


TOWN OF STERLING
Select Board
November 22, 2021

Minutes	<p>Chair Cranson called the Select Board meeting to order at 6:30pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – present.</p> <p>Also present was Fred Aponte and Kama Jayne.</p> <p>Select member Kilcoyne moved to approve the amended minutes of November 10, 2021. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
New member of Assessor Bd.	<p>At 6:34 Assessor, Donlin Murray opened the meeting of the Board of Assessors. Dick Shepard was also present. Mr. Murray moved that Hannah Miller be appointed to fill the vacancy on the Assessor's Board, which was created at the passing of Robert Cutler, in September. Chair Cranson – 2nd. Select member Kilcoyne Aye. Select member Sonnenberg – Aye. Chair Cranson – Aye. Assessor Board member Murray – Aye. Assessor Board member Sheppard – Aye. Motion carried. Hannah will serve out Mr. Cutler's term until elections in 2023. At 6:48, the Assessor's Board adjourned their meeting.</p>
Finance Committee Appointments	<p>Finance appointments are made between the Finance Committee, the Select Board and the Moderator. Each Board has one vote and the Moderator has one vote. However, the Finance Committee does not have a quorum, so they were unable to vote. After discussion, Select member Sonnenberg moved to appoint Elizabeth Soutter and Christina Lashua to the Finance Committee. The vote was unanimous. The moderator, Jennifer Scalise-Mullet also voted to approved these candidates. Motion carried.</p>
Traffic Constables	<p>Chief Gary Chamberland appeared before the Board to request approval of his proposal for Traffic Constables.</p> <div data-bbox="516 1098 568 1161"></div> <p>2021 11 22 Traffic Constables.pdf</p> <p>The Chief will investigate how other towns have handled this and report back.</p>
Communication between 1835 Committee, Recreation and Facilities	<p>The Recreation Director, Shari Gonsorcik and members of the 1835 have recently come up with a plan on how best to keep Recreation, 1835 Town Hall Committee and Facilities informed, regarding building projects and scheduled activities in the 1835 Town Hall. It was agreed that all projects and programs will be reported to the other parties via email and that projects will be approved by the Select Board, prior to moving forward. Fred Aponte will investigate the options for a shared calendar between the 3 entities. Select Member Kilcoyne moved to approve the rental agreement for the 1835 building. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Air Conditioner for 1835	<p>After discussion, Select Member Kilcoyne moved to approve the installation of Mini-splits at the 1835 building. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. The cost of this project was approved in an article at Town Meeting. The 1835 Town Hall Committee is currently working on an application for an ADA grant that would be used to update the bathrooms in that building.</p>

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Request to use
Beach property
for wedding

The Board was asked to consider a request to use the Beach for a wedding. The applicant requests did not adhere to the parameters of the existing application. So, the matter was brought before the board. With discussion, the Board members voiced their concerns;

- The applicants proposed plan was to serve alcohol. (Per the Bylaws Chapter 113, Article 1, Alcohol is prohibited at Sholan Park)
- They wanted to play music. (Loud music has been problematic, even for licensed establishments, and the sound would travel very far over the water with the probability of disturbing a great many people.)
- They wanted to use the bathhouse instead of renting portable facilities. (Conservation, the Board of Health and the Lake Association all have voiced concerns about overuse of the septic system on the property, which is why the application specifies that portable toilets must be provided by the renter.)
- The Board has serious concerns for traffic and parking in the area.

Since, all of these requests were exceptions to the rules and regulations stated upon the official application for Sholan Park rental, Select member Sonnenberg moved to deny the current application. Select member Kilcoyne – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.

Action- contracts;
Dude Solutions,
ClearGov

Contracts for Dude Solutions and for Clear Gov had been entered into without knowledge of the Board. Fred Aponte reported that we had used Clear Gov in 2018 however, Departments, Boards and Committees did not find the software useful. Therefore, the Town decided to discontinue use of the ClearGov software. As for Dude Solutions, there is no immediate need for this service. After further discussion, Select member Kilcoyne moved that the contracts be cancelled, as long as there is no negative financial impact to the Town. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.

Time table World
Tec

This topic tabled.

ARPA Funds
disbursement to
SMLD

On June 23rd, 2021 the Select Board voted to allocate \$352,000.00 of ARPA funds to SMLD for necessary materials which were needed to expand the existing Town INET system. Sterling Municipal Light Department now requires the funds to pay for those materials. After discussion, Select Member Kilcoyne moved to approve the disbursement of \$352,000 of ARPA funds to the SMLD. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.

Stipend for
Admin for
Building/Planning
Board

Administrative Assistant, Patty Page, has taken on a great many extra responsibilities after the resignation of both the Town Planner and the Planning Board Assistant. Therefore, after discussion, Select member Kilcoyne moved to approve a \$500.00 stipend for Ms. Page until satisfactory assistance for the Planning Board can be procured. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.

Merit increase for
Senior Center
Director

Veronica Buckley, the Senior Center Director, along with the Council on Aging Board have requested that Ms. Buckley receive a merit increase. The increase was promised months ago and had been provided for in the Senior Center Budget. The Chair of the COA issued this statement...



2021 11 22 Kevin
Beaupre's request.pdf

Mary Beth Bernard of HR Keys was consulted as to the appropriateness of the

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	<p>request. After citing the Town's bylaws and comparisons of salaries received by Senior Center Directors in this area, Ms. Bernard recommended that Ms. Buckley receive a salary increase to \$70,000.00. After Discussion, Select member Kilcoyne moved to approved the recommended salary increase to take effect next payroll. Chair Cranson 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Sonnenberg – Opposed. Motion carried. Select member Sonnenberg wanted to wait for the compensation study to be completed before raises were approved. Select member Sonnenberg opposed due to her belief that there may be a conflict with town bylaws and Town Meeting articles related to compensation study and reserve account funding for the compensation study results.</p>
Snow day policy	Tabled
Approve maximum life attestation for bond purchases	<p>After discussion Select member Sonnenberg moved to approve the maximum useful life of the equipment to be purchased with borrowed funds. Select member Kilcoyne – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p> <p>The consensus of the Board is that they are willing to consider Community Paradigm Associates to assist in the Town Administrator search. John Petrin will be asked to attend a future meeting to discuss that possibility.</p>
Town Administrator search	
Town Planner search	This topic was tabled.
HR Protocol	Select member Sonnenberg introduced a proposal to centralize and manage all HR issues in absence of a Personnel Director. The proposal included instituting an interim Personnel Board. The board requested additional time to review.
PSAs	<ul style="list-style-type: none">• Special thanks to SMLD for putting up the holiday lights on the common.• On December 4, the Garden Club will hold their greens sale in the 1835 Town Hall.• On Dec. 3,4 and 5 the Boy Scouts will hold their annual Christmas tree sale in front of the Butterick Building.• Thank you to the DPW crew for clearing the vegetation around the Sterling Inn Property.• The Former Sterling Inn property will go up for Public Auction at noon on December 10th.• Happy Thanksgiving to all!
Adjourn	<p>At 9:24, Select member Sonnenberg moved to adjourn the meeting. Select member Kilcoyne 2nd. Select member Kilcoyne – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>

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Materials: agenda, minutes, volunteer applications, police traffic constables, 1835 air conditioner agreement, beach application, ARP letter for SMLD, Info for merit raise for Senior Center Director, useful life document for bonds, TA report