



TOWN OF STERLING  
Select Board  
October 26, 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 October 12, 2022, as written. Select member Smith 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
PH Earth Removal	<p>Select member Kilcoyne moved to open the Public Hearing at 6:38pm, regarding the Earth Removal application for the property located at 69 Leominster Road (Parcel 85-50). Select member Smith -2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p> <p>Jeffrey Walsh, from Graves Engineering, was not available to attend the meeting. The original engineering report is dated August 1, 2022. The Board would like an updated report prior to making their decision on this application. Therefore, Chair Cranson moved that this hearing be postponed to their December 7<sup>th</sup> meeting. Select member Kilcoyne – 2<sup>nd</sup>. Select member Smith – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p> <p>At 6:45, Select member Kilcoyne moved to adjourn the Public Hearing and to reconvene in public session. Select member Smith – 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Senior Center update and introduce Outreach worker	<p>Veronica Buckley addressed the Board with an update from the Senior Center. She introduced Linda Chignola who is the Outreach Coordinator. The Outreach Coordinator plans, coordinates and implements social services for older adults, their families / caregivers and adults, of any age, with disabilities. She assesses need, provides information, makes referrals, and provides application assistance as necessary. Linda also supervises volunteers for outreach programs such as the Friendly Visitor Program and the Food Pantry Home Delivery Program. Her goal is to meet every senior in town and she invited any and all to stop by the senior center to meet with her or to call to make arrangements for a home visit.</p> <p>Veronica reported that the Senior Center has been active in working, along with other departments and Boards, in their mission to make the Town age and dementia friendly.</p> <p>The Senior Center newsletter announces programming.</p> <div> ADF Infographic.pdf</div> <div> 2022 11 Senior Center Programs.pdf</div>
Appoint new sergeant	<p>Due to difficulties with scheduling, Chair Cranson is unavailable for COA meetings. Therefore, Select member Kilcoyne will become the liaison for the COA, effective immediately.</p> <p>After discussion, Select member Kilcoyne moved to appoint Detective Ryan Ferguson to the position of Sergeant. Select member Smith 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. Ryan has been with the Sterling Police department since 2008.</p>
Appoint David Johnson as a special officer	<p>After discussion, Select member Kilcoyne moved to appoint David Johnson to the position of Special Police Officer. Select member Smith 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>

EDC Appointment	EDC appointment is tabled until the next meeting.
Discussion - Earth Removal permit on Chocksett Road	<p>There has been a considerable issue with excessive dust and debris on Chocksett Road and Route 12 caused by the Earth Removal operation on Chocksett Road. The Operations manager, Mandy DeFreest reported to the Board that steps to rectify these problems have been taken;</p> <ul style="list-style-type: none"> <li>• Tracking Pads have been extended</li> <li>• Plans are underway to pave from the entrance to the scale house</li> <li>• Onyx has purchased their own sweepers so as to be able to address spills immediately</li> <li>• Sprayers will be used to quell the dust issue</li> <li>• Employees are sent out multiple times daily to check for “issues” along the roadways, so that they can be immediately addressed</li> </ul> <p>Allen Hoffman, Chair for the Board of Health reported that the BOH is concerned about the dust, citing its detrimental effects upon citizen’s health. The Select Board requested that the BOH submit their concerns in writing.</p> <p>The consensus of the Select Board, is to forgo sanctions, at this time. They are hopeful that the remedial actions taken by Onyx, along with consistent maintenance, will prevent further problems. If such is not the case, the Board may reconsider its course of action in the future.</p>
Disband Senior Center Building Committee	After discussion, Select member Kilcoyne moved to disband the Senior Center Building Committee. Select member Smith 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.
Disbursement of SCBC funds	Currently, the former SCBC members and the Council on Aging members are at odds. It is the opinion of the former SCBC members that the remaining Senior Center Building Funds should be used to construct a sun shelter over the patio, as was part of the initial building plan. The COA would like to immediately use a portion of the remaining funds toward the first phase of landscaping. They propose that remaining funds, along with donations, grants and fund raising, be used to then construct the sun shelter and complete the landscape design in phases. The landscape committee will forward their plan to the Select Board members who will take both sides into consideration prior to addressing this topic at a future meeting.
ARPA funding for Downtown renovation	The Town Administrator has proposed that ARPA funds be approved for disbursement to cover the cost of placing the Comcast cables underground, as part of the Downtown Renovation Project. After discussion, Select member Kilcoyne moved to approve the disbursal of \$153,068.00 in ARPA funds to pay for the placement of the Comcast underground cables. Select member Smith 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.
Oil Contract	The Town Administrator presented a fuel oil contract, with Fraticelli Oil, for approval by the Board. After discussion, Select member Kilcoyne moved that the Board approve the Fuel Oil Contract with Fraticelli Oil. Select member Smith 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. The contract will run from October 27 <sup>th</sup> – June 30 <sup>th</sup> , 2023. The price for oil will be 4.499 per gallon and the agreement shall not exceed \$50,000.00.
TA Report	<p style="text-align: center;"><b>Town Administrator Update</b></p> <p>Paving – Osgood, Kendall Hill, Clinton</p> <ul style="list-style-type: none"> <li>• MIIA Risk Grant - DPW</li> <li>• ADA Grant – Beach bathroom</li> <li>• Vacancy – Library Board. Select Board to appoint @ 1<sup>st</sup> meeting in Dec. Submit application. Term until election.</li> <li>• Meeting Schedule – Nov</li> </ul>

- Bond Sale – Water and FY22 items
- Early voting and election 11/8

Project updates:

1. Playground – Nearing completion.
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 – Monty Tech – Wall in spring. New quotes. Sterling Greenery has removed bricks.
6. Butterick Roof – Bids 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. Easements required.
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
Comcast – Downtown		
Total	1,147,550	352,000+

PSAs

- Kudos to The Village Green for hosting the Spooky Walk and to local businesses for their support. Over 700 children participated.
- The Friends of the Sterling Seniors group is looking for new volunteers.
- Voting will be on November 8<sup>th</sup>. Early voting has begun.
- Neighbor to Neighbor is accepting applications.
- Finance and Capital Committees are looking for members.
- Friday is National First Responders Day.

Adjourn

At 7:52, Select member Kilcoyne moved to adjourn. Select member Smith – 2<sup>nd</sup>. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith - Aye. Motion carried.

Materials: agenda, Minutes, Earth Removal Engineer’s Report, Earth Removal Application, Volunteer Application, Police submission for Sergeant, Senior Center info., ARPA funding info., oil contract