

TOWN OF STERLING
Select Board
November 9, 2022

Minutes	<p>Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Kilcoyne – participated via telephone. Select member Smith – present. Town Administrator, Bill Caldwell present. Senior Executive Assistant, Kama Jayne - present.</p> <p>Select member Kilcoyne moved to approve the minutes for October 26, 2022. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
61A Release	<p>At 6:43pm, Select member Kilcoyne moved to open the Public Hearings. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p> <p>The first hearing was in regard to the release of Chapter 61A land at 53 Holden Road (a portion of the land Deeded in Ref. Book 55622, Page 251 and under tax lien in Book 57053, page 168 – Assessor’s map 119 / Parcel 41, at approximately 5 acres).</p> <p>The Planning Board, Conservation Commission and Assessors have voted to approve this release and to not pursue the purchase of this property. However, the Conservation Agent notes that the property does have a pond and stream running through it, along with potential vernal pools. Therefore, any work done on the property will have to be filed through the Conservation Commission, which may result in limits and/or conditions.</p> <p>After discussion, Select member Kilcoyne moved to approve the release of the property at 53 Holden Road and to not pursue the purchase of the property. Select member Smith– 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith – Aye. Motion carried.</p>
Tax Classification	<p>At 6:46 the board began discussions regarding the Tax Classification Hearing. Prior to the mailing of the 3rd quarter tax bills, the Select Board must hold a hearing to determine the percentage of the Town’s property tax levy to be borne by each major property class, per Chapter 40, Section 56 of the Massachusetts General Laws.</p> <p>In attendance for the Assessors were; David Manzello, President of RRG, Dick Shepard, who is a member of the Board of Assessors, and Robert Heckman, who has been assigned by RRG to work in the Sterling office on Mondays.</p> <ul style="list-style-type: none">• The Assessors have recommended that the tax rate be reduced by \$.93 to \$14.33 However, valuations continue to rise, so despite the reduction in the rate, the average tax bill is expected to increase approximately \$406.00• The levy to be raised is estimated to be \$21,711,672.49.• The Assessors recommended that the Town continue to support the single rate, as has been the practice, in order to continue to encourage business. <p>After discussion, Chair Cranson moved that the Sterling Board of Selectmen vote in accordance with MGL Chapter 40 Section 56, as amended, the percentage of local tax levy will be borne by each class of real and personal property relative to setting the Fiscal Year 2022 tax rates and set the Residential factor at 1.000, with a corresponding CIP shift of 1.000, pending certification of the Town’s annual tax recap by the Massachusetts Department of Revenue. Select member Kilcoyne 2nd. Chair Cranson – Aye. Select member Smith – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>At 7:10 Select member Kilcoyne moved to adjourn the public hearing and to reconvene in public session. Select member Smith– 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith – Aye. Motion carried.</p>

Select Board Meeting Minutes
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Class 1 Auto
Dealer permit

On October 11, 2022 the Sterling Zoning Board of Appeals voted to approve a special permit for retail sales of equipment trailers on the property located at 275 Leominster Road, Sterling, MA, Parcel ID 29-12, and located in the Light Industrial zoning district. Therefore, Kevin Lavin came before the Board to request that he be approved for a Class 1 Auto License. After discussion, Select member Kilcoyne moved to approve the Class 1 Auto permit for New England Truck Designs. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. The permit will expire on Dec. 31, 2023.

Senior Center
Building funds

The Board members had reviewed both the Senior Center Landscape Committee proposal and the written opinion from Dick Maki, who is a former member of the Senior Center Building Committee. These opinions were presented regarding the proposed use of excess Senior Center Building Committee funds.

Liz Pape reported that the initial estimates for landscaping have been dramatically reduced and that maintenance of the landscape will be included in the operations budget for the Senior Center. Mr. Maki explained that the former members of the SCBC just want to make certain that funding is available to provide a permanent sun protection structure on the patio. After discussion, it was decided that, with the use of all available funding sources, **both** the landscaping and the sun protection projects are very feasible. The consensus of the Board was that the Town Administrator will orchestrate the forward motion on both projects and that the Senior Center will have some input as to the type of structure that is built for sun protection.

Conservation
restriction South
Nelson Road

Jim French addressed the Board regarding a request for a conservation restriction on 53 South Nelson Road. After discussion, Select member Kilcoyne moved to approve the Conservation Restriction for 53 South Nelson Road. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.

EDC Appointment

After discussion, Select member Kilcoyne Moved to appoint Mark Stoever to the Economic Development Committee. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. His term will expire on 6/30/2025.

Striping Plans

Ryan Mouradian, Superintendent of the DPW, requested that the Select Board consider the Final Roadway Marking Plan to include line striping and signage. The plans were submitted by Green



2022 11 9 Final
Roadway Marking P
International Affiliates, Inc.

This plan will increase parking from 38 to 46 spaces. It also funnels the traffic, through the center of Town, to slow it down. The striping is expected to begin in the Spring. After consideration, Select member Kilcoyne moved to approve of the Final Roadway Parking Plans, as submitted by Green International Affiliates and recommended by Ryan Mouradian, Superintendent of the DPW. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.

Town Accountant
Update

The Town Administrator has proposed that Fred Aponte return as the full time Accountant/ Operations Manager. After discussion, Select member Kilcoyne moved to reappoint Fred Aponte as the Town's Full-Time Accountant/Operations Manager. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. Mr. Aponte is expected to return on Monday, Nov. 28th.

PFA contract

The Board was asked if they wished to reconsider their contract regarding legal representation for the PFA class action suit. The Board had signed an agreement with Sandman Law LLC and Cossich Sumich Parsiola & Taylor LLC on October 12th. However, at the time of signing, the Board was under the impression that this group was affiliated with former Representative, Harold Naughton. Finding this was not the case, Select member Kilcoyne moved to discharge Sandman Law LLC and affiliates. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.

Further, Select member Kilcoyne moved to enter into an agreement with Napoli Shkolnik PLLC to represent the Town in the PFA class action suit. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. Harold Naughton is the Managing Partner of the Public Client Practice Group for Napoli Shkolnik PLLC.

TA Review

This was tabled until December 7th.

TA Update

Town Administrator Update

- Paving – Osgood, Kendall Hill, Clinton
- MIIA Risk Grant - DPW
- ADA Grant – Beach bathroom
- Vacancy – Library Board. Select Board to appoint @ 1st meeting in Dec. Submit application. Term until election.
- Bond Sale – Water and FY22 items
- Budget Requests due 1/6, Capital 11/18

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 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	

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62/140 Design	250,000	Contract signed 248,487.22
Water main Campground	18,550	Contract amended 18,550
Comcast – Downtown	153,068	
CLA Reporting		1325.63
Total	1,300,618	

PSAs

- Library Craft Fair on Nov. 19th from 9 - 2.
- Friends of the Sterling Seniors cookie and Craft fair will be held Dec. 10 from 9-2:00.
- Thanks to Bob Temple for coordinating Veteran's Day ceremony and parade.
- Thanks to Town Clerk and all who participated in the election process.
- Thanks to Ryan Mouradian for placing the DPW sign in an appropriate place.

Adjourn

At 8:07, 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, 61A Application, Tax Classification, Volunteer Application, Common V app., Conservation restrict. App., striping plan., PFA contract