

TOWN OF STERLING  
Select Board Meeting  
September 30, 2020

MEETING:	Chair Cranson, called the Select Board meeting to order at 6:00 pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Participated remotely. Select member Kilcoyne – Present. Also present were Town Administrator, Ross Perry and Senior Executive Assistant, Kama Jayne.
Executive Session	<p>At 6:01 pm, Select member Kilcoyne moved to enter into executive session for Reason 2, M.G.L. c.30 Sec. 21(a) Negotiations regarding employment contract with prospective Town Administrator. The Board will return to public session. Select member Sonnenberg – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.</p> <p>At 6:46 Select member Kilcoyne moved to return to public session. Select member Sonnenberg – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.</p>
Minutes	Select member Kilcoyne moved to approve the minutes of September 21 <sup>st</sup> and September 23 <sup>rd</sup> . Select member Sonnenberg 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.
Sign TA Contract	Tabled. Further discussion will take place on October 5 <sup>th</sup> .
Capital Appointments	Capital Committee members are appointed by the Select Board, Finance Committee and Moderator. The Finance Committee has already voted affirmatively to appoint Ezequiel Ayala, as a Finance Committee member, to the Capital Committee and Lynne Sheppard as an “at Large” member to the Capital Committee. After discussion, the Select Board unanimously voted to cast their vote for the appointment of Ezequiel Ayala, as a Finance Committee member, to the Capital Committee and Lynne Sheppard as an “at Large” member to the Capital Committee. The Moderator, Julie Rusch voted affirmatively for both candidates. Motion carried. Ezequiel Ayala’s term will expire on 6/30/2022 and Lynne Sheppard’s term will expire on 6/30/2021.
Remote Learning Enrichment Program Appl.	Tabled
Approve Financial Policy Addendums	This topic is tabled until such time as the Finance Committee has the opportunity to discuss.
Halloween Plans	Halloween will be observed on October 31 <sup>st</sup> . Parents are encouraged to visit the CDC and State websites for guidelines concerning safety during the Covid pandemic. The Chief of police requests that those who choose to trick or treat, do so between the hours of 4-8:00pm. Those who do not wish to participate in the distribution of candy, should turn out their outside lights and Trick or Treaters should respect the “non-invitation” to visit.
Streetlight Request	In October 2018, Eileen Blake-Fitzpatrick requested a street light be placed at the beginning of North Row Road, at the intersection of Route 12, citing that it was a very dark spot that caused further peril at any already dangerous intersection. At that time, the Board decided to wait for the State to make proposed improvements to the intersection, as they expected that the project would include additional lighting. However, no additional lighting was added on North Row Road. Therefore, Ms. Blake-Kilpatrick asked that the Board reconsider her request. After discussion, Select member Kilcoyne moved that the Board approve a light at the end of North Row Road, near the Route 12 intersection. Select member Sonnenberg 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.

Butterick  
Window  
Replacement  
Contract

Several windows in the Butterick Building will be replaced. The replacement windows will look the same as the old windows but have better insulation. After discussion, Chair Cranson moved to award the window replacement contract to Academy Glass, per their proposal. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried. Twenty windows on the Butterick Building will be replaced with aluminum, universal, thermal paned, replacement windows.

Select member Kilcoyne moved that the Town Administrator be authorized to sign the approved window contract with Academy Glass. Select member Sonnenberg 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.

After further discussion, Chair Cranson moved to have the new windows installed in the color white and that this project move forward. Select member Kilcoyne -2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.

Sign Warrant

Chair Cranson moved to sign the warrant for the general election on November 3<sup>rd</sup>. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.

TA Report

**Town Administrator Report 9/30/20**

**Facilities:**

- 1835 Building Flooring. Floor samples have been approved and the material is on order. Patrice has arranged for the DPW to remove the old rug next week.
- The newly finished floor in the Great Room looks great. But unfortunately, it hasn't cured enough to use the room tonight as we'd hope to be able to show it to everyone. With great thanks to Matt Downing and his team at the SLCT, we have a one minute video that highlights the new ceiling, new floor, and new sprinkler system. Many thanks to the 1835 Committee for the years of work championing this project and to the Finance Committee, Select Board, and ultimately the voters for supporting this project with their long hours and tax dollars.
- The gazebo roof at Memorial Field has been replaced. The panels below the floor should be replaced with lattice for better ventilation and longevity in the next week or so. The flooring will be replaced when the material is available, as it is very difficult to find and very expensive.

**One Day Liquor Licenses signed:**

- For Beer & Wine at 228 Sterling on
  - 10/4/20 10:00 – 4:00
  - 10/10/20 4:00 – 9:00
  - 10/18/20 10:00 – 4:00

**In closing:**

A lot of big projects and many small projects have been accomplished in the last three and one half years. These accomplishments are largely due the hard work of the Town's employees. Sterling has the most professional staff and department heads of any community I've seen. Their willingness to accomplish new tasks has made this job exciting.

Instead of calling out everyone for their individual contributions, I want to mention Kama Jayne for her incredible knowledge, foresight, and support running the Select Board and Administration offices. You are the best.

To the Select Board, Finance Committee, and ultimately the voters that have supported these efforts, thank you.

I hope that everyone will continue to look towards the future and help Sterling move forward.

All of you have been a pleasure and privilege to work for.

Sincerely,



Ross Perry, Town Administrator for the last time

PSAs

- The Dec 7 STM warrant opens 10/1/20 (tomorrow) and closes 10/27/20
- Residents are encouraged to take the Master Plan Survey which is online or available through the Planning Board office.
- Shout-out to DPW for their work to make sidewalks handicap accessible in the downtown area. The work is being completed as part of a grant secured by Town Planner Domenica Tatasciore and DWP Superintendent Paul Lyons.

Select member Kilcoyne Moved to adjourn the meeting at 7:48pm. Select member Sonnenberg – 2<sup>nd</sup>. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Chair Cranson – Aye. Motion Carried

Materials: Agenda, Minutes, window contract, St. light request, volunteer applications