

Select Board Meeting Minutes

March 2, 2022

TOWN OF STERLING

Select Board

March 2, 2022

	<p>Chair Cranson called the Select Board meeting to order at 6:16 pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – present.</p> <p>Also present were Co-Acting Town Administrators, Fred Aponte and Kama Jayne.</p>
Minutes	<p>Select member Sonnenberg moved to approve the amended minutes for February 16, 2022. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
Mask mandate change	<p>After discussion, Select member Kilcoyne moved to rescind the mask mandate for municipal buildings. Select member Sonnenberg 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried. Masks may be worn on a voluntary basis.</p>
Sign complete streets contract with approval of authorized signature	<p>The MassDOT has notified the Town that a grant for \$315,678.63 has been approved to install new sidewalks on the Northside of Bird Street and Bridge Street, replace an existing sidewalk on the East side of Maple Street and install other safety improvements, such as Rapid Rectangular Flashing Beacons, traffic safety signage and new curb ramps. After discussion, Select member Kilcoyne moved to approve the MassDOT contract and to name the chair, Maureen Cranson, as authorized signatory. Select member Sonnenberg – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
Finance Committee appointment Joseph King	<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. After discussion, Select member Sonnenberg moved to appoint Joseph King to the Finance Committee. The Select Board vote was unanimous. The moderator, Jennifer Scalise-Mullet voted to approve this candidate. The Finance Committee voted to approve this candidate. Motion carried. Mr. Kings term will expire on 6/30/2025.</p>
Approval of warrant article for APR for 146 North Row Road	<p>At the last meeting, Ashley Davies, APR Acquisition Planner for the MA Department of Agricultural Resources, through the MDAR's Agricultural Preservation Restriction Program, requested a local contribution from the Town in order to preserve the property at 146 North Row Road for farming. The total cost for acquisition of this property would be \$419,000.00. The State would require a local contribution of 10% or \$41,900.00 from the Town or as a "donation" from the property owners. The Board has been advised that on March 1, 2022 the Conservation Commission voted unanimously to provide the 10% contribution funding of \$41,900.00 to place an Agricultural Restriction on the property at 146 North Row Road.</p>
Vote on COLA raises	<p>It is the understanding of the Finance Committee and the Select Board that COLA increases are not used as a tool for compensation. The Town has contracted with an independent agency to determine appropriate compensation. After discussion, Select member Kilcoyne moved to support the Finance Committee's recommendation of a 3% COLA increase, barring budgetary issues that might possibly be called into play when the compensation report is received. Select member Sonnenberg – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
Fire Department Contract Amendment Executive Session	<p>The Board will vote on the Fire Contract at their next meeting</p>

## Select Board Meeting Minutes

March 2, 2022

Executive Session	<p>At 6:46 pm Select member Sonnenberg moved to convene in Executive session (MGL c30A, Sec. 21(a) Reason 3 – Police Negotiations and to reconvene in public session following the executive session. Select member Kilcoyne – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>At 7:50, the Board reconvened in public session.</p>
Sign CLA contract for ARPA assistance	<p>On January 19, 2022, the Board unanimously voted to have Fred Aponte move forward with CLA to have that company assist the Town with the government requirements for disbursement of the Federal ARPA funds. The Town would engage the services on an hourly basis. After discussion, Select member Kilcoyne moved to accept and sign the contract with CLA for ARPA assistance. Select member Sonnenberg – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
Approve proposal for part-time accounting services	<p>Fred Aponte, Accountant and Operations manager has accepted a full-time position elsewhere. He has submitted a proposal to continue working for the Town as the Accountant on a part-time, remote basis. The Assistant Treasurer would be given a stipend to assist with the “hands-on” tasks within the building. This arrangement would continue until the Town makes other arrangements for an accountant. The Board is grateful to Mr. Aponte for his offer. They will gladly consider a contract to have him continue to work on a part-time basis. More details on this proposal will be considered at the next meeting.</p>
DCR Contract	<p>The Department of Conservation and Recreation has notified the Town that \$100,000.00 has been earmarked for Swett Hill Road erosion control and drainage improvements and Sterling town beach repairs and refurbishment. In order to process payment, the Town is required to submit the standard contract form and the Authorized Signatory form (which needs to be notarized.) Also required will be a scope of services document, an invoice and a brief budget summary. After discussion, Select member Kilcoyne moved to move forward and to approve the contract. Select member Sonnenberg – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
Approval of Recreation’s spring Road Race	<p>After consideration, Select member Sonnenberg moved to approve the Recreation’s Spring Road Race on Saturday, April 9, 2022. Select member Kilcoyne – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
PSAs	<hr/> <ul style="list-style-type: none"><li>• The Elevator has been repaired. The state will be in before too long to do the final inspection.</li><li>• The camera project is in progress.</li><li>• The final interview for Town Administrator will take place on Friday, March 4, at 5:00pm.</li><li>• The Finance Committee meeting for budgets will take place on Saturday, March 5.</li></ul>
Adjourn	<p>At 8:26 Select member Sonnenberg moved to adjourn. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>Materials: agenda, minutes, Complete Streets info and contract, CLA contract, Volunteer application, COLA inf., Accountant Proposal, DCR contract, race application</p>

