attended Lake Waushacum meeting.
- Six officers attended and two worked traffic control at Auburn Officer Tarentino's Funeral Services. Received a letter from Major Anderson of the MSP sent e-mail of appreciation for officer's assistance and professionalism.
- June 29th will be the next Basic Handgun Safety Class.

General Police Business:

- Received the funds for the incentive grant \$21,904.
- Thirty incidents were investigated during the month. The more significant ones are:
- Robbery occurred at the Chocksett Inn.
- Breaking and entering into a shed and theft of two motorcycles. Investigation with West Boylston and Worcester Police gang unit ongoing.
- Car breaking and entering taking place along Route 110 at the Wachusett Reservoir.

Traffic Matters:

- Fourteen crashes were investigated during the month.
- Three crashes at Chocksett and Leominster, two rear end crashes and one stop sign violation.
- Fifty citations during the month during eighty motor vehicle stops.

Arrests:

- There were two arrests during the month, both for operating under the influence.

**Recreation
Department**

Kristen Dietel, Recreation Director, updated the Board on the activities that are available to the residents of the town. The summer programs booklet is available in all Town offices and on the website. She reported that the Recreation program will offer full day summer camp this year for the first time. She has a staff of over 20 high school and college age people. Surrounding towns are welcome to participate in the programs. However, the bylaw reads that only residents are allowed to park at the beach parking lot unless they have a one day sponsored pass or a non-resident seasonal sticker. Any changes to the wording of the bylaw would require a vote at Town Meeting.

Ms. Dietel explained that she would like to hang a banner between the columns in front of the 1835 Town Hall so that people would know that the Recreation office is located there. The consensus of the Board was that the banner is acceptable. The Board stated that they are very impressed with the Recreation Programming and in how well Ms. Dietel is doing as the Director.

Finance Director

Anne Cervantes, Treasure and Fred Aponte, Accountant spoke to the board about the future possibility of appointing a Finance Director. The Finance Director would be the "go to" person who would oversee all the financial aspects of the Town. They would be at the helm during the budgeting process. The current Treasurer, stated that she would be interested in taking on the responsibilities. The Town Administrator will work with the Town Accountant and the Treasurer to establish a job description as well the compensatory aspects of the position.

**Management
Letter**

Chairman Kilcoyne reported that the auditors from Rosselli Clark Associates, an independent accounting firm, issued their report in March of this year. They reported that they found no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. Moody's investors Services rated the Town's general obligation bonds Aa2, which is its third highest rating for long-term debt securities and indicates that the Town's debt instruments are "high grade" investments. The Chairman is hopeful that by improving the Town's fraud prevention, OPEB management, data security and contract management, the Town may increase their bond rating which would result in lower taxes. Rosselli will be invited in to speak with the Board and to make specific recommendations on what can be done to increase the bond rating.

**Berube Food
Truck**

Deborah Berube requested a Common Victualer License for a food truck to be located at 1-7 Chocksett Road. The Berubes submitted all required documentation. They have written permission of Matt Gargulinski and Terri Heinhold to use the property. The Chief of Police sent a statement that said as long as the food truck area was modified to include cleared brush, improved and enlarged parking area and turn around space, he does not oppose the proposal.

Mr. Mark Meola spoke to the board expressing concern for the location of the food truck. He stated that he is convinced that the food truck will negatively impact traffic and that there will be more accidents in the area. He was also concerned about water pits that are to be filled.

Mr. Philpot stated his belief that the Board should make its decision solely upon their beliefs and the approval of the other boards. He stated that he was concerned that basing decisions upon other businesses input would result in a "protectionist approach" that might be detrimental to the Town's economy.

Selectman Lane voiced his concerns for safe traffic flow and he felt that the presented curb cuts did not accurately reflect the information that was presented to the DPW in 1983. Selectwoman Cranson moved to approve the Common Victualer License for Berube's Roadside Kitchen at 1-7 Chocksett Road. Selectman Lane 2nd. Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane –

Selectmen's Meeting Minutes

June 15, 2016

	Opposed. Motion Carried.
Antique Lic approval	After discussion: Selectman Lane moved that the Board approve the Antique and Second Hand Dealer Licenses for Pratts Junction Antiques, Sterling Rare Coin Corp., Redemption Rock Trading Post and OMG Antiques and Collectibles. Selectwoman Cranson 2 nd . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.
MJTC and MART Appointments	Tabled
Driveway Cut Fern Lane	After discussion, Selectman Lane moved to approve the driveway permit for John and Colleen Ferrera, 2 Fern Lane. Selectwoman Cranson 2 nd . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.
Street Light Application 243 Redemption Rock Tr.	Sean Hamilton, from Sterling Municipal Light Board, asked the Board if it will entertain an anonymous request to install a street light. The consensus of the Board is that it remains their policy to take no action on anonymous requests.
TA Report	<p>The Economic Development forum was a success and the Economic Development committee continues to solicit and accept submissions.</p> <p>The Town Administrator has attended a presentation by Clear Government. It is a public information program that displays financial data. The cost of the program is 3,500.00 per year. The TA will send links for this website to the Board so that they might assess it. The Board wishes to be certain that it would be widely used to substantiate the cost.</p> <p>The final, MRPC sponsored Devens Impact Report will be held in the Ayer, Town Hall on June 30.</p> <p>The Town Administrator has been in contact with the WHEAT Director, Jodi Briedel, in Clinton. She reported that they would be willing to administer the Neighbor to Neighbor Program for the Town of Sterling. Information has been sent to her regarding the process and it has been suggested that she speak with Lisa Call. The specifics of the transition will need to be addressed.</p> <p>The Finance Committee and Personal Board are looking for members. On June 28th, the Finance Committee will consider the candidates.</p> <p>The Town Administrator will compose a letter from the Board in appreciation for Bob Brown's many years of service on the Finance Committee.</p>
Future Items	Town Communications
Public Session	Amrith Kumar requested that the Board appoint an IT Task Committee to consider the satisfaction with the current provider, Spaulding Hill and to keep the Town informed regarding their IT options.
Adjourn	At 9:53, Selectwoman Cranson moved to adjourn. Selectman Lane 2 nd . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.

Materials: minutes, Hardscrabble easement plan, disclosure statements, police reports, rec. program pamphlet, management letter, common vict. Applications antique renewals, driveway permit, food truck permit

