

TOWN OF STERLING
Select Board
April 14, 2021

MEETING:	Chair Cranson called the Select Board meeting to order at 6:33pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – present. Also present were Town Administrator, Kellie Hebert and Senior Executive Assistant, Kama Jayne.
Minutes	Select member Kilcoyne moved to approve the minutes of March 31, 2021. Select member Sonnenberg 2 nd . Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion Carried.
State legislative updates	<p>State delegates, Senator John Cronin, State Representative Kimberly Ferguson and State Representative Meghan Kilcoyne addressed the Board. They discussed the budget and promised to assist the Town of Sterling in getting “their fair share” in appropriate state funding. They will continue to advocate for 100% reimbursement for the cost of busing in Regional school districts. Further, the Board requested that they;</p> <ul style="list-style-type: none">• Check into the availability of the million dollar bond for the Lake Waushacum renovations, which was part of the 2018 Environmental Bond Bill.• Consider ways to develop a more fair and equitable formula for the funding of small town infrastructure.• Pursue Federal Funding for Covid Relief• Help Sterling to address its pending water shortages by advocating for the Town to draw from the Wachusett Reservoir.• Do away with the prevailing wage requirements in small towns. <p>The Town recently received a \$40,000.00 grant that will be used to install security cameras in the Municipal building.</p>
Antique permits	After discussion, Select member Kilcoyne moved to approve the Antique permits for the following: Nouveaux Riches, Everett Pierce, Oh My Gosh Antiques and Collectibles, Pratts Junction Antiques, Sterling Rare Coin, and Redemption Rock Trading Post. Select member Sonnenberg 2 nd . Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion Carried.
Master Plan re-organization	<p>Town Planner, Domenica Tatasciore reported to the Board that when the Master Plan Committee members were recently asked to confirm their FY22 appointments, a significant number of members declined their June reappointments. With the current existing Committee structure/size, a lack of quorum would result from this drop in membership. Since the MP Committee is now in the goal setting phase of the master planning process, it must continue to meet monthly in order to have this plan finalized by December 2021/January 2022. Therefore, she proposed that the membership of the Master Plan Committee be reduced from twelve (12) to seven (7) members;</p> <p>She further proposed that those seven (7) members shall consist of board and committee liaisons in addition to Topic Chairs. A quorum of the Master Plan Committee shall consist of a simple majority of committee members, of which one (1) member shall be either the Chair, Vice Chair or Clerk.</p> <p>The proposed executive membership shall consist of:</p> <ul style="list-style-type: none">• One (1) Select Board member, appointed by the Select Board;• One (1) Planning Board member, appointed by the Planning Board;• One (1) Land Use Topic Chair, recommended by said Topic Team;• One (1) Housing Topic Chair, recommended by said Topic Team;• One (1) Natural & Cultural Resources Topic Chair, recommended by said Topic Team;

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- One (1) Open Space & Recreation Topic Chair, recommended by said Topic Team;
- One (1) Services & Facilities Topic Chair, recommended by said Topic Team.

After discussion, Select Member Sonnenberg moved to reduce the Master Plan Committee from twelve to 7 executive members. Those members shall consist of one (1) Select Board member, one (1) Planning Board member, one (1) Land Use Topic Chair, one (1) Housing Topic Chair, one (1) Natural & Cultural Resources Topic Chair, one (1) Open Space & Recreation Topic Chair, and one (1) Services & Facilities Topic Chair. Select member Kilcoyne 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion Carried.

Disband Housing Initiatives Committee

The Board received notification that the Housing Initiatives Committee has accomplished their goal of identifying possible locations for future affordable housing development. Having completed their mission, the Committee suggested disbandment. Therefore, Select member Kilcoyne moved to disband the Housing Initiatives Committee. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion Carried.

The Board will consider the recommendations of the Housing Initiative's Committee at a future meeting.

List of Warrant Articles and updates

The Town administrator presented a preliminary draft of the list of warrant articles for the Annual Town Meeting. The organization, consolidation and wording will be decided at future meetings.



2021 4 14 Draft of
Warrant Articles.pdf

Appoint Alternate Plumbing and Gas inspector

As Interim Department Head for the Building Department, the Town Planner received notice that both the plumbing/gas Inspector and the alternate plumbing/gas Inspector will be unavailable next week. Therefore, she respectfully requested that the Board appoint James Bakun as an additional Alternate plumbing/gas inspector. Select member Sonnenberg moved to appoint James Bakun as an Alternate plumbing/gas Inspector. Select member Kilcoyne 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion Carried.

PSAs

- The library will open to the public at the end of April
- April 24th – Town Wide Clean-up Event (The raffle being held on that day, in the common, is a private endeavor of Laura Ricci. The Town is not sponsoring the raffle).
- The Sterling Inn property is in land court. Back taxes are owed. Any group or private person wishing to purchase the property, must be made aware that the Town is not in the position to forgive the back taxes owed.
- The Food is Love Program continues. They have served over 20,000 meals over the past 11 months. Donations are accepted.
- YAHOO volunteers needed.

Adjourn

At 8:01 Select member Sonnenberg moved to adjourn the meeting. Select member Kilcoyne 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion carried.

Materials: agenda, minutes, list of antique permits, Master Plan Memo, Housing close-out report, water meter funding volunteer applications, citizens petition, cultural council request, management

2021 ANNUAL TOWN MEETING
Preliminary List of Warrant Articles
(Lost Revised - April 14, 2021)

Article		1	HEAR REPORTS	Amount:	Source:
SENT AGENDA A: BUDGET TRANSFERS FOR FY2021					
	Article 2	Pay Bills from a Prior Fiscal Year (4/5ths Vote)	TBD	Budget Transfer	
	Article 3	Transfer Funds to Pay Fiscal Year 2021 Snow & Ice Deficit	\$52,000	Budget Transfer	
	Article 4	Water Enterprise: FY21 Transfer (Medical Insurance Premiums)	\$75,430	Retained Earnings	
	Article 5	Water Enterprise: Transfer & Authorization for Water Meters	\$300,000	Retained Earnings	
			Amount:	Source:	
BUDGET APPROPRIATIONS: FISCAL YEAR 2022					
	Article 6	Omnibus Budget: FY2022 Town & Schools Operating Budgets	TBD	Raise & Assess	
	Article 7	Water Enterprise: FY2022 Operating Budget	TBD	Enterprise Revenues	
			Amount:	Source:	
SENT AGENDA B: ANNUAL AUTHORIZATIONS					
	Article 8	Set Compensation for Elected Officers			
	Article 9	Set Compensation for Municipal Light Board			
	Article 10	Chapter 90 State Funding Spending Authorization			
	Article 11	Authorization to Apply & Expend Grants			
	Article 12	Annual Appropriations: East Lake Waushacum, Greenway, Sterling Land Trust	TBD	Raise & Assess	
			Amount:	Source:	
PITAL IMPROVEMENT PLAN:					
	Article 13	Town Common Revitalization Project - Lighting	TBD	ATM Transfer	
	Article 14	Roads Maintenance & Traffic Safety (2/3rds)	\$238,750	Capital Fund	
	Article 15	Fleet Schedule	\$103,500	Free Cash	
	Article 16	Public Safety & Equipment Replacement	\$132,000	Free Cash	
	Article 17	Town Assets & Facilities Improvements	\$385,275	Free Cash	
	Article 18	Department Equipment & Fleet Replacement Schedule	\$125,500	Free Cash	
	Article 19	Town Assets & Facilities Improvements	\$367,275	Free Cash	
	Article 20	Borrowing Authorization: Major Equipment & Capital Improvements (2/3rds)	\$150,000	BANS - 10yrs	
			Amount:	Source:	
ECIAL LEGISLATION & MGL ACCEPTANCE:					
	Article 21	Accept MGL ___ & Establish Compensated Absences "Reserve for Transfer" Account	\$50,000	Free Cash	
	Article 22	Accept MGL 59, s.5 Senior Tax Work Off Program & Veterans Exemptions			
			Amount:	Source:	
PERSONNEL BYLAW & HUMAN RESOURCES:					
	Article 23	Add a New Police Patrolman - Sterling Police Department	33,000	Raise & Assess	
	Article 24	Add a New Firefighter/Emergency Medical Technician - Sterling Fire Department	62,000	Raise & Assess	
	Article 25	Amend Personnel Bylaw: Update DPW Titles & Wage Schedules			
	Article 26	Non-Union Classification & Compensation Analysis	\$25,000	Free Cash	
	Article 27	Establish "Wages Reserve Fund" or "Reserve for Transfer" Account	\$40,000	Free Cash	
	Article 28	Fund Professional Services for Personnel & Human Resources Activities	\$40,000	Free Cash	
			Amount:	Source:	
GENERAL BYLAWS:					
	Article 29	New General Bylaw: Authorize Employment Contract for DPW Superintendent			
	Article 30	Amend General Bylaw: Earth Removal			
ONING (PROTECTIVE) BYLAW:					
	Article 31	Amend Bylaw: Select Board Citation (Select Board)			
	Article 32	Amend Bylaw: Site Plan Citation (Planning Board)			
	Article 33	Amend Bylaw: Site Plan Review (Planning Board)			
	Article 34	Amend Bylaw: Earth Removal (Select Board)			
	Article 35	Amend Bylaw: Earth Removal (Zoning Board of Appeals)			
	Article 36	Amend Bylaw: Groundwater Protection District (Select Board)			
	Article 37	Amend Bylaw & Overlay Map: Groundwater Protection District (Planning Board)			
	Article 38	Amend Bylaw: Display Setback (Zoning Board of Appeals)			
	Article 39	Amend Bylaw: Signs (Zoning Board of Appeals)			
	Article 40	Amend Bylaw: Town Center & Commercial District (Planning Board)			
	Article 41	Amend Bylaw: Free Standing Uninhabited Buildings (Planning Board)			
	Article 42	Amend Bylaw: Use Regulation (Zoning Board of Appeals)			
	Article 43	Amend Bylaw: Table of Principal Uses (Zoning Board of Appeals)			
	Article 44	Amend Bylaw: Rate of Development (Planning Board)			
	Article 45	Amend Bylaw: Subdivision Phasing (Planning Board)			
	Article 46	Amend Bylaw: Accessory Dwelling Units Use (ZBA)			
	Article 47	Amend Zoning Map: PZ to C (Planning Board)			
	Article 48	Amend Zoning Map: RRF to NR (Land Owner Petition)			
CITIZEN PETITIONS:					
	Article 49	Citizen Petition: Playground Structure at Houghton School	\$130,000	Free Cash	
	Article 50	Citizen Petition: Omnibus Budget Warrant Article			
	Article 51	Citizen Petition: Capital Appropriations Warrant Articles			
	Article 52	Citizen Petition: Eliminate the Board of Public Works			
			Amount:	Source:	
SENT AGENDA C: TRANSFERS FROM FREE CASH					
	Article 53	Appropriation to Reserves (OPEB, Capital Stabilization, General Stabilization)	TBD	Free Cash	
WARRANT FOR THE 2021 ANNUAL TOWN ELECTION					

Last revised 4.14.2021 KAH