



TOWN OF STERLING  
Select Board  
February 28, 2024

Minutes	<p>Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Smith – Present. Select member Newman – Present.</p> <p>Town Administrator, Bill Caldwell – present. Senior Executive Assistant, Kama Jayne – Present.</p> <p>Select member Newman moved to approve the minutes of February 14, 2024. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Fire Department Update	<div> 2024 2 28 Fire dept update.pdf</div> <p>Chief Hurlbut gave an update for the fire department.</p>
Historical Commission Update	<p>Cathy Harragian, chair of the Historical Commission, addressed the board. At the last Town meeting, residents voted affirmatively to keep, maintain, and update the West Sterling Schoolhouse. Ms. Harragian gave the following update;</p> <ul style="list-style-type: none"><li>• The DCR will remove the milking room at the Stillwater Farm DCR property on Rte. 140, due to safety issues</li><li>• The commission social media sites are; <a href="https://sterlingstories.substack.com/p/sterling-stories">https://sterlingstories.substack.com/p/sterling-stories</a> and <a href="https://www.instagram.com/historicsterlingma">instagram.com/historicsterlingma</a></li><li>• The Sterling Historical Commission hosted a lecture presented by Professor Jonathan White, from Christopher Newport University. He is the author of the book “My Work Among the Freedmen” which is an historical study of Harriet Buss, a Sterling native.</li></ul> <p>For budgeting, the Commission requests funding to paint the interior/exterior of the schoolhouse, re-glaze/repair of the historical windows at the school house, and to continue the project of restoration/repair/cleaning of historic Sterling headstones. The board requested that the Historical Commission find out the value of the building in order to prioritize maintenance and to apply for grant funding for maintenance.</p>
Curb cut 11 Princeton Road	<p>The Board considered a permit request for an entrance to public ways for 11 Princeton Road. The request has been approved by the Fire Department, Building Department, Conservation and Public Works. After discussion, select member Newman moved to approve the Entrance to Public Ways permit for 11 Princeton Road. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Chapter 70 Funding	<p>Select member Newman moved to support the chapter 70 letter to the legislators, as proposed by the Finance Committee. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried. The Town Administrator will prepare the letter and the Board will sign it.</p>
Potential General Bylaw Change	<p>The Board considered the Finance Committee request to amend section 70-3 by changing the word tax “rate” to tax “levy”. Select member Newman moved to approve the request to amend bylaw 70-3. as proposed. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>

	<p>Chief Gaudette requested that the select board agree to enter into the Central Massachusetts Law</p> <div></div> <p>2024 2 28 Mutual Aid Agreement POLI</p>
Mutual aid agreement	<p>Enforcement Council Mutual Aid Agreement. After consideration, select member Newman moved to enter into the CEMLEC Mutual Aid Agreement. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Special Leg. to raise the max. age for special police officers	<p>Chief Gaudette also requested that the board consider special legislation to change the maximum age for a special officer to be able to serve from 65 years old to 70. After discussion, select member Newman moved to support the special legislation as requested by the chief. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
ARPA funding	<p>The \$115,000.00 disbursement of ARPA funds, in March of 2022, for the school playground was not required for that project, due to State funding. Also, ARPA funding for the Building Commissioner vehicle was not used in full, leaving and excess of \$1,798.00. Therefore, select member Newman moved to rescind these ARPA disbursements (Total - of \$116,798.00). Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p> <p>The rescindment of these disbursements makes that funding available for projects that are not being funded through Capital. The Town Administrator proposed that the money be used for the following;</p> <p>\$28,000.00 toward the HVAC system work at the fire department to remedy ongoing issues \$25,787.00 to replace cameras in the police department lockup area to improve officer/prisoner safety \$21,926.91 for the September storm damage after FEMA denial of claim (ARPA Flex) \$8,000.00 to buy 140 chairs for the Senior Center \$38,000.00 to upgrade library lighting to LED to improve operation and improve efficiency</p> <p>The total expense on these requests is \$121,713.91. Select member Newman moved to approve the disbursement of ARPA funds for these proposed projects. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
DELTA Grant	<p>The Town Planner has requested that the Board send a letter of support regarding the current DLTA application for assistance through the MRPC. This grant will provide the drafting of maps which will assist the Open Space Implementation Committee in ultimately achieving their Master Plan goals. After discussion, select member Newman moved to support the DLTA application. Select member Smith 2<sup>nd</sup>. Select member Newman – Aye. Select member Smith – Aye. Chair Cranson – Aye Motion carried.</p>
TA Report	<p><b>Town Administrator Update</b></p> <ul style="list-style-type: none"><li>• Budget update:<ul style="list-style-type: none"><li>○ Biggest drivers – Schools unknown, insurance, Worcester Retirement</li></ul></li><li>• FD Staffing TA ad-hoc committee<ul style="list-style-type: none"><li>○ SB, FC, Chief, Union, TA</li></ul></li><li>• Vacancy Announcement:<ul style="list-style-type: none"><li>○ Public Safety Dispatcher</li></ul></li><li>• Town Hall windows<ul style="list-style-type: none"><li>○ GRLA – proposal, assessment, bid docs, etc.</li></ul></li></ul>

- Project updates:
1. Library Lift/Elevator – Otis for elevator modernization
  2. School Security – Received quotes. American Alarm awarded bidder.
  3. Storage Building – Exploring options
  4. Town Beach – some drainage work complete, tree work
  5. 1835 Building – Will need bid documents. Documents sent to owners for septic
  6. 62/140 engineering – Green International – rotary design
  7. Maple Street sidewalks – Contract extension requested to 6/30/2024. Spring construction
  8. Downtown revitalization –
    - a. Design of sidewalks, road crossings, parking, water main, storm water

ARPA Funding – Project	Approved	Balance
SMLD Broadband	\$352,000	\$0
DPW Storage	\$212,000	\$212,000
62/140 Design	\$250,000	\$149,134.25
Library Lift	\$200,000	\$152,910
Watermain – Campground	\$18,550	\$16,450
Comcast Downtown	\$153,068	\$153,068
Playground – School	\$120,000	\$120,000
Building Commissioner Vehicle	\$30,000	\$1,798
Admin expenses	\$2,428.13	
Total	\$1,338,046.13	\$805,360.25
Total to Sterling	2,543,264.44	
Balance Designated to Downtown*	\$1,205,218.31	

Correspondence      The DPW board sent a letter to the Select Board regarding the ‘unnecessary, contentious, environment that the sitting finance and capital committees has fostered during their review process of the municipal boards and committees’. Select member Newman moved to forward the letter to all Finance and Capital members. Select member Smith 2nd. Select member Newman – Aye. Select member Smith – Aye. Chair Cranson – Aye Motion carried.

- PSAs
- Election is March 3 at Houghton School. Early voting is in progress.
  - Nomination papers are available.
  - A public forum will be held at the 1835 on March 6<sup>th</sup> at 6:30pm and on March 9<sup>th</sup> at 9:30am to discuss Town Zoning.

Adjourn      At 7:36, select member Newman moved to adjourn. Select member Smith – 2<sup>nd</sup>. Chairman Cranson – Aye. Select member Smith – Aye. Select member Newman - Aye. Motion Carried.

Materials: agenda, minutes, TA report, Fincom requests, mutual aid agreement, special officer act documents, chapter 70 request, ARPA funding,