


TOWN OF STERLING
Select Board
October 12, 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, as written, for September 28, 2022. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Sign PFAs litigation services agreement	<p>Sandman Law Firm has proposed that they represent the interests of the Town of Sterling in a lawsuit against the manufacturers of PFAS, known as “forever chemicals”, which contaminate groundwater and soil. After discussion, Select member Kilcoyne moved to enter into an agreement to have the Town of Sterling represented by Sandman Law in the lawsuit against manufacturers of PFAs and to appoint Bill Caldwell as the authorized signatory for the legal agreement and to act as the primary individual to communicate with the Attorneys, regarding this subject matter. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Vote on proposed step changes	<p>After discussion, Select member Kilcoyne moved to approve the proposed step changes, as submitted by the Town Administrator. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p> <div><p>2022 9 28 Step grades.pdf</p></div>
Holiday Schedule	<p>After discussion, Select member Kilcoyne moved that;</p> <ul style="list-style-type: none">• the Town offices be closed at 1:00 on November 23th, use of personal or vacation time not required by employees• the Town offices will be closed for Thanksgiving• the Town offices will be closed on Friday, November 25th, use of accrued personal or vacation time required• the Town offices will be closed Friday December 23rd, use of personal or vacation time not required by employees• the Town offices will be closed on December 26th for the Christmas holiday <p>Select member Smith – 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Approve the Finance/Budget calendar	<p>After discussion, Select member Kilcoyne moved to approve the proposed Finance Budget calendar, with a minor amendment. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p> <div><p>2022 10 12 ATM Calendar FY2024 -1.i</p></div>
TA Report	<p>Town Administrator Update</p> <ul style="list-style-type: none">• Drainage and paving Kendell Hill area 10/17• PFAS Litigation – documents

Select Board Meeting Minutes

October 12, 2022

- MIIA Risk Grant - DPW
- ADA Grant – Beach bathroom
- Personnel Bylaw packet update w/final report changes
- Holiday Hours recommendation:
 - Close 11/25 staff take 4 hours
 - Close 12/23 – no time charged

Project updates:

1. Playground – Will begin demo 9/6. Construction started. Fencing quotes received. Completion in 2 weeks weather pending.
2. Library Lift/Elevator – start with lift – will solicit quotes from vendors. Elevator will need engineering
3. School Flooring – Chocksett complete. Houghton next year.
4. Storage Building – Proposal significantly more than expected
5. Peg’s Pond – Soliciting multiple quotes. Monty Tech students to build memorial wall?
6. Butterick Roof –Construction docs 95% complete. Meeting regarding bidding. Asbestos remediation needed. Pre-bid conference today. Due 11/2
7. Town Beach – McCarty Engineers have begun survey/design. Conservation Commission hearing
8. 1835 Building Septic – have construction plans. Will need bid documents
9. 1835 furniture – racks, tables, chairs. Curtains, acoustic sound boards.
10. 62/140 engineering – entered into agreement with Green International
11. Maple Street sidewalks – site visit. Design begins
12. Downtown revitalization – survey plans received – bury utilities will coordinate with Ryan and Darren. Lights poles/fixtures ordered.
 - a. Design of sidewalks, road crossings, parking, etc.

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
Water main Campground	18,550	Contract amended 18,550
Total	1,147,550	352,000+

PSAs

- Art in the Park will be held on Saturday, October 15th from 10:00am - 3:00pm at Memorial Park.
- Cross Street will be closed to accommodate pedestrian traffic.
- October 24th is the Spooky walk in Downtown Sterling.
- Early “in person” voting begins on October 22nd. All times are posted on the website.
- State elections will be held at the Houghton Elementary School on Tuesday, November 8th from 7:00 am - 8:00 pm

Adjourn

At 7:22, Select member Kilcoyne moved to adjourn. Select member Smith – 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith - Aye. Motion carried.

Materials: agenda, Minutes, FinCom Calendar, Step grades memo, PFA agreement