

TOWN OF STERLING
Select Board
July 6, 2022

	<p>Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Kilcoyne – present. Select member Smith – present. Town Administrator, Bill Caldwell present. Senior Executive Assistant, Kama Jayne - present.</p>
Minutes	<p>Select member Kilcoyne moved to approve the minutes for June 22, 2022. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Recreation Update	<p>Shari Gonsorcik, Director of Recreation, updated the Board on the programs and activities currently being offered to the residents. The summer activities are in full swing. Ms. Gonsorcik reported that she had placed temporary signs along the Swett Hill Road that read “Resident Parking Passes Strictly Enforced”. She reported that the signs had worked well and requested support of the Board to have permanent signs placed. Guest passes were discussed. The consensus of the Board was that guest passes should be severely restricted to out of town residents.</p>
Transfers	<p>After discussion, Select member Kilcoyne moved to approve the following Alternate Year-end Appropriation transfer requests; \$60.00 from Accountant Expense to Accountant Salary \$15,000.00 from DPW Wages to DPW Expense Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Appoint acting Police Sergeant	<p>Chief Gaudette requested that Officer Plouffe be appointed as the Acting Sergeant until the official process is completed in October. At that time, Chief Gaudette will present his recommendation for a candidate for the permanent position. Select member Kilcoyne moved to appoint Tim Plouffe as the Acting Sergeant until a permanent placement can be determined in October. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith – Aye. Motion carried.</p>
Police Lieutenants compensation	<p>Chief Gaudette reported that the process to hire a lieutenant is lengthy and that he anticipates that a candidate may be available in January of 2023. He submitted documentation to show that the budget would not be negatively impacted by this new position. Therefore, select member Kilcoyne moved that Chief Gaudette be allowed to move forward with the hiring process for the position of Lieutenant. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith – Aye. Motion carried</p>
Consider Building permit fee for Northgate	<p>Thomas Bovenzi, attorney for Northgate Meadows LLC, addressed the Board. He explained that Northgate Meadows LLC would like to enter into a payment arrangement for the building permit fee now being assessed for the second 72-unit building at the project. His client proposes that, at this time, they will pay the same amount charged for the first building (\$51,610.00) and receive their building permit, so that they can move forward with the project immediately. They will then go before the ZBA on Tuesday night to ask for a waiver of fees because the project is a 40B. Once the ZBA makes its determination, the builder will pay any fees assessed above the \$51,610.00 within 30 days.</p> <p>Note: On April 1st, 2020 the select board had voted unanimously to increase the building permit fees per the Building Commissioners proposal. Therefore, the cost of the building permit for the second building exceeds the cost of the building permit for the first building.</p>

**Common
Virtualler –
Sugargilly's**

TA Report

After deliberation, Select member Kilcoyne moved to approve the request for a payment arrangement, as proposed by Attorney Bovenzi, and then, pending the ZBA's determination, full payment for the building permit will be rendered within 30 days. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith – Aye. Motion carried

The common virtual request was tabled until the next meeting.

Town Administrator Update

- Planner position – posted, closed 6/24 – no applicants at this time. The TA will check with surrounding towns to see if there is a possibility of sharing a Planner
- ConCom Agent position – posted closed 6/24 interviews next week
- Boards and Committee vacancies
- Massworks Grant – downtown infrastructure submitted
- Agreement for the building inspector with Boylston still pending. The TA will contact Boylston again in an attempt to move this along.
- Working on year end transfers to end FY22
- Vehicle audit is underway to make sure that all town vehicles are appropriately insured
- Raft floatation devices have been replaced at the beach

Project updates:

1. Playground – agreement signed.
2. Library Lift/Elevator – start with lift – will solicit quotes from vendors. Elevator will need engineering
3. School Flooring – bid has been advertised. Bids Due 7/7
4. Storage Building – Met with engineer on Tuesday. Proposal significantly more than expected
5. Peg's Pond – met with necessary parties. Bids to go out this summer. New pumps for pond will be installed
6. Butterick Roof – site visit 6/2. Construction documents are nearly complete
7. 1835 Building Septic – have construction plans. Will need bid documents
8. 1835 furniture – will order after July 1 with approval from committee
9. 62/140 engineering – entered into agreement with Green International
10. Maple Street sidewalks – site visit. Design begins
11. Downtown revitalization – expecting base plans/surveys – bury utilities
 - a. Design of sidewalks, road crossings, parking, etc.
12. Received 3 proposals for Landscape design for the beach

ARPA Project	Approved	Spent/status
SMLD Fiber	352,000	352,000
Library Lift/Elevator	200,000	
Playground Equipment School	115,000 (130,000 citizens)	Contract approved 216,074.80
DPW Cold Storage	212,000	
62/140 Design	250,000	Contract signed 248,487.22
Watermain Campground	18,550	Contract amended 18,550
Total	1,147,550	352,000

Select Board Meeting Minutes
July 6, 2022

PSAs	<p>The farmers market continues on Fridays.</p> <p>Sterling market continues on Saturdays.</p> <p>Lisa Bristol retired from the Fire Department. The Board wishes her well.</p> <p>The Sterling Fair is looking for volunteers.</p> <p>Select member Kilcoyne attended the grand opening of the new building at NEADS. He was very pleased that they recognized Patty Page, Admin. Assistant for the Building Department, for being so helpful during the building process.</p>
Adjourn	<p>At 7:39, Select member Kilcoyne moved to adjourn. Select member Smith – 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith - Aye. Motion carried.</p>

Materials: agenda, Minutes, reappointments, transfers, comp study, dispatch contract agreement, select board increase info.