

Selectmen's Meeting Minutes

December 21, 2016

TOWN OF STERLING
BOARD OF SELECTMEN
December 21, 2016

MEETING:	Chairman Kilcoyne called the meeting to order at 7:00 PM. Roll Call: Selectwoman Cranson - Present. Chairman Kilcoyne – present. Selectman Lane - present.
Minutes	<p>Selectman Lane moved to approve the minutes of December 7, 2016 as written. Selectwoman Cranson 2nd. Selectman Lane – Aye. Selectwoman Cranson – Aye. Chairman Kilcoyne- Aye. Motion carried.</p> <p>Selectman Lane moved to approved the joint meeting minutes with the Finance Committee for December 12, 2016 as written. Selectwoman Cranson 2nd. Selectman Lane – Aye. Selectwoman Cranson – Aye. Chairman Kilcoyne- Aye. Motion carried.</p> <p>Selectman Lane moved to approve the minutes of December 14, 2016 as written. Selectwoman Cranson 2nd. Selectman Lane – Aye. Selectwoman Cranson – Aye. Chairman Kilcoyne- Aye. Motion carried.</p>
Public Session	Mr. Malcolm Smiley addressed the issue of traffic on Chocksett Road. He stated that he would prefer a cloverleaf traffic solution rather than the proposed round-about. The Board informed Mr. Smiley that the design for the round-about has been approved by the State and construction will begin in the spring. However, they invited Mr. Smiley to attend Montachusett Regional Planning Board meetings to voice his concerns.
Hardscrabble Road	<p>Matt Marro of the Conservation Commission addressed the Board regarding the property at Hardscrabble Road. A new plan for the Hardscrabble Road property has been drawn up by Whitman and Bingham Associates. The new plan has divided the property into Parcel “A” (1.67 acre, which will be retained by the Town to provide access to the forested Conservation Land at the back of the property) and “Lot 1” (consisting of 7.63 square acres), which will be sold. The forest will be cataloged and harvested shortly after New Years. The Board requested that the Interim Town Administrator, initiate the process for razing two dilapidated outbuildings that are located on the property line between Parcel A and Lot 1. Selectman Lane moved that the Interim Town Administrator advertise the Hardscrabble (Lot 1) property, as soon as possible. Selectwoman Cranson 2nd. Selectman Lane – Aye. Selectwoman Cranson – Aye. Chairman Kilcoyne- Aye. Motion carried.</p> <p>Mr. Marro will work with the Planning Board and file the deed.</p>
Record Access Law	Town Clerk, Dawn Michanowicz addressed the board regarding the new Public Record Access Laws. She has been appointed as the Records Access Officer. She asked the Board for direction in procedure for obtaining compliance for the requested documents and tracking the public record requests. She suggested that the Department Heads might also be appointed as RAOs. After discussion, the Board determined that it advisable to discuss the process with Department Heads at a future Department Head meeting. It is the consensus of the Board and the Town Clerk that it is imperative that all requests for public information be processed through the Clerk's Office, so that she is able to initiate “timing”. (The new law mandates 10 business days in which to comply). Ms. Michanowicz stated that there is new software being introduced to track the requests. However, she feels that it would be best to wait until the software has been vetted by other towns and the cost has been reduced.

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Annual and STM start time	After discussion, Selectman Lane moved to hold the STM on May 1, 2017 @6:30 and the ATM on May 1, 2017 @ 7:00. Selectwoman Cranson 2 nd . Selectman Lane – Aye. Selectwoman Cranson – Aye. Chairman Kilcoyne- Aye. Motion carried.
Prime Wellness Update	<p>John Glowik updated the Board on the marijuana growing facility that is being established at 32 Chocksett Road. He was proud to report that Prime Wellness was the first growing facility, in the State, to be granted approval by the Architectural Review Board. They have been granted 3 provisional certificates to provide medical marijuana to retail dispensaries in Worcester, Shrewsbury and Leominster. The facility will require 3.5 – 4 million dollars in renovations. The growing and lab environment must be particularly regulated, a state of the art water reclamation system will be installed, first class security equipment will be installed and the most efficient energy source will be adopted.</p> <p>Mr. Frank Matthews, director of security, stated that there will be 108 security cameras strategically placed throughout the facility and the Police and Fire Chief will be continually updated on security measures within and outside the building. Mr. Matthews reported that there have been no law enforcement incidents in their Connecticut facility for 26 months. All aspects of the business, including the loading of delivery trucks, will be contained within the building.</p> <p>Mr. Pat Scorzelli, construction manager, assured the Board that it is the goal/mission of the company to be good stewards of resources. He assured the Board that the renovation/building plans will be available in the not too distant future and that they are working closely with the Building Commissioner.</p>
Discuss new Marijuana Law	In regard to the new Marijuana Law, Mr. Glowik informed the Board that the State will grant 75 permits to sell recreational marijuana in 2017. Those companies who have already been granted Medicinal permits will be the first to be considered for these recreational permits. However, recreational marijuana varies significantly from medicinal marijuana. In 2018, 75 additional permits will be granted. The regulatory governmental department for recreational Marijuana will be similar to the Alcohol Control Board. In addition to Federal and State tax, city and towns may implement their own tax of up to 2% on the products, which would provide a sizable income for the host town or city. The Board intends to stay apprised of the impending Marijuana guidelines that will be implemented by the State. KP Law has provided informational packets to the Board regarding regulation and taxation.
TA Search Update	Mr. Don Murray, Mr. Larry Pape and Mr. Henry Noyes came before the Board to represent the Town Administrator Search Committee. The Search Committee received 40 resumes. The Committee selected 11 candidates for interviews. Ultimately, 10 candidates were interviewed. The Committee has unanimously chosen 3 candidates as finalists and suggests that the Board interview each of them. After discussion it was decided that the Board will have the Interim Town Administrator set up appointments for interviews on the evening of January 4 th . (Alternate date of January 5). The TA Search Committee will forward the resumes to the Board so that they can start their consideration. Rejection letters for other candidates will be mailed out on December 22. The Board requested that the TA search committee provide a synopsis of their findings, for these 3 candidates, which will include their strengths and weaknesses, as perceived by the Committee. The Board also welcomes the Committee's suggestions as to which topics may need more discovery. The Search Committee will continue to gather information and check references.
One Day License approval 8 Point Sportsmen's Club	After discussion, Selectman Lane moved to approve the one day alcohol request for the Eight Point Sportsmen's Club for December 28 th from 4:00 until Midnight. Selectwoman Cranson 2 nd . Chairman Kilcoyne – Abstained. Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion carried.

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School Lease

The School has requested that the 5 District Towns approve and sign the proposed lease. The Board is not comfortable signing the lease because the proposed 10 Year lease contains a provision that would allow the Lessee (the school) to simply give written notice to extend the lease for an additional 10 years. Also there have been concerns regarding the Maintenance Agreement, such as septic system replacement and capital expenditures. The Board is very interested in the school's long term plans for Capital improvements. The Maintenance agreement is part of the Lease but it was not included with the proposed lease for inspection/consideration.

Also, the Sterling Board of Health requested that the wording on the School lease, regarding section 6.2, be amended from: The LESSEE specifically grants to the LESSOR the right to use the school facilities located on the premises both during and after the school day as an emergency shelter as deemed necessary. In addition the Premises may also be utilized for elections and the storage of election equipment, and to utilize the bulletin boards located in the various school facilities for the posting of official documents. LESSOR will coordinate with LESSEE regarding election days and the school calendar.

TO: The LESSEE specifically grants to the LESSOR the right to use the school facilities located on the premises both during and after the school day for emergency situations as deemed necessary and the training exercises for such emergency situations. Emergency situations may include but are not limited to emergency shelter, distribution of public health emergency measures including medications or inoculations or non-medical items like bottled water. In addition the Premises may also be utilized for elections and the storage of election equipment, and to utilize the bulletin boards located in the various school facilities for the posting of official documents. LESSOR will coordinate with LESSEE regarding election days and the school calendar. The Board will further consider this proposed lease at a future meeting.

Discuss Recreation Department Move

Selectman Lane reported that plans to move the recreation department are indefinitely put on hold. The second floor ceiling will not be removed because we were unable to work the volunteers into the Town Hall project and the Town has not budgeted funds to remove the ceiling. Bids will be solicited from contractors to

1. Repair the beams

as well as

2. Replace the roof in it's entirety

The ceiling will remain in place for now.

Alcohol License renewals

After discussion Selectwoman Cranson moved to approve the renewal of the alcohol licenses for the following:

- Brick Mexican (all alcohol Restaurant)
- Appletown Market (package store)
- Barber's Crossing North (all alcohol Restaurant)
- Sterling Deli and Convenience (package store)
- B-Man's 140 Tavern (all alcohol Restaurant)
- Black Sheep Tavern (all alcohol Restaurant)
- Sterling National Country Club (all alcohol Restaurant)
- Lanpher's Market (Package Store – Beer and Wine)
- Chocksett Inn (Inn Holder all alcohol)

Selectman Lane 2nd. Chairman Kilcoyne – Aye. (However, Chairman Kilcoyne abstained from approval of Lanpher's Market and Sterling Country Club, due to business association) Selectwoman Cranson – Aye. Selectman Lane – Aye. Motion carried.

Annual License Renewals

After discussion, Selectman Lane moved to approve the following annual license:

Livery

Village Transportation

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Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. Motion carried.

Selectman Lane moved to approve the following annual license:

Inn Holder

Chocksett Inn

Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. Motion carried.

Selectman Lane moved to approve the following annual licenses:

Auto Dealers

S & W Equipment Rental (class II)

Groundwater Supply (Class I & II)

Sterling Auto Sales (class II)

HI-Tec Automotive Services (class II)

Auto Technica (class II)

Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. Motion carried.

Selectman Lane moved to approve the following annual licenses:

Automatic Amusement

B-Man's Tavern

Barber's Crossing

Black Sheep Tavern

Mulligan's Miniature Golf

Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. Motion carried.

Selectman Lane moved to approve the following annual licenses:

Public Entertainment

Barber's Crossing

Black Sheep Tavern

228 Leominster Road

Chocksett Inn

Sterling National Country Club

Selectwoman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. (The Chairman abstained from voting on the Sterling Country Club, due to business association.) Motion carried.

The Board wished to discuss the time restrictions that were placed on B-Man's 140 Tavern. Mr. Barry White, owner of the business, came before the Board. Selectman Lane stated that, due to noise complaints, he is in favor of further restrictions being placed upon the entertainment license, during the week. Mr. David Gibbs, suggested that Mr. White erect a noise barrier on the north side of his business. Mr. White reported that he has changed entertainment and that recently he has been engaging acoustic performers and there have been no noise complaints. He explained that further restrictions on his entertainment license would be detrimental to his business. After discussion, Selectwoman Cranson moved that the B-Man Tavern entertainment license be renewed without further restrictions being imposed, at this time. However, she noted that noise complaints within the next couple of months will cause the Board to reassess that decision. Selectman Lane 2nd. Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. Motion carried.

Mr. White told the Board that he has done whatever he can to keep noise levels down and to be a good neighbor. He reported that he had placed signage, reminding motorcyclists to leave the parking lot quietly

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but that the enforcement officer has instructed him to remove the signage. The board unanimously encouraged him to replace the signage and thanked him for his consideration.

Selectwoman Cranson moved to approve the following annual licenses:

Common Victualer

The Dinner Club
Davis farmland
Chocksett Inn
The Black Sheep Tavern
Sterling Deli and Convenience
Rota-Spring Farm Ice Cream
Barber's Crossing North restaurant
Honey Farms
Sterling Chocksett Club
Mulligan's Miniature Golf
Sterling National Country Club
Hamilton's Catering
Dunkin Donuts
Saint Richard's of Chichester
Village Pizza
Eight Point Sportsmen's Club
First Church of Sterling
Meola's Wayside Ice Cream
Lanphers Market
B-Man's Tavern
Overeasy Café
Sterling Academy of Gymnastics
Appletown Market
The Brick Mexican
Clearview Farm
Lorna Jean's Good Eats
Berube's Roadside Kitchen
Meadowbrook Orchard
Sterling Girls Softball
Sterling House of Pizza
Friends of Sterling Seniors
Café Fresh Bagels/Sterling Ice Cream bar
Stix and Pux

Chairman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Kilcoyne – Aye. (The Chairman abstained from voting on the Sterling Country Club, Lanpher's Market, 8 Point Sportsmen's Club, Clearview Farms and Friends of the Sterling Seniors, due to business association.) Motion carried.

TA Report

Anne Cervantes, Interim Town Administrator reported that the work for illuminating the sign in front of the Butterick building has been scheduled. It should be completed within the week.

The Dispatcher's union has requested that negotiations on their 3 year contract be initiated.

Selectwoman Cranson reported that the EDC, Planning Board and MRPC are working together to consider Sterling's need for a Town Planner.

Adjourn

Selectwoman Cranson moved to adjourn at 9:17 Selectman Lane 2nd. Selectwoman Cranson – Aye. Selectman Lane – Aye. Chairman Kilcoyne - Aye. Motion carried.

Materials: minutes, RAO concerns, Marijuana information packet, one day alcohol application, proposed school lease, Proposed BOH changes to School lease, Hardscrabble plan, B-Man's Tavern licenses, list of annual licenses

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