

TOWN OF STERLING  
BOARD OF SELECTMEN  
October 19, 2016

MEETING:	Chairman Kilcoyne called the meeting to order at 7:03 PM. Roll Call: Selectwoman Cranson - Present. Chairman Kilcoyne – present. Selectman Lane – present.
Minutes	Selectman Lane moved to accept the public meeting minutes for October 5, 2016, as written. Selectwoman Cranson 2 <sup>nd</sup> . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.  Selectman Lane moved to accept the executive meeting minutes for October 12, 2016, as written. Selectwoman Cranson 2 <sup>nd</sup> . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.  Selectman Lane moved to accept the Public meeting minutes for October 12, 2016, as written. Selectwoman Cranson 2 <sup>nd</sup> . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.
Investment Policy Hearing	Chairman Kilcoyne called the Public Hearing to order at 7:18. Alex Bartholomew and Dory Huard represented Bartholomew Investments. The Finance Committee and Capital Committee members were present, in order to vote jointly on the proposed Investment Policies. The Town has relied on Bartholomew Investment Group, with the assistance of the Town Treasurer, Anne Cervantes, to develop strategies for investing the Town's funds. They have considered the parameters of risk that will suit the Town's immediate and long term goals. There are three separate policies, OPEB, Capital Funds and General Funds. In 2013, the Town had approved the Prudent Investment Act. That Act established low risk parameters for the Town's investments. However, the Finance Committee now recognizes the need for moderate or aggressive investments, in order to keep up with inflation. The Finance Committee advocates for passing these policies that would allow the Town to work with investment specialists, in order to optimize the return on the investments. After discussion, Joe Sova reported that the Finance Committee is comfortable with making the recommendation to approve the investment policies as written. The Finance Committee voted unanimously to carry the motion. The Capital Committee voted unanimously to carry the same motion. Selectwoman Cranson moved that the Select Board approve all three investment policies as written. Selectman Lane – 2 <sup>nd</sup> . Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion Carried.
OPEB	Gerald Kokernak, member of the Finance and Capital Committees spoke to the Board, regarding the Town's OPEB obligations. Recently, the Town decided to modify the previous "pay as you go" system because the forecast for the future indicates that the cost of healthcare and other post employment benefits may escalate beyond the Town's ability to continue in that manner. Therefore, Mr. Kokernak and the Finance committee advocate for planning for this eventuality by dedicating money toward OPEB on a yearly basis, so as to help defray the burden to the taxpayers in the coming years. Mr. Kokernak presented recommendations toward helping to alleviate this impending obligation. Mr. Kokernak explained that some of the recommendations would require approval at Town Meeting. The schools have agreed to present their OPEB liability, on a yearly basis and the auditors will be asked for input. A copy of the OPEB information that was prepared by Mr. Kokernak will be available at Town Meeting. The Board thanked Mr. Kokernak for his time and effort in preparing this information. The BOS will consider the Finance Committee's recommendations of possible actions that might be taken to reduce the town's liability. This issue will require further consideration, prior to the Annual Town Meeting.

Police Report

September 2016

**Personnel, Training and Equipment:**

- Sgts Gaudette and Pomeroy attended FBI Law Enforcement Development Association training. (28 Hrs.)
- Emma Massa was appointed as a Matron.
- Dept in-service annual training has been scheduled. Because of state budget cuts to police training they will coordinate local training on CPR/first responder.
- Animal Control Officer attended training on large animal rescue procedures.
- Officer Mucci attended a Juvenile Law training class.
- Dispatcher Thebeau completed CTO recertification.

**Community Interaction :**

- Basic Handgun Safety Class at PD on 25 October.
- Chief participated in Jimmy Fund Walk in Boston with Mass Chiefs Association.
- Conducted a School lockdown drill.

**General Police Business:**

- Fair preparation and event. Well attended and no major police related incidents.
- Two arrests during the month:
  1. Harassment Prevention Order
  2. Unlicensed Operation, Marked lanes violation.

**Traffic:**

- Twenty three citations issued during thirty seven motor vehicle stops.
- Eight crashes were investigated:
  1. Leominster and 190 SB exit ramp, crossing fail to yield
  2. Leominster Rd. single vehicle sideswipe guardrail
  3. Clinton Rd. Rear end collision.
  4. Main ST in Parking lot.
  5. Heywood and North Row. Fail to Stop at Stop Sign.
  6. Redemption Rock and Pheasant Hill. Marked Lane. Head On.
  7. Clinton Rd. Marked lane, operator fell asleep.
  8. Redemption Rock and Princeton Rd. Failure to yield.

Responded to thirty three incidents during the month, some of those were:

Four disturbances

A breaking and entering

A medical emergency. Officer Mucci administered Narcan for a drug overdose victim. First use of Narcan by police officers since we started carrying it.

Several fraud incidents.

An assault investigation.

The Chief also announced that the Police will sponsor a Citizen Police Academy. Applications will be accepted in November. The class will begin in February. Fifteen to seventeen residents will be accepted into the program.

Per request of the Board, the police will increase their presence in the center of Town to address speed.

Neighbor to Neighbor

Judge Patrick Fox is the newly appointed Representative for the Neighbor to Neighbor Program. He has, in collaboration with Jody Briedel, Director of the WHEAT program in Clinton, established a Memorandum of Understanding, for the Neighbor to Neighbor Program. Judge Fox stated that he has simplified the guidelines and recommends disentanglement of this program with the town. The BOS Executive Assistant will continue

to be the Town's point of contact for the program. However, all donations and applications will be turned over to the Neighbor to Neighbor Committee. WHEAT will steward the funds within a separate account. Therefore, the donations become tax deductible and fundraising becomes a possibility. The donations from the Round Up program, through the Light Department, will be sent directly to WHEAT and WHEAT will generate financial reports for the Program. Selectwoman Cranson moved that John Kilcoyne remain a member of the Neighbor to Neighbor Committee. Selectman Lane 2<sup>nd</sup>. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne abstained. Motion carried. The Finance Committee will be asked to appoint a member to the Neighbor to Neighbor Committee. A formal vote for approval of the Guidelines and Memorandum of Agreement will be taken after Judge Fox gets approval from Kevin and Marilyn Beaupre, (the founders of the program).

MART Contract

Selectwoman Cranson reported to the Board that the proposed changes to the MART contract will not adversely affect the town. MART previously paid for the COA van insurance but now they want the Town to purchase the insurance and the Town will be reimbursed for reasonable costs for that insurance. This change was implemented because some towns are keeping drivers whose driver's records have caused the insurance to be exponentially high and that affected the ENTIRE fleet. By having the Towns provide their own insurance, and then reimbursing for REASONABLE costs, it is expected that MART will save a considerable amount of money. MART is trying to work with the towns during this transition and offers assistance if the Town doesn't have enough budgeted for this expense, prior to their Town Meeting. Selectwoman Cranson moved to approve the MART contract, as written. Selectman Lane 2<sup>nd</sup>. Chairman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion carried.

MJTC and MRPC Appointment

After discussion, Selectwoman Cranson moved to appoint Greg Dumas as the alternate to John Kilcoyne for the Montachusett Joint Transportation Committee. Selectman Lane 2<sup>nd</sup>. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne - Aye. Motion carried.  
Mr. Dumas has indicated that he is also interested in representing the Town at Montachusett Regional Planning Commission meetings. The Board will ask John Santoro, of the Planning Board, to see if he is interested in having Mr. Dumas as his alternate for those meetings.

Prime Wellness

The Bureau of Healthcare Safety and Quality in the Massachusetts Department of Public Health has requested that the board reply to their question... Prime Wellness, Inc. has a remote cultivation and processing facility in Sterling that will be cultivating and processing marijuana for 3 retail sites, one Shrewsbury, Worcester and Leominster. We would like to verify that this information was presented to you – Was it?... After discussion, the Board determined that it will check the Prime Wellness proposal and perhaps ask Mr. Glowik to forward information to the Board members. Selectman Lane moved to allow the Chairman to respond to the State's query once the information has been provided. Selectwoman Cranson – 2<sup>nd</sup>. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne - Aye. Motion carried.

Appointment to COA

After discussion, Selectwoman Cranson moved to appoint Robert Bloom to the Council on Aging. Selectman Lane 2<sup>nd</sup>. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne - Aye. Motion carried.  
The Board thanked Sharon Bloom for her years of service to the town and to the seniors.

One day Alcohol Lic.

After Discussion, Selectwoman Cranson moved to approve the request for a 1 day license for the 8 Point Sportsmen's Club for a Halloween party on October 29 from 6 – Midnight. Selectman Lane 2<sup>nd</sup>. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Abstained. Motion Carried.

TA Job Description

Selectman Lane moved to table the Town Administrator Job Description topic. Selectwoman Cranson 2<sup>nd</sup>.

Selectmen's Meeting Minutes

October 19, 2016

Holiday Closures and party	The Board asked the Interim Administrator to poll the Employees to see if they all wish to take the Friday after Thanksgiving off and use either personal or vacation time. If everyone wishes to take the day off, the Board will vote for the building to be closed. The Board also wishes to be advised of the employees and committee members if they would prefer a holiday party at Meadowbrook Orchard or the Senior Center. Because Christmas falls on Sunday this year, the building will be closed on Monday, December 26 <sup>th</sup> .
Election Date 2018	After discussion, Selectman Lane moved to declare May 14, 2018 as the Annual Town Election date. Selectwoman Cranson – 2 <sup>nd</sup> . Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne - Aye. Motion carried.
TA Report	<p>Next week the Interim Town Administrator will be attending a School Meeting with the School Superintendent.</p> <p>On November 10, the Interim Town Administrator will attend a workshop given by K&amp;P Law, regarding changes to the Public Records Law.</p> <p>The Board wishes to address the following at the next meeting:</p> <ul style="list-style-type: none"><li>• Main Street Property</li><li>• Hardscrabble Road Update</li><li>• Senior Center Usage Policy</li><li>• Replace Michael Szlosek on Energy Committee</li><li>• Approve Finger Printing Policy</li></ul>
Public Session	No one spoke at Public Session
<u>Adjourn</u>	<p>At 9:23, Selectwoman Cranson moved to adjourn the meeting. Selectman Lane 2<sup>nd</sup>. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne - Aye. Motion carried.</p> <p>Materials: 1 day alcohol License application, volunteer app., minutes, investment policy proposals, OPEB info., police report, Neighbor to Neighbor Guidelines and Memo of understanding, MA Healthcare email, election 2018 request</p>