

TOWN OF STERLING

Select Board

April 12, 2023

Minutes

Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Smith – Present. Select member Kilcoyne – Present. Town Administrator, Bill Caldwell – present. Senior Executive Administrative Assistant, Kama Jayne - present.

**Dispatch Union
MOU**

Select member Kilcoyne moved to approve the March 29, 2023 minute, as written. Select Member Smith – 2nd. Select member Kilcoyne – Aye. Select member Smith – Aye. Chair Cranson – Aye. Motion carried.

Ross Perry attended the meeting in his capacity, as Lead negotiator for the Town. After discussion, Select member Kilcoyne moved to accept the proposed MOU with the Dispatcher’s Union #170.



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Dispatchers proposed Select member Smith – 2nd. Chair Cranson – Aye. Select member Smith – Aye. Select member Kilcoyne - Aye. Motion Carried. Members of the Negotiating team signed the MOU. Garrett MacArthur attended the meeting, on behalf of the dispatchers union and signed the agreement. Eli Gillian had also signed the agreement, on behalf of the dispatchers.

**Wachusett
Fund request**

Chief Hurlbut requested that the Board approve two disbursements from the Wachusett Fund Committee. One request was for \$7,497.50 to reimburse 50% of a paramedic class to be taken by a current/active on-call EMT. (\$5,625.25 to be issued at the start of the program and \$1,872.25 to be issued upon successful completion of the class for a total of \$7,497.50). The other request was for \$21,198.00 to purchase ten replacement Physio-Control LifePak 1000 Automatic External Defibrillators to be placed in all fire apparatus. These will replace the older models that are not compatible with the Departments cardiac monitors. After discussion, Select member Kilcoyne moved to approve the disbursements per the recommendation of the Wachusett Fund Committee. Select Member Smith – 2nd. Select member Kilcoyne – Aye. Select member Smith – Aye. Chair Cranson – Aye. Motion carried.

**Conservation
Agent**

Tabled until the next meeting.

**Town property
use for 46 Main
Street**

Nick Kapuscinski, the new owner of 46 Main Street appeared before the Board. He has requested that the Town sign an agreement to establish a mutually amenable agreement that allows him non-exclusive use of the Town owned land behind his building, while assuring that the Town is not held liable. The Town Counsel has reviewed the agreement. Mr. Kapuscinski agreed to secure an insurance policy which satisfies the coverage sought by the Town, as additionally insured. After discussion, Select member Kilcoyne moved to sign the Release of Claims, Indemnity and Hold Harmless agreement between Nick Kapuscinski and the Town of Sterling, contingent upon receiving the appropriate insurance documentation. Select member Smith – 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith – Aye. Motion Carried.

**Common
Victualler**

After discussion, Select Member Kilcoyne moved to approve the Common Victualler permit for Uncle Chuck’s Circle Jerky. Select Member Smith – 2nd. Select member Kilcoyne – Aye. Select member Smith – Aye. Chair Cranson – Aye. Motion carried. All required permits have been approved by the Board of Health.

**Approval of
Town warrant**

Select member Kilcoyne moved to approve and sign the annual Town Meeting Warrant. Select member Smith 2nd. Chair Cranson – Aye. Select member Smith – Aye. Select Member Kilcoyne – Aye. Motion Carried. The warrant will be made available on the Town website.

**Earth Day
Proclamation**

Select member Smith read the Earth Day Proclamation. Select member Kilcoyne moved to sign the document. Select member Kilcoyne 2nd. Chair Cranson – Aye. Select member Smith – Aye. Select Member Kilcoyne – Aye. Motion Carried.



2023 Earth Day
Proclamation.pdf

**School request to
use beach**

The Board received a request to use Sholan Park on June 21 for the Chocksett School 8th grade field trip. (June 20th is the rain date). Certified life guards will be paid for by the school and the parents of the participants will need to sign a waiver of liability. The school will be responsible for insurance. Select member Kilcoyne moved to allow the Chocksett 8th graders to hold their graduation festivities at Sholan Park on June 21st, with a rain date of June 20. This approval is contingent upon the procurement of certified lifeguards to serve on that date. Select member Smith 2nd. Chair Cranson – Aye. Select Member Smith – Aye. Select member Kilcoyne – Aye. Motion carried. Trash will be “Carry in – Carry out” and the Park will not be closed to the public.

**Reappoint
Registrar**

After discussion, Select member Kilcoyne moved to reappoint Dick Barriere as Registrar. Select member Smith 2nd. Chair Cranson – Aye. Select Member Smith – Aye. Select member Kilcoyne – Aye. Motion carried. His term will expire on April 1, 2026.

Town Administrator Update

TA Report

- Warrant review - Thursday
- Planning – One Stop Expression of Interest – Performance Zone
- DLTA – MBTA Adjacent Community – Working to identify parcels
- IMA – Facilities – Posting position
- Beach ADA grant bathroom
- Conservation Agent – 3 applicants
- Assistant Town Clerk opening
- \$100,000 for playground filed
- Budget priorities for town? Earmarks?
- 5/1 ATM, 5/8 Election

Project updates:

1. Playground – Installed, waiting on fence
2. Library Lift/Elevator – Otis for elevator modernization
3. School Flooring – Chocksett complete. Houghton this summer
4. Storage Building – Exploring options
5. Peg’s Pond – MT for wall after spring break, Leone’s spring
6. Butterick Roof – All approved. Waiting for timeline.
7. Town Beach – ConCom approval. Final Design
8. 1835 Building Septic – Will need bid documents. Easements required.
9. 1835 – Install acoustic tiles, suspended ceiling downstairs, window protection on stage
10. 62/140 engineering – Green International – rotary design

Select Board Meeting Minutes

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11. Maple Street sidewalks – ROW, Design underway. Work for this year.
12. Downtown revitalization – survey plans received – bury utilities will coordinate with Ryan and SMLD. Lights poles/fixtures ordered.
 - a. Design of sidewalks, road crossings, parking, etc.

ARPA Project	Approved	Spent/status
Light Department Broadband	352,000	352,000
CLA ARPA Consulting	1,325.63	1,325.63
Building Commissioner Vehicle	30,000	28,202
Water Main Replacement	74,750	8,350
Library Elevator	200,000	47,089.20
Houghton Playground	120,000	120,000*
Route 140 & 62 Design	250,000	78,934.68
COVID-19 Supplies	4,435	4,435
Comcast – Utilities	153,068	0
DPW Cold Storage	212,000	0
Total	\$1,397,578.63	\$640,336.51
2,443,264 total to Sterling	1,045,685.37	

PSAs

- Candidate's night will take place on April 24th.
- The Town wide clean-up day is April 22nd.

Adjourn

At 7::07 Select member Kilcoyne moved to adjourn Select member Smith – 2nd. Chairman Cranson – Aye. Select member Smith – Aye. Select member Kilcoyne - Aye. Motion Carried.

Materials: agenda, minutes, warrant, MOU, WF request, property agreement, Common Vic. Application, proclamation, request from school