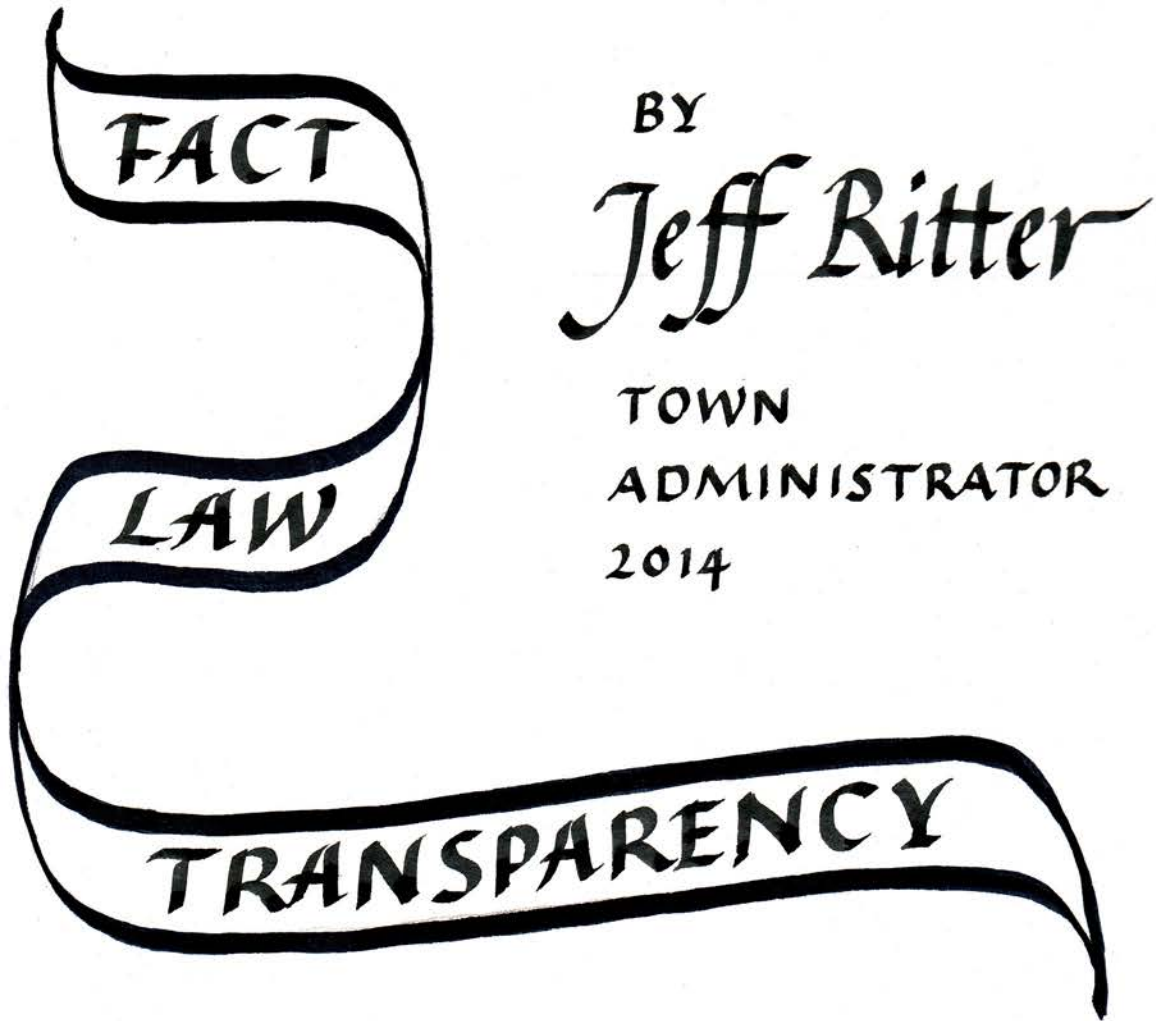


Town of Sterling



BY

Jeff Ritter

TOWN

ADMINISTRATOR

2014

2014 Annual Town Report

TOWN OF STERLING

ANNUAL

TOWN

REPORT

2014





On January 21, 2014, Jeff Ritter took his Oath of Office as Town Administrator. In my 17 years of municipal government, I have never met an individual with such high integrity. His desire to make life better for the taxpayer and the town employee gave him a vision for Sterling that many of us were eager to experience under his strong but patient leadership. His sudden loss on October 27, 2014 left us in a state of disbelief. Following are some of the expressions of gratitude and respect he earned working for our Town in such a short year.

Dawn Michanowicz, Town Clerk

“Everyone considered him more than a boss, he was our friend.”

“He always had time for everyone, would stop everything to listen; a selfless man.”

“I found him so easy to work with. He had a true interest in making Sterling a better Town.”

“He was accessible and invested in us (Town employees).”

“He had knowledge of all aspects of Town Government. Jeff was personable and forward.”

“He had a vision of the future of Sterling and set a course to achieve it.”

“He was dedicated, inspirational, the ultimate professional.”

“In the short time Mr. Ritter was here, he was able to quickly grasp the plethora of issues that occur frequently within town government and confidently and efficiently set about on a course to tackle those matters and did so effectively.”

“Jeff was the best thing that ever happened to this Town.”



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TOWN INFORMATIONBack Cover

TOWN OFFICIALS

2014

<p align="center">ELECTED OFFICIALS - TOWN OF STERLING</p>

	TERM EXPIRES
<u>BOARD OF ASSESSORS</u> (3 year term)	
Donlin K. Murray	2015
Michael J. Rivers	2016
Robert F. Cutler	2017
<u>BOARD OF HEALTH</u> (3 year term)	
Gary C. Menin	2015
Allen Hoffman	2016
Donna M. Clark	2017
<u>LIBRARY TRUSTEES</u> (3 year term)	
Erica Brennan	2015
Jaap F. Vermeulen	2015
Albert J. Carlin	2016
Kelly J. Corvelo	2016
John L. Dwyer	2017
Marion Mahar	2017
<u>BOARD OF SELECTMEN</u> (3 year term)	
Brian J. Patacchiola	2015
Robert F. Cutler	2016
John F. Kilcoyne	2017
<u>CONSTABLES</u> (3 year term)	
Michael E. Pineo	2016
Joan M. Pineo	2017
<u>DEPARTMENT OF PUBLIC WORKS BOARD</u> (3 year term)	
Gregg W. Aubin	2015
Donald W. Harding	2016
Lawrence R. Favreau	2017
<u>STERLING HOUSING AUTHORITY</u> (5 year term)	
Karen Leclerc	2015
Linette K. Warren	2016
Elisabeth A. Earle	2017
Robert E. Kneeland	2018
State Appointee Vacancy	annual appointee
<u>MODERATOR</u> (3 year term)	
Richard A. Sheppard	2015
<u>PLANNING BOARD</u> (5 year term)	
Ronald F. Pichierri	2015
Kenneth I.H. Williams	2016
John J. Santoro	2017
Charles A. Hajdu	2018
Michael E. Pineo	2019

TERM EXPIRES**STERLING MUNICIPAL LIGHT BOARD** (3 year term)

Matthew V. Stelmack	2015
Michael J. Rivers	2016
Brian Pierce	2017

WACHUSETT REGIONAL SCHOOL CMTE. (3 year term)

Susan T. Hitchcock	2015
Sarah J. LaMountain	2015
Lance F. Harris	2016
Steve S. Porter	2017

<p align="center">APPOINTED OFFICIALS</p>
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TERM EXPIRES

ACCOUNTANT (3 year appt)

Fred Aponte (appointed August, 2014)	2017
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A.D.A. COORDINATOR (1 year appt)

Matthew Marro	2015
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A.D.A. REVIEW COMMITTEE (1 year appt)

Clare Fisher	2015
Donald Harding	2015
Danielle Mattei	2015
Ronald Pichierri	2015
Kenneth Stidsen, Jr.	2015
Melanie Glynn	2015

ANIMAL CONTROL ADVISORY BOARD (1 year appt)

Ann Marie Catalano	2015
Scott Crossman	2015
Karen Kase	2015
Cynthia Miller	2015
Theresa Sadler	2015
Frances Simonds	2015
Richard Lane	

ANIMAL CONTROL OFFICER (1 year appt)

Louis Massa	2015
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ANIMAL CONTROL OFFICER – ALT. (1 year appt)

Steven Jones	2015
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ANIMAL INSPECTOR (Board of Health 1 year appt)

Louis Massa	2015
David Favreau	2015

AUDITORS

Roselli & Clark Associates	2015
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BUILDING INSPECTOR (1 year appt)

Mark Brodeur	2015
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BUILDING INSPECTOR – ALT. (1 year appt)

Norman Clemence	2015
Richard Breagy	2015

BURIAL AGENT (Board of Health appt)

Dawn E. Michanowicz, Town Clerk	2020
David Favreau	2015

	TERM EXPIRES
<u>CAPITAL FUND COMMITTEE</u> (3 year appt)	
Scott Moroney	2015
Arden Sonnenberg	2015
Robert Brown	2016
Michael Murphy	2016
Mary Cliett	2017
Gerald Kokernak	2017
Joseph Sova	2017
<u>CONSERVATION COMMISSION AGENT</u>	
Matthew Marro	2016
<u>CONSERVATION COMMISSION</u> (3 year appt)	
Joseph Curtin	2015
David Mosley	2015
Michael Pineo	2015
Scott Michalak	2016
Barbara Roberti	2016
Steven Pavlowich	2017
Susan Valentine	2017
<u>COUNCIL ON AGING</u> (3 year appt)	
Sharon Bloom	2015
Debra MacLennan	2015
Susan Doucette	2016
Barbara Foster	2016
Mary Higgins	2016
Peter Watson	2016
Anita Benware	2017
Irene Camerano	2017
Constance Cleary	2017
<u>SENIOR CENTER BUILDING COMMITTEE</u>	
Kevin Beaupre	2015
Robert Bloom	2015
Ronald Cote	2015
Maureen Cranson	2015
Richard Maki	2015
Michael Padula	2015
Karen Phillips (ex officio)	2015
Weymouth Whitney	2015
<u>DPW SUPERINTENDENT</u>	
(Appointed by Dept. of Public Works Board)	
William Tuttle	2017

TERM EXPIRES**EARTH REMOVAL BOARD** (3 year appt)

Michael Heim	2015
Scott Michalak	2015
Robert Cutler	2016
Ronald Pichierri	2016
Barbara Roberti	2016
Kenneth I.H. Williams	2017

ECONOMIC DEVELOPMENT COMMITTEE (3 year appt)

Jeffrey Donaldson	2015
Lindsay Lucarelli	2015
Brian Kindorf	2016
Paul Rehrig	2016
James Patacchiola	2017
Michael Pineo	2017

ELECTION OFFICERS (1 year appt, annually in August)

Virginia Barrier	retired, 2014
Jane Meunier	retired, 2014
Robert Bloom	2015
Jane Boquist	2015
Jane Brunetta	2015
Irene Camerano	2015
Melissa Chalmers	2015
Florence Coughlin	2015
Patricia Christenson	2015
Lois Courville	2015
Jo-Ann Cummings	2015
Eileen DeSautels	2015
Emily Federici	2015
Utahna Hallet	2015
Elaine Heller	2015
Carmen Huntoon	2015
Marjorie Long	2015
Richard Maki	2015
Judy Mather	2015
Linda Mercier	2015
Anita McKenney	2015
Kathleen Mello	2015
Marilyn Pitman	2015
Linda Racca	2015
Carrie Rugg	2015
Judith Tetu	2015

ELECTRICAL INSPECTOR (1 year appt)

J. Bruce Dunn	2015
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ELECTRICAL INSPECTOR – ALT. (1 year appt)

Robert Warren	2015
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	TERM EXPIRES
<u>EMERGENCY MANAGEMENT DIRECTOR</u>	
David C. Hurlbut, Jr.	2016
<u>ASSISTANT EMERGENCY MANAGEMENT DIRECTOR</u>	
James Emerton	2016
<u>EXTENSION SERVICE</u> (1 year appt)	
Clare Fisher	2015
<u>FENCE VIEWER</u> (1 year appt)	
R. Gary Griffin	2015
<u>FIELD DRIVER</u>	
Vacancy	
<u>FINANCE COMMITTEE</u>	
(3 year appt jointly by Board of Selectmen, Moderator, Finance Cmte.)	
Barbara Bartlett	2017
Mary Cliett	2015
Joseph Sova	2015
Robert Brown	2016
Gerald Kokernak	2016
Edward Sweet	2017
Cynthia Secord	2017
<u>FIRE CHIEF</u>	
David C. Hurlbut, Jr.	
<u>GAS INSPECTOR</u> (1 year appt)	
Robert Janda	2015
<u>HEALTH AGENT</u> (1 year appt by Board of Health)	
David Favreau	2015
<u>HISTORICAL COMMISSION</u> (3 year appt)	
Brian Patacchiola	2015
Philip Nash	2016
James French	2017
Vernon Gaw	2017
Robert Jones	2017
<u>INDUSTRIAL DEVELOPMENT COMMITTEE</u> (5 year appt)	
Carl Strate	2015
William Haskell	2016
<u>LIBRARY DIRECTOR</u>	
Patricia Campbell	
<u>LOCAL AUCTION PERMIT AGENT</u>	
Dawn E. Michanowicz, Town Clerk	2020

TERM EXPIRES**MART ADVISORY BOARD**

Vacancy

MEASURER OF WOOD AND BARK

Vacancy

MEMORIAL AREA (1 year appt)

William P. Tuttle 2015

MONTACHUSETT REGIONAL TECHNICAL SCHOOL

(4 year appt jointly by Selectmen and Moderator)

Kenneth I.H. Williams 2018

MUNICIPAL COORDINATOR

David C. Hurlbut, Jr. 2016

PERSONNEL BOARD (3 year appt)

Bruce Baker 2015

Weymouth Whitney 2015

John Edwin Lindholm 2016

Karen Gaylord 2016

David Shapiro 2017

PLUMBING INSPECTOR (1 year appt; BOH appt)

Robert Janda 2015

POLICE CHIEF (3 year appt)

Gary Chamberland

POLICE MATRON / CELL MONITOR (1 year appt)

Brooke Chandler 2015

Michelle Chevarie 2015

Christopher Constantino 2015

Richard Farrar 2015

Charles K. Lowe 2015

Danielle Mallette 2015

Beatrice Serewicz 2015

Christopher Wilder 2015

PROCUREMENT OFFICER (1 year appt)

Jeffrey W. Ritter (passed away in October, 2014)

Michael Szlosek (interim, since December, 2014)

PUBLIC WEIGHERS (1 year appt)

Charles Darlington 2015

Jeff Henningson 2015

Heidi Lindgren 2015

Edward Perkins, Jr. 2015

	TERM EXPIRES
<u>RECREATION COMMITTEE</u> (5 year appt)	
Michael P. Regan, Jr.	2015
Jessica Moran	2016
Robert Finizio	2017
Jo-Ann Cummings	2018
Kristen Nelson	2018
Heidi Grady	2019
Mark Hryniewicz	2019
<u>REGISTRAR OF VOTERS</u> (3 year appt. in March)	
Dawn E. Michanowicz (Pro Tem)	2020
Richard O. Barriere	2015
Christine K. Arsenault	2016
Sheila M. Hudson	2017
<u>RIGHT TO KNOW COORDINATOR</u> (1 year appt)	
David C. Hurlbut, Jr.	2015
<u>SUPERINTENDENT OF SCHOOLS</u> (Wachusett Regional School Dist.)	
Darryll McCall, Ed.D.	
<u>TOWN ADMINISTRATOR</u> (3 year appt)	
Jeffrey W. Ritter (passed away in October, 2014)	
Michael Szlosek (interim, since December, 2014)	
<u>TOWN CLERK</u> (3 year appt)	
Dawn E. Michanowicz	2020
<u>TOWN COUNSEL</u> (1 year appt)	
Kopelman & Paige	2017
<u>TREASURER / COLLECTOR</u> (3 year appt)	
Anne Cervantes	2017
<u>TREE WARDEN</u> (1 year appt by Dept. of Pulic Works)	
William Tuttle	2015
<u>VETERANS' AGENT</u> (1 year appt)	
Gerard Bourque	2015
<u>VETERANS' GRAVE OFFICER</u> (1 year appt)	
Robert Temple	2015
<u>ZONING BOARD OF APPEALS</u> (5 year appt)	
William Bird	2015
Joseph Curtin	2015
Jeffrey Donaldson	2016
Jerry Siver	2016
Richard Hautaniemi	2017
Matthew Campobasso – Alt.	2014

SPECIAL COMMITTEES

TERM EXPIRES

AGRICULTURAL COMMISSION (3 year appt)

Robert Smiley	2015
Ann Starbard	2015
Susan Phinney	2016
Jennifer Janowicz	2017
Robert Nickerson, Jr.	2017
Michael Pineo	2017
Diane Melone – Alt.	2015
David Fiske – Alt.	2016

CULTURAL COUNCIL (3 year appt, not more than 2 terms; since 6/1980)

Margaret Spaulding	2015
Andrea Driscoll	2015
Diane Pedersen	2015
Susan Crimer	2016
Susan Farr	2016
Helen Hill	2016
Erin Martin	2016
Lynne Philpot	2016
Lisa Perry	2017
Kerry Bart-Raber	2017

FAIR COMMITTEE

David Agurkis	2015
Margaret Agurkis	2015
Merylee Calahan	2015
Philip Campbell	2015
Norman F. Clemence	2015
Judy Corbett	2015
Linda E. Davis	2015
Kevin Day	2015
Peter Downey	2015
Douglas Downey	2015
Carl Gronblom	2015
Shirlene Hagan	2015
Daniel Hallet	2015
Jay Hartnett	2015
Lisa Hebert	2015
Terry Heinold	2015
Donald Jewett	2015
Muriel Johnson	2015
Robert Kneeland	2015
Michaela Krafve	2015
Jeremy Kurtz	2015
Veronica Litterio	2015
Tammy Mathews	2015
Jodie Meader	2015
Joshua Pineo	2015

TERM EXPIRES**FAIR COMMITTEE cont.**

Michael Pineo	2015
Mark Pruneau	2015
Barbara Roberti	2015
Tina Robinson	2015
Gloria Rugg	2015
Raymond Rugg, Jr.	2015
Raymond Rugg, Sr.	2016
Keith Shaughnessy	2015
Joan Strang	2015
Wanda Walsh	2015

INSURANCE ADVISORY COMMITTEE (established 2011)

Michelle Braconnier	2015
Lisa Bristol	2015
Geoffrey Donahue	2015
David Favreau	2015
Brian Foley	2015
Scott Johnson	2015
Tom Kokernak	2015
David Pineo	2015

OPEN SPACE COMMITTEE (Ad Hoc since 8/2001)

Marion E. Larson	2015
Peder Pedersen	2015
Robert Protano	2015
Erin Rehrig	2015
James Wilkinson	2015
Susan Valentine (liaison, Conservation Cmte.)	2017

RECYCLING COMMITTEE (1 year appt)

Kenneth I.H. Williams	2015
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REGIONAL EMERGENCY PLANNING COMMITTEE

Jim Emerton (CERT representative)	2015
David Favreau (BOH representative)	2015
David C. Hurlbut, Jr. (Emergency Management Director)	2015
Mark Restuccia, M.D. (Medical Director)	2015
Peter MacDonald – Alt.	2015

TOWN FOREST COMMITTEE

Philip Nash	2015
David Mosley	2015
Michael Pineo	2017
James French	2017

WACHUSETT FUND COMMITTEE (1 year appt)

Gary Chamberland	2015
David C. Hurlbut, Jr.	2015
Peter MacDonald	2015

TERM EXPIRES**40B REVIEW COMMITTEE** (established in 2004)

Donald Harding	2015
Michael Pineo	2015
Kenneth I.H. Williams	2015
Barbara Roberti – Alt.	2015

1835 TOWN HALL COMMITTEE (established 1/2001)

Joann Drown	2015
Vernon Gaw	2015
Brian Patacchiola	2015
Ronald Pichierri	2015
Philip Nash	2016
Robert Jones	2016
Jo-Ann Cummings	2017
Danielle Ray	2017

BOARD OF SELECTMAN 2014 ANNUAL REPORT

Neighbors and Friends of Sterling,

The year of 2014 was a year like no other in Sterling. Some old friends and faces moved on and retired and we welcomed new and shining stars into our community and team. As prior Boards went after large tasks and undertakings like completing the vault, drawing up proposals implementing the government study committee report, establishing an economic development commission and funding a senior center, this year the Board took a slight change in course and turned to a more introspective direction.

We started off running in January. The Board and the Town celebrated the retirement of our longest Serving Town Administrator, Terri Ackerman. Shortly thereafter a peaceful and successful transition occurred between Ms. Ackerman and our new Administrator Jeff Ritter. With this changing of the guard some new energy and vitality was breathed into Town Hall. Although he brought with him some new ideas, much of the first few months of his tenure were addressing long standing matters in search for closure.

During the winter and spring months a great many issues came to the Boards attention. One of these first and ongoing issues was the establishment of a sustainable relationship between the Board and the newly re-organized 1835 Town Hall Commission. That Commission headed by Mr. Vern Gaw has continually put in an extraordinary amount of hours in trying to maintain and preserve the current and future use of one of the Town's most valuable assets. Both the Board of Selectman and the Commission wish to see the expanded use of this piece of historic architecture, but as they say "timing is everything." Unfortunately some small controversies arose surrounding the roles that both the Board and Commission were to play surrounding the management of the 1835 Town Hall and the usefulness of the Commission. After a series of discussions between the Board and Commission the light of wisdom was shown and an amicable way forward was reached where a land lord and tenant type relationship was implemented. As of this writing the Board of Selectmen is working with the Commission to fund and repair the buildings ancient slate roof by replacing it with lighter and more modern materials. Additionally the south facing wall is finally scheduled to be re-painted. The paint work is graciously being completed by Sheriff Evangelidis' Community Service Unit. It also deserves mentioning that his office was instrumental in continuing the interior paint work throughout the Butterick Town Hall.

As a long winter gave way to spring we had our annual elections. The Board was honored to welcome Mr. John Kilcoyne as our newest member. When the Board re-organized we deviated away from the traditional system of rotating officers. In the Boards wisdom we voted to re-organize as follows: Chairman- Brian Patacchiola, Vice- Chairman, John Kilcoyne, and Clerk – Robert Cutler Sr.

Throughout the spring and summer months the Board worked with Mr. Ritter on a number of administrative projects. One of the most tangible projects was the development of a new town website. Though the project itself was not completed until the fall, Mr. Ritter was paramount in bringing this project to fruition. Our Town Clerk Ms. Dawn Michanowicz and our IT Administrator Ms. Karen Pare proved to be valuable members of the web development team; each bringing with them their own unique expertise. Thanks to all their hard work the Town has a re-organized, modern and user friendly website. In addition Mr. Ritter began working with the Board to implement some new administrative procedures in the purchasing of office supplies. It was our intention to standardize and centralize this process. This new process was to be made possible by a state approved third party vendor. As of the time of this writing the Board has entered into such an agreement and is in the process of implementing its roll-out within Town offices. In joining the new purchasing collaborative the Town will experience some cost savings.

Not only was Mr. Ritter a Town Administrator par excellence, he was a skilled diplomat. Thanks in large part to his passion for community outreach and collaboration the Board of Selectman entered into an era of unprecedented communication with the Wachusett Regional School District Administration. Superintendent McCall and CFO Joe Scanlon have been tireless in continuing and furthering the communication between our two respected bodies. In tough economic times it is imperative that the two parties most responsible for our Town's budget work together to accomplish similar goals and to exercise fiscal responsibility.

A menagerie of other business popped up at this point. The Town said good-bye to the Minuteman bike race. This race was a corner stone of a local athletic culture. When one door closes five more open; the Town then welcome five new foot races and bicycle tours into our community. The Town was approached by two independent Medical Marijuana businesses; Prime Wellness and Garden Growers looking to locate possible dispensaries in the old Webster building. Due to some externalities neither business did. However, Alto Aviation an aviation-cabin sound system company subsequently purchased the building. Also of note is that the State decided to reprioritize certain area road construction projects. As a result of the reprioritization the redesign of the intersection of Chocksett Rd. and Rt. 62 was pushed back a few more years. Finally, the Town received a good news-report from the Department of Environmental Protection. Through the worst period of the Asian Longhorned Beetle infestation in Worcester and in many of our neighboring communities, DEP announced that upon the completion of their investigation, not a single beetle was found within our borders.

The Board kept building up more and more steam and momentum as summer gave way to Fall. In working with Mr. Ritter the Board came the closest in our history in not only developing but implementing a strategy for the removal and mitigation of lead-based paint in our community for the public welfare and common good. Two approaches were identified. First being an exercise of some police powers under Massachusetts General Law, and the second being the adoption of a new bylaw as proposed by Chairman Patacchiola. As of this writing the Board hopes to work with the Board of Health in slaying the plumbum problem. After much debate and consideration by the Board we developed a comprehensive and codified set of policies and procedures including a specific provision relative to a citizens comment period. At the time the Board felt was necessary to organize and affirm a more comprehensive set of policies in order to add some clarity to how the Board of Selectmen operates within the Town's framework.

The Board was remiss to see the retirement and resignations of several key members of our team. Our previous accountant Ms. Karen Chick resigned her post as well as Mr. Richard Sheppard our VA agent. Mr. Mark Brodeur and Mrs. Judy Janda both retired. We are ever grateful for their service to our community and wish them well in their futures. Never to be replaced, we welcomed many new faces into our community and team. Mr. Gerald Bourque became our new VA agent, we welcomed Officer Steven Mucci of Paxton onto our police force, and Ms. Kristen Dietel was promoted to the Recreation Department Director position. She had served with the town for several years as our assistant director. Mr. Ritter and Selectman Kilcoyne were instrumental in the hiring of our new Accountant Mr. Fred Aponte and in signing a new contract for auditing services with Roselli and Clark Associates.

Suddenly in late October disaster struck. With great sorrow and regret, Mr. Ritter passed away. He was a gentleman and a scholar. The Board and Town had hoped to have the pleasure of his talents for many years to come. Subsequent to his passing we had the great fortune to have worked with now Commissioner John Lebeaux. At the time he was serving as Princeton's Town Administrator. The Board of Selectman of Princeton and Commissioner Lebeaux were gracious enough to lend to the Town of Sterling an invaluable degree of service in one of our darkest hours. After Commissioner Lebeaux helped navigate us though the storm, the Board appointed Mr. Michael Szlosek as our Interim Town Administrator in order to keep the ship afloat while we searched for a full-time replacement. At the time

of this writing the Board has interview two excellent candidates for the position and will be deliberating on them before the end of the month. The selection of Mr. Ritter, Mr. Szlosek as interim, and the two candidates for the full-time Town Administrator position were the fruits of the Town Administrator Search Committee. This committee, chaired currently by Loret Schur, was called upon twice within a years-time to engage in the tremendous task of finding qualified candidates to become our chief administrative officer.

Of all of the things one could say about 2014, uneventful would not be one of them. Even though we remain in a period of transition, we are not uncertain about our future. Although the Town is in a time of change and sudden loss one thing remains the same. The Town has a first rate group of department heads, employees and volunteers that all add up to the success of our community.

Respectfully Submitted,
Brian Patacchiola, Chairman
Board of Selectmen

TOWN ADMINISTRATOR 2014 ANNUAL REPORT

2014 was a year of change in the Town Administrator's office.

The previous year, 2013, had ended with the retirement of long time Administrator Terry Ackerman. On January 21, 2014 the Town welcomed Jeffery Ritter of Harvard as the new Town Administrator.

Mr. Ritter began his tenure with great energy and enthusiasm. With his collaboration the Finance Committee produced a healthy, balanced Town budget which preserved services and maintained staffing, while also protecting the financial security of the Town. Sterling maintained an excellent bond rating with healthy reserves and a large excess levy capacity.

Mr. Ritter also initiated or contributed to a number of important projects in Sterling. These include:

- **A new Town website:** Mr. Ritter spearheaded the creation of a new Town website, and assisted in its design. Development continued through 2014 and it went on line in early 2015.
- **Senior Center:** In May funding was approved for a new Sterling Senior Center. Design work proceeded through 2014, with an expected opening date in early 2016.
- **Repairs to Fire Station Roof:** Mr. Ritter obtained funding to repair the longstanding problems with the fire station roof related to ice damming. Completion is expected in the Spring of 2015.
- **Upgrades to the Town Hall telephone:** Mr. Ritter initiated ongoing upgrades to the Town Hall telephone system.
- **New Financial Software:** The Town authorized new software for the Town's financial departments. It will be implemented at the start of the FY16 fiscal year in July 2016.
- **New Personnel:** Mr. Ritter brought on Gerald Bourque as our new Veterans Service Officer, and recruited Officer Steven Mucci of Paxton to our police force, and Fred Aponte as our Town Accountant. With the Recreation Commission he promoted Ms. Kristen Dietel to the Recreation Department Director position.
- **New Auditor:** With Selectman John Kilcoyne, Mr. Ritter brought on Roselli and Clark Associates as the new Town Auditors.

Unfortunately, Mr. Ritter was unable to complete many of the projects that he had started. On October 27, 2014 he passed unexpectedly due to surgical complications. The Town Hall continues to experience great sorrow from that event.

Following Mr. Ritter's passing the Town brought in Princeton Town Administrator John Lebeaux as a short term interim. Michael Szlosek of Ludlow was appointed interim Town Administrator in early December. 2014 ended with Mr. Szlosek continuing the projects initiated by Mr. Ritter, as well as initiating painting and roof repair projects at the 1835 Town Hall.

OFFICE OF THE TOWN CLERK 2014 ANNUAL REPORT

This was a banner year for me because of one individual who had vision, a strong work ethic and truly loved his job as a “public servant.” I want to mention Jeff Ritter, who was hired in January 2014 and gave us only 10 months until his untimely passing. He influenced a great number of people. His level of integrity was greater than any other individual I have met in my 42 years working. Jeff was an exceptional colleague, a strong mentor and became a friend. He is missed.

This is my 5th year as Town Clerk and my 15th year as a municipal employee. Not only did we accomplish our three major goals, but in December 2014, I was awarded the prestigious honor of Certified Massachusetts Municipal Clerk (CMMC). This is only granted to about 15% of current City/Town Clerks and is a coveted award for those of us who must know the laws, reflect leadership and maintain the professional standards of this office. Again this year, we achieved all our goals for my department:

1. REMEDIATION OF ALL DOCUMENTS from 1835 Town Hall basement

The Town of Sterling can rest easy. All the wet, moldy documents that were stored in the 1835 basement have been treated and cleaned for storage in our Town vault. We discovered some birth [or possibly baptismal] records from the 1700’s which we had feared destroyed in the fire of 1784. Sorting and collating all these records will be one goal for 2015.

2. ALMOST \$4,000 in GRANT MONEY for REMEDIATION of documents

The cost the remediation was partially funded in January by a grant from the MIIA Operations fund obtained by request from the Town Clerk. This enabled us to clean all the Real Estate books, the Excise tax books and the payroll from 1870’s to 1970’s.

3. SOFTWARE DATABASE for Business Certificates, Fuel Storage and all Committees

Three software systems were purchased in 2013 and have now been populated with all the information we had on file in paper notebooks. This includes over 1,000 local Business Certificates issued in 2014 for Sterling, updated Fuel Storage tank certificates (mandated by the State Fire Marshall), and a complete database hosting all the members of boards and committees to streamline the data this office is required to keep as permanent records. We now have the capability to scan these documents, such as ethics training receipts, oath of office, term appointments and resignation letters and enter the information into one database.

Jeanne Survell, Assistant Town Clerk, has begun her training for CMC certification which is an intensive study program once a year focused on legal statutes, technology and leadership skills regarding the Office of the Town Clerk. She continues to learn new computer applications and supports the critical, demanding environment of this office. We appreciate all she does to make this a welcome hub for residents and voters.

Our loyal Senior volunteers accomplish the myriad of tasks required of this department. We wish to thank them and mention their specific responsibilities:

- **Melissa Chalmers** has been responsible for the complete formatting and compilation of all the reports from various boards and committees to produce a professional Annual Report. She is also an *Election Officer*.
- **Sheila Hudson** serves on the *Board of Registrars* and processes all the annual Census forms from over 4, 000 active and inactive households in Sterling. Every voter who changes their political party or moves in or out of town must be diligently processed through the State *Voter*

Registration Information System. This is extremely time consuming but required. Sheila does it with aplomb.

- **Cynthia Secord** has been diligently navigating and reading old documents discovered in boxes. She researches historical information and this year is carefully placing these 200 year old deeds, titles and trusts into archival sheet protectors. They will soon be available to the public. Meanwhile she forges ahead.
- **Elaine Heller** has continued this year to work a few hours every week collating the Census, indexing and organizing vital records chronologically. She focuses on details with anything she does supporting our department. She is also an *Election Officer*.
- **Irene Camerano** is no stranger to hard work. She has been a *Warden* for state and local elections for over 30 years in Sterling. She saw us struggling after last year's 5 elections and volunteered her time. We signed her up for the Senior Program and now she is working regular hours at the window with customers, sorting rabies certificates and opening our mail. Mundane tasks, but nevertheless necessary; Irene gets it done!
- **Theresa Parker** came to this office one day without prompting. She offered her time and with her organizational expertise we put her to work on indexing the vault records. She confided that she was a Town Clerk back in 1982 and worked for Lois Seifert as Assistant Town Clerk for many years. No stranger to the demands of this office, she is a welcome colleague. We appreciate her forward-thinking and anticipate the demands of the future. We may recruit her as an *Election Officer* too.

This is the year of the Gubernatorial State Election when the Commonwealth elected Charlie Baker as Governor. Electing Karyn Polito as Lt. Governor, (from Shrewsbury) representing central Massachusetts was significant.

In May we held our Annual Town Meeting and Town Election. This year the Wachusett Regional School District requested all 5 district towns to have their local election the same day for facilitating their votes on the budget process. All towns opted to close their schools on election day. This made it easier for voters to park and access the polling place in the Houghton School gym. A Special Town Meeting was held in November 2014 to complete the mandated second vote (which passed) on the merging of the Sterling Municipal Light Department into a light and gas company now called: *Energy Sterling*. For more details, please contact the SMLD.

Respectfully Submitted,
Dawn E. Michanowicz, Town Clerk

Following is a three year comparison of annual statistics maintained by the Town Clerk:

	2012	2013	2014
Population as of Dec31	7700	7925	7791
Head of Household	3212	3165	3140
VOTERS	5929	5723	5671
Unenrolled	3770	3648	3628
Democrats	1084	1043	1036
Republicans	1038	999	976
Libertarian	22	17	15
Green Rainbow	9	9	9
American Independent	2	2	1
We the People	0	0	0
Veteran Party America	1	1	1
Inter 3 rd Party	1	1	1
Natural Law Party	1	1	0
Socialist	1	1	1
MA Independent Party	n/a	1	1
America First Party	n/a	n/a	1
Other (BB)	n/a	n/a	1

VITALS			
BIRTHS	38	45	44
MARRIAGES	40	27	25
Marriage Intentions	45	27	26
DEATHS	99	95	130

DOGS	1442	1472	1529
Kennels	13	13	12

ELECTION RESULTS

2014

**ANNUAL TOWN ELECTION
MAY 12, 2014**

	Precinct 1	Precinct 2	Total
BOARD OF ASSESSORS (3 year term)			
Robert F. Cutler (candidate for re-election)	579	477	1,056
Write-ins	2	4	6
Blanks	170	142	312
TOTAL	751	623	1,374
BOARD OF HEALTH (3 year term)			
Donna M. Clark	372	324	696
Daniel J. Donovan	269	190	459
Edmoth H. Matthews	39	41	80
Write-ins	0	1	1
Blanks	71	67	138
TOTAL	751	623	1,374
BOARD OF LIBRARY TRUSTEES (2 seats; 3 year terms)			
John L. Dwyer (candidate for re-election)	466	384	850
Marion W. Mahar	317	297	614
Write-ins	0	0	0
Blanks	719	565	1,284
TOTAL	1,502	1,246	2,748
BOARD OF SELECTMEN (3 year term)			
Ronald A. Furmaniuk	259	251	510
John F. Kilcoyne	466	362	828
Write-ins	2	0	2
Blanks	24	10	34
TOTAL	751	623	1,374
CONSTABLE (1 year term)			
Joan M. Pineo (candidate for re-election)	571	501	1,072
Write-ins	6	3	9
Blanks	174	119	293
TOTAL	751	623	1,374
DEPARTMENT OF PUBLIC WORKS BOARD (3 year term)			
Lawrence R. Favreau (candidate for re-election)	562	495	1,057
Write-ins	2	1	3
Blanks	187	127	314
TOTAL	751	623	1,374
PLANNING BOARD (5 year term)			
Michael E. Pineo (write-in candidate)	15	34	49
Write-ins	11	5	16
Blanks	725	584	1,309
TOTAL	751	623	1,374

**ANNUAL TOWN ELECTION, cont.
MAY 12, 2014**

	Precinct 1	Precinct 2	Total
STERLING HOUSING AUTHORITY			
(1 year term)			
Karen C. Leclerc	536	465	1,001
Write-ins	0	0	0
Blanks	215	158	373
TOTAL	751	623	1,374

STERLING MUNICIPAL LIGHT BOARD			
(3 year term)			
George M. Pape (candidate for re-election)	354	272	626
Brian J. Pierce	359	313	672
Write-ins	0	1	1
Blanks	38	37	75
TOTAL	751	623	1,374

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE			
(3 year term)			
Steve Porter (write-in candidate)	18	27	45
Write-in Candidate: <i>Failure to Elect</i> <i>(app't to be made by Bd of Selectmen)</i>	8	5	13
On July 2, 2014 appointment made by Board of Selectmen for Susan Hitchcock			
Write-ins	25	19	44
Blanks	1,451	1,195	2,646
TOTAL	1,502	1,246	2,748

QUESTION 1 re: New Senior Center (with Recount June 2, 2014)			
YES	359	302	661
NO	358	291	649
Blanks	34	30	64
TOTAL	751	623	1,374

QUESTION 2 re: New Pumper Fire Truck			
YES	434	368	802
NO	265	207	472
Blanks	52	48	100
TOTAL	751	623	1,374

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	Precinct 1	Precinct 2	Total
Total Registered Voters by Precinct	2,823	2,854	5,677
Total Votes Cast by Precinct	751	623	1,374
% Voter Turnout	24.20%		

**STATE PRIMARY ELECTION
SEPTEMBER 9, 2014**

	Precinct 1	Precinct 2	Total
DEMOCRATIC BALLOT	264	216	480
SENATOR IN CONGRESS			
Edward J. Markey	180	146	326
Write-ins	5	5	10
Blanks	79	65	144
TOTAL	264	216	480
GOVERNOR			
Donald M. Berwick	56	39	95
Martha Coakley	105	96	201
Steven Grossman	102	81	183
Write-ins	0	0	0
Blanks	1	0	1
TOTAL	264	216	480
Lt. GOVERNOR			
Leland Cheung	32	32	64
Stephen J. Kerrigan	169	151	320
Michael E. Lake	29	8	37
Write-ins	0	0	0
Blanks	34	25	59
TOTAL	264	216	480
ATTORNEY GENERAL			
Maura Healey	182	146	328
Warren E. Tolman	74	59	133
Write-ins	0	0	0
Blanks	8	11	19
TOTAL	264	216	480
SECRETARY OF STATE			
William Francis Galvin	189	161	350
Write-ins	0	0	0
Blanks	75	55	130
TOTAL	264	216	480
TREASURER			
Thomas P. Conroy	60	64	124
Barry R. Finegold	91	59	150
Deborah B. Goldberg	87	65	152
Write-ins	0	0	0
Blanks	26	28	54
TOTAL	264	216	480

**STATE PRIMARY ELECTION, cont.
SEPTEMBER 9, 2014**

	Precinct 1	Precinct 2	Total
DEMOCRATIC BALLOT	264	216	480
AUDITOR			
Suzanne M. Bump	177	139	316
Write-ins	0	0	0
Blanks	87	77	164
TOTAL	264	216	480
REPRESENTATIVE IN CONGRESS			
James P. McGovern	196	165	361
Write-ins	1	3	4
Blanks	67	48	115
TOTAL	264	216	480
COUNCILLOR			
Write-ins	6	0	6
Blanks	258	216	474
TOTAL	264	216	480
SENATOR IN GENERAL COURT			
Jennifer L. Flanagan (write-in candidate)	46	45	91
Write-ins	4	5	9
Blanks	214	166	380
TOTAL	264	216	480
REPRESENTATIVE IN GENERAL COURT			
Write-ins Prct.1	9		9
Blanks Prct.1	255		255
Harold P. Naughton, Jr. Prct.2		162	162
Write-ins Prct. 2		1	1
Blanks Prct. 2		53	53
TOTAL	264	216	480
DISTRICT ATTORNEY			
Joseph D. Early, Jr.	186	150	336
Write-ins	0	0	0
Blanks	78	66	144
TOTAL	264	216	480
REGISTER OF PROBATE			
Stephen G. Abraham	170	144	314
Write-ins	1	0	1
Blanks	93	72	165
TOTAL	264	216	480

**STATE PRIMARY ELECTION
SEPTEMBER 9, 2014**

	Precinct 1	Precinct 2	Total
REPUBLICAN BALLOT	199	178	377
SENATOR IN CONGRESS			
Brian J. Herr	153	130	283
Write-ins	5	5	10
Blanks	41	43	84
TOTAL	199	178	377
GOVERNOR			
Charles D. Baker	134	123	258
Mark R. Fisher	65	54	119
Write-ins	0	0	0
Blanks	0	0	0
TOTAL	199	178	377
Lt. GOVERNOR			
Karyn E. Polito	178	147	325
Write-ins	0	2	2
Blanks	21	29	50
TOTAL	199	178	377
ATTORNEY GENERAL			
John B. Miller	160	137	297
Write-ins	0	0	0
Blanks	39	41	80
TOTAL	199	178	377
SECRETARY OF STATE			
David D'Arcangelo	159	134	293
Write-ins	0	0	0
Blanks	40	44	84
TOTAL	199	178	377
TREASURER			
Michael James Heffernan	157	129	286
Write-ins	1	0	1
Blanks	41	49	90
TOTAL	199	178	377
AUDITOR			
Patricia S. Saint Aubin	158	132	290
Write-ins	0	0	0
Blanks	41	46	87
TOTAL	199	178	377

**STATE PRIMARY ELECTION, cont.
SEPTEMBER 9, 2014**

	Precinct 1	Precinct 2	Total
REPUBLICAN BALLOT	264	216	480
REPRESENTATIVE IN CONGRESS			
Write-ins	3	4	7
Blanks	196	174	370
TOTAL	199	178	377

COUNCILLOR			
Jennie L. Caissie	153	125	278
Write-ins	0	1	1
Blanks	46	52	98
TOTAL	199	178	377

SENATOR IN GENERAL COURT			
Richard M. Bastien (write-in candidate)	10	18	28
Write-ins	4	8	12
Blanks	185	152	337
TOTAL	199	178	377

REPRESENTATIVE IN GENERAL COURT			
Kimberly N. Ferguson <u>Precinct 1</u>	166		166
Write-ins Pct.1	0		0
Blanks Pct.1	33		33
Brad P. Wyatt <u>Precinct 2</u>		134	134
Write-ins Pct.2		2	2
Blanks Pct.2		42	42
TOTAL	199	178	377

DISTRICT ATTORNEY			
Write-ins	0	3	3
Blanks	199	175	374
TOTAL	199	178	377

REGISTER OF PROBATE			
Stephanie K. Fattman	151	128	279
Write-ins	0	0	0
Blanks	48	50	98
TOTAL	199	178	377

	Precinct 1	Precinct 2	Total
Total Registered Voters by Precinct	2,855	2,885	5,740
Democrats	525	525	1050
Republicans	478	514	992
Libertarian	6	9	15
Green Rainbow	7	3	10
Unenrolled	1,835	1,831	3,666
Other	4	3	7
Total Votes Cast by Precinct	480	377	857
Voter Turnout	14.93%		

**STATE ELECTION
NOVEMBER 4, 2014**

	Precinct 1	Precinct 2	Total
SENATOR IN CONGRESS			
Edward J. Markey	762	722	1,484
Brian J. Herr	1,010	1,029	2,039
All Others	2	4	6
Blanks	76	65	141
TOTAL	1,850	1,820	3,670
GOVERNOR & Lt. GOV.			
Baker & Polito	1,162	1,194	2,356
Coakley & Kerrigan	581	529	1,110
Falchuk & Jennings	57	51	108
Livey & Saunders	22	20	42
McCormick & Post	13	9	22
All Others	0	2	2
Blanks	15	15	30
TOTAL	1,850	1,820	3,670
ATTORNEY GENERAL			
Maura Healey	790	746	1,536
John B. Miller	966	987	1,953
All Others	1	2	3
Blanks	93	85	178
TOTAL	1,850	1,820	3,670
SECRETARY OF STATE			
William Francis Galvin	977	903	1,880
David D'Arcangelo	725	768	1,493
Daniel L. Factor	66	63	129
All Others	0	0	0
Blanks	82	86	168
TOTAL	1,850	1,820	3,670
TREASURER			
Deborah B. Goldberg	649	639	1,288
Michael James Heffernan	1,010	1,022	2,032
Ian T. Jackson	68	50	118
All Others	1	0	1
Blanks	122	109	231
TOTAL	1,850	1,820	3,670
AUDITOR			
Suzanne M. Bump	746	709	1,455
Patricia S. Saint Aubin	892	941	1,833
MK Merelice	58	32	90
All Others	1	0	1
Blanks	153	138	291
TOTAL	1,850	1,820	3,670

**STATE ELECTION, cont.
NOVEMBER 4, 2014**

	Precinct 1	Precinct 2	Total
REPRESENTATIVE IN CONGRESS			
James P. McGovern	1,187	1,183	2,370
All Others	15	15	30
Blanks	648	622	1,270
TOTAL	1,850	1,820	3,670
COUNCILLOR			
Jennie L. Caissie	1,270	1,276	2,546
All Others	8	8	16
Blanks	572	536	1,108
TOTAL	1,850	1,820	3,670
SENATOR IN GENERAL COURT			
Jennifer L. Flanagan	939	907	1,846
Richard M. Bastien	783	784	1,567
All Others	2	0	2
Blanks	126	129	255
TOTAL	1,850	1,820	3,670
REPRESENTATIVE IN GENERAL COURT			
Kimberly N. Ferguson <u>Precinct 1</u>	1,362		1,362
All Others Prc.1	7		7
Blanks Prc.1	481		481
Harold P. Naughton, Jr. <u>Precinct 2</u>		909	909
Brad P. Wyatt Prc.2		857	857
All Others Prc.2		1	1
Blanks Prc.2		53	53
TOTAL	1,850	1,820	3,670
DISTRICT ATTORNEY			
Joseph D. Early, Jr.	1,206	1,189	2,395
All Others	10	6	16
Blanks	634	625	1,259
TOTAL	1,850	1,820	3,670
REGISTER OF PROBATE			
Stephen G. Abraham	682	621	1,303
Stephanie K. Fattman	1,058	1,086	2,144
All Others	1	1	2
Blanks	109	112	221
TOTAL	1,850	1,820	3,670

**STATE ELECTION, cont.
NOVEMBER 4, 2014**

	Precinct 1	Precinct 2	Total
QUESTION 1 re: Gasoline Tax			
YES	1,160	1,123	2,283
NO	655	653	1,308
Blanks	35	44	70
TOTAL	1,850	1,820	3,670

QUESTION 2 re: Bottle Bill			
YES	312	323	635
NO	1,516	1,473	2,989
Blanks	22	24	46
TOTAL	1,850	1,820	3,670

QUESTION 3 re: Gaming Commission			
YES	678	712	1,390
NO	1,146	1,076	2,222
Blanks	26	32	58
TOTAL	1,850	1,820	3,670

QUESTION 4 re: Sick Time			
YES	846	798	1,644
NO	956	985	1,941
Blanks	48	37	85
TOTAL	1,850	1,820	3,670

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	Precinct 1	Precinct 2	Total
Total Registered Voters by Precinct	2,864	2,908	5,772
Democrats	523	529	1052
Republicans	477	514	991
Libertarian	6	10	16
Green Rainbow	7	3	10
Unenrolled	1,847	1,849	3,696
Other	4	3	7

Voter Turnout 63.6%

SPECIAL AND ANNUAL TOWN MEETING MINUTES

**Special Town Meeting Saturday, May 3, 2014
Annual Town Meeting Saturday, May 3, 2014**

At the end of this document are the pages of the FY15 Personnel bylaw Attachments A,B,C,D,E,F and G as voted in Articles 6 and 7 and the FY15 Operating Budget as voted in Article.

Attorney General approved on Aug 20, 2014
uploaded to the website Oct. 21, 2014

A true copy

Attest:

Dawn E. Michanowicz, Town Clerk

**Town of Sterling
Special Town Meeting May 3, 2014**

At 3:37pm on Saturday, May 3, 2014, the Town Moderator, Richard Sheppard called to order the Special Town Meeting held in the Chocksett School on Boutelle Road in said Town of Sterling. The following 6 articles were voted in a legal manner. There was a quorum present; 348 voters attended the meeting.

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Barbara Roberti
Weymouth Whitney
Vicky Gaw
JoAnn Cummings

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Anne Cervantes, Town Treasurer/Collector
Karen Chick, Town Accountant
Sean Hamilton, Superintendent Light Department
Donald Jacobs, Human Resource Director
Darryll McCall, Superintendent of Schools
Dawn Michanowicz, Town Clerk
Karen Phillips, COA/Senior Center Director
Jeffrey Ritter, Town Administrator
Tom Rutherford, Facilities Manager
Jeanne Survell, Assistant Town Clerk

Moderator, Richard Sheppard, noted the receipt of the posting of the Warrant for both the Special Town Meeting and the Annual Town Meeting by Constable, Mike Pineo.

MOTION MADE TO WAIVE THE READING OF THE WARRANT
MOTION PASSED UNANIMOUSLY

ARTICLE 1. Transfer Free Cash to Capital Fund

To see if the Town will vote to transfer a sum of money from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling; or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee and Capital Committee will report at the Special Town meeting on this article.

Summary: This article transfers funds from an available fund, Free Cash, into the Capital Fund.

MOTION MADE to transfer \$50,000 from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 2. Transfer Free Cash to Stabilization Fund

To see if the Town will vote to transfer a sum of money from Free Cash to the Stabilization Fund in accordance with the provisions of MGL Ch40:5B, as amended, or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee will report at the Special Town meeting on this article.

Summary: This article transfers funds from an available fund, Free Cash, into the Stabilization Fund.

MOTION MADE to transfer \$452,802 from Free Cash to the Stabilization Fund in accordance with the provisions of MGL Ch40:5B.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 3. Fund Deficit due to Snow and Ice

To see if the Town will vote to transfer from available funds, a sum of money, to the Snow and Ice Account to cover the deficit in the snow and ice budget for the current fiscal year or take any action relative thereto.

Submitted by: DPW Board / Town Accountant

Recommendation: The Finance Committee will report at the Special Town meeting on this article.

Summary: This article transfers money from available funds into the DPW Snow and Ice Account to cover the deficit in the account caused by the snow and ice storms of this past winter.

MOTION MADE To transfer \$34,865.39 from free cash to the FY 2014 Snow and Ice Account.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 4. Bills from Prior Fiscal Years

To see if the Town will vote to transfer from available funds, a sum of money to pay any outstanding prior fiscal year's invoices, or take any action relative thereto.

Submitted by: Town Accountant

Recommendation: The Finance Committee will report at Special Town meeting on this article.

Summary: Several small balances totaling approximately \$950 in prior year grant reimbursements and prior year bills need to be paid.

MOTION MADE to transfer from Free Cash the following amounts to pay prior year unpaid bills: \$650.00 for Town Hall Building Needs Assessment balance, \$675.97 for Governor's Highway Safety Grant reimbursement, \$39.95 for a book purchased from Taylor and Francis, for a total transfer of \$1,365.92.

MOTION PASSED BY 9/10 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 5. Transfers During FY14

To see if the Town will vote to transfer funds within the FY14 Operating Budget, from one account to another, or from available funds to the FY14 Operating Budget, or take any action relative thereto.

Submitted by: Town Administrator

Town of Sterling
Special Town Meeting May 3, 2014

Recommendation: The Finance Committee will report at Special Town meeting on this article.

Summary: At the time this Warrant went to press, there were no known transfers needed.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 6. Replace Water Truck #2

To see if the Town will vote to transfer from Water Department Retained Earnings the sum of \$24,000 to replace Water vehicle #2 with a Ford transit van.

Submitted by: Department of Public Works

Recommendation: Department of Public Works Board recommends passage of this article.

Summary: This Transit van will replace a worn out and rotted 1999 F250. This article is on the Special Town meeting warrant because the Mechanic's consensus is the truck will have a hard time making July 1st.

MOTION MADE to transfer from Water Department Retained Earnings \$24,000.00 to purchase and equip a Ford Transit Van to replace Water Vehicle #2 and to authorize the Department of Public Works to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action as necessary to effectuate the purposes of this vote.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

AT 3:51pm MOTION MADE TO DISSOLVE SPECIAL TOWN MEETING - PASSED UNANIMOUSLY

At 4:05pm the Town Moderator, Richard Sheppard, called the Annual Town Meeting to order and the following 48 articles were voted upon in a legal manner. There was a quorum present; 348 voters attended out of a potential 5,677 registered voters. The meeting was held in the Chocksett School gym on Boutelle Road.

**MOTION MADE TO WAIVE THE READING OF THE WARRANT
MOTION PASSED UNANIMOUSLY**

ARTICLE 1. Compensation of Elected Officers

To see if the Town will vote to fix the salaries and compensation of all elected officers of the Town as provided by MGL Ch41:108 as amended, and as voted in Article 8 of this warrant, or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article fixes the salaries and compensation for all elected officials as presented in the general budget.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 2. Authorize Treasurer to Borrow Money

To see if the Town will vote to authorize the Town Treasurer with the approval of the Board of Selectmen to borrow money from time to time in anticipation of the revenue of the Fiscal Year beginning July 1, 2014, in accordance with the provisions of MGL Ch44:4 , as amended, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of MGL Ch44:17 as amended, or take any action relative thereto.

Submitted by: Treasurer/Collector

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Treasurer, with the approval of the Board of Selectmen, to borrow money as needed.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 3. Compensating Balance Agreements

To see if the Town will vote, pursuant to MGL Ch44:53F , as amended, to authorize the Town Treasurer/Collector to enter into compensating balance agreements for the fiscal year beginning July 1, 2014, or take any action relative thereto.

Submitted by: Treasurer/Collector

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Treasurer/Collector to enter into compensating balance agreements with banking institutions as needed for the operation of the department. A

compensating balance is a way of paying for the services the bank provides by maintaining a specified, minimum balance in a non-interest or low interest bearing account.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 4. Chapter 90 Funding

To see if the Town will vote to accept Chapter 90 funds, as funded by the Commonwealth of Massachusetts for highway resurfacing and/or other related work or expenditures, as allowed by state Chapter 90 regulations, said sum to be expended by the Department of Public Works, with approval of the Board of Selectmen, and in accordance with the DPW's 5-year Capital Plan reviewed annually by the Capital Plan Committee, or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee reported the current Ch90 fund balance is \$588,900

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Town to expend money under the guidelines of Chapter 90 for road maintenance, road equipment purchases, and certain allowable highway projects, which are then reimbursed by the Commonwealth.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 5. Fund Senior Center

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$2,710,000, or any other sum, to fund the architectural design, Owner's Project Manager, complete construction, and all items and services related to completing a new Senior Center with community usage, to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Parcel Number 11 on Town Assessor's Map Number 137, and listed in the Registry of Deeds Book Number 03588, Page Number 0132, said sum to be expended by the Senior Center Building Committee, with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project, and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to MGL Ch44:7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question, or take any action relative thereto.

Submitted by: Senior Center Design and Building Committee

Recommendation: The Senior Center Design & Building Committee recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article ONLY IF the project is financed as excluded debt. This is the same financing used for the police station and the fire station.

Recommendation: The Board of Selectmen recommends passage of this article as excluded debt.

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Summary: The need for a new Senior Center was identified a decade ago. Town owned property at Muddy Pond Road and Boutelle Road has been selected and approved by the town. An Owner's Project Manager has assisted in the preliminary design and cost analysis. Whitman & Bingham, an engineering firm, has submitted and received approval of site plans by the Planning Board. Storm water, wetlands, and drainage plans have been approved by the Conservation Commission. Septic system plans have been approved by the Board of Health. After several compromises, the size of the new Senior Center will be approximately 6,500 SF. Based on other recent construction projects, and the experience of the OPM, the Building Committee is recommending an amount of \$2,710,000 for the construction of the building and development of the site. A fully functional senior center can only enhance the offerings of our community.

At 4:43pm MOTION MADE ON THE FLOOR to postpone Article 5 as follows: "As Article 5 is the largest financial expenditure to appear on a Town Warrant in more than a decade and many voters with younger children are unable to attend until later in the meeting, motion is made to lay Article 5 on the table until all articles through Article 37 have received a final vote and the Finance Committee can report the total amount appropriated thus far in order to allow a more informed vote."

MOTION MADE ON THE FLOOR to call the question to end debate on the postponement of Article 5. MOTION PASSED

MOTION MADE TO POSTPONE ARTICLE 5 DEFEATED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR.

MAIN MOTION MADE ON THE FLOOR that the Town borrow the sum of \$2,710,000, to fund the architectural design, Owner's Project Manager, complete construction, and all items and services related to completing a new Senior Center with community usage, to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Parcel Number 11 on Town Assessor's Map Number 137, and listed in the Registry of Deeds Book Number 03588, Page Number 0132, said sum to be expended by the Senior Center Building and Design Committee, with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project, and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to MGL Ch44:7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question at a Town Election.

MOTION MADE TO MOVE THE QUESTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR.

At 5:16pm MAIN MOTION PASSED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR

At 5:47pm MOTION MADE TO RE-CONSIDER ARTICLE 5. MOTION TO RE-CONSIDER DEFEATED BY 2/3 VOTE AS DECLARED BY THE MODERATOR.

After the Town Election on May 20, 2014 the results were challenged by a citizen's petition. A Recount was held on June 2, 2014 and the final results were as follows with the vote in favor of excluding the debt from Proposition 2 ½ for the Senior Center: **661 YES**, 649 NO and 64 BLANKS.

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QUESTION 1 re new Senior Center					
QUESTION 1 re new Senior Center with Recount June 2, 2014					
			Prec 1	Prec 2	TOTAL
YES			359	302	661
NO			358	291	649
Blanks			34	30	64
TOTAL			751	623	1,374

ARTICLE 6. Amend Personnel Bylaws

To see if the Town will vote to amend the Personnel Bylaw Sections 1 thru 17, and by inserting in its place the proposed Town of Sterling Personnel Bylaw, copies of which are available for inspection at the Town Clerk's office and which is also published at the end of this warrant; or take any action relative thereto.

Submitted by: Personnel Board

Recommendation: The Personnel Board recommends the passage of this article.

Recommendation: The Finance Committee TAKES NO POSITION on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The intent of the proposed changes to the Personnel Bylaw is to reflect that the only provisions that should be in the Personnel Bylaw are a wage and classification plan and benefits which may be accrued over time, such as vacation days, sick days, and holidays, etc. Any other terms and conditions of an employee's employment, such as procedures for granting leave and the type of leave available, any workplace policies such as the use of computers and the internet, work place violence, dress code, harassment, as well as hiring and promotion procedures, etc. are more appropriately contained in an Employee Personnel Handbook that is, in essence, a written collection of personnel policies and procedures that are approved by the Board of Selectmen.

MOTION MADE as printed in the Warrant.

MOTION MADE TO TABLE

MOTION TO TABLE DEFEATED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

MOTION MADE ON THE FLOOR: to call the question.

MAIN MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

Fund Senior Center

At 5:47pm MOTION MADE ON THE FLOOR: to reconsider Article 5, Fund Senior Center.

MOTION DEFEATED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR

ARTICLE 7. Amend Personnel Classification Plans

To see if the Town will vote to amend the Personnel Bylaw by replacing in their entirety “Attachment A – Classification Plan” and “Attachment B – Compensation Schedule”, with the new “Attachment A – FY2015 Classification Plan Regular Non-Union Positions”, and the new “Attachment B – FY2015 Classification Plan Union Positions”, and the new “Attachment C – FY2015 Compensation Schedule for Regular Non-Union Positions”, and the new “Attachment D— FY2015 Compensation Schedule for Union Positions”, and the new “Attachment E—Fire Call Force Personnel”, new Attachment F—Stipend Positions”, and new “Attachment G—Part-Time Temporary Positions”, copies of which are available for inspection at the Town Clerk’s office and which are also published at the end of this warrant; or take any action relative thereto.

Submitted by: Personnel Board

Recommendation: The Personnel Board recommends the passage of this article.

Recommendation: The Finance Committee TAKES NO POSITION on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article will adjust the Classification Plan and the Compensation Plan Attachment A, Regular Non-Union positions by establishing Six (6) Grade Levels and a corresponding new Compensation Schedule for Regular Non-Union positions in Attachment C that is competitive with the market place. This article contains a separate Classification Plan for union positions (Attachment B and Attachment D) that has been adjusted by 2% consistent with the federal inflation rate and the Consumer Price Index. This article also contains a new Classification and Compensation Plan for the Fire Call Force (Attachment E) with one grade level. There are no changes recommended for Attachment F – Stipend Positions and Attachment G—Part-Time Temporary Positions.

MOTION MADE as printed in the Warrant.

AMENDMENT TO THE MOTION: To accept the article as motioned but to strike the words Article 7: Attachment E Min \$13.18 Mid-Point \$15.50 Max \$18.45 and substitute the words: *Attachment E Call Fire Force Positions Min \$13.00 Mid-Point \$19.76 Max \$26.52*

AMENDMENT PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR (see page 46)

MOTION MADE to move the question

MOTION with Amendment PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

FY2015 PERSONNEL BY-LAW (as passed at Town Meeting May 3, 2014 with amendments)

Effective July 1, 2014

[Attachments A,B,C,D,E,F and G at the end of this By-law text]

SECTION 1: AUTHORIZATION and DISCLAIMER

Pursuant to the authority contained in MGL Ch41, Sections 108A and 108C [MGL Ch41:sec 108A and 108C], the Town of Sterling establishes a Personnel Bylaw (this bylaw) that consolidates all provisions pertaining to the administration of its personnel including among other things, the compensation plan, and a Personnel Board (“the Board) for the purpose of administering said plans or other provisions of its bylaws pertaining to personnel, determining any questions arising there under, and advising the town in any matters pertaining thereto.

The Classification Plan and/or Compensation Plan or any other provisions of this Bylaw may be amended by vote of the Town at either an Annual or Special Town Meeting. No amendment shall be considered or voted on by Town Meeting unless the proposed amendment has first been considered by the Personnel Board. The Board, of its own motion, may propose an amendment to the plans, policies or other provisions of this Bylaw based on its findings resulting from its investigations. The Personnel Board shall report its recommendations on any proposed amendment to the Board of Selectmen. The Board shall submit any amendment to this Bylaw that has a financial impact to the Finance Committee for their review and comment. The Board shall make its recommendations with regard to any amendment at the Town Meeting at which such amendment is considered.

The Personnel Board hereinafter referred to as the Board may, at its own discretion, or on the advice of the Appointing Authority (as defined herein), or on the advice of the Town’s Administration, draft and adopt procedures that it believes to be required for the purpose of administering this bylaw and the Personnel practices of the Town. Such procedures shall be enacted by the Personnel Board after:

- A. Conducting a public hearing if required under MGL Ch 30A, Section 2 or MGL Ch 41, Section 108A and 108C **[MGL Ch30A:2 or MGL Ch40:108A and 108C]**
- B. They have been reviewed and approved by a majority of the members of the Personnel Board at an open meeting

Nothing in any of the Town of Sterling’s Personnel Rules, Policies, Procedures or other documents relating to employment with the Town of Sterling (“the Town”) creates any express or implied contract or guarantee of continued employment for a specific term. No past practices or procedures, whether oral or written, from any express or implied agreement or contract to continue such practices or procedures. No promises or assurances, whether written or oral, which are contrary to or inconsistent with the limitations set forth in this paragraph create any contract of employment unless: 1) the terms are put in writing, 2) the document is labeled “Contract,” 3) the document states the duration of employment, and 4) the document is signed by the Board of Selectmen or Appointing Authority.

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Employees of the Town that are not otherwise covered by a collective bargaining agreement, employment agreement, or State Civil Service statutes are at-will employees. Either party may terminate the employment relationship at any time with good cause as long as it is not based on a discriminatory motive. The Term “Good Cause” shall include but not be limited to the following: incapacity other than temporary illness, inefficiency, incompetence, insubordination and conduct unbecoming the office.

This Bylaw shall apply to all Town Departments and to all positions of all employees in the service of the Town, whether full or part-time, temporary, seasonal, special, per diem or any other type of employment, other than those positions which are filled by popular election, those under the jurisdiction of the School Committees, those within the Municipal Light Department, and those positions which are covered by separate agreements between any employee or Association of Employees and the Town developed through Collective Bargaining. If any agreement between an employee or Association of Employees and the Town does not address any item addressed in Section 10 B, C, and D, then the provisions of Section 10 B, C, and D shall apply to those employees.

SECTION 2: PERSONNEL BOARD

A. MEMBERSHIP

There shall be a Personnel Board consisting of five (5) members appointed by the Board of Selectmen, the Town Moderator and the Finance Committee, each entity having one vote for a total of three (3) votes. The membership of the Board shall be made up of residents of the Town who are neither employees of the Town, nor appointed or elected officials of the Town. Members should have a working knowledge of personnel practices and procedures in a municipal or corporate work setting. All members of said Board shall be residents of the town and shall serve without compensation. Except when an appointment is made to serve the balance of an unexpired term, each member of the Board shall serve for a term of three years. Appointments shall be made in such a fashion that they will expire on June 30th of a given year. Each member shall continue to hold office until their successor has been appointed, qualified and sworn in by the Town Clerk, but in no instance for a period of greater than sixty (60) days after their term has expired. Members of the Personnel Board serving upon the effective date of this Bylaw shall serve until the expiration of their respective terms. Upon the expiration of such terms members shall be appointed for successive three-year terms by vote of the Board of Selectmen, the Moderator and the Finance Committee as specified above.

If a member resigns or a member’s office becomes vacant by removal from the Town, or any other cause, their successor shall be appointed for the balance of the unexpired term of such member. The Town Clerk shall have sole authority to determine if a person has fulfilled their oath of office, or moved out of town or a position is otherwise vacant. A member may be removed from the Personnel Board at any time, with or without cause, by vote of the Board of Selectmen, the Moderator and the Finance Committee in the same manner as appointments are made.

B. ORGANIZATION

The Personnel Board shall organize annually, as soon as possible after July 1st of each year, at the call of the then Chairman, or lacking a Chairman any member of the Board, and shall elect a Chairman and appoint a Secretary from among its members. The Chairman shall hold office until his/her successor has been elected. In the event a vacancy occurs in the office of the Chairman, the Personnel Board shall elect a successor Chairman from among its members, such successor to serve until the next organizational meeting of the Personnel Board and until his/her successor has been elected. A majority of the Board shall constitute a quorum for the transaction of business. A majority vote of the Board shall determine the action the Board must take in all matters upon which it is authorized or required to pass under this Bylaw. In the event that a bare quorum of the Board only is present, there must be a unanimous vote. A bare quorum of the Board may not enact or amend any existing policy or procedures.

C. ADMINISTRATION

The Board shall be responsible for the review and recommendation of all changes to the Town's Personnel Bylaw, and the establishment of all policies pertaining to the provision of human resource services to employees covered by the provisions of this Bylaw that it deems necessary for the proper administration thereof.

D. PERSONNEL RECORDS

The Human Resources Administrator, as agent of the Personnel Board, shall be responsible for the maintenance of official personnel files for all employees in the service of the Town, other than those under the jurisdiction of the School Committees, or those within the Municipal Light Department, including therein such information as required by law or as deemed desirable by the Personnel Board. Said records shall be kept in the office of the Town Treasurer/Collector and shall include all original documentation pertaining to each employee in accordance with applicable state and/or federal regulations. Department heads may maintain files supporting departmental actions. Department Heads shall furnish such information as shall be requested by Human Resources Administrator on behalf of the Personnel Board.

Current and/or former Town employees have the right to examine their personnel files pursuant to G.L. c. 149, Sec. 52C **[MGL Ch149:52C]**. No personnel files may be taken out of the Treasurer/Collector's office without consent of the Human Resource Administrator.

The Human Resources Administrator, as agent of the Personnel Board, shall provide a copy of the Personnel Bylaw to each new employee and Department Head. The employee shall execute an acknowledgement form indicating receipt of the Bylaw. The original signed acknowledgement shall be placed in the employee's personnel file.

Pursuant to G.L. c. 149, Sec. 52C **[MGL Ch149:52C]**, the HR Administrator will notify an employee within (10) days of placing information in an employee's personnel file that is, has been used, or may be used, to negatively or positively affect an employee's qualification for employment, promotion, transfer, additional compensation or subject to disciplinary action.

E. AUTHORITY

The Human Resources Administrator, from time to time, will review provisions of this Bylaw and shall recommend any changes or adjustments to the Personnel Bylaw and the Classification Compensation Plan for approval by the Personnel Board. Such reviews shall be made at intervals as the Human Resource Administrator or Board deems necessary and, to the extent which the Board considers practicable, shall include all occupational groups in the Classification Plan (Attachment A).

The Board may employ assistance and incur expenses as it deems necessary, subject to the appropriation of funds therefore.

Each year, the Personnel Board shall make a recommendation at the Annual Town Meeting for an appropriate compensation adjustment for all employees in the Town through either a “step increase” or a “cost of living adjustment”, or some other means.

SECTION 3: DEFINITIONS

As used in the Bylaw, the following terms shall have the meaning indicated:

ABSENCE - Any time an employee is not at work during a scheduled work period.

ADMINISTRATIVE AUTHORITY - The elected or appointed official or Board, Committee, Commission, or other Agency having jurisdiction over a function or activity.

ALLOCATION - The placing of a position in its proper classification or grade level, based upon duties required by the Town to be performed, the level of accountability, independence and supervisory responsibilities exercised.

ANNIVERSARY DATE - The date of initial employment to a position as an employee of the Town.

APPOINTING AUTHORITY - Any person(s), Board, Committee, Commission, or other Agency who has the right to hire or discharge employees.

CLASS - A group of positions in the Town service sufficiently comparable in respect to duties and responsibilities so that the descriptive title may be used to designate each position allocated to the Class, that comparable qualifications shall be required of the incumbents, that comparable tests of fitness may be used to choose qualified employees.

CLASSIFICATION PLAN - Class specifications and position titles and rules for administering the classification of positions as approved by the Personnel Board and Town Meeting. appearing as Attachment A in this Bylaw.

COMPENSATION GRADE - A salary range (Minimum/Maximum) consistent with a Classification Level appearing in the Town’s Compensation Plan in this Bylaw (Attachment B).

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COMPENSATION PLAN - Specified rates of pay for each job classification included in the Classification Plan (Attachment A) and Benefits as included in the various sections of this Bylaw.

CONTINUOUS SERVICE - Length of employment with the Town of Sterling, uninterrupted except for authorized military leave, vacation leave, sick leave, court leave, disability, maternal/paternal leave, or any other authorized leave of absence, if applicable and covered in the terms of this bylaw. Service shall not be considered as continuous if there is a break of service resulting in an employee being in a non-pay status for a period of time exceeding thirty (30) days excepting authorized leaves of absence.

DEPARTMENT – A functional unit of town government with employees.

EMPLOYEE - Any person who is paid by the Town for services rendered to the Town and occupies a position in the Classification Plan (Attachment A or Attachment B) or is a member of a collective bargaining group, excluding elected officials, independent contractors, Municipal Light Department employees, and persons under the direction of the School Committees.

EXEMPT POSITION- - An employee who is classified as "exempt" under the provisions of the Fair Labor Standards Act (FLSA) is required to perform management, administrative responsibilities or require specialized professional qualifications and is paid a salary for all hours worked and therefore is not eligible for overtime compensation.

FULL PAY STATUS: An employee who is legally employed by the Town and is entitled to be paid in accordance with the provisions of this Bylaw a specific dollar amount, expressed as either an annual rate, weekly rate or hourly rate as shown in the Town's Classification and Compensation Plan (Schedules B, C, D and E) excepting authorized leaves of absence in accordance with this Bylaw.

GOOD STANDING: An employee who is legally employed by the Town and is compensated through the Town's payroll for their services on a continuous basis and is eligible for benefits covered in this Bylaw.

IMMEDIATE FAMILY: Defined as spouse, mother, father, child, including step child, brother, sister, brother-in-law, sister-in-law, mother-in-law, father-in-law, grandparents, grandchild, aunt, uncle, niece, nephew, step parent, step sister, step brother, person residing in the same household or partner.

INTERIM APPOINTMENT – Employees who are filling in for a more senior person for a continuous period of time greater than ten (10) working days. Employees may receive special pay consideration as determined based on the recommendation of the Town Administrator or Appointing Authority and subject to the approval by the Personnel Board. The rate of compensation will be based on length of assignment, the level of the employee's performance and the classification level (salary range) of the senior person, market conditions and qualifications of the employee subject to verification of available funding.

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JOB CLASSIFICATION - A particular job title within the Classification Plan.

MAXIMUM RATE OF PAY - The highest rate of pay in a classification level.

MINIMUM RATE - The lowest rate of compensation in a classification level

NON-EXEMPT POSITION – In accordance with the provisions of the FLSA, an employee who is not classified as an exempt employee. Non-exempt employees will be paid overtime at a rate of pay of 1 and ½ times their regular hourly rate of pay for all hours that the Town requires an employee to work greater than 40 hours in a work week.

PART-TIME EMPLOYEE: An employee who is required to work up to 52.2 weeks per year for less than 20 hours on average each week; or for irregular or occasional employment at an hourly rate of pay.

PAY RATE – A specific dollar amount, expressed either as an annual rate, weekly rate, or an hourly rate as shown in the Classification and Compensation Plan (Attachments A and B).

PER DIEM PAY RATE: A specified daily rate of pay paid to an employee when on-call or when required to work and is expressed as either an hourly or daily rate of pay.

POSITION - An office or post of employment in the Town service with duties and responsibilities calling for full time, part time, temporary or seasonal employment of one person in the performance and exercise thereof.

POSITION RATING SYSTEM: Is a fair, objective way of classifying or comparing positions to one another based upon the evaluation of common functions of positions such as the nature of work knowledge, skill and ability requirements to carry out a positions duties, the scope of responsibility, accountability level of independence, purpose and nature of work contacts and physical and sensory demands, hazards of the work environment and occupational risks.

RATE OF PAY - A sum of money designated as compensation for personal services on an hourly, daily, weekly, monthly, annual or other basis.

REGULAR FULL TIME EMPLOYEE - Any employee who is employed no less than forty (40) hours per week, up to 52.2 weeks per year for the department or position in which that person is employed.

REGULAR PART TIME EMPLOYEE - Any employee who works at least 20 hours or more each week for up to 52.2 weeks per year, but less than a normal work week for the department or position in which that person is employed. These employees are eligible for town benefits on a pro-rated basis (actual hours required to work as a percentage of a full-time work schedule of 40 hours per week).

SALARY RANGE - The dollar difference between minimum and maximum rates for a particular compensation grade.

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SEASONAL EMPLOYEE - An employee whose duration of employment in a position is for a specified period of time such as a specific number of hours per week or a summer season. Seasonal employees are not entitled to town benefits regardless of the hours worked during the specified season.

SEPARATION – Leaving a position by any type of personnel action including but not limited to resignation, layoff, dismissal, removal, permanent disability and death.

SINGLE RATE OF PAY - A rate of pay for a special, temporary or seasonal position for which there is no range.

STEP RATE - A specific rate of pay in a salary range in a Classification Level as specified in Attachment A of this Bylaw.

TOWN - The Town of Sterling, Commonwealth of Massachusetts.

WORK WEEK: A work week is defined as a period of time consisting of seven (7) consecutive twenty-four hour days Monday to Sunday, 12:01 A.M. to 12:00 A.M.

SECTION 4: CLASSIFICATION PLAN

A. ADMINISTRATION

The Human Resource Administrator shall be responsible for the administration of the Classification Plan (the Plan), establishing only such procedures as may be consistent with the policies as established in the Bylaw.

The Human Resource Administrator shall maintain written descriptions of the jobs or positions in the Plan describing the essential characteristics, requirements and general duties. The descriptions shall not be interpreted as either complete or restrictive and employees shall continue to perform any duties assigned by an employee's superior(s).

The Human Resource Administrator shall, from time to time not to exceed three (3) years, review the wage and salary schedules of all positions subject to the Plan in order to keep informed as to pay rates and policies outside the service of the town, and be in a position to recommend to the Town any action deemed desirable to maintain a fair and equitable (competitive) pay level.

The Human Resource Administrator shall review the duties of all employees subject to the Plan at intervals of not more than three (3) years. The Human Resource Administrator upon receipt of substantiating data may recommend to the Personnel Board for approval a new position to the classification schedule, or reclassify an existing position to a different group, subject to the subsequent ratification of this action by formal amendment of this By-Law by vote of the Town Meeting. Any change that requires an additional appropriation of funds is subject to the recommendation of the Finance Committee and approval of Town Meeting.

The allocation of a position is based on the application of a Position Appraisal Method consisting of a set of universal evaluation criteria or minimum qualifications that are required to successfully perform the essential functions of a position. Each position is assigned a numerical point value based on the application of degree levels within each of the evaluation criteria; the sum point total will determine which grade level a position is to be classified.

The Personnel Board shall vote to retain or change the Classification and Compensation Plan for the forthcoming year by December 10th of each year in conjunction with the development of the Town's Annual Budget, subject to the subsequent ratification of its action by formal amendment of that section of this Bylaw at the next Annual Town Meeting. This vote shall be sent to all appointing authorities as well as the Finance Committee and Department Heads.

B. POSITION CLASSIFICATION

No person shall be appointed, employed or paid as a Town employee in any position under the Classification Plan and Compensation Plan under any title, grade, or salary other than that of the class, title, grade, or salary listed in the Classification Plan and Compensation Plan for that position.

C. EMPLOYEE CATEGORIES

All positions subject to the provisions of the Personnel Bylaw of the Town shall fall into one of the following categories:

- a. Regular Full-Time
- b. Regular Part-Time
- c. Part-Time
- d. Seasonal

Regular Full-Time and Regular Part-Time employees are the only employees eligible for employee benefits.

D. POSITION TITLE

The title of each position, as established by the Classification Plan (Attachment B), shall be the official title of every position allocated to the class and the official title of each incumbent of a position so allocated, and shall be used to the exclusion of all others on payrolls, budget estimates and other official records and reports pertaining to the position.

SECTION 5: COMPENSATION PLAN

A. APPLICATION

It is the policy of the Town to develop and maintain a compensation plan that is competitive with the market place enabling the Town to recruit and retain a quality work force. External salary data is collected on a regular basis from comparable communities as determined from the geographical recruitment area as well as operational and demographic criteria on a position by position basis. The Town may make changes to the salary ranges for each grade level as it deems necessary in order to maintain competitiveness with the market place.

The compensation of employees provided for in this section shall be subject to the availability of appropriated funds by Town Meeting. It is further understood that salary adjustments including step increases are not automatic but are subject to the appropriation of funds.

B. PAY AND SALARY SCHEDULE

The Compensation Schedule annually approved by the Town Meeting and appended to this Bylaw (Attachment B) shall consist of hourly rates, where appropriate, and annual salaries, on a grade and step schedule except for those wages that are presented as either a single rate or range.

C. PAY RATE FOR NEW PERSONNEL

The hiring rate of pay shall be between the minimum of the salary range of the position's Classification Level for which the new employee is hired up to step 3 without prior approval of the Personnel Board, where the employee's prior work experience, training, or education warrants such action. The Board may approve any request for a higher salary step after investigating such requests for assignment to a higher salary step, and conferring with the Human Resources Administrator, and the immediate supervisor or the department head relative to any assignment to a higher rate and to ensure that funds are available. An appointing authority must request approval from the Personnel Board prior to assigning any new employee to a rate higher than step 3.

D. "PERSONAL RATE" OF PAY

Any rate of pay which is above the maximum salary for a position as established by the Town's Classification and Compensation Plan, shall be deemed to be a personal rate of pay, and shall apply only to the incumbent. When such incumbent leaves the employ of the Town, or is transferred to another position or a new maximum higher than the employee's personal rate is established, the personal rate shall disappear.

[SECTIONS 6,7, 8 and 9 were not printed in the Warrant therefore were not voted at Town Meeting on May 3, 2014]

SECTION 10: EMPLOYEE BENEFITS

A. APPLICATION

Regular Full-Time Employees - All of the employee benefits listed below apply to regular full time employees.

Regular Part-Time Employees - All of the below listed employee benefits, with the exception of holidays apply to regular part time employees. These employees are eligible for all employee benefits on a pro-rated basis (actual hours required to work as a percentage of a full-time work schedule of 40 hours per week).

Part-time or Seasonal Employees are not eligible for any employee benefits, listed below.

COMPENSATED ABSENCES

B. HOLIDAYS

The following eleven (11) days or dates, shall be recognized as legal holidays within the meaning of this Bylaw on which days employees shall be excused from all duty not required to maintain essential Town services.

Regular full-time employees will be entitled to one day's pay at regular straight time rates for each holiday. If the holiday falls on a Saturday, it will be observed on the previous work day and if it falls on Sunday, it will be observed on the following work day.

Regular part-time employees scheduled to work on a holiday shall receive pay based on their regular scheduled hours for that day. If an employee is not scheduled to work on a particular holiday, the employee shall not be eligible for pay for that holiday.

The designated holidays are:

**NEW YEAR'S DAY
MARTIN LUTHER KING DAY
PRESIDENT'S DAY
PATRIOTS' DAY
MEMORIAL DAY
CHRISTMAS DAY**

**LABOR DAY
COLUMBUS DAY
VETERANS' DAY
THANKSGIVING DAY
INDEPENDENCE DAY**

Payment under the provisions of this section shall be made provided the eligible employee shall have worked on the last regularly scheduled working day prior to and the next regularly scheduled working day following such holiday, or was in full pay status on such preceding and following days in accordance with the provisions of this By-Law.

When any of the holidays listed above falls within a sick leave period, it shall be granted as a holiday and no charge made to the employee's sick leave credits.

When any of the holidays listed above fall within a vacation period, it shall be granted as a holiday not as vacation leave.

Any regular full-time or regular part-time employee on a normal work schedule whose services are required and who works on any unscheduled holiday, so designated by an Act of the Legislature as a state wide holiday, shall receive additional compensation at the rate of time and one-half of their regular straight time hourly rate for each hour of portion thereof worked on the unscheduled holiday.

Any act of the General Court establishing any day or days designated as a state holiday shall be granted to all regular full-time and regular part-time employees covered by this Bylaw.

C. VACATION PAY

Employees will accumulate vacation pay on a monthly basis, on the last day of each full month worked in accordance with the provisions of this section listed below. Regular full time employees are eligible for vacation as follows:

- After completing six (6) months of continuous service, the employee is eligible for six and 2/3 hours of paid vacation at a normal day's pay for each full month of continuous service to the Town from the date of hire.
- After one (1) year and up to a maximum of five (5) years service, the employee is eligible for six and 2/3 (6 2/3) hours of paid vacation at a normal day's pay for each full month of continuous service provided to the Town, but not to exceed a maximum of eighty (80) hours.
- After five (5) and up to a maximum of fifteen (15) years service, the employee is eligible for 10 hours of paid vacation at a normal day's pay for each full month of continuous service provided to the Town, but not to exceed a maximum of 120 hours.
- After fifteen (15) years and up to twenty (20) years service, the employee is eligible for 160 hours of paid vacation earned and paid as above.
- After twenty (20) years service, the employee is eligible for 200 hours of paid vacation earned and paid as above.

Employees who are eligible for 160 or 200 hours of paid vacation may elect to work no more than one (1) vacation week and receive vacation pay plus their regular straight time pay for that week, but only after prior approval has been received from the employee's Department Head or Board, Committee, Agency or Commission responsible for the employee's Department.

Vacation time shall not be cumulative from year to year except for up to 80 hours which may be held over to be used during the next fiscal year at a time that is mutually agreeable to the employee and their department head.

The choice of vacations shall be on the basis of seniority in the department and approved by the department head. Department heads shall post the vacation schedule annually.

In case of retirement or termination of employment, the employee shall be paid for all accrued vacation time earned up to the termination date.

D. SICK LEAVE

Each regular full time employee shall earn sick leave credit with pay at the rate of 10 hours for each month of continuous employment with the Town, to a maximum of 120 hours per fiscal year. The sick leave credit of a regular part-time employee shall be prorated in accordance with the provisions of this section for regular full-time employees.

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The maximum number of such days of sick leave credit that may be accumulated is one hundred ninety (190) days. Employees will accumulate sick leave on a monthly basis, on the last day of each full month worked and in accordance with the other provisions of this section.

The Office of the Treasurer/Collector is responsible for maintaining records of sick leave days accumulated and used for all eligible employees within the Town and reporting same to the Human Resources Administrator.

The Town at its exclusive discretion, reserves the right to request a written certificate from a Town selected physician, at the cost to the Town, establishing incapacity as a condition of payment of sick leave benefits or for an employee who seeks to return to work after being absent, whether paid or unpaid, to determine the employee's fitness for work.

If an employee uses sick leave for purposes other than legitimate illness or non-working injury as well as in an excessive manner, the employee may, at the sole discretion of the Town, be subject to disciplinary action up to and including termination of employment.

Payments made under the provisions of this section shall be limited in the case of an employee who is receiving Workers Compensation payments to the difference between the total amount paid to the employee in Workers Compensation and the employee's regular pay. In the event of such payments, the Town may debit the employee's accumulated sick leave by such amounts as it determines to be equitable in relation to such payments.

Only employees who retire in good standing from employment with the Town of Sterling shall be paid ten (10) percent of the value of their unused sick leave, at the time of retirement. It is to be understood that the payment of any amount under this rule will not change the employee's pension benefit.

E. BEREAVEMENT LEAVE

Regular full time and regular part time employees shall be given up to three (3) working days leave with a normal day's pay for the purpose of making arrangements and attending the funeral of a member of his/her immediate family.

F. JURY DUTY LEAVE

Employees required to serve on a jury shall promptly notify their immediate supervisor or Department Head. A regular full time and regular part time employee called for jury duty shall be paid by the Town an amount equal to the difference between the compensation paid the employee for a normal working period and the amount paid by the court excluding any allowance for travel and lodging, upon presentation of an affidavit of jury pay granted.

SECTION 11: CIVIL SERVICE LAW

Nothing in this Bylaw or in the Classification or Compensation Plans shall be construed to conflict with MGL Ch31.

SECTION 12: SEPARABILITY PROVISION

In the event that any provision of this Bylaw, or application thereof, shall be held to be invalid by any court of proper jurisdiction, this shall not be construed to affect the validity of any other provision, or application thereof, of this Bylaw.

SECTION 13: ACTION TAKEN UNDER PRIOR BYLAWS PRESERVED

The repeal of this bylaw or portion thereof heretofore adopted shall not be construed to revoke, invalidate or otherwise alter acts done, ratified or confirmed in compliance therewith under authority thereof, or any rights accrued or established or any action, suit or proceeding commenced or had in any case, nor shall any such repeal affect any punishment, penalty or forfeiture incurred under any such prior bylaw.

MOTION MADE to break for 20 minutes defeated by Majority Vote as declared by the Moderator.

ARTICLE 8. FY15 Town Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$ 9,291,796 or any other sum; and to further appropriate, from the Ambulance Receipts Account, the sum of \$ 325,000 or any other sum; and to further appropriate, from the Cemetery Perpetual Care Account, the sum of \$ 5,000 or any other sum; for a total appropriation of \$ 9,621,796 , or any other sum, for the payment of salaries and compensation, payment of debt and interest, and for charges, expenses and outlays of the Town departments for the ensuing fiscal year beginning July 1, 2014 and ending June 30, 2015, as shown in the operating budget attached to this warrant; or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is the general budget article that funds the Town departments for the coming fiscal year. A breakdown of the Town Department budgets can be viewed in this booklet.

MOTION MADE AS PRINTED IN THE WARRANT removing the words “or any other sum”

1st AMENDMENT TO THE MOTION: to amend the Assessor’s expense line item from \$55,000 to \$51,500 reducing the total appropriation from 9,291,796 to 9,288,296.

AMENDMENT PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

2nd AMENDMENT TO THE MOTION by striking the words Merit Pay \$4000 [in the Personnel Board line item] and the top line [of the budget] by \$4000.

VOTE: 33 YES [to remove Merit Pay]; 62 NO: AMENDMENT DEFEATED

MOTION with 1st amendment PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

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ARTICLE 9. Water Dept. Operations -- Enterprise Fund

To see if the Town will vote to appropriate the sum of \$ 1,005,810 , or any other sum, from water department revenue, and further to appropriate \$ 40,000 from Water Enterprise Retained Earnings for extraordinary or unforeseen expense, as determined by the DPW Board and approved by the Finance Committee, for a grand total appropriation of \$1,045,810 to operate the Water Department the Water Department Enterprise Fund for Fiscal Year 2015 under the provisions of Massachusetts General Laws, Chapter 44, section 53F ½ , as follows:

Salaries/Wages	\$ 224,609	
Expenses	\$ 343,850	
Principal & Interest	<u>\$ 275,414</u>	
Subtotal (1)	\$ 843,873	
Plus:		
Gen. Fund Reimb.*	<u>\$161,937</u>	
Subtotal (2)	\$1,005,810	from FY15 water charges and fees
Plus:		
Reserve Fund	<u>\$ 40,000</u>	from Water Enterprise Retained Earnings
Grand Total App.	\$1,045,810	

* The Water Enterprise will raise \$161,937, from the ratepayers to reimburse the General Fund for indirect costs such as group insurance, Medicare, and retirement expenses.

Total FY15 Water Revenue appropriation is: \$ 1,005,810 , plus \$ 40,000 from Retained Earnings, for a Grand Total Appropriation of \$1,045,810 ; or take any action relative thereto.

Submitted by: Department of Public Works Board

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Water Department budget solely from water revenue including charges, fees, and retained earnings; none is from taxation. This article includes a Reserve Fund for extraordinary or unforeseen expense of \$40,000. This Reserve Fund will only be used upon recommendation of the Board of Public Works and approval by the Finance Committee.

MOTION MADE to appropriate the sum of \$1,005,810 from FY 2015 water charges and fees, and \$40,000 from Water Enterprise Retained Earnings, and to approve the Water Enterprise Fund budget for FY 2015 as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 10. WRSD Net Minimum Contribution, Debt, & Interest

To see if the Town will vote to raise and appropriate the sum of \$ 8,988,885 , or any other sum, which is equal to Sterling's net minimum contribution, as provided by the Commonwealth of Massachusetts, plus the cost of Sterling's share of WRSD transportation costs and our portion of the WRSD debt and interest costs, in accordance with MGL Ch71:16B , as amended, and Section 4 of the Wachusett Regional School District Agreement, as amended, for its share of operational costs and of debt and interest charges of the Wachusett Regional School District, or take any action relative thereto.

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Submitted by: Wachusett Regional School District Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Town's portion of the Wachusett Regional School District's annual budget equal to the net minimum contribution (\$8,061,197), as directed by the State, plus the costs for transportation (\$ 500,159), plus debt and interest for the high school and oil remediation (\$ 427,529).

MOTION MADE AS PRINTED IN THE WARRANT and removing the words "or any other sum" and "or take any other action relative thereto."

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 11. WRSD Above Net Minimum Contribution

To see if the Town will vote to raise and appropriate \$1,164,684 , or any other sum, above the net minimum contribution, as requested by the Wachusett Regional School District, as Sterling's share of the WRSD annual budget, provided said budget does not exceed \$ 81,307,859 for the fiscal year 2015, or take any action relative thereto.

Submitted by: Wachusett Regional School District Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Town's portion of the Wachusett Regional School District's annual operating budget that is *above the amount voted* in Article 10 for fiscal year 2015. The total WRSD assessment increase in Sterling's FY15 budget, combining Article 10 and Article 11, is 3.1 % above last year.

MOTION MADE AS PRINTED IN THE WARRANT removing the words "or any other sum" and "or take any other action."

MOTION MADE to move question passed by majority vote.

VOTE: 57 YES [to approve the WRSD budget] 48 NO

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 12. Montachusett Regional Vocational Technical School Assessment

To see if the Town will vote to raise and appropriate the sum of \$687,975 , in accordance with MGL Ch71:16B , as amended, and Sections #4C and E of the Montachusett Regional Vocational Technical School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational Technical School District, and to transfer, from the Capital Fund, the sum of \$ 12,987, or any other sum, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional Vocational Technical High School Building Project for a total appropriation of \$ 700,962 or take any action relative thereto.

Submitted by: Montachusett Regional Vocational Technical School District Committee. This FY14 there are 56 students attending from Sterling.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

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Summary: This article funds the Town's portion of the Montachusett Regional Vocational Technical School District's annual budget and debt service.

MOTION MADE to raise and appropriate the sum of \$664,879 , in accordance with MGL Ch71:16B , as amended, and Sections #4C and E of the Montachusett Regional Vocational Technical School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational Technical School District, and to transfer, from the Capital Fund, the sum of \$ 12,987, or any other sum, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional Vocational Technical High School Building Project for a total appropriation of \$ 677,866.

MOTION PASSED BY 2/3RD VOTE AS DECLARED BY THE MODERATOR

8:45pm MOTION TO RECONSIDER Article 11 defeated as declared by the Moderator.

ARTICLE 13. Town Reserve Fund for FY15

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$100,000, or any other sum, into the Reserve Fund for fiscal year 2015 in accordance with the provisions of MGL Ch40:6, as amended, or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Reserve Fund, which is used by the Finance Committee to cover unexpected shortfalls in department budgets and unforeseen emergency expenditures.

MOTION MADE to raise and appropriate the sum of \$100,000, into the Reserve Fund for FY 2015 in accordance with the provisions of MGL Ch40:6, as amended.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 14. 1835 Town Hall Maintenance

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$5,000, or any other sum, to fund the maintenance of the 1835 Town Hall for Fiscal Year 2015, said sum to be expended by the 1835 Town Hall Committee, with the advice and consent of the Board of Selectmen; or take any action relative thereto.

Submitted by: 1835 Town Hall Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article provides for the maintenance of the 1835 Town Hall.

MOTION MADE to raise and appropriate the sum of \$1,419.65 and transfer \$3,580.35 from Article 10 of the May 16, 2011 Town Meeting to fund maintenance of the 1835 Town Hall, . Said sum to be expended by the 1835 Town Hall.

AMENDMENT TO THE MOTION: adding the words at the end of the motion, "with the advice and consent of the Board of Selectmen."

AMENDMENT PASSED AS DECLARED BY THE MODERATOR

MOTION with Amendment PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 15. New Vehicle for the Police Chief

To see if the town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$38,000, or any other sum, to purchase and fully equip a new vehicle for the police department, to replace the Police Chief's vehicle, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Police Department

Recommendation: The Finance Committee does NOT support the passage of this article.

Recommendation: The Board of Selectmen does not recommend the passage of this article.

Summary: The police chief's vehicle, a 2007 Ford Explorer, needs replacement due to age and mileage.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 16. Repair Police Station Roof

To see if the town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$10,000, or any other sum, to rebuild the roof of the police station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Facilities Technician

Recommendation: Capital Committee recommends passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The roof of the police station requires extensive remediation due to the formation of ice dams in winter months. The ice dams are causing permanent roof damage, and without remediation they will result in a total roof replacement at much greater expense.

MOTION MADE raise and appropriate the sum of \$10,000, to rebuild the roof of the police station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 17. Repair Fire Station Roof

To see if the town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$25,000, or any other sum, to rebuild the roof of the fire station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Facilities Technician

Recommendation: Capital Committee recommends passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

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Summary: The roof of the fire station requires extensive remediation due to the formation of ice dams in winter months. The ice dams are causing permanent roof damage, and without remediation they will result in a total roof replacement at much greater expense.

MOTION MADE raise and appropriate the sum of \$25,000 to rebuild the roof of the fire station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 18. Fund Various Capital Items

To see if the Town will vote to raise and appropriate, transfer from available funds or transfer from the Capital Fund the sum of \$51,500, or any other sum, for the purpose of funding the following capital expenditures, and to authorize the Board of Selectmen to enter into agreements and take any other actions necessary to effectuate the purposes of this vote:

- A. Stainless Steel Chimney Liner—Conant Library, \$3,500 by the Board of Selectmen
- B. Replace Old Windows—Conant Library, \$10,000 by the Board of Selectmen
- C. Bathroom exhaust controls, inside lighting controls, and hot water circulation--Conant Library, \$7,000 by the Board of Selectmen
- D. Re-carpet two hallways—Butterick Building, \$7,000 by the Board of Selectmen
- E. Key Card System for the Police Dept.—Police Station, \$5,000 by the Board of Selectmen
- F. Telephone Switch and Software—Butterick Building, \$19,000 by the Board of Selectmen

Total Expenditure: \$51,500, or take any other action relative thereto.

Submitted By: Capital Committee

Recommendation: The above items have been reviewed and approved by the Capital Committee

Recommendation: The Finance Committee recommends the passage of this article contingent on funding it through GENERAL TAX REVENUES (raise and appropriate).

Recommendation: The Board of Selectmen recommends the passage of this article.

MOTION MADE to raise and appropriate the sum of \$51,500 for the purpose of funding the various capital items shown in the Warrant and to authorize the Board of Selectmen to enter into agreements and take any other actions necessary to effectuate the purposes of this vote:

- | | |
|---|----------|
| A. Stainless Steel Chimney Liner—Conant Library | \$3,500 |
| B. Replace Old Windows—Conant Library | \$10,000 |
| C. Bathroom exhaust controls, inside lighting controls, and hot water circulation
--Conant Library | \$7,000 |
| D. Re-carpet two hallways—Butterick Building | \$7,000 |
| E. Key Card System for the Police Dept.—Police Station | \$5,000 |
| F. Telephone Switch and Software—Butterick Building | \$19,000 |

Total Expenditure: \$51,500

MOTION MADE to move the question

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 19. Replace 6 wheel Dump Truck #24

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds or the Capital Fund, the sum of \$ 148,000, or any other sum, to purchase and equip a new 6 wheel 42,000 lb dump truck with sander, said sum to be expended by the Department of Public Works, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Department of Public Works

Recommendation: Capital Committee recommends passage of this article.

Recommendation: Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This truck will replace a 16 year old 6 wheel dump truck with a combination sander body. The combination body/sander is rotted to the point of replacement and to replace would cost \$35,000. The cab and chassis is worth about \$ 7,000 to \$8,000.

MOTION MADE to transfer from the Capital Fund the sum of \$148,000, and to approve Article 19 as set forth in the Warrant.

MOTION MADE to move the question

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 20. Rehabilitate 1984 Motor Grader

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds or Capital Fund the sum of \$19,700, or any other sum, to repair, re-equip and rehabilitate a 1984 grader, said sum to be expended by the Department of Public Works, and the authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or any action relative thereto.

Submitted by: Department of Public Works

Recommendation: Capital Committee recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The Grader is one of the DPW frontline snow and ice removal machines. It is used for removal of thick ice in certain circumstances as well as winging back of snow banks during heavy snow winters. Rehabilitating this machine will give the Town 15 + years of continued service. Replacement would cost in excess of \$ 250,000.

MOTION MADE to raise and appropriate the sum of \$19,700, and to approve Article 20 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 21. Ultraviolet Disinfection Upgrade

To see if the Town will vote to transfer from the Water Enterprise Retained Earnings, the sum of \$110,000 , or any other sum, to refurbish, repair and re-equip the Ultraviolet system and associated water quality equipment at the West Sterling well field, said sum to be expended by the Department of Public Works, and to the authorize the Department of Public Works Board to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any action relative thereto.

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Submitted by: Department of Public Works

Recommendation: The Department of Public Works Board recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The West Sterling well field has two (2) ultraviolet disinfection vessels that get rotated into service regularly (1 at a time). The ballasts which power the lamps are obsolete and nonexistent in the marketplace. The upgrade to the UV would include new ballasts, lamp wires and connectors, High Output lamps and sensors. The newer High Output lamps will double the existing UV dose to the potable water produced and help enhance the public health and safety of the system.

MOTION MADE to transfer from Water Enterprise Retained Earnings the sum of \$110,000, and to approve Article 21 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 22. AMI Water meter upgrades

To see if the Town will vote to transfer from the Water Enterprise Retained Earnings, the sum of \$40,000 or any other sum, to convert the water meter system over to an automatic read AMI (Advanced Metering Infrastructure) system and to authorize the Water Department to enter into such agreements and take other action as necessary to effectuate the purposes of this vote, said sum to be expended by the DPW, or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Department of Public Works Board recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The Water Department, in conjunction with SMLD, has successfully completed a pilot program to test 50 smart water meters on the AMI system. This is the first step to convert 200 of the systems 2250 meters to the AMI. It is expected that the new system will be the same or similar to the system currently in use by the Sterling Municipal Light Department.

MOTION MADE to transfer from Water Enterprise Retained Earnings the sum of \$40,000, and to approve Article 22 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 23. Return Funds to Water Enterprise Retained Earnings

To see if the Town will vote to return excess funding from Article #24 FY'12 (\$1,288.43), Article #26 FY'13 (\$91.70), and Article #25 FY'13 (\$16,050.00) to the Water Enterprise Retained Earnings, or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Department of Public Works Board recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is a housekeeping article which returns excess funding from previous articles to Water Enterprise Retained Earnings.

MOTION MADE AS PRINTED IN THE WARRANT

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 24. Fund Principal and Interest for 2004 Fire Truck

To see if the Town will vote to transfer the sum of \$62,400, or any other sum, from the Capital Fund, for the cost of the Fiscal Year 2015 principal and interest payments due on the fire truck purchased in 2004, or take any action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article takes money out of the Capital Fund to pay the principal and interest payments associated with the Fire Truck for fiscal year 2014. The Town approved the purchase of the new truck at the May 2004 Town Meeting. At that time, it was explained that the truck would be paid for out of the Capital Fund.

MOTION MADE to transfer the sum of \$62,400 from the Capital Fund and to approve Article 24 as set forth in the Warrant.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 25. Fund Lease-Purchase Payment for 2010 Pumper Tanker

To see if the Town will vote to transfer the sum of \$62,149, or any other sum, from the Capital Fund for the cost of the Fiscal Year 2015 principal and interest payments due on the Pumper-Tanker leased in 2010 or take any action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: This article takes money out of the Capital Fund to pay the FY14 lease payment associated with the Pumper Tanker for fiscal year 2015. The Town approved the purchase of the new truck at the May 2011 Town Meeting. At that time, it was explained the truck would be paid for out of the Capital Fund through a ten-year lease-purchase.

MOTION MADE transfer the sum of \$62,149 from the Capital Fund and to approve Article 25 as set forth in the Warrant.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 26. New Ambulance - Fund Principal and Interest

To see if the Town will vote to transfer the sum of \$38,867, or any other sum, from the Capital Fund, for the cost of the Fiscal Year 2015 principal and interest payments due on the new ambulance authorized for lease-purchase at the 2013 Annual Town Meeting, or take any other action thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

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Summary: This article takes money from the Capital Fund to pay the FY15 lease for the ambulance approved at the Town Meeting in 2013. This is the first annual payment of a five year lease-purchase

MOTION MADE transfer the sum of \$38,867 from the Capital Fund and to approve Article 26 as set forth in the Warrant.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 27. Fire Department 4x4 Utility Vehicle Replacement

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum of \$75,000, or any other sum, to purchase and equip a new 4x4 pickup style utility vehicle for the Fire Department to replace Squad 1 vehicle, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee DOES NOT recommend the passage of this article.

Recommendation: The Finance Committee does not recommend the passage of this article.

Recommendation: The Board of Selectmen does not recommend passage of this article.

Summary: This will replace a vehicle which has rotting issues and was involved in an accident in January 2013. There have been significant front end and mechanical issues since the accident and subsequent repairs. This new vehicle will be set up for forestry response taking over the work of the current 1999 pickup. It will have a crew cab, thus allowing for additional fire personnel to respond to brush and forestry incidents as well as serve as a service truck to aid in all aspects of firefighting and training.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 28. Fire Truck Engine 2 Replacement for \$590,000

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum of \$590,000, or any other sum, to purchase and equip a new fire engine to replace Engine 2, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action necessary to effectuate the purposes of this vote; and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question, or take any action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article contingent on financing the purchase on a five-year bond funded AS EXCLUDED DEBT.

Recommendation: The Board of Selectmen recommends the passage of this article as excluded debt.

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Summary: This will replace a 17 year old Rescue Pumper. Engine 2 is the primary structural response apparatus of the department. In FY 2013, \$30,000 was appropriated by the Capital Committee for the repair of the tank straps and to mitigate body corrosion throughout the truck. As major apparatus vendors came in to bid on that work, many other significant rot issues were discovered throughout the truck including the split frame rail. These issues are of such significant concern that the truck may need to be taken out of service if they are not addressed.

MOTION MADE ON THE FLOOR to borrow the sum of \$590,000 to purchase and equip a new fire engine to replace Engine 2, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action necessary to effectuate the purposes of this vote; and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to [MGL] G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question at a Town Election on May 12th.

AMENDMENT TO THE MOTION by striking the words “to borrow the sum of \$590,000” and insert “*to borrow the sum of \$590,000*” and amend the motion by striking the words, “*and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to [MGL] G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question at a Town Election on May 12th.*”

AMENDMENT PASSED BY MAJORITY VOTE

MOTION WITH AMENDMENT PASSED BY 2/3RD VOTE AS DECLARED BY THE MODERATOR as follows: “To borrow the sum of \$590,000 to purchase and equip a new fire engine to replace Engine 2, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action necessary to effectuate the purposes of this vote; and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor.”

At the Annual Town Election on May 12, 2014, question 2 regarding the new fire truck was voted in the affirmative 802 Yes votes against 472 No votes as follows:

QUESTION 2 re new pumper fire truck					
			Prec 1	Prec 2	TOTAL
YES			434	368	802
NO			265	207	472
Blanks			52	48	100
TOTAL			751	623	1,374

10:08pm Moderator declared a break for 10 minutes.

ARTICLE 29. Fire Department Engine 2 Refurbishment for \$220,000

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum of \$220,000, or any other sum, to repair, re-equip and refurbish Engine 2, a Pierce Saber Rescue/Pumper, and authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends PASSING OVER this article.

Recommendation: The Finance Committee recommends passing over this article.

Recommendation: The Board of Selectmen recommends passing over this article.

Summary: This will provide necessary repairs and refurbishment to a 17 year old Rescue Pumper. Engine 2 is the primary structural response apparatus of the department. In FY 2013, \$30,000 was appropriate by the Capital Committee for the repair of the tank straps and to mitigate body corrosion throughout the truck. As major apparatus vendors came in to bid on that work, many other significant rot issues were discovered throughout the truck including the split frame rail. These issues are of such significant concern that the truck may need to be taken out of service if they are not addressed. As a result, this money will be added to the FY 2013 appropriation to make these repairs, extending the life of the truck another 5-7 years.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 30. Fire Department Firefighter Protective Clothing

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum the sum of \$36,900, or any other sum, to purchase structural firefighting protective clothing, and to authorize the Fire Chief and the Board of Selectmen to take any actions necessary to effectuate the purposes of this vote, or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is the first of two consecutive years of purchasing new and updated structural firefighting gear and equipment for firefighters. The last protective clothing purchase was in 2008 when all protective clothing was brought up to current NFPA standards. Current standards require gear to be maintained and inspected annually. The average life of structural firefighting gear is 5 years based on use, and we have averaged 5 to 10 years depending on the activity level and types of exposure to our firefighters.

MOTION MADE to raise and appropriate the sum of \$36,900, and to approve Article 30 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 31. Federal Fire Act Grant 5% Match

To see if the town will vote to raise and appropriate or transfer from available funds or the Capital Fund, the sum of \$2,600, or any other sum, for 5% of the cost of a new breathing air compressor and fill station for self-contained breathing apparatus (SCBA) for the Fire Department, whose total cost is \$52,000, for which the remainder will be paid for by a Federal Fire Act Grant applied for by the Fire Department, and to authorize the Fire Chief and the Board of Selectmen to take any actions necessary to effectuate the purposes of this vote, or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is the matching portion of a grant submitted by the department through the Federal Fire Act Grant. The match, for communities with populations of less than 20,000 is 5% of the request.

MOTION MADE to transfer from the Capital Fund the sum of \$2,600, and to approve Article 32 as set forth in the Warrant.

MOTION PASSED BY 2/3RD VOTE AS DECLARED BY THE MODERATOR

ARTICLE 32. Fairground Land Purchase

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 44, section 5B, to establish a special purpose stabilization fund, to be known as the “Fair Ground Land Purchase Fund”, and raise and appropriate or transfer from available funds the sum of \$50,000, or any other sum, into said dedicated fund, for the sole purpose of (eventually) purchasing land on which the Town will construct a permanent facility for the Sterling Fair, or take any other action related thereto.

Submitted by: Fair Committee

Recommendation: The Capital Committee DOES NOT recommend the passage of this article.

Recommendation: The Finance Committee does not recommend the passage of this article.

Recommendation: The Board of Selectmen does not recommend the passage of this article.

Summary: This article would create a special purpose stabilization fund, and make the first payment into that fund, to allow the Town to eventually purchase land for a permanent town-owned fairground.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 33. Open Space Implementation Committee (OSIC)

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$1,250, or any other sum, to continue the work of the Open Space Implementation Committee, including but not-limited to upgrading recreational trails through the Town, mapping, installing trail and boundary markers, and funding the annual trail blazing event, as set forth in greater detail in the 7-year Action Plan outlined in the 2010 Open Space and Recreation Update, and to return any unexpended funds to the Town upon completion of the project, said sum to be expended by the Open space implementation Committee, and the authorize the Board

of Selectmen to take any other action necessary to effectuate the purposes of this vote; or to take any other action relative thereto.

Submitted by: Open Space Implementation Committee

Recommendation: The Finance Committee Recommends passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The Open Space Implementation Committee, in collaboration with the Conservation Commission and the Sterling Land Trust, is engaged in a 7-year plan to upgrade recreational trails throughout Sterling. This request funds mapping, trail markers, boundary markers, signs, and the annual trail blazing event.

MOTION MADE to raise and appropriate the sum of \$1,250 for the Open Space Implementation Committee, and to approve Article 33 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 34. Fund Wachusett Watershed Regional Recycle Center (Earthday)

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$2,985, or any other sum, to satisfy the Town's financial obligation under the contract with Wachusett Earthday, Inc. for the Fiscal Year 2015, or take any other action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: Sterling residents have the opportunity to bring recycling and household hazardous materials to a permanent year-round collection center for proper disposal. In 2008, Town Meeting voted to authorize the Board of Selectmen to enter into a contract with Wachusett Earthday, Inc., pursuant to MGL Ch40:4 and with the towns of Boylston, Holden, Paxton, Princeton, Rutland, West Boylston and any other municipality who joins said contract. The term of the original contract was for an initial period of five years, renewable every five years for a maximum term of twenty-five years.

MOTION MADE to raise and appropriate the sum of \$2,985 to satisfy the Town's contractual obligation with Wachusett Earthday, Inc. for the Fiscal Year 2015.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 35. Fund Sterling Land Trust Expenses

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum

of \$1,300 or any other sum, to be used to pay the expenses of The Sterling Land Trust, to preserve various parcels of land within the Town, said funds to be administered and expended by the Trust, or take any action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends

Summary: This article would provide financial assistance to the Sterling Land Trust which maintains various parcels of land within the Town for passive recreational use of residents.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

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ARTICLE 36. Fund Wachusett Greenways Expenses

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$ 1,300 or any other sum, to be used to pay the expenses of the Wachusett Greenways, a six Town collaborative, said funds to be administered and expended by Wachusett Greenways, or take any action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article would provide financial assistance to the six Town collaborative working on the Wachusett Greenways project, including the Rail Trail in Sterling.

MOTION MADE to raise and appropriate the sum of \$1,300 to pay expenses of the Wachusett Greenways, said funds to be administered and expended by Wachusett Greenways.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 37. Revolving Accounts

To see if the town will vote to reauthorize revolving funds for certain town departments under MGL Ch44:53E ½ for the fiscal year beginning July 1, 2014, or take any action relative thereto. Such items may be voted as a block, or singly, or in any combination but however voted, will be treated for accounting and legislative purposes as if each item voted were voted as a separate article.

Revolving Fund	Authorized To Spend from Fund	Revenue Source	Use of Fund	FY2014 Spending Limit	Disposition of FY2014 Fund Balance	Spending Restrictions Or Comments
Recycling	DPW	Fees	Expenses, supplies and contracted services to run the recycling center	\$80,000	Balance available for expenditure	
Fuel	DPW	Fuel charges	Fuel charges for the Light Dept and Water Enterprise Fund	\$60,000	Balance available for expenditure	
Deputy Collector	Treasurer	Fees	Pay Deputy Collector Fees	\$18,000	Balance available for expenditure	
1835 Town Hall	1835 Committee	Fees	Expenses, supplies and contracted services for the 1835 Old Town Hall	\$15,000	Balance available for expenditure	
Planning Board	Planning Board	Fees	Expenses, supplies and contracted services for the Planning Board	\$25,000	Balance available for expenditure	

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Revolving Fund	Authorized To Spend from Fund	Revenue Source	Use of Fund	FY2014 Spending Limit	Disposition of FY2014 Fund Balance	Spending Restrictions Or Comments
Council On aging	Council on Aging	Fees	Expenses, supplies and contracted services for the Senior Center	\$50,000	Balance available for expenditure	
Fair Committee	Fair Committee	Fees	Expenses, supplies and contracted services to run the Sterling Fair	\$135,000	Balance available for expenditure	
Hazardous Materials	Fire Chief	Fees	Costs associated with hazardous material incidents	\$55,000	Balance available for expenditure	
Radio Master Box fees	Fire Chief	Fees	Expenses, supplies and maintenance of Radio Master Box system	\$ 3,000	Balance available for expenditure	
Agricultural Commission	Agricultural Commission	Fees	Expenses and supplies for the Commission	\$5,000	Balance available for expenditure	
Recreation Committee	Recreation Committee	Fees	Salaries, expenses, supplies and contracted services to run the Recreation Programs	\$151,900	Balance available for expenditure	

Submitted by: Town Accountant

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: Revolving funds allow receipts of one or more specific board, committee or department to be spent without further appropriation, subject to the provisions of the town meeting approval. This article will consider all revolving funds for the Town, but voters have the ability at town meeting to discuss, amend or reject individual revolving funds within this article.

MOTION MADE as printed in the Warrant.

MOTION MADE to move the question

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

At 10:32pm MOTION MADE to adjourn Annual Town Meeting to the following week.

MOTION to adjourn defeated by majority vote as declared by the Moderator.

ARTICLE 38. Amend Animal Control Bylaw–License Fees for Owner(s) Over 70 Years Old.

To see if the Town will vote to amend Chapter 18 of the Town’s General Bylaws, entitled “Animal Control”, by amending Section § 18-4 entitled, “Special Permits and Kennel Licenses”, as follows:

Under subsection C, , after the word “fees”, change “:” (colon) to “. ” (period), and add: the following new sentence: “No fee to license a kennel shall be charged to any kennel owner(s) age 70 years old or older.”, or take any other action relative thereto.

Submitted by: Animal Control Advisory Board

Recommendation: The Finance Committee TAKES NO POSITION on the passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The proposed amendment clarifies the original intent of the Animal Control Bylaw to change the fee schedule for kennel owners 70 years of age and older.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

Attorney General approved on Aug 20, 2014

ARTICLE 39. Amend Animal Control Bylaw -- Impoundment Period

To see if the Town will vote to amend Chapter 18 of the Town’s General Bylaws, entitled “Animal Control”, by amending Section § 18-7, entitled “Impoundment of Animals”, as follows:

Under subsection C relating to the Redemption of Impounded Domestic Animals, change “10 business days” to “7 days”, resulting in the following: “Upon presentation to the ACO of documented proof of ownership, the owner of any animal(s) impounded by the Sterling ACO may, anytime within seven (7) days and upon payment of all accrued fees, charges or fines, redeem said animal(s).”, or take any other action relative thereto.

Submitted by: Animal Control Advisory Board

Recommendation: The Finance Committee TAKES NO POSITION on the passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The proposed amendment to the Animal Control Bylaw will make the Town of Sterling’s Animal Control Bylaw consistent with MGL Ch140:136A-174E, amended by MGL Ch193. This change allows potential cost savings for the Town.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

Attorney General approved on Aug 20, 2014

ARTICLE 40. Amend Town Bylaws Regarding East lake Waushacum

To see if the Town will vote to amend Chapter 113 of the Town’s General Bylaws, entitled “Parks”, as shown below with additions shown in *italics* and deletions shown in strikethrough, or take any other action in relation thereto:

“Chapter 113. PARKS

Article I. Sholan Park

§ 113-1. Parking hours; overnight pass.

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A. Parking at Sholan Park is permitted only between 5:00 a.m. and 9:00 p.m. daily unless otherwise posted.

B. All visitors and vehicles must vacate the park by 9:00 p.m. unless an overnight pass has been issued by the Department of Public Works for the Town of Sterling.

C. Parking at Sholan Park shall be in accordance with such rules and regulations as may from time-to-time be adopted and amended by the Board of Selectmen, upon recommendation of: the Department of Public Works, the Park, the Recreation Department, the Conservation Commission, the East Lake Waushacum Association, and/or the Sterling Police Department.

§ 113-2. Parking Restrictions.

A. Parking at Sholan Park is restricted to the designated parking area only.

~~B. Only those vehicles displaying the appropriate Town of Sterling resident permit, a temporary guest or visitor pass, parking sticker, pass or permit, or emergency vehicles are authorized to park within this parking area. Unauthorized vehicles parked in the parking area or undesignated areas are subject to a fine of \$50 and/or towing at the owner's expense.~~

~~C. Owners and/or operators of vehicles parked in violation are subject to noncriminal dispositions (citations) pursuant to MGL c. 40, § 21D, issued by the members of the Sterling Police Department. Payment for violations should be made to the Town Clerk for the Town of Sterling in person or by mail within 21 days of the alleged violation.~~

§ 113-3. Permits and passes.

A. Resident Parking Stickers: *Any resident of the Town of Sterling may obtain one Resident Parking Stickers per registered vehicle. Resident Parking Stickers shall permit the holder to park designated motor vehicles and trailers in the Sholan Park parking lot in accordance Sections 113-1 and 113-2 of this Bylaw and use of the Town's Recycling Center in accordance with the Rules and Regulations of the Department of Public Works. Application for a Resident Parking Sticker shall be made in writing upon a form provided by the Town and shall require submission of a valid Massachusetts Driver's License and Motor Vehicle Registration with a Sterling Address. Resident Parking Stickers shall be valid until December 31 of the year of issue.*

B. Guest Pass: *Any resident of the Town of Sterling with a Resident Parking Sticker may obtain one daily Guest Pass each day between April 1 and October 31. A Guest Pass shall permit the holder to park one motor vehicle only, in addition to the resident's vehicle, in the Sholan Park parking lot in accordance with Sections 113-1 and 113-2 of this Bylaw. Application for a Guest Pass shall be made in writing upon a form provided by the Town and shall be made by a Sterling Resident with a Resident Parking Sticker. Guest Passes shall expire at 9:00 pm on the day marked on the pass.*

C. Non-Resident Vehicle Only Parking Permit: *Each year prior to April 1, the Board of Selectmen may make available a number of non-resident vehicle only parking permits. A non-resident vehicle only parking permit shall permit the holder to park a designated motor vehicle only in the Sholan Park parking lot in accordance Sections 113-1 and 113-2. Application for a non-resident vehicle only parking permit shall be made in writing upon a form provided by the Town and shall require payment of a fee to be determined by the Board of Selectmen. Non-*

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resident vehicle only parking permits shall be valid between April 1 and October 31st of the year of issue.

D. Non-Resident Vehicle and Trailer Parking Permit: *Each year prior to April 1, the Board of Selectmen may make available a number of non-resident vehicle and trailer parking permits. A non-resident vehicle and trailer parking permit shall permit the holder to park a designated motor vehicle and trailer in the Sholan Park parking lot in accordance Sections 113-1 and 113-2. Application for a non-resident vehicle and trailer parking permit shall be made in writing upon a form provided by the Town and shall require payment of a fee to be determined by the Board of Selectmen. Non-resident vehicle and trailer parking permits shall be valid between April 1 and October 31st of the year of issue.*

E. *Stickers, permits and passes issued by the Town of Sterling for the purposes described herein remain the property of the Town. Stickers, permits and passes are nontransferable. Holders of stickers, permits and passes must make available the assigned registration, license and/or the sticker, permit or pass upon request. Unauthorized use of stickers, permits and passes are subject to revocation.*

~~***B.*** *A resident permit of appropriate design shall be issued upon proof of residency for a specific vehicle and must be affixed to said vehicle.*~~

~~***F.C.*** *Beginning April 1 of each year a limited number of nonresident parking passes shall be issued for a one-year term on a first come first served basis. Nonresident parking Permits and passes shall be issued for a specific vehicle and must be displayed unobstructed and in full view on said vehicle dashboard. Nonresidents will be charged a parking fee as determined by the Board of Selectmen.*~~

G. *The issuance of a parking sticker, pass or permit does not guarantee or reserve a parking space for the holder.*

H. Penalties and Enforcement: *Sections 113-1, 113-2 and 113-3 of this Bylaw may be enforced by any Town Police Officer, through any lawful means in law or in equity, including non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any person who violates any said provision of this Bylaw shall be subject to the following penalties: First Offense: \$100 fine; Second Offense: \$200 fine; Third or Subsequent Offense: \$300 fine. In addition to the penalties set forth herein, any vehicle found in violation of any said sections of this Bylaw may be moved by or under the direction of any Town Police Officer, at the expense of the owner, to a place where parking is permitted.*

§ 113-4. Animals.

A. *Animals shall not be allowed on the beach and picnic areas of the park. ~~Violators are subject to a fine of \$25 for each bylaw offense.~~*

B. *This section shall not apply to service animals, defined by ADA as any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability.*

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~~C. This section shall be enforced by the Animal Control Division of the Town of Sterling. Section 113-4 of this Bylaw may be enforced by any officer of the Town's Animal Control Division, any officer or employee of the Recreation Department or any Town Police Officer, through any lawful means in law or in equity, including non-criminal disposition pursuant to MGL Ch40, §21D. If non-criminal disposition is elected, then any person who violates any said provision of this Bylaw shall be subject to a fine of \$25.00. In addition to the penalties set forth in this section, any person who violates this section may be prohibited from entering or made to leave the park.~~

§ 113-5. Safety rules.

A. Alcoholic beverages are not permitted at Sholan Park.

B. Residents and visitors must comply with all rules and regulations established for Sholan Park and designated swim areas.

C. Boaters must comply with the current Massachusetts boating regulations and local bylaws as posted.

~~D. These will be enforced by the Recreation Department staff and/or Police Department as required. Section 113-5 of this Bylaw may be enforced by any Town Police Officer, officer or employee of the Recreation Department or through any lawful means in law or in equity, including non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any person who violates any said provision of this Bylaw shall be subject to a fine of \$25.00. In addition to the penalties set forth in this section, any person who violates this section may be prohibited from entering or made to leave the park.~~

§ 113-6. East Lake Waushacum.

A. East Lake Waushacum is a sensitive natural resource and subject to the spread of invasive aquatic weeds and mussels as defined by the State's Department of Agricultural Resources.

~~B. Recipients of a resident permit, guest or visitor pass, and Users~~ intending to use a boat, trailer and/or other equipment in the lake are responsible to make sure it is free of invasive species before entering the park and water. The ~~recipient~~ user also agrees, as a condition of entering the lake, ~~accepting a resident permit or pass,~~ that said boat, trailer and/or equipment is subject to inspection for weeds and mussel species.

C. Any evidence of weeds, mussels or denying the inspection will be sufficient cause to deny access to the boat ramp and parking area.

~~D. The vehicle owner shall remove contaminated equipment from the park.” ;or take any other action relative thereto.~~

Submitted by: Board of Selectmen

Recommendation: The Recreation Commission recommends the passage of this article.

Recommendation: The Finance Committee TAKES NO POSITION on passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The primary purpose of the proposed amendment is to establish more options for parking in connection with use of the beach and boat launch at Sholan Park. The new bylaw, if adopted, will create two classes of non-resident parking stickers, one class for those who wish to park a car and trailer and one class for those who wish only to park a car. East Lake Waushacum is an important natural resource and recreational area for the Town. Unfortunately, parking is limited and must be managed so as to allow public access to the greatest extent possible. Residents will continue to enjoy all areas of Sholan Park using their free resident sticker affixed to their vehicle.

MOTION MADE as printed in the Warrant

MOTION MADE to move the question.

MOTION DEFEATED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 41. Other Post Employment Benefits (OPEB) Funding

To see if the Town will vote to raise and appropriate, transfer from available sums or borrow the sum of \$10,000 , or any other sum, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits (OPEB) ; or take any action thereon or in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: Retirement benefits, and especially retirement health insurance, are a large and growing liability to the Town. This article continues our gradual funding of this liability, as recommended by government accounting standards.

MOTION MADE to raise and appropriate the sum of \$10,000, and to approve Article 41 as set forth in the Warrant.

MOTION MADE to move the question.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 42. Adoption of the so-called "MULLIN RULE" Regarding Public Hearings

To see if the Town will vote to accept, for all boards, committees or commissions holding adjudicatory hearings in the Town, the provisions of MGL Ch39:23D, which provides that a member of a board, committee, or commission holding an adjudicatory hearing shall not be disqualified from voting in the matter solely due to the member's absence from one session of such hearing, provided that certain conditions are met, or take any other action relative thereto.

Submitted by: Town Clerk

Recommendation: The Finance Committee takes no position on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article will permit board members who miss a session of an adjudicatory hearing to review materials, voice recordings, or video recordings of said session, and participate in the decision of the board.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 43. Eliminate Saturday Voter Registration

To see if the Town will vote in accordance with the provisions of MGL Ch41:110A, to authorize the Town Clerk's office to remain closed on Saturdays and to treat Saturday as a legal holiday for the purposes of calculating the time frame for filing matters in that office; or take any other action relative thereto.

"Section 110A. Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday."

Note: When the Town Clerk codified the General bylaws in 2011, it was discovered that this MGL had not been voted and passed at Town Meeting. This local acceptance *will save the Town money* by extending voter registration on a weeknight rather than all day Saturday 8am to 8pm.

Submitted by: Town Clerk

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article is will avoid a Saturday voter registration day. By adopting MGL Ch41:110A, the deadline will fall on a Friday. It changes the calculation of the voter registration date 20 days prior to Town Meeting. If the deadline falls on a Sunday or Holiday, the current law requires the Town Clerk's Office to be open on a Saturday until 8pm. By passage of this article it will allow the Town Clerk's office to remain open for voter registration until 8pm on a regular business day (Monday – Friday) until 8pm.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 44. Deadline for Candidate to Obtain Nomination Papers

To see if the Town will vote to accept the provisions of MGL Ch53:9A , providing that the final date for obtaining blank nomination papers for nomination to Town office shall be forty-eight week day hours prior to the hour on which nomination papers are required to be submitted to the registrars of voters for certification, or take any other action relative thereto.

Notes: When the Town Clerk codified the General bylaws in 2011, it was discovered that this MGL had not been voted and passed at Town Meeting. This will streamline and clarify the nomination paper deadlines for the candidates at Town Election.

Submitted by: Town Clerk

Recommendation: The Finance Committee TAKES NO POSITION on the passage of this article.

Recommendation: The Board of Selectmen recommends

Summary: This article is will allow the Town Clerk's office to establish a date certain for candidates to obtain nomination papers. Currently the deadline is at the discretion of the Town Clerk. As a practical matter a candidate must obtain nomination papers in time to collect sufficient signatures to be certified before the deadline for submission expires. If this MGL is accepted, the deadline for obtaining nomination papers is 48 weekday hours prior to the hour on which the papers are submitted to the Registrars. For example, if the papers are due by 5pm on

Monday, the deadline to obtaining the papers is 5pm on the previous Thursday (since Saturday and Sunday are not counted.)

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 45. Apply Stabilization Fund to Reduce Tax Rate

To see if the Town will vote to transfer \$10,000 , or any other sum, from Stabilization Fund, to stabilize the tax rate, or take any action relative there to.

Submitted by: The Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The purpose of this article is to reduce the tax increase that would otherwise occur.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

**ARTICLE 46. Citizens Petition to Increase the Board of Selectmen
from three (3) to five (5)**

To see if the Town will vote to accept the recommendation of the “2009 Sterling Town Government Study Committee” and increase the number of members of the Board of Selectmen from three (3) to five (5), and accept the following amendments to the General Bylaws of the Town

Town of Sterling

Citizen’s Petition

Article XXXXX: Increase the number of members of the Board of Selectmen from three (3) to five (5).

To see if the Town will vote to accept the first recommendation of the “2009 Sterling Town Government Study Committee” and increase the number of members of the Board of Selectmen from three (3) to five (5), and accept the following amendments to the General Bylaws of the Town.

Article IX: Selectmen

Chapter 107-15 ½: Change in Composition of the Board of Selectmen

There shall be a Board of Selectmen composed of five members elected for terms of three years each. At the next ensuing election held as part of the first Annual Town Meeting after approval of this amendment, three Selectmen shall be elected, one for two years, and two for three years, and thereafter electing their successors for three years.

Submitted by: Petition

Description: The 2009 Sterling Town Government Study Committee made several recommendations and the first of these recommendations read (as extracted from the official report, see page 4).

A. Recommendations on Town structure

Although the Committee did consider changes to the legislative branch of Sterling’s government (Open Town Meeting), the Committee decided that no major structural changes would be recommended. There are some policy recommendations related to Open Town Meeting in Part C.

**Town of Sterling
Annual Town Meeting May 3, 2014**

The first structural change recommendations have to do with the head of the Town's executive branch, the Board of Selectmen, and the Town Administrator.

1. Increase the Number of the Board of Selectmen. *The Committee believes that because of the increased time demands of our society, the increasingly diverse population in Sterling, and the complex issues that local government has to address, serious consideration should be given to increasing the size of the Board of Selectmen from three to five. We believe that an expanded board offers the following advantages:*

- (a) A five-member board would increase the chances that the board would be more diverse and therefore more representative of the Town as a whole, and that a board of five members will reduce the chances of divisive polarity of opinions that can be counterproductive to the proper functioning of the board.*
- (b) A lighter workload for each member, giving the board more time to focus on long range planning and policy-making.*
- (c) Debate and decision-making would be more vigorous, as any one member of the board would have to convince at least two other members to take a given action.*
- (d) Attract more candidates to run for the board, as the shared (and therefore lighter) workload would not be as intimidating to citizens considering running for the board.*

We believe that this recommendation is as true today as it was when the committee provided its report on April 30, 2012.

A copy of the 2009 Sterling Town Government Study Committee report presented to the Board of Selectmen is available for download and viewing on the website of the Town of Sterling at http://www.sterling-ma.gov/Pages/SterlingMA_Boards/STGSCreport.pdf

Submitted by: Citizens Petition

MOTION MADE as printed in the Warrant

AMENDMENT TO THE MOTION: to enact a petition for Special Legislation.

Amendment not seconded.

MOTION MADE to postpone indefinitely, voted and passed as declared by the Moderator.

ARTICLE 47. Citizens Petition - Fiscal Year 2015 Article to Establish 1835 Town Hall Committee

Section 1, Establishment

There is hereby established an 1835 Town Hall Committee, consisting of not less than three (3) and not more than seven (7) residents of the Town of Sterling. Members shall be nominated by the 1835 Town Hall Committee and appointed by the Board of Selectmen for staggered terms of three years. Members on the Committee as of the effective date of this bylaw shall continue to serve until expiration of the term for which they were appointed. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as the original appointment. At its first regular meeting of the fiscal year, the members shall choose, by majority vote of those present and voting, a Chairperson, Vice Chairperson, and Clerk.

Section 2, Duties

It shall be the duty of the committee to make recommendations for the refurbishment, restoration, and maintenance of the 1835 Town Hall, and to oversee the use of the 1835 Town

**Town of Sterling
Annual Town Meeting May 3, 2014**

Hall as a Community Center for public open meeting space and limited municipal offices. In performing its duties, the committee shall comply with all applicable Town Bylaws and Massachusetts General Laws, including but not limited to the Open Meeting Law and the Public Records Law, as well as with directives and requests from the Board of Selectmen or Town Administrator consistent with the Committee's duties.

Section 3, Removals

A member who fails to attend, whether in person or by remote participation if authorized to do so, one third of the regular meetings of the Committee in any fiscal year shall be removed by the Board of Selectmen, either on its own initiative or upon recommendation of a majority of the remaining members of the Committee, unless the Board of Selectmen determines that there were extenuating circumstances excusing the absences and that the work of the Committee will not be impacted negatively by such member's remaining on the Committee. Any member of the Committee may, after a hearing, be removed for cause by the Board of Selectmen.

Submitted by: Citizens Petition

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 48. Annual Town Election

To elect by ballot on Monday, May 12, 2014 from 7:00am to 8:00pm at the Houghton Elementary School on 32 Boutelle Road, the following officers:

- One (1) seat for Board of Assessors to serve for three years
- One (1) seat for Board of Health to serve for three years
- Two (2) seats for Library Trustees to serve for three years
- One (1) seat for Board of Selectman to serve for three years
- One (1) seat for Constable to serve for three years
- One (1) seat for Department of Public Works Board to serve for three years
- One (1) seat for Planning Board to serve for five years
- One (1) seat for Sterling Housing Authority to fill a vacancy for one year
- One (1) seat for Sterling Municipal Light Board to serve for three years
- Two (2) seats for Wachusett Regional School District Committee to serve for three years;

And to give their vote, yes or no, on the following questions:

Shall the Town of Sterling be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund architectural design, Owner's Project Manager, complete construction and all items and services related to completing a new Senior Center with community usage to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Parcel Number 11 on Town Assessor's Map Number 137, and listed in the Registry of Deeds Book Number 03588, Page Number 0132 ?

Yes _____

No _____

After the Town Election on May 20, 2014 the results were challenged by a citizen's petition. A Recount was held on June 2, 2014 and the final results were as follows with the vote in favor of excluding the debt from Proposition 2 ½ for the Senior Center: **661 YES, 649 NO and 64 BLANKS.**

Town of Sterling
Annual Town Meeting May 3, 2014

QUESTION 1 re new Senior Center					
QUESTION 1 re new Senior Center with Recount June 2, 2014					
			Prec 1	Prec 2	TOTAL
YES			359	302	661
NO			358	291	649
Blanks			34	30	64
TOTAL			751	623	1,374

Shall the Town of Sterling be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase and equip a new pumper fire truck?

Yes _____

No _____

At the Annual Town Election on May 12, 2014, question 2 regarding the new fire truck was voted in the affirmative 802 Yes votes against 472 No votes as follows:

QUESTION 2 re new pumper fire truck					
			Prec 1	Prec 2	TOTAL
YES			434	368	802
NO			265	207	472
Blanks			52	48	100
TOTAL			751	623	1,374

Also to choose by ballot or otherwise, such other officers as may be necessary. The polls shall be opened on Monday, May 12, 2014 at seven (7:00) o'clock in the forenoon and shall remain open until eight (8:00) o'clock in the evening.

At 11:35pm motion to adjourn Town Meeting to May 12, 2014 for the purpose of election of Town Officers by ballot, at which no other Town business will be conducted and at commencement of which Town Meeting will be dissolved.

**Town of Sterling
Annual Town Meeting May 3, 2014**

**Attachment A - FY 2015 Classification Plan
Regular Non-Union Positions
(Proposed to be effective on July 1, 2014)**

Proposed Grade Level	Current Grade Level	Position Title
I	2	Clerk Typist
	3	Library Technician II
	2	Library Technician I
	4	Custodian
	3	Van Driver
II	4 or 5	Admin Assistant (Bldg, Assessor, Planning)
	4	Library Associate I
	4	Outreach Aide (COA)
	3	Meal Site Coordinator (COA)
III	5	Assistant Town Collector
	5	Assistant Town Treasurer
	6	Associate Health Agent
	2	Program Assistant (Rec)
	6	Executive Assistant (DPW)
	5	Assistant Town Clerk
	4	Animal Control Officer
	5	Library Associate II
IV	7	Asst. Library Dir (Child Services)
	7	Working Foreman
	6	Facilities Maintenance Technician
	7	Conservation Agent
V	7	COA Director
	8	HR Administrator
	8	Town Clerk
	8	Town Accountant
	8	Town Treasurer/Collector
	8	Asst Supt (DPW)
	Vacant	Town Planner
	7	Recreation Director
	8	Health Agent
	8	Building Commissioner
VI	10	DPW Superintendent

**Town of Sterling
Annual Town Meeting May 3, 2014**

**Attachment B - FY 2015 Classification Plan
Union Positions
(Proposed to be effective July 1, 2014)**

Grade	Position	Department
2		
3	Laborer	DPW
4		
5	Asst. Mechanic Truck Driver Dispatcher	DPW DPW Police
6	Firefighter/EMS Firefighter/Mechanic Company Officer Executive Assistant Equipment Operator Mechanic Water Technician I	Fire Fire Fire Police;Fire;Selectmen/TownAdministrator DPW DPW DPW
7	Firefighter/Paramedic Company Officer/Fire Inspector Head Dispatcher Sr Water System Technician Senior Water Technician	Fire Fire Police DPW DPW
8	Patrolman	Police
9		
10	Sergeant	Police
11		

**Town of Sterling
Annual Town Meeting May 3, 2014**

**Attachment C - Compensation Schedule
Non-Union Regular Positions
(Proposed to be effective as of July 1, 2014)**

Proposed Grade Level	Hourly Salary Range		
	Minimum	Mid-Point	Maximum
I	\$13.18	\$15.50	\$18.45
II	\$14.26	\$17.83	\$19.96
III	\$16.40	\$20.50	\$23.78
IV	\$18.86	\$23.57	\$26.40
V	\$22.63	\$28.29	\$33.95
VI	\$31.68	\$39.60	\$47.52

Proposed Grade Level	Annual Salary Range		
	Minimum	Mid-Point	Maximum
I	\$27,520	\$32,364	\$38,524
II	\$29,775	\$37,229	\$41,676
III	\$34,243	\$42,804	\$49,653
IV	\$39,380	\$49,214	\$55,123
V	\$47,251	\$59,070	\$70,888
VI	\$66,148	\$82,685	\$99,222

**Town of Sterling
Annual Town Meeting May 3, 2014**

Attachment D- FY 15 Compensation Schedule

**Union Positions
(Proposed to be effective July 1, 2014)**

GRADE	STEPS												
	1	2	3	4	5	6	7	8	9	10	11	12	13
1	9.93	10.23	10.54	10.85	11.18	11.51	11.86	12.22	12.59	12.95	13.34	13.74	14.16
2	11.41	11.76	12.13	12.47	12.85	13.24	13.64	14.05	14.47	14.89	15.34	15.80	16.28
3	13.15	13.54	13.93	14.35	14.78	15.23	15.69	16.16	16.64	17.14	17.66	18.19	18.74
4	15.11	15.57	16.03	16.51	17.01	17.51	18.04	18.58	19.14	19.72	20.31	20.91	21.54
5	17.39	17.91	18.44	18.99	19.56	20.16	20.76	21.38	22.01	22.68	23.36	24.06	24.78
6	41,704	42,966	44,251	45,556	46,928	48,320	49,779	51,282	52,827	54,394	56,027	57,702	59,444
7	47,973	49,431	50,889	52,413	53,980	55,612	57,267	58,987	60,771	62,578	64,471	66,408	68,387
8	55,047	56,699	58,399	60,150	61,956	63,814	65,729	67,700	69,732	71,824	73,979	76,198	78,484
9	61,652	63,502	65,406	67,369	69,390	71,471	73,616	75,825	78,099	80,442	82,856	85,340	87,901
10	69,051	71,123	73,256	75,453	77,717	80,049	82,451	84,924	87,472	90,096	92,799	95,583	98,450
11	77,337	79,658	82,048	84,508	87,044	89,655	92,346	95,115	97,969	100,909	103,935	107,053	110,265
6	19.97	20.57	21.20	21.82	22.47	23.14	23.84	24.56	25.30	26.05	26.84	27.63	28.47
7	22.97	23.67	24.37	25.10	25.86	26.63	27.43	28.25	29.10	29.97	30.88	31.80	32.75
8	26.37	27.15	27.97	28.82	29.67	30.57	31.48	32.42	33.39	34.40	35.43	36.50	37.59
9	29.52	30.41	31.32	32.26	33.23	34.23	35.25	36.32	37.40	38.53	39.69	40.87	42.10
10	33.07	34.07	35.08	36.13	37.23	38.34	39.48	40.68	41.89	43.15	44.44	45.78	47.15
11	37.04	38.16	39.29	40.47	41.69	42.94	44.23	45.55	46.92	48.33	49.78	51.27	52.81

Attachment E *as amended May 3, 2014*

Compensation Schedule

Call Fire Force Positions

(Proposed to be effective as of July 1, 2014)

Proposed Grade Level	Hourly Salary Range Minimum	Hourly Salary Range Mid-Point	Hourly Salary Range Maximum
I	\$13.00	\$19.76	\$26.52

Attachment F
 Stipend Positions
 (Proposed to be effective as of July 1, 2014)

Position Title		Amount
ADA Coordinator		\$1,500
Animal Inspector		\$1,000
Emergency Management Director		\$10,000
Gas Inspector		\$5,500
Plumbing Inspector		\$10,000
Swealer of Weights and Measures		\$1,200
Veteran's Agent		\$3,900

Attachment G
Temporary Positions
(Proposed to be effective as of July 1, 2014)

Position Title	Minimum/Hour	Maximum/Hour
Police Special Officer	\$8.25	\$9.60
Constable		\$9.25
Matron	\$15.00	\$25.00
Election Worker		\$8.25
Register of Voters		\$8.50
Assistant Register of Voters		\$8.25
Recycling Attendant		\$11.00
Seasonal Laborer	\$9.25	\$10.00
Seasonal truck Driver	\$17.00	\$20.00
Lifeguard	\$10.00	\$14.00
Season Recreation Assistant	\$8.50	\$14.00
Van driver (COA)		\$9.46
Food inspector		\$30.00
Account Clerk		\$15.00
Parking Clerk		\$25.00
Assistant Building Inspector		\$25 per Inspection
Assistant Plumbing Inspector		\$25 per Inspection
Wire Inspector		\$35 per Inspection
Assistant Wiring Inspector		\$35 per Inspection

SPECIAL TOWN MEETING MINUTES

**(1) Wednesday Nov. 12, 2014 at 7pm
Sterling Energy (pipeline article)**

(2) Wednesday Nov. 12, 2014 at 8pm

Pending approval by Attorney General
Uploaded to the website on Nov 19, 2014

A true copy

Attest: _____
Dawn E. Michanowicz, Town Clerk

Town of Sterling
Special Town Meeting(s) November 12, 2014

At 7:00pm on Wednesday, November 12, 2014, the Town Moderator, Dick Sheppard called to order the Special Town Meeting held in the Chocksett School on Boutelle Road in said Town of Sterling. The following 1 article was voted in a legal manner. There was a quorum present; 146 voters attended the meeting.

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Barbara Bartlett, 152 Princeton Road

Robert Protano, 372 Redemption Rock Trail

Gary Menin, 8 Birch Drive

Jo-Ann Cummings, 115 Princeton Road

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Fred Aponte, Town Accountant

Anne Cervantes, Town Treasurer/Collector

Ken Cleveland, THE CLINTON ITEM

Sean Hamilton, Superintendent Light Department

John Lebeaux, Interim Town Administrator

Dawn Michanowicz, Town Clerk

Jeanne Survell, Assistant Town Clerk

Moderator, Dick Sheppard, noted the receipt of the posting of the Warrant for the Special Town Meeting by Constable, Mike Pineo.

MOTION MADE TO WAIVE THE READING OF THE WARRANT

MOTION PASSED UNANIMOUSLY

ARTICLE 1. Creation of a Sterling Municipal Light and Gas Department

To see if the Town will vote to authorize the creation and operation of a municipal gas plant as allowed by Massachusetts General Laws, Chapter 164, Sec. 36, [\[MGL Ch164:36\]](#) and place such municipal gas plant under the authority of the Sterling Municipal Light Department Board. Upon such authorization, the municipal gas plant shall be combined with the Sterling Municipal Light Department to form the Sterling Municipal Light & Gas Department, which shall do business as "Energy Sterling".

Submitted by: Sterling Municipal Light Department Board

Recommendation: The Sterling Municipal Light Department Board recommends this article.

Board of Selectmen: No position taken.

Summary: The SMLD has been exploring the possibility of bringing natural gas to the Town of Sterling. The first formal step in this process is to be legally designated as the utility of record and franchise holder for gas distribution within the Town. This process involves having Town voters approve the above article at two (2) separate Special Town Meetings (STM) held at least two (2) months apart, but not more than thirteen months (13) apart. The first STM was held on December 16, 2013, and the article passed with an 87% vote in favor.

Town of Sterling
Special Town Meeting(s) November 12, 2014

A **YES** vote at this second meeting shows that the Town is interested in having us move forward with the planning process. It also gives us the legal right to negotiate contracts and terms that are in the best interests of the residents and businesses of Sterling. A yes vote **does not commit us** to following through with construction in the unlikely event that it is determined that the project is not financially or practically feasible.

During this complex planning and negotiation process, we will work with gas suppliers, legislators, regulators, vendors, customers, and financial partners to plan more detailed budgets, construction and operation plans, and project timelines.

If it's determined that's the most beneficial option is to transfer the gas franchise rights to another entity either in part or in full, the Light Board will have the legal right to negotiate the most preferable terms for the people of Sterling.

A **NO** vote would indicate that residents of Sterling **do not want natural gas** throughout the Town and would effectively end the SMLD's efforts to do so. If this article fails to pass, the process cannot be presented again for at least two years.

At 7:04 Discussion ensued on Article 1 with slide show presentation.

MOTION MADE at 8:04pm to recess the Special Town Meeting until 8:06pm
MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

MOTION MADE at 8:05pm to open the second Special Town Meeting and continue to a time certain of 8:25pm
MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

At 8:06 pm RETURNED TO FIRST SPECIAL TOWN MEETING

MOTION MADE at 8:23pm to MOVE THE QUESTION
MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

REQUIRES 2/3 VOTE

MOTION MADE as printed in the Warrant.

BALLOTS WERE CAST AND MOTION PASSED BY 2/3 VOTE: 100 YES 29 NO

THIS SPECIAL TOWN MEETING ADJOURNED AT 8:50pm.

Town of Sterling
Special Town Meeting(s) November 12, 2014

At 8:04pm on Wednesday, November 12, 2014, the Town Moderator, Richard Sheppard called to order the **second Special Town Meeting** held in the Chocksett School on Boutelle Road in said Town of Sterling to recess to a time certain of 8:25pm. At 8:55pm the Special Town Meeting commenced. The following 5 articles were voted in a legal manner. There was a quorum present; 142 voters attended the meeting.

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Barbara Bartlett, 152 Princeton Road

Robert Protano, 372 Redemption Rock Trail

Gary Menin, 8 Birch Drive

Jo-Ann Cummings, 115 Princeton Road

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Fred Aponte, Town Accountant

Anne Cervantes, Town Treasurer/Collector

Ken Cleveland, THE CLINTON ITEM

Sean Hamilton, Superintendent Light Department

John Lebeaux, Interim Town Administrator

Dawn Michanowicz, Town Clerk

Jeanne Survell, Assistant Town Clerk

Moderator, Richard Sheppard, noted the receipt of the posting of the second Warrant for this Special Town Meeting by Constable, Mike Pineo.

MOTION MADE TO WAIVE THE READING OF THIS WARRANT
MOTION PASSED UNANIMOUSLY

ARTICLE 1. Transfer Free Cash to Capital Investment Fund

To see if the Town will vote to transfer a sum of money from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling; or take any action relative thereto.

Submitted by: The Finance Committee

Recommendation: The Finance Committee and Capital Committee will report at the Special Town Meeting on this article.

Board of Selectmen: No position taken

Summary: This article transfers funds from an available fund, Free Cash, to the Capital Investment Fund.

MOTION MADE to postpone indefinitely passed by majority vote.

ARTICLE 2. Increase Library Wages

To see if the Town will vote to transfer from available funds, the sum of \$1,420.00 to increase wages in the Conant Library wage line item account to *fully fund* the Town of Sterling Compensation Plan voted at the May 3, 2014 Annual Town Meeting; or take any action relative thereto.

Town of Sterling
Special Town Meeting(s) November 12, 2014

Submitted by: Library Trustees

Recommendation: The Finance Committee supports this article

Board of Selectmen: No position taken

Summary: This article corrects an error in the Town of Sterling 2015 Budget, as voted at the May 3, 2014 Annual Town Meeting, where the numbers for the “wages requested” and “wages approved” were transposed in the printed/adopted budget.

REQUIRES 2/3 VOTE

MOTION MADE to transfer from the Stabilization Fund the sum of \$1,420 to increase the wages in the Conant Library wage line item account to fully fund the Town of Sterling Compensation Plan voted at the May 3, 2014 Annual Town Meeting.

MOTION PASSED BY 2/3rds VOTE AS DECLARED BY THE MODERATOR

ARTICLE 3. Procure New Financial and Accounting Software and Computer Systems

To see if the Town will vote to transfer from available funds, a sum of money to pay for a new, integrated treasury, tax collection, and accounting software system, and to procure the technology hardware and local operating systems on which to operate this system; or take any action relative thereto.

Submitted by: Town Administrator/Board of Selectmen, Town Treasurer, Town Accountant.

Recommendation: The Finance Committee will report at Special Town Meeting on this article.

Board of Selectmen: No position taken

Summary: The current tax and fee collection system, treasury cash management system, and accounting system are at the end of their useful life, and will not be supported by the software vendor as of June 30, 2015. The Town needs a modern, integrated software system to track expenditures, collections, and accounts in order to assure transparency and improved efficiency in financial operations.

REQUIRES 2/3 VOTE

MOTION MADE to transfer from the amount appropriated under Article 11 of the May 3, 2014 Annual Town Meeting, WRSD Above Net Minimum Contribution, the sum of \$90,000 for the purchase and installation of a new integrated treasury, tax collection, and accounting software system, and to purchase and install the technology hardware and local operating systems on which to operate the new software.

MOTION PASSED BY 2/3rds VOTE AS DECLARED BY THE MODERATOR

ARTICLE 4. Town Bylaw Amendment Banning Public Meetings on Election Day

To see if the Town will vote to amend Sterling General Bylaws, Chapter 180 Section 13, by inserting the words in italics (below), so that the bylaw will now read, “All town boards, commissions, committees, etc. are prohibited from holding public meetings on the day of **any election and** any Special or Annual Sterling Town Meeting later than one hour prior to the start of said Town Meeting except for meetings made necessary for consideration of matters before the Town Meeting and which are held at the time and place of said Town Meeting.” or take any action relative thereto.

Submitted by: Town Clerk

Town of Sterling
Special Town Meeting(s) November 12, 2014

Recommendation: The Board of Selectmen recommends this article.

Summary: The Attorney General of the Commonwealth has recommended that Town's NOT hold public meetings on Election Day, in order to assure that voters are not excluded from the fullest possible participation in the democratic electoral process.

MOTION MADE to amend Sterling General Bylaws, Chapter 180 Section 13, by inserting the words "any state or municipal primary, election or caucus" so that the bylaw will read: "All town boards, commissions, committees, etc. are prohibited from holding public meetings on the day of **any state or municipal primary, election or caucus, and** any Special or Annual Sterling Town Meeting later than one hour prior to the start of said Town Meeting except for meetings made necessary for consideration of matters before the Town Meeting and which are held at the time and place of said Town Meeting.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 5. Nitrogen Loading Permit Request

To see if the Town will vote to authorize the Board of Selectmen and the Conservation Commission to implement Grants of Title 5 Nitrogen Loading Restrictions and Easements on and over two parcels of land under the care and custody of the Town of Sterling Conservation Commission identified as follows: (1) a certain parcel of land located in the Town of Sterling, Worcester County, Massachusetts, constituting approximately 10.21 acres, being more particularly shown as Lot 2 on a plan of land in Sterling, Mass. prepared for Donald J. Blanchflower and Richard C. Blanchflower dated September, 1997 by David E. Ross Associates, Inc., Civil Engineers, a copy of which is recorded in the Worcester County Registry of Deeds at Plan Book 722, Plan No. 24, and (2) a certain parcel of land located in the Town of Sterling, Worcester County, Massachusetts, constituting approximately 17.22 acres, being more particularly shown as parcel B on a certain plan entitled "Plan of Land in Sterling, Mass owned by Stonegate Village LLC, scale 1"=60' prepared by Thomas Land Surveyors & Engineering Consultants" dated April 24, 2007, a copy of which is recorded in the Worcester County Registry of Deeds at Plan Book 862, Plan No. 54, for the purpose of implementing a Nitrogen Loading Facility Aggregation Plan approved by the Town of Sterling Board of Health and the Massachusetts Department of Environmental Protection on terms and conditions deemed to be in the best interest of the Town, and further to authorize the Board of Selectmen to file a Petition with the General Court under Article 97 of the Declaration of Rights to permit such grants for the above-identified conservation land and further to authorize Town Officials to take any action necessary to implement this Article; or take any action relative thereto.

Submitted by: Conservation Commission/Board of Selectmen

Recommendation: The Conservation Commission and the Board of Selectmen support this article.

Summary: This article creates a nitrogen loading permit for residents of Patriot's Way in order to bring them into compliance with Massachusetts DEP Title V septic requirements.

MOTION MADE as printed in the Warrant

MOTION PASSED BY 2/3rd VOTE AS DECLARED BY THE MODERATOR

AT 9:35pm MOTION MADE TO DISSOLVE THIS SPECIAL TOWN MEETING - PASSED UNANIMOUSLY

FINANCIAL REPORTS

2014

BOARD OF ASSESSORS

Fiscal Year 2014 Assessments and Property Tax Revenue Summary

<u>Property</u>	<u>Class Levy %</u>	<u>Valuation by Class</u>	<u>Tax Rate</u>	<u>Tax Levy</u>
Residential	85.8977	797,058,365	16.93	13,494,198.12
Open Space	0.0000	0	16.93	0.00
Commercial	4.1507	38,515,235	16.93	652,062.93
Industrial	5.4677	50,736,000	16.93	858,960.48
Personal Property	4.4839	41,606,788	16.93	704,402.92
TOTALS	100.0000	927,916,388		15,709,624.45

Valuation and Tax History

<u>Fiscal</u>	<u>Tax Rate</u>	<u>Total Valuation</u>	<u>Accounts</u>	<u>Tax Levy</u>	<u>Change%</u>
2013	16.35	929,121,078	3,753	15,191,130	1.763
2012	15.65	953,862,740	3,718	14,927,952	2.133
2011	14.90	980,949,938	3,752	14,616,154	0.549
2010	14.29	1,017,236,101	3,748	14,536,304	-0.019

Abstract of Assessments

<u>Property Class Code & Description</u>	<u>Accts</u>	<u>Class Valuation</u>	<u>Avg. Value</u>
101 Residential Single Family	2,513	709,361,200	282,300
102 Residential Condominiums	133	24,208,700	182,000
Miscellaneous Residential	19	5,524,400	290,800
104 Residential Two Family	99	25,183,500	254,400
105 Residential Three Family	7	2,104,700	300,700
111-125 Apartments	9	2,705,800	300,600
130-132, 106 Vacant Land	407	24,867,100	61,100
200-231 Open Space	0	-0-	-0-
300-393 Commercial	74	32,304,200	436,500
400-452 Industrial	117	50,655,800	442,300
501-506 Personal Property	241	41,606,788	172,600
600-821 Chapter 61, 61A, 61B	147	3,037,900	20,700
012-043 Mixed Use Properties	17	6,356,300	373,900
TOTALS	3,783	927,916,388	
Exempt		130,902,100	

Assessors' Account for Exemptions and Abatements

<u>Description</u>	<u>FY 2013</u>	<u>FY2012</u>	<u>FY2011</u>
Assessors' Overlay	\$103,503.63	\$77,985.89	\$98,854.00
Charges through 6/30	62,973.93	74,662.04	78,300.86
Amounts Transferred	-0-	-0-	-0-
Potential ATB Liability	-0-	-0-	-0-
Balance	\$40,529.70	\$11,785.15	\$20,553.14

New Growth Revenues

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenue</u>
2014	7,248,501	16.35	118,513
2013	6,330,000	15.65	99,064
2012	3,456,359	14.90	51,500
2011	11,160,253	14.29	159,480
2010	11,010,313	13.25	145,887

TOWN OF STERLING				
EMPLOYEE GROSS PAY				
CALENDAR YEAR 2014				
NAME		DEPARTMENT	JOB/TITLE	GROSS PAY, \$*
ACKERMAN, TERRI		TOWN ADMINISTRATOR	TOWN ADMINISTRATOR	11,851.08
ALLEN, CHAD		LIGHT	LINEMAN	76,587.76
ANDERSON, LAUREN		RECREATION	PART-TIME SEASONAL	2,756.02
APONTE, ALFREDO		ACCOUNTANT	ACCOUNTANT	9,319.29
ARES, ERIK		FIRE	FIRE FIGHTER/PARAMEDIC FULL-TIME	72,697.12
ARSENAULT, CHRISTINE		LIGHT/ELECTION/REG	STAFF ACCOUNTANT/REGISTRAR	57,406.78
ASH, BENJAMIN		FIRE	FIRE FIGHTER/EMT PART-TIME	536.90
AUBIN, GREGG		DPW BOARD	BOARD MEMBER	1,200.00
BACKSTROM, ROY		FIRE	FIRE FIGHTER PART-TIME	1,000.32
BAKER, CHARLES R.		FIRE	FIRE FIGHTER/EMT PART-TIME	2,093.56
BAKER, CHRISTOPHER		FIRE	DISPATCHER PART-TIME/FIRE FIGHTER PART-TIME	4,029.74
BARRIERE, RICHARD O.		ELECTION/REG	REGISTRAR OF VOTERS	505.75
BARRIERE, VIRGINIA		ELECTION/REG	ELECTION OFFICER	284.63
BICCHIERI, CLIFFORD		DPW - HIGHWAY	SKILLED LABORER	44,111.22
BLOOM, ROBERT		ELECTION/REG	ELECTION OFFICER	247.50
BOARDMAN, NICKOLE		COA	OUTREACH AIDE	13,282.48
BONNELL, EDWARD		ASSESSORS	PROPERTY LISTER	1,459.60
BOQUIST, JANE		ELECTION/REG	ELECTION OFFICER	189.75
BORGE, DARREN		LIGHT	OPERATIONS SUPERVISOR	69,229.26
BOURQUE, BRIAN		POLICE	POLICE OFFICER	82,000.38
BOURQUE, GERARD		VETERANS AGENT	VETERANS AGENT	650.00
BRACONNIER, MICHELLE		DISPATCH	DISPATCHER	46,997.82
BREAGY, RICHARD		BUILDING	ALTERNATE BUILDING INSPECTOR	785.00
BRISTOL, LISA		FIRE	ADMINISTRATIVE SECRETARY	42,695.28
BRODEUR, MARK		BUILDING	BUILDING INSPECTOR	5,145.00
BRODRICK, IAN		LIBRARY	LIBRARY ASSOCIATE II	18,927.20
BROWN, CHARLES		DPW - WATER DEPT	WATER TECHNICIAN	44,535.19
BRUNETTA, JANE		ELECTION/REG	SENIOR TAX WORKOFF VOLUNTEER	833.63
CAMERANO, IRENE		ELECTION/REG	ELECTION OFFICER	1,258.14
CAMPBELL, PATRICIA		LIBRARY	DIRECTOR	73,493.62
CARROLL, VIRGINIA		SENIOR TAX WORKOFF	SENIOR TAX WORKOFF VOLUNTEER	1,000.00
CASEY, CONNOR		RECREATION	PART-TIME SEASONAL	3,172.50
CAWLEY, PAUL		TOWN ADMINISTRATOR	CUSTODIAN	15,295.82
CERVANTES, ANNE		TREASURER/COLLECTOR	TREASURER/COLLECTOR	59,023.45
CHALMERS, MELISSA		ELECTION/REG	ASST. REGISTRAR/SENIOR TAX WORKOFF VOLUNTEER	2,460.25
CHAMBERLAND, GARY		POLICE	POLICE CHIEF	130,434.98
CHANDLER, BROOKE		POLICE	CELL MONITOR	250.00
CHEVARIE, MICHELLE		POLICE	ADMINISTRATIVE SECRETARY	44,307.04
CHICK, KAREN		ACCOUNTANT	ACCOUNTANT	28,040.05
CHRISTENSON, PATRICIA		ELECTION/REG	ELECTION OFFICER	272.25
CLARK, DONNA		BOARD OF HEALTH	BOARD MEMBER	103.00
COLBURN, SARAH		FIRE	FIRE FIGHTER/EMT PART-TIME	9,097.46
CONLEY, BRIAN P.		FIRE	FIRE FIGHTER PART-TIME	1,537.56
CONSTANTINO, CHRISTOPHER		POLICE	CELL MONITOR	500.00
CONSTANTINO, PAUL C.		POLICE	POLICE SERGEANT	157,143.13
COTE, ANGELA		LIBRARY	LIBRARY ASSOCIATE I	7,290.57
COUGHLIN, FLORENCE		ELECTION/REG	ELECTION OFFICER	152.63
COURVILLE, LOIS		ELECTION/REG	ELECTION OFFICER	152.63
CUMMINGS, JO-ANN		ELECTION/REG	ELECTION OFFICER	457.88
CURLL, SUSAN		LIGHT	BILLING/COLLECTIONS COORDINATOR	4,977.99
CUTLER, ROBERT		SELECTMEN	BOARD MEMBER	3,000.00
CZAJKOWSKI, DORIS M.		DPW - HIGHWAY	ADMINISTRATIVE CLERK	46,705.77
DAY, BRENDA		ELECTION/REG	ELECTION OFFICER/SENIOR TAX WORKOFF VOLUNTEER	1,000.00
DAY, DEANE		FIRE	FIRE FIGHTER PART-TIME	2,312.47
DAY, W. DAVID		FIRE	FIRE DEPUTY CHIEF/EMT PART-TIME	13,825.94
DECIERO, LISA		DPW - WATER DEPT	ADMINISTRATIVE CLERK	41,172.32
DELL, PAMELA		COA	VAN DRIVER	22,655.26

DESAUTELS, EILEEN	ELECTION/REG	ELECTION OFFICER	57.75
DIVIRGILIO, JAMES	FIRE	FIRE FIGHTER/EMT PART-TIME	12,990.93
DIETEL, JULIE	RECREATION	PART-TIME SEASONAL	1,935.11
DIETEL, KRISTEN	RECREATION	DIRECTOR	37,004.51
DONOHUE, GEOFFREY	DPW - HIGHWAY	MECHANIC	43,733.78
DOWNEY, MATTHEW	RECREATION	PART-TIME SEASONAL	175.00
DOWNEY, PETER	RECREATION	PART-TIME SEASONAL	5,073.50
DREYER, DEBORAH	ASSESSORS	ASSISTANT TO ASSESSOR	41,870.93
DUNN, JAMES	ELECTRICAL	ELECTRICAL INSPECTOR	9,415.00
EMERTON, JAMES	FIRE	PARAMEDIC/ASSISTANT EMD PART-TIME	16,410.84
FARRAR, RICHARD A.	DISPATCH	DISPATCHER PART-TIME	3,926.58
FAVREAU, DAVID	BOARD OF HEALTH	HEALTH AGENT	58,048.56
FAVREAU, LAWRENCE	DPW BOARD	BOARD MEMBER	1,200.00
FEDERICI, EMILY	ELECTION/REG	ELECTION OFFICER	66.00
FERGUSON, RYAN	POLICE	POLICE OFFICER	90,896.77
FINIZIO, NICHOLAS	FIRE	FIRE FIGHTER/EMT PART-TIME	8,666.69
FISHER, CLARE	SENIOR TAX WORKOFF	SENIOR TAX WORKOFF VOLUNTEER	1,000.00
FOLEY, BRIAN J.	LIGHT	FIRST LINEMAN	95,562.29
FORGIONE, NANCY	LIGHT	OFFICE MANAGER	54,592.75
FUGERE, STEVEN	POLICE	POLICE OFFICER	85,033.04
FURMANIUK, RONALD	SELECTMEN	BOARD MEMBER	750.00
GALLOTTA, CHRISTOPHER	DPW - PARKS DEPT	SEASONAL SUMMER HELP	3,537.00
GAUDETTE, SEAN W.	POLICE	POLICE SERGEANT	109,648.59
GERARDI, PAUL	DPW - HIGHWAY	TRUCK DRIVER	50,917.60
GIBBONS, RICHARD	BOARD OF HEALTH	INSPECTOR	345.00
GILL, CONNOR	RECREATION	PART-TIME SEASONAL	511.60
GLOW, MADELINE	RECREATION	PART-TIME SEASONAL	2,320.70
GOLD, MARJORIE	LIBRARY	LIBRARY ASSOCIATE I	6,719.34
GOLD, PHILIP	LIBRARY	LIBRARY TECHNICIAN	10,182.13
GRAY, TIMOTHY	LIGHT	LINEMAN	88,803.85
GREBINAR, ALEXANDRA	LIBRARY	LIBRARY ASSOCIATE II	23,636.35
GREBINAR, KEVIN	FIRE	FIRE LIEUTENANT/PARAMEDIC PART-TIME	19,127.73
GREENWOOD, DAVID	FIRE	FIRE FIGHTER/PARAMEDIC PER DIEM	16,793.84
HALLET, UTAHNA	ELECTION/REG	ELECTION OFFICER	391.88
HAMILTON, SEAN	LIGHT	GENERAL MANAGER	133,810.41
HAMILTON, BRANDON	FIRE	FIRE FIGHTER PART-TIME	3,399.10
HARDING, DONALD W.	DPW BOARD	BOARD MEMBER	1,200.00
HARRINGTON, JOHN	ELECTRICAL	ALTERNATE ELECTRICAL INSPECTOR	2,135.00
HAYES III, EVERARD	FIRE	PARAMEDIC PART-TIME	9,152.41
HEALEY, JOHNATHAN	FIRE	FIRE FIGHTER PART-TIME	597.97
HEHIR, DANIEL	FIRE	FIRE LIEUTENANT/PARAMEDIC PART-TIME	6,447.64
HELLER, ELAINE	ELECTION/REG	ELECTION OFFICER	931.88
HENDLEY, MEGGIN	LIGHT	BILLING COORDINATOR	48,213.99
HERNANDEZ, JUAN	FIRE	FIRE FIGHTER/EMT PART-TIME	5,799.10
HOFFMAN, ALLEN H.	BOARD OF HEALTH	BOARD MEMBER	103.00
HOLMQUIST, MARGARET	RECREATION	PART-TIME SEASONAL	401.50
HOUGHAM, CHRISTOPHER	RECREATION	PART-TIME SEASONAL	3,973.60
HUDSON, SHEILA	ELECTION/REG	REGISTRAR OF VOTERS	3,851.75
HUNTOON, CARMEN	ELECTION/REG	REGISTRAR OF VOTERS	391.88
HURLBUT, FLORINE	SENIOR TAX WORKOFF	SENIOR TAX WORKOFF VOLUNTEER	852.00
HURLBUT, KELLY	FIRE	EMT PART-TIME	5,976.83
HURLBUT JR., DAVID C.	FIRE	FIRE CHIEF/EMT/EMD FULL-TIME	125,100.45
JACALA, SANDRA	COA	MEAL SITE COORDINATOR	10,888.42
JACOBS, DONALD	TOWN ADMINISTRATOR	HUMAN RESOURCES ADMINISTRATOR	28,663.11
JANDA, JUDITH	RECREATION	DIRECTOR	36,491.17
JANDA, ROBERT	GAS/PLUMB	INSPECTOR	16,096.00
JANDA, SAMANTHA	RECREATION	PART-TIME SEASONAL	695.75
JARVIS, TERRI	FIRE	FIRE FIGHTER PART-TIME	863.72
JAYNE, KAMA	TOWN ADMINISTRATOR	ADMINISTRATIVE SECRETARY	45,554.34
JOHNSON, DAVID R.	POLICE	POLICE OFFICER	99,377.04
JOHNSON, SCOTT D.	POLICE	POLICE OFFICER	95,538.03
JOHNSON, DAVID	FIRE	FIRE LIEUTENANT PART-TIME	7,338.31
JONES, STEVEN	ANIMAL CONTROL	ALTERNATE ANIMAL CONTROL OFFICER	65.60

JUSSEAUME, ERIC	FIRE		FIRE FIGHTER/EMT PART-TIME	162.50
KALINOWSKI, DIANE	DPW - SANITATION		RECYCLING	9,185.00
KEITH, CHERYL M.	LIBRARY		LIBRARY ASSOCIATE I	15,888.69
KILCOYNE, JOHN	SELECTMEN		BOARD MEMBER	750.00
KIMBALL, LINDA	FIRE		PARAMEDIC PART-TIME	9,234.22
KINAHAN, GEORGE	FIRE		FIREFIGHTER/PARAMEDIC PART-TIME	3,309.19
KIRKPATRICK, ROBERT	FIRE		FIRE LIEUTENANT/EMT PART-TIME	12,291.80
KNEELAND, ROBERT	DPW - HIGHWAY		PART-TIME SEASONAL	996.88
KOKERNAK, ANN	BUILDING/ZBA		ADMINISTRATIVE CLERK	24,541.01
KOKERNAK, THOMAS	FIRE		FIRE LIEUTENANT/FIRE INSPECTOR/EMT FULL-TIME	87,505.13
LAITALA, JOHN	FIRE		FIRE FIGHTER/EMT PART-TIME	7,975.29
LAKOS, NICHOLAS	LIGHT		SUMMER HELP	698.25
LANZA, CODY	RECREATION		PART-TIME SEASONAL	2,559.04
LECLERC, KAREN	TREASURER/COLLECTOR		ASSISTANT TREASURER	36,900.03
LEIN, BARRY	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	748.00
LEVESQUE, PETER	POLICE		POLICE OFFICER	22,772.50
LONG, MARJORIE	ELECTION/REG		ELECTION OFFICER	214.50
LYONS, DAVID	DPW - HIGHWAY		HIGHWAY FOREMAN	56,547.38
LYONS, PAUL	DPW - WATER DEPT		OPERATIONS SUPERVISOR	63,785.23
MACADAMS, PRISCILLA	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	124.00
MACARTHUR, GARRETT	DISPATCH		DISPATCHER	53,850.16
MACARTHUR, DEBRA J.	DISPATCH		DISPATCH SUPERVISOR	68,450.98
MADDEN, PATRICK	DPW - HIGHWAY		PART-TIME SEASONAL	1,228.25
MAKI, RICHARD	ELECTION/REG		ELECTION OFFICER	169.12
MALLETTE, DANIELLE	POLICE		CELL MONITOR	2,912.50
MALONEY, WILLIAM	FIRE		FIRE FIGHTER PART-TIME	413.34
MAMMONE, EVAN	DPW - PARKS DEPT		SEASONAL	10,151.38
MARRO, MATTHEW	CONSERVATION		FIELD AGENT	24,827.82
MARTIN, CRAIG	FIRE		FIRE LIEUTENANT/EMT PART-TIME	3,977.45
MASSA, LOUIS	ANIMAL CONTROL/COA		ANIMAL CONTROL OFFICER/VAN DRIVER	31,936.08
MATTEL, DANIELLE	LIBRARY		ASSISTANT DIRECTOR/HEAD OF CHILDREN'S SERVICES	47,891.52
MAYPOTHEM MATTHEW	RECREATION		PART-TIME SEASONAL	948.00
MCALLISTER, SANDRA	ELECTION/REG		ELECTION OFFICER	45.37
MCAULIFFE, JOHN	FIRE		FIRE LIEUTENANT/EMT PART-TIME	2,971.27
MCAULIFFE, MATTHEW	FIRE		FIRE FIGHTER PART-TIME	784.03
MCGRATH, EMMA	RECREATION		PART-TIME SEASONAL	3,496.04
MCGUIRK, ARLENE	ELECTION/REG		ELECTION OFFICER	74.25
MCKENNEY, ANITA	ELECTION/REG		ELECTION OFFICER	218.63
MCMAMARA, EDWARD	FIRE		DEPUTY CHIEF/PARAMEDIC PART-TIME	12,069.51
MENIN, GARY	BOARD OF HEALTH		BOARD MEMBER	103.00
MERCIER, LINDA	ELECTION/REG		ELECTION OFFICER	107.25
MERRILL, RYAN	LIGHT		SUMMER HELP	2,280.00
MEUNIER, JANE	ELECTION/REG		ELECTION OFFICER	193.88
MICHANOWICZ, DAWN	TOWN CLERK		TOWN CLERK	64,917.22
MUCCI, STEVEN	POLICE		POLICE OFFICER	4,462.40
MUCKENSTROM, JUDITH	ELECTION/REG		ELECTION OFFICER	231.00
MURPHY, JUDITH	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	48.00
MURRAY, DONLIN K.	ASSESSORS		BOARD MEMBER	1,500.00
MURRAY, THERESA D.	TREASURER/COLLECTOR		ASSISTANT COLLECTOR	50,854.26
NICKERSON, KATHLEEN	BOARD OF HEALTH		ASSOCIATE HEALTH AGENT	19,234.25
NICKERSON, ROBERT	FIRE		FIRE FIGHTER/PARAMEDIC PART-TIME	9,456.01
NORBERG, MICHAEL	POLICE		POLICE OFFICER	82,449.86
NORDQUIST, JOHN E.	LIGHT		FIRST CLASS LINEMAN	101,135.30
NUTTER, ALIVIA	LIGHT		CO-OP STUDENT	9,290.39
O'CONNOR, MICHAEL	RECREATION		PART-TIME SEASONAL	1,515.45
OATES, LUCINDA	PLANNING BOARD		ADMINISTRATIVE ASSISTANT	18,708.97
ORR, DEBORAH S.	LIBRARY		LIBRARY ASSOCIATE II	41,457.16
PAPE, GEORGE	LIGHT		BOARD MEMBER	766.50
PARKER, JASON	DPW - HIGHWAY		TRUCK DRIVER	57,207.27
PARKER, NICHOLAS	FIRE		FIRE FIGHTER PART-TIME	325.00
PARKER, TERESA	ELECTION/REG		ELECTION OFFICER	99.00
PARKINSON, ABBI	DISPATCH		DISPATCHER PART-TIME	2,031.41
PATACCHIOLA, BRIAN	SELECTMEN		BOARD MEMBER	1,500.00

PATTERSON, JASON	FIRE		FIRE FIGHTER PART-TIME	695.50
PERRY, LISA	LIBRARY		LIBRARY ASSOCIATE I	8,441.20
PERRY, MICHAEL	RECREATION		PART-TIME SEASONAL	1,851.02
PHILLIPS, KAREN	COA		DIRECTOR	47,369.28
PICHIERRI, RONALD	PLANNING BOARD		BOARD MEMBER	100.00
PIERCE, JEREMY	GAS/PLUMB		ALTERNATE INSPECTOR	50.00
PINEO, JOAN	ELECTION/REG		CONSTABLE	476.38
PINEO, MICHAEL	ELECTION/REG		CONSTABLE	575.38
PITMAN, MARILYN	ELECTION/REG		ELECTION OFFICER	156.75
PLOUFFE, TIMOTHEY	POLICE		POLICE OFFICER	92,408.83
POMEROY, CRAIG	POLICE		POLICE SERGEANT	107,600.16
POMEROY, LANE	POLICE		POLICE OFFICER	67,262.40
PROVONSIL, BRIAN	LIGHT		APPRENTICE LINEMAN	30,957.02
RACCA, LINDA	ELECTION/REG		ELECTION OFFICER	210.38
RICHARD, JARED	DISPATCH		DISPATCHER PART-TIME	5,087.38
RIPA, CHARLES	DPW - HIGHWAY		MECHANIC/FOREMAN	85,204.74
RITTER, JEFFREY	TOWN ADMINISTRATOR		TOWN ADMINISTRATOR	69,718.15
RIVERS, MICHAEL	LIGHT		BOARD MEMBER	3,000.00
ROFFEE, LAURA	LIBRARY		LIBRARY ASSOCIATE I	13,941.54
ROGOWSKI, ROBERT	FIRE		FIRE FIGHTER/EMT PER DIEM	2,201.74
ROSE, CATHERINE	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	412.00
RUGG, CARRIE	ELECTION/REG		ELECTION OFFICER	342.39
RUGG, E. LYMAN	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	1,000.00
RUGG, GLORIA	COA		SPARE VAN DRIVER	463.54
RUGG, RAYMOND JR.	DPW - CEMETERY		SKILLED LABORER	49,713.19
RUGG SR., RAYMOND E.	DPW - HIGHWAY		TRUCK DRIVER	67,780.99
RUSSELL, NICHOLAS	RECREATION		PART-TIME SEASONAL	1,838.13
RUSSELL, HOPE	RECREATION		PART-TIME SEASONAL	1,173.90
RUSSELL, JONATHAN	RECREATION		PART-TIME SEASONAL	958.80
RUTHERFORD, CHARLES	TOWN HALL		TECHNICIAN	26,881.83
SABOURIN, ROGER J.	DPW - HIGHWAY		SKILLED LABORER	40,360.85
SANTOS, FELIPE	FIRE		FIRE FIGHTER/EMT PART-TIME	1,824.41
SECORD, CYNTHIA	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	1,000.00
SEREWICZ, BEATRICE	DISPATCH		DISPATCHER PART-TIME	9,763.28
SEYMOUR, JOAN	COA		FRIDAY VAN DRIVER	3,557.36
SHEA, TIMOTHY	FIRE		FIRE FIGHTER/PARAMEDIC PER DIEM	4,118.38
SHEA, JAMIESON	FIRE		FIRE FIGHTER/PARAMEDIC FULL-TIME	63,230.19
SHEPARD, WALTER	DPW - PARKS DEPT		TRUCK DRIVER	52,800.58
SHEPPARD, RICHARD A.	VETERANS AGENT		VETERANS AGENT	3,750.00
SHOSEY, COREY	FIRE		FIRE FIGHTER PART-TIME	581.48
SMITH, DANIEL	FIRE		FIRE FIGHTER/EMT PART-TIME	10,523.58
SMITH, BRENDAN	FIRE		FIRE FIGHTER PART-TIME	2,348.69
SOMMA, ENID	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	1,000.00
SPARKS, THOMAS	LIGHT		LINESUPERINTENDENT	101,863.38
STACK, JAMES	ELECTION/REG		ELECTION OFFICER	78.38
STELMACH, MATTHEW	LIGHT		BOARD MEMBER	1,500.00
SURVELL, JEANNE	TOWN CLERK		ASSISTANT TOWN CLERK	43,198.19
SZLOSEK, MICHAEL	TOWN ADMINISTRATOR		INTERIM TOWN ADMINISTRATOR	7,200.00
TADRY, KAREN	FIRE		EMT PART-TIME	3,046.43
TAMULEN, JOSHUA	FIRE		FIRE FIGHTER/EMT PART-TIME	13,458.97
TATA, ERIC	DPW - WATER DEPT		WATER TECHNICIAN	51,483.97
TETU, JUDITH	ELECTION/REG		ELECTION OFFICER	28.88
TODOROV, SHAWN	FIRE		FIRE FIGHTER/EMT PART-TIME	4,068.22
TRAINA, RICHARD	FIRE		FIRE FIGHTER/EMT PART-TIME	4,698.60
TREMBLAY, JOSEPH	LIGHT		CO-OP STUDENT	1,485.00
TRYCHON, STEPHEN	DPW - PARKS DEPT		SEASONAL SUMMER HELP	4,515.01
TURNER, JAMES	FIRE		FIRE FIGHTER/EMT PART-TIME	2,085.94
TUTTLE, WILLIAM	DPW		SUPERINTENDENT	89,292.05
VALENTINO, PAUL	TOWN ADMINISTRATOR		CUSTODIAN	15,731.01
VAYO, JEAN	SENIOR TAX WORKOFF		SENIOR TAX WORKOFF VOLUNTEER	760.00
WALLACE, KATHRYN	FIRE		EMT PART-TIME	3,004.23

WARREN, ROBERT W.	ELECTRICAL	ELECTRICAL INSPECTOR	35.00
WELSH, BRENDAN	RECREATION	PART-TIME SEASONAL	1,416.96
WILDER, CHRISTOPHER	DISPATCH	DISPATCHER	58,205.22
WITTS, JEREMY	RECREATION	PART-TIME SEASONAL	231.00
WOOD, LEO	DPW - HIGHWAY	SEASONAL	1,751.00
ZARACH, MICHAEL	LIGHT	METER TECHNICIAN	8,468.58
ZICHELE, SAVANNA	RECREATION	PART-TIME SEASONAL	3,443.85
*Gross pay excludes police paid detail and clothing/boot allowance.			
Gross pay includes all other earnings such as base pay, overtime, shift differential, sick, personal, holiday, vacation, longevity, sick and vacation buyback, bonus, injured on duty and retroactive pay.			
Senior tax workoff earnings are paid to the senior's tax bill.			

TOWN OF STERLING
REPORT OF THE TREASURER/COLLECTOR
TAX COLLECTIONS - 12/31/14

	TAXES COMMITTED	ABATEMENTS EXEMPTIONS	TRANSFER to TAX TITLE	COLLECTIONS less Refunds	BALANCE OUTSTANDING
Real Estate Taxes					
Levy of 2015	\$ 15,576,819.78	\$ 30,990.50	\$ -	\$ 7,516,124.67	\$ 8,029,704.61
Levy of 2014	\$ 15,006,925.75	\$ 58,469.59	\$ 103,225.50	\$ 14,760,842.67	\$ 84,387.99
Levy of 2013	\$ 14,587,931.78	\$ 55,500.37	\$ 124,619.44	\$ 14,406,180.12	\$ 1,631.85
Levy of 2012	\$ 14,340,843.27	\$ 59,784.49	\$ 96,665.40	\$ 14,184,393.38	\$ -
Levy of 2011	\$ 14,078,794.75	\$ 75,384.60	\$ 83,838.00	\$ 13,919,572.15	\$ -
Levy of 2010	\$ 14,082,290.52	\$ 60,062.05	\$ 68,711.35	\$ 13,953,517.12	\$ -
Levy of 2009	\$ 14,116,679.40	\$ 51,584.01	\$ 58,470.21	\$ 14,006,604.16	\$ 21.02
Levy of 2008	\$ 13,461,501.69	\$ 44,739.99	\$ 39,432.99	\$ 13,377,328.71	\$ -
Levy of 2007	\$ 12,709,131.84	\$ 43,202.82	\$ 30,136.98	\$ 12,635,792.04	\$ -
Levy of 2006	\$ 12,567,052.89	\$ 52,248.07	\$ 36,848.81	\$ 12,477,625.70	\$ 330.31
Levy of 2005	\$ 11,416,727.35	\$ 35,263.94	\$ 46,155.08	\$ 11,335,038.39	\$ 274.94
					<u>\$ 8,116,350.72</u>
Personal Property Taxes					
Levy of 2015	\$ 721,451.88			\$ 40.82	\$ 721,411.06
Levy of 2014	\$ 722,268.09	\$ 1,501.59	\$ -	\$ 717,092.39	\$ 3,674.11
Levy of 2013	\$ 604,838.65	\$ 7,473.56	\$ -	\$ 590,945.53	\$ 6,419.56
Levy of 2012	\$ 592,766.33	\$ 7,402.20	\$ -	\$ 581,831.05	\$ 3,533.08
Levy of 2011	\$ 538,892.36	\$ 2,916.26	\$ -	\$ 533,735.96	\$ 2,240.14
Levy of 2010	\$ 455,688.60	\$ -	\$ -	\$ 453,956.73	\$ 1,731.87
Levy of 2009	\$ 422,388.42	\$ 38,404.38	\$ -	\$ 382,564.91	\$ 1,419.13
Levy of 2008	\$ 372,158.68	\$ 3,212.84	\$ -	\$ 366,809.99	\$ 2,135.85
Levy of 2007	\$ 307,746.94	\$ 230.93	\$ -	\$ 306,660.55	\$ 855.46
Levy of 2006	\$ 301,777.76	\$ 143.48	\$ -	\$ 300,884.55	\$ 749.73
Levy of 2005	\$ 352,972.23	\$ 452.74	\$ -	\$ 351,989.08	\$ 530.41
					<u>\$ 744,700.40</u>

Motor Vehicle Excise

Levy of 2014	\$1,245,467.92	\$	25,672.40	\$	-	\$	1,189,983.12	\$	29,812.40
Levy of 2013	\$1,160,670.44	\$	27,022.95	\$	-	\$	1,126,448.06	\$	7,199.43
Levy of 2012	\$1,100,575.28	\$	24,604.57	\$	-	\$	1,067,915.28	\$	8,055.43
Levy of 2011	\$1,062,844.18	\$	25,947.54	\$	-	\$	1,032,661.21	\$	4,235.43
Levy of 2010	\$1,028,148.30	\$	25,451.88	\$	-	\$	1,000,356.11	\$	2,340.31
Levy of 2009	\$1,052,796.65	\$	26,091.88	\$	-	\$	1,023,444.66	\$	3,260.11
Levy of 2008	\$1,096,483.60	\$	27,230.14	\$	-	\$	1,066,899.81	\$	2,353.65
Levy of 2007	\$1,126,533.83	\$	31,007.97	\$	-	\$	1,092,813.88	\$	2,711.98
Levy of 2006	\$1,157,273.74	\$	28,087.25	\$	-	\$	1,126,320.85	\$	2,865.64
Levy of 2005	\$1,154,167.25	\$	31,563.01	\$	-	\$	1,119,407.03	\$	3,197.21
Levy of 2004	\$1,151,250.39	\$	34,035.76	\$	-	\$	1,114,266.82	\$	2,947.81
									<u>\$ 68,979.40</u>

Taxes Liens/Tax Title**\$ 359,368.61****Tax Foreclosure/Tax Possessions****\$ 90,803.71**

Anne M. Cervantes
Treasurer/Collector

REPORT OF THE TREASURER/COLLECTOR		
TRUST FUNDS - DECEMBER 31, 2014		
ACCOUNT	PRINCIPAL	AVAILABLE FUNDS
	Non-expendable Funds	Expendable Funds
Jacob Conant - Fuel Fund	2,200.00	3,626.00
Emily Wilder - Fuel Fund	1,500.00	2,508.68
Clarissa A. Freeman Fund	5,000.00	2,268.16
Martha Roper Fund	500.00	1,103.42
Albert Farwell Fund	1,000.00	752.59
Henry Stephenson Fund	2,000.00	3,783.62
Alba Coffin Fund	1,000.00	1,510.06
TPA Trust for the Needy	0.00	1,745.97
John Houghton Needy Women	52,664.36	4,118.24
Neighbor to Neighbor	1,000.00	10,478.68
Butterick Library	11,000.00	76.33
Eli Kilburn Library	3,250.00	22.54
Conant Library	500.00	(25.18)
Waite Library	3,000.00	24.10
Putnam Library	2,000.00	14.23
W C Kendall Library	500.00	41.35
Charles Place Library	2,450.00	27.06
Edward Conant Library	1,200.00	37.13
Madaline Miller Library	1,000.00	9.38
Helen Houghton Library	5,726.87	39.74
June Williams Library	76,198.95	536.07
Allen Library	0.00	401,104.84
Flower Fund	4,530.00	5,668.53
Eli Kilburn Park Fund	1,300.00	1,651.19
Fannie Stevenson Park Fund	1,000.00	1,558.79
Perpetual Care	239,231.58	30,480.07
Florence Houghton Tree	3,434.46	4,432.14
Rosamond D. Fanning Scholarship	1,000.00	1,297.56
Butterick School Fund	10,000.00	719.20
Conant High School Scholarship	15,000.00	1,128.06
Iacobucci Scholarship	5,300.00	418.87
Maria Houghton Scholarship	52,664.36	2,277.60
Wachusett Area EMS	0.00	136,123.34
Cultural Council	0.00	853.22
Title 5 Septic Loans	0.00	133,947.86
George & Mary Gibbs Recreation	5,000.00	3,856.68
Conservation	0.00	33,477.47
Chocksett Crossing	0.00	38,696.74
OPEB	0.00	26,425.38
Total	512,150.58	856,815.71
		Anne M. Cervantes
		Treasurer/Collector

TOWN OF STERLING							
REPORT OF THE TREASURER/COLLECTOR							
CAPITAL & STABILIZATION FUNDS - June 30, 2014							
STABILIZATION FUND							\$ 674,705.00
CAPITAL FUND							\$ 4,209,946.00
TOTAL							\$ 4,884,651.00
TOWN OF STERLING							
REPORT OF THE TREASURER/COLLECTOR							
DEBT - JUNE 30, 2014							
PROJECT	BOND ISSUED	BOND MATURES	INTEREST RATE	ORIGINAL BOND	FY14 INTEREST	FY14 PRINCIPAL	BALANCE
School Renovation	2006	2/15/2020	4.00%	\$ 9,365,000.00	\$ 276,800.00	\$ 965,000.00	\$ 5,955,000.00
Griffin Road Land	2011	6/15/2019	2.00%	\$ 82,000.00	\$ 1,720.00	\$ 11,000.00	\$ 50,000.00
Library Renovation	2011	6/15/2021	2.00%	\$ 455,000.00	\$ 11,250.00	\$ 45,000.00	\$ 315,000.00
Police & Fire Stations	2011	6/15/2021	3.00%	\$ 1,580,500.00	\$ 38,880.00	\$ 163,500.00	\$ 1,087,000.00
Fire Truck	2005	5/15/2015	4.25%	\$ 645,000.00	\$ 5,162.50	\$ 65,000.00	\$ 60,000.00
Fire Station	2005	5/15/2025	4.25%	\$ 1,950,000.00	\$ 47,247.50	\$ 100,000.00	\$ 1,050,000.00
Water Tank Land	2011	6/15/2020	2.00%	\$ 44,000.00	\$ 1,000.00	\$ 5,500.00	\$ 28,000.00
Water Tank	2011	6/15/2021	2.00%	\$ 798,500.00	\$ 20,000.00	\$ 80,000.00	\$ 560,000.00
Water Disinfecting Plant	2004	2/1/2021	5.25%	\$ 451,269.00	\$ 3,486.36	\$ 17,889.00	\$ 220,000.00
Water Mains	2005	5/15/2025	4.25%	\$ 660,000.00	\$ 15,602.50	\$ 35,000.00	\$ 345,000.00
Water Well and UV Project #1	2007	7/15/2027	2.00%	\$ 806,740.00	\$ 12,336.66	\$ 36,676.00	\$ 598,495.00
Water Well and UV Project #2	2008	1/15/2018	4.15%	\$ 388,000.00	\$ 7,677.50	\$ 40,000.00	\$ 145,000.00
Vault	2013	6/15/2020	2.80%	\$ 205,000.00	\$ 5,564.61	\$ 30,000.00	\$ 175,000.00
TOTAL					\$ 446,727.63	\$ 1,594,565.00	\$ 10,588,495.00
						Anne M. Cervantes	
						Treasurer/Collector	

TOWN OF STERLING

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
For the Year Ended June 30, 2014

		General Fund	Special Revenue	Water Enterprise	Electric Enterprise	Stabilization & Capital Funds	Agency & Trust	Long Term Obligations	Combined Total
ASSETS:									
	Cash	1,324,481	1,607,475	772,488	2,086,566	4,937,101	726,139		11,454,250
Receivables:									0
	Property Taxes	237,224							237,224
	Excise Taxes	108,286							108,286
Tax Liens		449,374							449,374
Other		90,804		20,117	185,410				296,330
Bonds/BANS Authorized									0
Amt to be provided long-term debt								10,588,495	10,588,495
Amt to be provided Com Absences									0
	Total Assets	2,210,168	1,607,475	792,605	2,271,975	4,937,101	726,139	10,588,495	23,133,959
LIABILITIES & FUND EQUITY									
Liabilities:									
	Accrued Payroll	0							0
	Accrued P/R Withholdings	83,024							83,024
	Deferred Revenue	727,229		20,117	185,410				932,756
	Reserved for Abated Taxes	158,458							158,458
	BANS Payable								0
	Encumbrances	476,420							476,420
	Warrants Payable	0							0
	AccComp Abscences								0
	Long Term Debt							10,588,495	10,588,495
	Other liabilities	478							478
									0
	Total Liabilities	1,445,609	0	20,117	185,410	0	0	10,588,495	12,239,631
FUND EQUITY									
	Reserved for Various Purp	9,153	1,607,475	772,488			726,139		3,115,255
	Reserved for Deficit								0
	Unreserved	755,407			2,086,566	4,937,101			7,779,073
									0
	Total Fund Equity	764,559	1,607,475	772,488	2,086,566	4,937,101	726,139	0	10,894,328
	Total liabilities and Fund Equity	2,210,168	1,607,475	792,605	2,271,975	4,937,101	726,139	10,588,495	23,133,959

**BOARD, COMMITTEE &
DEPARTMENT REPORTS**

2014

1835 Town Hall Committee

The 1835 Town Hall Committee continued work on window restoration after the initial contractor chosen by competitive bidding failed to fulfill the requirements. The remaining work, primarily seals and balances, was put out to bid in June and the successful bidder was Robert Barwise. Mr. Barwise has done an excellent job of restoration including repairs to weights and access pockets. At the end of the year the windows were tight and manageable and the final cost was \$8293.00 less than the initial estimates.

Danielle Ray joined the 1835 Town Hall Committee in April, replacing Beth Stuerman, who has done huge amounts of work in the past few years. We give our deepest thanks to Beth for her many contributions. Danielle will be helping us with many projects and has brought us a Facebook presence. In addition Robert McKay Jones has organized an excellent booklet on the Historical evolution of 1835 Town Hall, which was built as a Community Center and has been voted to remain so.

The town meeting voted in May to make the 1835 Town Hall Committee a permanent advisory committee. The Board of Selectmen have pressed to have the town Maintenance Manager more involved and several second-half projects have benefited from his help. While previous Boards of selectmen have pressed the volunteers of the 1835 Town Hall Committee to complete projects, acting as advisory has allowed the committee to focus on Historical integrity of improvements.

Window air conditioning units have been an ongoing headache (backache) and it was suggested we purchase portable rollabout units that connect with 2 large hoses to the windows. The results have been excellent and problems with bird nests under the AC window units are eliminated.

We have been required by DCR to replace toilets with low-flow units, which initially did not work well. After updating the pressure regulators for the building and replacing the toilets yet again (at vendor cost) all are working well.

New carpets were installed in May in room 1, the Recreation office and the Veteran's Agent office, replacing 30+ year old carpets.

Some critical clapboard replacement has been done preparatory to painting but time and height above the ground has made it difficult to complete repairs on a volunteer basis. We hope to secure help from the Sheriff's department to paint the south side, but lead tests have shown there is lead paint, and the sheriff's department is not an authorized Lead removal contractor. We are looking for ways to get the scraping and repairs done by a certified contractor.

The old slate roof (some parts as old as 125 years) has long needed replacement and the Board of Selectmen along with the Town Administrator, Maintenance technician and 1835 Town Hall Committee have worked together to find a solution. A major problem has been a series of structural weaknesses over the years as well as snow slides and ice dams. Spencer Vogt architects and Structures North engineers prepared a plan of action in the 2012-2013 Rehabilitation study. We have been working to find a solution for the roof and roof structure within the financial scope of the Town Budget and hope to be able to proceed with this critical need in FY2016.

This report would not be complete without our thanks to all the Town staff for their help and especially our janitor, Paul, for his unstinting work in keeping the 1835 clean and accessible.

Respectfully Submitted,
Vernon Gaw, Chair

Sterling Agricultural Commission

The Sterling Agricultural Commission is comprised of seven (7) regular members and three (3) numbered alternates all of whom are appointed by the Selectmen to serve for a term of three years. A majority of the membership must be substantially engaged in the pursuit of agriculture. The purpose of the Commission is to conserve, protect and encourage the development and improvement of the town's agricultural land for the production of food and other agricultural products. Meetings are held on the first Monday of each month at 7:30 PM in the Town Hall. Agendas are posted in the Town Hall.

The Agricultural Commission leadership was changed in June by vote of the commission with Bob Nickerson moving from Vice-Chair to the Chairmanship position and Susan Phinney elected to Vice-Chair. Anne Starbard remains in position as the Clerk.

In October the Agricultural Commission voted to support Central Mass Grown, an organization promoting agriculture in Worcester County.

The Agricultural Commission continues to support the Farmers Market that is held in front of the Sterling Town Hall. This market operates on Fridays during the growing season and provides town residents with locally grown fresh farm products. This year the Farmers Market expanded to include a winter market. This was a success and will be continued in the next year.

The Agricultural Commission hosted a booth at the Sterling Fair which featured a historical map showing the location and a short history of vintage farms in the town. The booth was manned through the weekend by commission members who answered a number of questions from Fair attendees.

Animal Control Advisory Board (ACAB)

The Sterling Animal Control Advisory Board is comprised of three to seven members who are appointed annually by the Selectmen. The Board represents a cross section of the community with knowledge and experience in animal husbandry, training, farming, kennel management, wildlife, public service and law enforcement. It meets monthly at the Police Station and more often when needed. This year the ACAB consisted of six members who met ten times.

The Animal Control Advisory Board evaluates animal control problems and recommends solutions or actions necessary when requested by the Animal Control Officer (ACO), which if not resolved satisfactorily at the level of the advisory board, will be brought to the Board of Selectmen. It also recommends appropriate rules and regulations for the care and control of animals and facilities covered by the bylaw and reviews budgets and contracts for animal control.

The board works closely with Animal Control Officer Louis Massa who reports to the ACAB, domestic animal and wildlife incidents in the town. In 2014, the ACAB held several appointments with residents and interested parties addressing animal control incidents which were resolved without the need for Selectmen involvement. The ACAB also supports Sterling's fall (October) and spring (March) rabies and microchip clinics hosted by Sterling Veterinary Clinic with the ACO and Town Clerk's office available to issue licenses.

At 2014 Town Meeting, the ACAB proposed to update the town's Animal Control By-law to clarify the license fees for residents over 70 and updated the impoundment holding period to save the town related fees.

This year, the ACAB began exploring the town's needs for emergency sheltering for animals. This was launched by several board members attending CMDART (Central Massachusetts Disaster Animal Response Team) training. It was followed up by a meeting with the town's police chief, fire chief and emergency planning coordinator to discuss the town's sheltering plan and a presentation by the state's Department of Agriculture MEMA liaison.

The ACAB supported the police chief and ACO in response to the Personnel Board proposal regarding job categories and compensation. The ACO job description was updated to reflect both the knowledge and skills necessary to manage ACO issues particular to Sterling and also the expertise to meet growing regulatory requirements.

Over the course of the year, several topics were considered by the ACAB, including the need to address police Facebook postings related to animal control, animal control incidents in neighboring communities and their repercussions for Sterling, and how to handle pet access to town public areas. At the request of the Zoning Board of Appeals, the ACAB reviewed the Kennel Licensing Form C to make certain it adequately addressed by-law requirements.

At the end of the year, the ACAB and ACO planned a booth at the Sterling Fair which promoted animal control awareness, the rabies clinics and disaster emergency animal preparedness.

Respectfully Submitted,
Karen L. Kase, Chairperson



Town of Sterling

ANIMAL CONTROL OFFICER

135 Leominster Rd., Sterling, MA 01564

Phone: 978-422-7331

2014 ANNUAL REPORT

In 2014, the Town of Sterling had just fewer than four hundred animal control calls that came in through our dispatch center. This total does not include follow up phone calls to residents for unlicensed dogs or any other necessary phone calls like court cases.

The following statistics represent the incidents that I as Animal Control Officer was involved with in 2014:

Dogs at Large.....	158	(23 more than 2013)
Nuisance	21	(4 less than 2013)
Hit Dogs/Cats by Vehicles.....	8	(1 less than 2013)
Feral/Stray Cats.....	33	(25 less than 2013)
Dog/Cat Bites Sterling residents	21	(13 more than 2013)
Farm Animal Calls.....	24	(10 less than 2013)
Wildlife Calls.....	90	(39 less than 2013)
Dead Animals Picked Up.....	6	(same as 2013)
General questions	15	(24 less than 2013)
Court cases	4	All Resolved

The Town of Sterling licensed 1,460 dogs in 2014, which is about the same as in 2013. In 2014, fines totaling \$110.00 dollars were issued from the animal control bylaws for violations, which are down from the previous year. This is a good thing because it shows that residents are starting to understand the Animal Control by-laws. This total does not include the late fees from town clerk's office of \$25.00 per dog for not being licensed after April 15, of each calendar year. That total came to \$8,300 dollars which was caused by 332 unlicensed dogs. Citations I issued after the April 15th deadline that came to a total of \$600 dollars. The Municipal Impound (holding facility) that was implemented in 2010 is still a great asset for the Town of Sterling. In 2015, I will continue to assist the residents of Sterling in any way I can by getting them to understand the animal control by-laws. My hope is that by doing this, the violations that occur will decrease even more than they have this past year. I also hope to get more dogs licensed in 2015 before the April 15 deadline by doing even more advertising than I usually do, so residents will not have to pay the late fee of \$25 dollars per dog.

In October 2010, I started an Animal Control Officer newsletter to help educate the residents of Sterling on animal happenings, facts within the town and tips to ensure animal safety plus other topics. This newsletter is continuing to obtain very good responses by Sterling residents. It has lead residents to ask me questions when they see me around town. These newsletters are distributed monthly in designated locations around town. They are distributed at the Library, Recreation Department, VCA Sterling Animal Hospital, Light Department, Over Easy Café, Town Hall, Village Pizza, Champion Kennels and Senior Center. They are also available online at the sterling-ma.gov website on the Animal Control page. Wildlife calls have decreased this past year from 2013, which is a good thing and shows that the residents do understand what they shouldn't be doing so wildlife remains in the woods. With my constant interaction with Mass Wildlife has been also been a contributing factor in controlling wildlife issues.

In 2013 I started doing segments on different topics which have been aired through the town's local cable station. The first segment covered the topic of the dangers of rabies being transmitted to domesticated animals, which was shot at VCA Sterling Animal Hospital, with Patricia Dettlinger, D.V.M and two local girl scouts asking both of us questions on the dangers of rabies. In 2015 hope to do more segments to air on the public cable channel. As of April 11, 2008, I was re-certified as a level one Animal Control Officer through the National Animal Control Association. My original certification was in May 2005 through the Animal Control Officers Association of Massachusetts. These two separate courses gave me a different range of skills and knowledge over different lengths of time. The National Animal Control Association course was 40 hours, and the Animal Control Officers Association of Massachusetts course was 96 hours, providing me with 136 hours of educational and beneficial information. October 4, 2012 I attended a seminar at Tufts Veterinary School of Medicine in North Grafton pertaining to the new law changes that took affect October 31st of 2012 in chapter 140 (state law) for animal control officers, it was an all day seminar and I was granted a diploma. October 16, 2014 I took a training course through CMDART which stands for Central Massachusetts Disaster Response Team. This means I am trained to respond to a man-made or natural disaster in Sterling or Central Mass.

We also had a shelter simulation at the first church in Sterling October 19, 2014 which went smoothly. My goals in 2015 are to take other seminars and courses throughout the year to improve my education, which will in turn not only be beneficial to myself but will benefit the Town of Sterling residents as well.

Over the past several years the Town of Sterling has offered two rabies clinics open to all towns; One in the spring and one in the fall held at the VCA Sterling Animal Hospital. Both of these clinics have been very successful, therefore both will continue yearly. In the fall of 2012, the town started to offer Micro chips at both the spring and fall clinic and this has done very well and will also continue yearly. The town does offer dog licensing at the spring clinic to make it convenient for town residents to license their dog once they get a rabies shot. The Assistant town clerk does attend the rabies clinic to issue the dog licenses for Sterling residents only. I do want to thank Patricia Dettlinger D.V.M and the Staff at VCA Sterling Animal Hospital for all their support and help with these rabies/micro chip clinics.

I also would like to thank the following town departments for their help and support throughout this past year, The Town Clerks office, The Sterling Police Department and Dispatchers, Animal Control Advisory Board, Board of Health and the Light Department, DPW. I look forward to being your Animal Control Officer for 2015, making positive changes to the town of Sterling's animal community.

Respectfully Submitted,
Louis Massa
Town of Sterling Animal Control Officer

Board Of Health

Massachusetts Boards of Health are responsible and have statutory obligations under Mass General Laws, for state and local regulations, disease prevention and control, health and environmental protection, and promoting a healthy community. The main purpose of the Board of Health (BOH) has been to enforce Title 5 of the State Environmental Code, which is considered the minimum standard for the design and installation of subsurface disposal systems for sanitary sewage in the Town of Sterling. In addition, the Sterling Board of Health has issued supplemental regulations to the Title 5 Code (Sterling Board of Health Subsurface Disposal Regulations) and also local Well Regulations. The intent of these regulations is to protect and improve the public health and welfare of the citizens.

The Sterling Board of Health consists of a three member board that meets the second Thursday of each month in the Butterick Municipal Office Building at 1 Park Street. The Department consists of the Health Agent, David Favreau and the Associate Health Agent, Kathleen Nickerson who, between them, handle the day-to-day activities. Additionally, Louis Massa performs the duties of the Animal Inspector. They may be reached through the BOH office at 978-422-8111 X2305.

In 2014, all operations of the Sterling Board of Health were carried out as required. Results from all permits and licenses issued include the witnessing of 88 percolation tests, 176 deep hole tests (soil testing), 91 Title 5 inspections, 70 food establishment inspections performed twice annually, 48 stable inspections, 3 pool inspections, 2 camp inspections, 9 samples taken from the public beach for water testing and inspections, etc. Animal inspections in 2014 associated to rabies consisted of 16 dog quarantines, 20 cat quarantines and 3 state lab testing for possible rabies. In addition, we are also responsible for responding to nuisance complaints and housing complaints which in 2014 included working with the Massachusetts Attorney General's Office for the Abandoned Housing Initiative on some Sterling properties.

Actual Permits/Licenses issued by the Board of Health for 2014 were: Beaver Permits 11; Camp Permits 2; Septic Construction Permits 51; Food Establishment Permits 70; Funeral Home Permit 1; Septic Hauler Licenses 15; Septic Installer Licenses 28; Pool Permits 3; Stable Permits 48; Pasteurization Permit 1; and Private Well Permits 5.

Public Health Emergency Preparedness is a major part of the Board's responsibilities which is accomplished by working alongside the Fire Department, the Police Department and Department of Public Works (DPW) to be prepared for emergency situations which have a health-related component. Barry Lein is Sterling's "Coordinator, Sterling Public Health Volunteers". There were a number of related activities in 2014:

- The Sterling public health volunteers participated in a deployment call-down drill with the Wachusett Medical Reserve Corps (MRC) operated out of Hubbardston.
- The Wachusett MRC staffed a booth at the Sterling Fair.
- The Sterling Board of Health is host to Massachusetts Department of Public Health regional assets: a satellite phone for emergency communications and an AM Advisory Radio Station. The latter is housed in the Emergency Operations Center (EOC) at the Fire Station. This equipment is made available if requested by other local boards of health.
 - The satellite phone capability is tested monthly.
 - The AM Advisory Radio transmitter is used to transmit emergency or advisory information to the public. During emergency or public safety incidents it will broadcast appropriate messages to the public. It broadcasts on AM radio channel

1670 (MHz). The station was loaned to the Town of Holden to provide traffic advisory information during their Holden Days activities.

- Our cache of 2-way, handheld radios were loaned to the Sterling Community Emergency Response Team (CERT) for use during the Sterling Fair.
- Some staff, board members and volunteers participated in the following areas:
Web enabled Incident Command System drill and Health and Homeland Alert Network (HHAN) drill, Recover Readiness tabletop exercise, and animal shelter training by the Central Mass Disaster Animal Response Team and sponsored by the Sterling Animal Control Advisory Board.
- September was promoted as “National Preparedness Month” by putting links on our web page as well as placing a public service announcement on cable TV.
- Our new Emergency Preparedness Planner from the Region 2 Emergency Preparedness Coalition visited and made a presentation to the Board.
- Flu shots were provided for 39 seniors/employees and 11 public safety personnel.

Sterling BOH has become a member of the Montachusett Public Health Network (MPHN) consisting of 11 towns. As a group, this network has been successful in ascertaining grants to set up a medication and a sharps kiosk located in the lobby of the police station. Additionally, through this coalition, the BOH has used the network services to support our responsibilities of communicable disease reporting and inspections.

Collaboratively with the MPHN, the BOH has researched and reviewed the data associated to our fee structure and proposed an average fee structure for these services. Subsequently, the BOH has formally revised our fee structure to be more in line with an average fee structure.

Please contact the Board of Health if you wish to learn more about being a volunteer to assist during health related emergencies, 978-422-8111 X2305.

Sterling Board of Health

Gary Menin, Chairman
Allen Hoffman
Donna Clark

Building, Electrical, Gas, and Plumbing Inspectors

Report of the Building Inspector

During the year of 2014, the Building Department issued 270 building permits for various projects. The Department received a sum of \$91,770.49 for building permits and \$960 for annual inspections, which was deposited into the Town Treasury.

Mark Brodeur
Building Commissioner

Report of the Electrical Inspector

During the year of 2014, the Electrical Inspector issued 163 electrical wiring permits and received a sum of \$14,310.00 for the electrical permits, which was deposited into the Town Treasury.

J. Bruce Dunn
Electrical Inspector

Report of the Gas Inspector

During the year of 2014, the Gas Inspector issued 84 gas permits and received a sum of \$6,450 for the gas permits, which was deposited into the Town Treasury.

Robert Janda
Gas Inspector

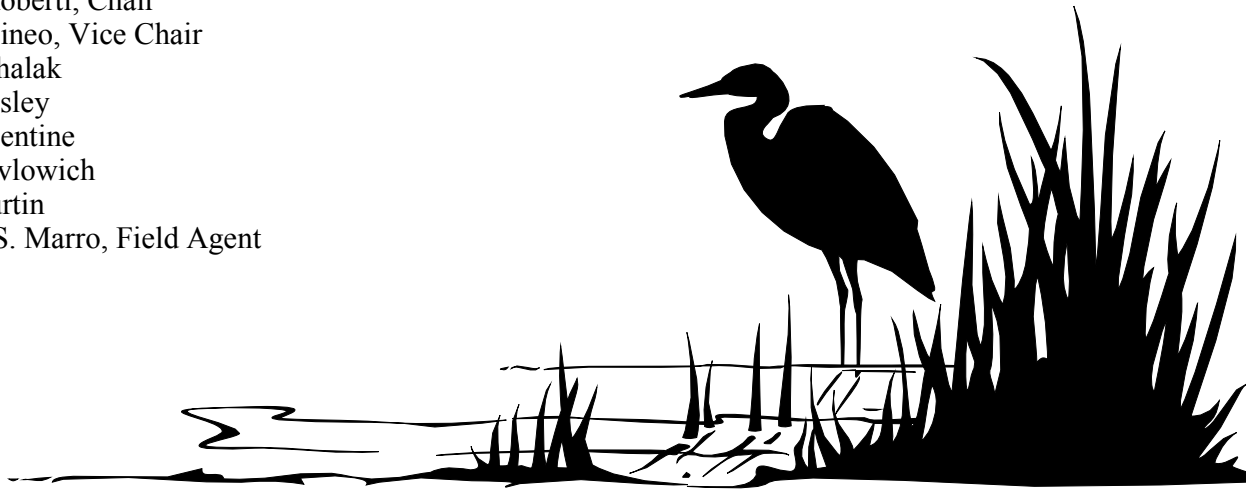
Report of the Plumbing Inspector

During the year of 2014, the Plumbing Inspector issued 102 plumbing permits and received a sum of \$9,080.00 for the plumbing permits, which was deposited into the Town Treasury.

Robert Janda
Plumbing Inspector

Respectfully Submitted:

Barbara Roberti, Chair
Michael Pineo, Vice Chair
Scott Michalak
David Mosley
Susan Valentine
Steven Pavlowich
Joseph Curtin
Matthew S. Marro, Field Agent



STERLING CONSERVATION COMMISSION

The Sterling Conservation Commission is a seven member municipal authority dedicated to the protection of Sterling's Wetlands and other natural resources. The Commission enforces the Massachusetts Wetland Protection Act MGL. Ch 131 s 40 as amended. In the pursuit of meeting this goal the Commission processed 10 Notices of Intent and 10 Requests for Determinations of Applicability. The Commission also performed two enforcement actions with the issuance of enforcement orders and issued 6 Certificates of Compliance and Five Storm water Hearings.

The Commission also was active on other agencies as well with members serving on the Earth Removal Board, The Open Space and Recreation Committee and the Chapter 40 B review Committee. The Commission works hand in hand with the Board of Selectmen, the Planning Board and also the Zoning Board of Appeals.

The Commission's office agent also conducted site inspections for building permit applications and compliance inspections for existing conservation permits and storm water management.

Storm water regulation continues to progress with refined public hearing procedures enacted along with refinements to regulation. Permit procedures were modified along with new permit forms. The Commission is also working with the regional storm water collaborative currently consisting of 30 communities pooling resources to prepare for stream monitoring and GIS locating storm water hardware and sensitive outfalls. We continue to work with DPW in storm water reporting to EPA. With New EPA mandates slated to come out in 2016, the Commission has been tirelessly working with the collaborative for commenting to the EPA on the new requirements, attending hearings EPA has held, training sessions and formal classes on the new regulations.

The Commission also continues to analyze conservation property to determine a stewardship/trail maintenance plan for the maintenance of the health of our open space and potentials for enhanced passive recreation. The Commission has recently worked with the OSCI and has received a trails grant to allow for improvements to the Swett Hill Road section of the community. Work with the Lake Waschacum Association has paid dividends as monitoring of the lake has shown there was need for only limited treatment last year due to previous efforts at cleanups and watershed controls. This valuable resource will continue to be monitored. This monitoring is also a precursor to the anticipated new requirements under EPA storm water regulations. This monitoring program will likely be expanded. The Commission looks forward to another productive year with a refocus on a forest stewardship plan as well.

Council on Aging

The mission of the Council on Aging is to maintain the health and well being of the Sterling seniors and to assist them with preserving their independence. For elders, quality of life is often related to the quality and continuity of relationships. The Senior Center provides a “welcoming destination” that accepts you regardless of financial status, race, creed, medical condition, or mobility. Many seniors see the Senior Center as a “home away from home”. This is where they see old friends or meet new ones. The National Council on Aging states that “senior centers serve as a gateway to the nation’s aging network – connecting older adults to vital community services that can help them stay healthy and independent.” Senior Centers are more than bingo. Senior Centers help to reduce the main causes of frailty in seniors by providing nutritional opportunities, socialization opportunities, and exercise opportunities, both physical and mental. From 2000 to 2010, the US Census showed that Sterling increased its number of seniors by 76.8%. Every year 100-200 more residents are turning 60. At the end of 2014, Sterling had 2036 residents over 60. The US Census is predicting that the number of seniors will continue to grow until 2030 and will not decrease until 2050. The Senior Center offers a variety of programs, services, and activities that provide opportunities and support for elders to remain active and independent for as long as possible. Many studies have shown that being lonely takes a toll on the health of older people. In addition to the social impact, the Senior Center is a resource center. This is the only social service agency in town where seniors can find nutritional, physical, and educational activities created to assist a diverse demand of elderly needs and interests while attempting to foster independence and community interaction. This is also where younger residents and non-residents look for information on fuel assistance, food stamps and nutritional assistance, housing assistance, as well as services for seniors. We are celebrating our 18th year in the Senior Center.

The Town of Sterling, at an Annual Town Meeting, voted to build a new Senior Center on the corner of Boutelle and Muddy Pond Roads. The money was voted and approved at the 2014 Annual Town Meeting. The Senior Center Building Committee was given the charge to build a 6450 sq ft building for \$2.71 million. The SCBC has been meeting almost weekly to fulfill their charge. An Owner’s Project Manager, Architectural Consulting Group, was hired, as per state law. An architectural firm, Turowski2, was also hired. The SCBC has worked with various departments and committees in town as well as with the DCR in order to ensure that the building is built properly and within code. The SCBC hopes to break ground in the late spring of 2015.

The Outreach Aide has been immensely helpful, working with elders helping with health insurance, fuel assistance, food stamps, legal issues, tax abatement questions, home health aides, paperwork, or any other issue that may come up. She has been focusing on making contact with our seniors over 80. She is very busy during her 18 hours a week. The seniors have been very accepting to the visits. No one has refused her help. Nickole has delivered food, library books, and sand to seniors in need. The COA received a grant for carbon monoxide detectors. Nickole has been installing the CO detectors in homes as needed. She goes above and beyond to get service to seniors in town. This position is partially funded by a grant from the Executive Office of Elder Affairs.

The Nutrition Program, under contract with Montachusett Opportunity Council (MOC), serves meals daily, Monday through Friday, in the Senior Center at 11:30 AM. The meal site is open to anyone over 60 years old by making a reservation by noon the day before you want to come in. There is a \$2.25 suggested voluntary contribution for each meal. This congregate meal gives seniors a chance to socialize, get information, and interact with others. This is an opportunity to get out of your house and eat with others. Sandra, the Meal Site Coordinator, has maintained the number of people eating at the center, filled out all the needed paperwork, and has gotten all the necessary certifications. Home delivered meals are also available for homebound seniors. This service helps some of the frailest elders, as someone checks in on them every day.

The Council on Aging publishes an eight-page newsletter 10 times a year under a grant from the Executive Office of Elder Affairs. This newsletter is mailed to every senior household in Sterling. It is also mailed out to the Selectmen, the State Senator, and the State Representatives. The newsletter provides information on the Senior Center itself, as well as SHINE information, legal information, and other topics of interest.

The grant also subsidizes a weekly yoga class on Thursday mornings. Katie Cohen, a certified instructor, teaches the class. The yoga class works on toning the body and mind. The class was moved to the 1835 Town Hall due to a lack of space in the Senior Center. Katie also teaches a Chair Yoga class on Wednesday mornings to involve those with some mobility issues in an exercise program. This class is held in the Selectmen's Room at the Butterick Building. It is a great way to learn yoga while remaining seated. Both of these classes cost \$5.00 a class. This is a pay as you go program.

Oriol healthcare stepped up and offered to sponsor a free Senior Fitness class, run by senior fitness instructor Marty French, once a week on Monday mornings. The class combines cardiovascular and strength training. The class meets in the main room of the Senior Center. We move tables and chairs, and the space is a little tight, but the class is well attended and well liked. We have lost some people due to the lack of space, but we are doing our best to give as much room as possible.

Last year, we added a Senior Pilates class, run by Jennifer Davidson. Pilates is a [body](#) conditioning routine that helps build flexibility, [muscle](#) strength, and endurance in the [legs](#), [abdominals](#), [arms](#), [hips](#), and [back](#). The class meets on Friday mornings. The class has a dedicated group of seniors who attend regularly. It costs \$5.00 a class. This is a pay as you go program.

In addition to the weekly exercise classes, the Senior Center has many ongoing activities. We offer coffee and toast, etc every morning to anyone who wants to come in and see old friends or make new ones. We have Internet access in the Senior Center, which has allowed us to assist seniors with getting information on-line. Many seniors check their emails or Facebook accounts while visiting the Senior Center. We also have a pool table for impromptu games. The Wii bowlers have started meeting regularly to brush up on their skills.

On Tuesdays, we offer Game Day, where people play dominoes, bridge and pool. We currently have a table of bridge every week and usually 10 - 12 people playing dominoes. There is a new addition of Scrabble players. This continues to be an active afternoon. They shared the space with the arts and crafts group, who worked on various crafts for the past few years until recently completing all of their projects. We recently added a Senior Hula Hooping class on Tuesday afternoons at the 1835 Town Hall. This has been a fun class.

On Wednesday afternoons, the van takes a busload of up to 9 people on shopping trips every week to various places such as Wal-Mart, K-Mart, The Mall at Whitney Field, and Target. This service helps seniors get medicine, groceries, supplies, and other items on a regular basis without worrying about the ability to get out.

During the warmer months, we have a Walking Club who meets on Wednesdays at the Rail Trail by the Cider Mill. The walkers meet and go out together to get much needed fresh air and exercise with others.

The Senior Center has an active book club, which generally meets on the fourth Thursday of the month. Conant Public Library works with us through the interlibrary loan program to supply the books. This is a lively discussion group that averages 8 people attending.

The VNA Care Network holds an “Elder Keep Well Clinic” on the third Thursday of every month from 12 – 2 PM. An RN is available to meet with any seniors to check blood pressures and glucose levels, to discuss disease management, for medication counseling, or other medical needs. The same nurse comes each month, which also helps in forming relationships and noticing changes early on. The VNA also runs a yearly flu clinic for seniors in town.

A SHINE (Serving the Health Information Needs of Elders) volunteer is available for private appointments regarding health insurance questions. She comes to the senior center on a monthly basis and sees up to 3 people each time and comes more often during the open enrollment period in order to help as many seniors as possible. SHINE also provides an article for the newsletter every month, so that everyone is up to date on any insurance information.

The senior center operates a “Lender’s Closet”, which provides durable medical equipment, such as walkers, canes, and bath chairs, for seniors to borrow. Donations of medical equipment in good, usable condition are also accepted and gratefully appreciated.

The “Off the Rack Boutique” provides new and “gently used” clothing for seniors. The Senior Center gladly accepts donations of clothing. They are hung neatly where seniors can access them free of charge.

Throughout the year, there are several special performances offered to the seniors. They are made possible through the generosity of the Sterling Cultural Council. Some local Girl Scouts came and caroled at the center in December. The students and staff at Houghton Elementary School have also provided many activities for Sterling Seniors this year, including a wonderful Holiday Concert. The students and staff at Chocksett School ran another well visited Holiday breakfast for seniors. The Chocksett teachers, along with students, ran a few intergenerational classes at the school for seniors.

The Senior Center is also the designated sign up center for the Sterling YAHOO program, both in the spring and the fall. These students do an amazing job of helping those seniors who cannot do their yard work anymore.

The Senior Center has also hosted special dinners, brunches, and other meals thanks to the generosity of volunteers. The volunteers also run a yearly yard sale, to help raise funds for the Senior Center.

The Wachusett Area Rotary donated turkeys at Thanksgiving. They also host a Senior Breakfast in December for the Wachusett Area seniors at the Manor, which is well attended.

A group of dedicated people have started FOSS: Friends of the Sterling Seniors. Similar to the Friends of the Library, they are an independent group whose mission is to raise funds to assist the Senior Center. FOSS is a 501c3, nonprofit organization. They control their own money and assist the Senior Center as needed. FOSS started a “Taste of Sterling” fundraising event where local eateries provide samples of their goods. This was very well attended and will probably be an annual event. FOSS also continues to run a monthly pancake breakfast. They serve pancakes, sausage patties, tea breads, fruit cups, coffee and juice on the last Friday of the month for \$2.00 a plate. This has been a huge success and a great fundraiser for FOSS.

The Town of Sterling also has established a property tax work-off program for taxpayers over 60 years old, managed by the Council on Aging. Under this program, participating taxpayers work in various town departments and receive an abatement on their taxes. The maximum amount of the tax reduction is \$1000.00. The town of Sterling voted to fund this program with \$15,000, which allows 15 people to earn the maximum amount. This program is very successful as it helps out seniors with their taxes, it helps out the town with various projects, and it builds community.

Police Chief Chamberland appointed Detective Dave Johnson as our Senior Liaison. Det. Johnson stops by regularly to say hello to the seniors and occasionally can have a cup of coffee or lunch. Det. Johnson has been a great asset to the Senior Center. His presence helps to acclimate seniors to an officer in uniform, thus reducing their anxiety if they ever have to call the police.

Senior Center activities are published in the Sterling Meetinghouse News, the Clinton Item, and the Landmark, as well as on the Sterling-Lancaster Cable Television station. The Senior Center also has a page on the town's new web-site. Our page is updated regularly with a calendar and the newsletter. There are also links to important services for seniors.

Transportation is not an issue, as we provide van service for all seniors who wish to attend these activities. We now have 2 vans in Sterling. One van provides transportation to the Senior Center in the morning and transportation for appointments in the afternoon. The other van provides transportation for appointments in the morning. The addition of the second van has really assisted in getting more seniors to their destinations. We transport from Worcester to Fitchburg and all points in between. The van now charges \$1.00 round trip in town and \$2.00 round trip out of town – there is no charge to come to the Senior Center. Van trips are scheduled by calling the Senior Center, at least 48 hours in advance.

The Senior Center is able to do so much with so little thanks to the wonderful network of volunteers who assist on a daily basis. Their help is vital to our continued progress. Last year we honored 60 people at our annual volunteer appreciation day.

Council on Aging Telephone Numbers:

Office, Van, Clinics: 978-422-3032

Lunch: 978-422-8022

Respectfully Submitted,
Karen L. Phillips
Director, COA/Senior Center

Sterling Cultural Council

Sterling Cultural Council received \$4,300 from the MA Cultural Council in FY15.

There were 22 applications for funding. We were able to fund 8 projects this year, some of which include the Sterling Recreation Dept Summer Concert Series, field trip fees for Chocksett Middle Schoolers to attend a performance at Hanover Theater, and the Sterling Community Theater, other projects which benefit the senior community as well as a community event through the Conant Library, the Audio Journal, and a family event at the Grange.

The Cultural Council members are: Diane Pedersen, Susan Crimer, Helen Hill, Lisa Perry, Peg Spaulding, Susan Farr, Erin Martin, Lynn Philpot and Kerry Bart-Raber.

Respectfully Submitted,
Andrea N. Driscoll, Chair

Department Of Public Works

We herewith submit our 2014 annual report of the Department of Public Works.

HIGHWAY – Town vehicle repairs, roadside cleanups, patching, sweeping, brush cutting, drainage maintenance, plowing and sanding was performed during the year as our budget allowed. If you know of a particularly serious maintenance situation, please call the Department of Public Works at (978) 422-6767.

CEMETERIES - There were 37 new lots sold and 38 burials in 2014. Normal maintenance as required was performed during the year.

PARKS – All athletic fields were maintained and put to full use by many young people as well as many adults.

We would also like people to know that there is a permanent basketball court and volleyball court at Sholan Park. You must bring your own basketball and volleyballs to use these facilities.

STICKERS FOR SHOLAN PARK AND RECYCLING CENTER – Any resident wishing to use this facility must stop by the Department of Public Works and pick up a sticker or permit. They will only be available at the Department of Public Works Building from 7:00 a.m. to 3:30 p.m. daily Monday through Friday. You need your car registration and if you have a leased car, proof of residency.

SANITATION – Trash collection went well, with few complaints. We are currently picking up trash at well over 600 households each Monday, Tuesday, Wednesday, Thursday, and Friday. A reminder to the residents, if your pick up day falls on a holiday or is cancelled due to a snow storm, all pick ups will be delayed by one day. Please refer to your trash and recycling information brochure mailed to your residence for the holiday schedule. If you have any problems with your pickup please contact Republic Services at 1-800-467-2801.

RECYCLING - Hours for the drop-off center are Wednesday and Friday 11:00 a.m. to 3:00 p.m. and Saturday from 8:00 a.m. to 3:30 p.m. The center is closed on Monday, Tuesday, Thursday, Sunday and all holidays. Recycling bins can be purchased for a small charge at the Department of Public Works office. The drop-off recycling center is staffed on Saturdays by a small, but dedicated group without whom the program would suffer immensely. To that entire group, our sincere thanks. A special thanks to Ken Williams. Volunteers are welcomed. If anyone is interested in joining this group, just stop by on a Saturday morning and someone will show you around and sign you up or call the Department of Public Works.

WACHUSETT WATERSHED REGIONAL RECYCLE CENTER – Hours for the drop-off center are Mondays – 5 to 7 p.m., Tuesday 9 – 11 a.m., Wednesday – 2:30 – 4:30 p.m. 3rd Saturday of each month 8 – 11 a.m. Open till noon on 3rd Saturday of April, June, September and November. Location is 131 Raymond Huntington Highway, West Boylston, MA (Wachusettearthday.org) 978-464-2854 P.O. Box 593, Holden, MA 01520

On July 1, 1999, we began a curbside recycling program. It has been moderately successful. We strongly encourage all residents to utilize this service because doing so saves the Town a significant amount of money in tipping fees.

If you have any questions on recycling, stop by or contact the Department of Public Works Office at (978) 422-6767 Monday through Friday from 7:00 a.m. to 3:30 p.m.

WATER: Total Water Sales: \$ 996,224.00
 Hydrant Rental: \$ 26,675.00

There were 16 new services added this year making a total of 2330 customers who are presently being served.

TREES – Normal maintenance was performed during the year, taking down dead or dying trees and trimming as our budget allowed. If you have a roadside tree that may need attention, please let us know.

In closing, we would like to thank the men and women of this department for their efforts towards making the town a safer and better place to live.

Lawrence Favreau, Chairman

Gregg Aubin, Vice Chairman

Donald Harding, Clerk

William P. Tuttle, Superintendent

Sterling Fire Department & Fire Department Ambulance Sterling Emergency Management Agency

I am pleased to submit the annual report for the Sterling Fire Department and Sterling Emergency Management Agency for calendar year 2014.

The Department

The Sterling Fire Department is a predominantly on-call department with five fulltime personnel including the fire chief and administrative assistant. Forty-five on-call and per-diem personnel provide response to the community throughout the year based on their availability with job, school and family commitments. Three fulltime personnel supplement this response, primarily during weekdays when typically there are a limited number of call personnel available to respond. We operate out of a single fire station built in 2005, located at 5 Main Street. Our response apparatus includes; two engines, one ladder, one rescue, two advanced life support ambulances, three forestry trucks, a boat, and two support trailers for hazardous materials and emergency management. In addition, we host a regional mass casualty trailer and a regional off-road response vehicle. We also have members that respond as part of a regional dive team and technical rescue team and we are a member of Mutual Aid Fire District 8 also known as Mid-State which encompasses 33 cities and towns within Central Massachusetts.

Mission Statement

The Sterling Fire Department is committed to providing the highest level public safety services for our community. We protect lives and property through fire suppression, emergency medical response, disaster management, fire prevention and public education.

Vision Statement

Deliver a quality, high level service to our customers. Promote the personal and professional growth of our members. Minimize the impact of loss through our prevention efforts including; inspections, code enforcement and pre-fire planning. Provide public safety education to our community and promote the health and safety of our citizens. Work seamlessly with our public safety partners.

Emergency and Service Calls

Fire Department personnel responded to a total of 1,186 total incidents (*calls for service*) in calendar year 2014. The department responded to a variety of incidents including; medical emergencies, alarm investigations, brush fires, carbon monoxide investigations, motor vehicle accidents, chimney fires, structure fires, mutual-aid and service calls including house and vehicle lock-outs. Department personnel also provided coverage for any anticipated significant weather events, such as major snow storms, thunderstorms, hurricanes, etc.

In addition to incident response, there are many hours spent conducting training. Firefighters train on the first and third Wednesdays and EMT's train on the second Wednesday of each month. In addition, additional training drills are scheduled on weeknights and weekends throughout the year. Department personnel provide details that support emergency response including; sporting event coverage, fireworks and special events detail coverage, most significantly, the Sterling Fair.

Permits and Inspections

The Fire Department Inspection and Code Enforcement Bureau are headed by Lieutenant Thomas Kokernak. The Fire Department issued 565 permits in 2014 and performed numerous site inspections. Inspection types include; smoke and carbon monoxide detectors, oil burners, oil tanks, LP gas tanks, tank removals, blasting and fire suppression systems and many of them require a minimum of one site visit to confirm that the work has been done properly and installed per fire and life safety codes, and that the equipment operates safely. In addition to daily permit inspections, annual inspections are conducted at

commercial and industrial sites as well as annual liquor license inspections completed in conjunction with the building inspector. Any questions regarding permits, fees, or for scheduling an inspection call the fire department business line or access the information on-line via our website.

Fire Prevention and Public Safety Education

Fire prevention and public safety education continues to be a large priority of the department. In 2014, these efforts were coordinated by Firefighter Charlie Baker. Several members of the department assist with delivering fire safety programs throughout the year. The department conducts several educational programs supported by the S.A.F.E. (Student Awareness of Fire Education) program. The department received \$4,423 in grant money through the S.A.F.E. program to support the educational needs of our students. In addition to the educational programs conducted in the elementary and pre-schools the department also provides station tours, site visits, Public Safety Weekend at Davis' Farmland, and we host the annual Public Safety Open House at the Fire Station, which includes representatives from the Police Department, Department of Public Works, Board of Health and Community Emergency Response Team (C.E.R.T.). In addition we are excited to add a new component through this state grant funding called Senior S.A.F.E. of which we were awarded \$2,795.

Smoke & Carbon Monoxide Detectors

The largest percentage of fire deaths in the home occurs at night while people are asleep. Therefore, a working smoke alarm can provide an early warning that can make the difference between life and death. According to studies published by the National Fire Protection Association, having a smoke alarm cuts your risk of dying in a fire by nearly half. A smoke alarm should be part of an overall home fire safety strategy that also includes preventing fires by adopting fire safe behavior and developing and practicing a home fire escape plan. In a fire, escape time may be very limited. Therefore, escape plans are a critical aspect of a home fire safety strategy.

Special consideration should be given to the fact that smoke detectors and carbon monoxide detectors do have effective lives to them – similar to a car battery. It is recommended that a smoke detector be replaced every ten years and a carbon monoxide detector every five to seven years.

Beat the Beep: Replace Aging CO Alarms – They Don't Last Forever

Carbon monoxide (CO) alarms have been required since March of 2006. The life expectancy of carbon monoxide alarms is 5-7 years, depending on the alarm manufacturer. Many CO alarms installed after the state's CO Law ("Nicole's Law") was passed have now reached the end of their useful life and need to be replaced. No home appliance lasts forever. In 2014 the department responded to several incidences of CO alarms activating with an end of life message.

The life of a CO alarm begins once it is first powered up. Most CO alarms have a date of manufacture stamped on them, which can be used as a guide if the activation date was not recorded. Many of the alphanumeric carbon monoxide detectors will actually display a reading of "ERR, E09 or EOL" indicating the end of their useful life. To learn more about your CO alarm, contact your manufacturer.

Please note that even if you have electric hard-wired detectors in your home, there is still a 9-volt battery back up in them. A good rule of thumb is; **"When you Change your Clocks – Change your Batteries"**.

If you do not currently have a working smoke or carbon monoxide detector in your home and would like information on obtaining or installing them in your home, please contact the fire department.

Emergency Management

Emergency Management continues to play a vital role in town, especially with the continued challenges of weather-related events. Often times our emergency management functions are activated as a result of severe weather. Whether it is sandbagging operations to divert water or preparing shelter activations due to impending major storms, Sterling's Emergency Management is the liaison to the State and Federal agencies that provide assistance to our community.

One of our most active missions within emergency management is that of our Community Emergency Response Team (CERT). The CERT Program, managed and coordinated by Assistant Emergency Management Director Jim Emerton, educates people about disaster preparedness for hazards that may impact our area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others following an event when professional responders are not immediately available to help. CERT members consist of a group of volunteer citizens including; students, teachers, retirees, ex-military, engineers, and business professionals. The team trains on a regional level along with volunteers from Boylston, Holden, and West Boylston.

In 2014 C.E.R.T. members were deployed for the following missions; assist with Traffic Detail at 2014 Sterling Fair, assist with traffic detail at Give Love Fight Road Race, and assist Holden Public Safety with traffic detail for Oriole Healthcare 50th Anniversary Fireworks Display.

In addition to a regional CERT team, Sterling continues to be part of a Regional Emergency Planning Committee (REPC) along with Boylston, Holden, and West Boylston. The South Wachusett Regional Emergency Planning Committee has representation from all four communities and represents the major disciplines of emergency planning working closely with M.E.M.A. (Massachusetts Emergency Management Agency) regarding hazard mitigation.

Notifications



In an effort to keep our citizens informed, the fire department in conjunction with our fellow public safety departments, emergency management and the board of health have developed several means of communicating messages. At the Emergency Operations Center at the fire station there is an AM radio transmitter used to transmit emergency or advisory information to the public. It broadcasts informational messages 24/7 on a variety of safety topics. During emergency or public safety incidents it will broadcast appropriate messages to the public. It broadcasts on AM radio channel 1670.



In 2012, the Town of Sterling contracted with Emergency Communications Network to deliver Emergency Notification Messages (previously known as *Reverse 911*) through the CodeRED high-speed notification solution. The CodeRED system provides town officials the ability to quickly deliver messages to specific targeted areas or the entire town.

If your phone number is not in the database, you will not be called. One of the reasons the CodeRED system was selected is it gives individuals and businesses the ability to add their own phone numbers directly into the system's database.

If you have not already done so, you can access the CodeRED Database to sign up by clicking the link on the Sterling Fire Department website, www.sterlingfd.net, and follow the link to the "CodeRED Community Notification Enrollment" page.

In addition, for our Smartphone and Internet users, the Fire Department issues periodic safety messages via Facebook and Twitter.   There you will find updates on historical events that have happened throughout our fire departments' history in addition to current reports of significant events and incidents happening with your fire department.

Be Prepared

Plan to protect yourself and your family. Your family may not be together when a disaster strikes so it is important to plan in advance: how you will get to a safe place; how you will contact one another; how you will get back together; and what you will do in different situations. Refer to the Town's Emergency Response Planning Guide that can be found on-line at www.sterlingfd.net. For additional reference on personal and family preparedness you can log in to www.ready.gov.

Closing Narrative

In closing, I would like to thank the members of the Sterling Fire Department for their tireless commitment and dedication to the department and the community. We are fortunate in that our firefighters and emergency medical technicians are committed to providing dedicated service to their community and are outstanding at what they do. The citizens of Sterling should be proud of them. I also want to thank their families for the understanding and support given to them throughout the year in order to accomplish this mission.

We are fortunate to have strong and valuable working relationships with all the public safety departments in town and as a result work seamlessly at major incidents that occur.

On behalf of the entire department, I would like to thank the residents of Sterling for their incredible support of the fire department and its mission. Because of this support, we are able to maintain the apparatus and equipment that is vital to our response, especially the safety equipment and gear worn by the firefighters and emergency medical technicians for their health and safety.

It has always been evident in my tenure as Chief as to the important role that public safety plays to all of the citizens of Sterling. We also remain diligent in applying and receiving grant money to help offset some of the burden to the town. In addition to the S.A.F.E. Grant previously mentioned, in 2014, we utilized \$9,865 in State and Federal Grant money to purchase equipment and portable radios for the C.E.R.T. personnel, purchase additional sheltering supplies for the trailer and it will fund a shelter and protected storage of pre-filled sandbags. The fire department received a \$3,000 Volunteer Fire Assistance Grant for the purchase of forestry firefighting personal protective equipment.

We continue to maintain a strong call firefighting and E.M.T. force that is well trained and ready to respond to your needs. In order to do this effectively, we need people who are willing to join the department and be trained as on-call personnel.

In 2014 the Sterling Fire Department hosted a Call Firefighter Recruit program and as a result we trained and certified six new call firefighters. Please welcome the following new members to our department; Nicholas Finizio, George Kinahan, William Maloney, Nicolas Parker, Jason Patterson, and Felipe Santos. Often times I meet with people who are shocked to find out that we do not have a fulltime staffed fire department. Our success is based on the dedication and commitment of our call members who respond to incidents over and above their fulltime jobs and family commitments.

Please feel free to visit our website at www.sterlingfd.net to learn more about the Sterling Fire Department, our history, our equipment or as a reference to fire codes and regulations. This site also

provides real time updates for major events involving public safety. There is also a photo link, which has pictures of incidents and trainings that we respond to throughout the year that is maintained by our dedicated photographer Tina Gianos.

The public is always welcome to stop by the fire station to visit. The Sterling Fire Department, located at 5 Main Street in the center of town, is staffed daily from 7:00AM – 6:00PM.

Wishing everyone a safe and healthy 2015!

Respectively Submitted,

David C. Hurlbut, Jr.

Fire Chief / Emergency Management Director



Mission

The Conant Free Public Library provides residents with broad access to library materials, resources and services for enrichment and enjoyment in an environment that is welcoming to all. The library offers space and opportunity to gather and connect, knowledgeable friendly staff to assist, and the tools to grow and thrive in an increasingly digital world.

Governance

The citizens of Sterling elect a 6-member board of trustees to govern the town free public library, as outlined in Massachusetts General Law. Two members are elected each year in rotation. The trustees meet the second Monday of every month and welcome everyone to attend. This year incumbent John Dwyer was elected to a 3 year term, and Marion Mahar, a former member of the Executive Board of the Friends of the Library, was elected to the seat formerly filled by Robert Johnson. Jaap Vermeulen was elected chairman and Erica Brennan was elected secretary. Bob Johnson served the town many years as a trustee and contributed to customer service training and team building at the library through his knowledge of Myers-Briggs. He will be missed.

Services

Your town library is open 45 hours a week – Monday through Thursday from 10 a.m. to 8 p.m. and on Saturday from 10 a.m. to 3 p.m. From the 4th of July to Labor Day the library is open 10 a.m. to 1 p.m. on Saturday. We are located at 4 Meetinghouse Hill Road in the center of Sterling.

In addition to books in print form, the library provides recorded books, popular movies and full-season TV series, and high speed Internet (direct and wireless) - all at no charge. The library also offers copy, fax and printing services to the public for a small donation.

Our website, www.sterlinglibrary.org, offers online access to library services 24/7 through your personal account. People can order or renew books and movies, download audio and E-books, use extensive information databases, research ancestors, learn basic conversation in over 60 languages and select from over 1,000 classes in subjects ranging from job skills, hobby skills, or widely-used software to programming languages, web design or animation.

In 2014, the library created its next Long-Range Plan, a process undertaken every five years. The purpose is to set goals based in feedback from the community so library resources are directed toward current community needs and preferences. After a series of focus groups, visits to other libraries and a survey, a steering committee, made up of library users from all demographics, was charged with evaluating collected data and input. They created a mission statement and selected goals to submit to the board of trustees for review and approval.

The trustees extend their thanks and appreciation to all those who attended a focus group and all the people who made time to respond to the survey. Special thanks to the members of the strategic planning committee who contributed much time and thought to a plan to meet the future need for library services in the Town of Sterling: Kate Blehar; Paul Cormier; Filomena Didiano; Patrick Fox; Bill Gauld; Emily Goss; Alex Grebinar; Everett Heller; Tina Jones; Ray Tatten and Tim Tunney.

The library immediately began to increase programming for both children and adults, provide more information to the community about all the free services the library offers, and to assist residents in using new technologies. The library also began to provide service to homebound individuals, working with Nickole Boardman, outreach coordinator at the Council on Aging.

Friends of the Library

The Friends of the Conant Library play a major role in providing the town with enhanced library services. Ellen Zanino, the Friends president, and a dynamic executive committee with a committed corps of volunteers present a juried Craft Fair every December and manage an ongoing book sale in the lower level of the library.

This year they funded a wonderful and extremely appropriate gift to every participant in the Children's Summer Reading Program: an award winning book appropriate to their age. The group supports many other children's programs throughout the year. Most of the special databases, such as Ancestry.com and Mango Languages are supported by the Friends.

In addition, the Friends contributed \$4,000 to provide an eBook collection of bestsellers to Sterling residents to cut down on the wait time for these popular items. The Friends also provide discounted passes to a large number of attractions and museums. Visit the library website for the list, along with other passes donated by community groups including the Sterling Garden Club's donation of passes to Tower Hill and the addition of a second pass to Farmland from the Davis Family.

Annual Benchmarks

Library Cards

At year-end, Sterling had 5,185 active library cardholders, 70% of the entire town.

Programs

The library held 154 programs for children and young adults with total attendance of 1,379, and 78 programs for adults, with attendance of 583. Adult programming includes a day and evening book club, a knitting group, and this year a Cook Book Club has been added on the fourth Wednesday of every month. Local residents, Kate Blehar and Meredith Tufts, managed an annual Project Linus blanket making event.

Children's Services also added craft programs with local artist Suzanne Hauerstein, a Pumpkin Decorating Contest for Halloween and drop-in crafts, including gingerbread houses, no-bake cooking and apple dolls. A highlight for everyone was the *Frozen* Sing-a-long party presented by professional singers in beautiful costumes and a visit from Elsa herself!

Circulation

A total of 109,534 items circulated to the public and library users downloaded 2,487 E-books. In 2014 the library was visited 51,576 times.

In the coming year, the library will be focusing on the goals of the Long Range Plan - exploring ways to rework the building in order to increase space for programs, quiet study, and areas to gather. Look for increasing programs, eBooks, and information on how to access all the services the library offers in addition to your enduring favorite – books.

Sterling residents of all ages continue to be avid library users. The trustees and staff are pleased to serve everyone and appreciate the support of the Town of Sterling for its library.

Respectfully Submitted,

The Board of Trustees of the Conant Free Public Library

Jaap Vermeulen, Chairman
Erica Brennan, Secretary
Al Carlin

Kelly Cullinane
John L. Dwyer
Marion Mahar

Patricia Campbell, Library Director
Danielle Mattei, Assistant Director/Head of Youth Services

Sterling Open Space Implementation Committee

The Open Space Implementation Committee (OSIC) updates the town's Open Space and Recreation Plan (OSRP). A state-approved Open Space Plan makes the town eligible for many state and federal grants involving historic preservation, open space acquisition, and development of recreation facilities. An approved Open Space Plan also improves the town's Commonwealth Capital Score; important criteria for state grant eligibility regarding transportation and development. Finally the Open Space Plan constitutes a major element for a Town Master Plan. Sterling has not had a Master Plan since the 1960's. The current, approved Open Space Plan is a major step towards completion of a Master Plan, should Sterling decide to go forward with this endeavor.

OSIC also works with town boards and related local and regional conservation or agricultural entities to implement the recommended actions in the Plan addressing town natural resource, recreation, and management needs.

In order to allow time for OSIC board members to work on tasks outlined in the Action Plan in the most recent update to Sterling's Open Space and Recreation Plan, the board meets every other month, unless there are issues requiring immediate attention.

Activities and Board Structure:

Sterling Trails – The board has identified and mapped some 10 trails located within Sterling, to be designated *Sterling Trails*. The trails were chosen to be geographically well distributed across Sterling and having unique geological, historical, natural and scenic qualities. The trails follow existing forest roads and paths. Each trail will be described in a separate trail brochure, will have an identifying sign at the trail head, and – where possible - be blazed with trail markers.

The board is in the process of getting written permissions from town and state entities, non-profit organizations and private landowners, whose land abuts or is crossed by one of the Sterling Trails. Permission has been secured from Town of Sterling, Sterling Conservation Commission and Sterling Land Trust, while the permission process is ongoing with the Town of Clinton (for trails on Wekepeke Watershed Land), with DCR and Fisheries and Wildlife, and with private land owners.

A tee-shirt has been designed, with logo from Diane Ulmer Pedersen, to help with the recruitment of trail clean-up volunteers. Fifty tee-shirts will be printed in early 2015.

Information Kiosk at Farmers Market – The board met with Dawn Hartnett, who is the current director of Sterling Farmers market, to explore ways of OSIC support to the Sterling farming community. OSIC will set up an information kiosk, during the hours of the Farmers market on Fridays in the summer months. The kiosk will distribute information of the mission and current event and provide opportunities for volunteering, not only for OSIC, but also for Sterling Historical Society, Sterling Land Trust, Wachusett Greenways and DCR, and will be manned on a rotating basis. The kiosk tent and table will be purchased with OSIC funds.

Grant Proposal– In 2013, OSIC voted to support a Department of Conservation and Recreation Regional Trails Planning Grant, “Application for Mudgett Orchard Public Access,” and wrote a letter of support for the Application. That grant was awarded in fall of 2014.

Changes to Board membership –Erin MacNeal Rehrig joined in 2014. She brings relevant expertise to the board, with a PhD in plant biology and a particular interest in invasive species. Erin is a faculty member at Fitchburg State University.

Current Board Structure -	Peder C Pedersen, chair.	Marion Larson, vice chair.
Robert Protano, secretary.	James Wilkinson, treasurer.	Erin Macneal Rehrig, at large.

Sterling Personnel Board

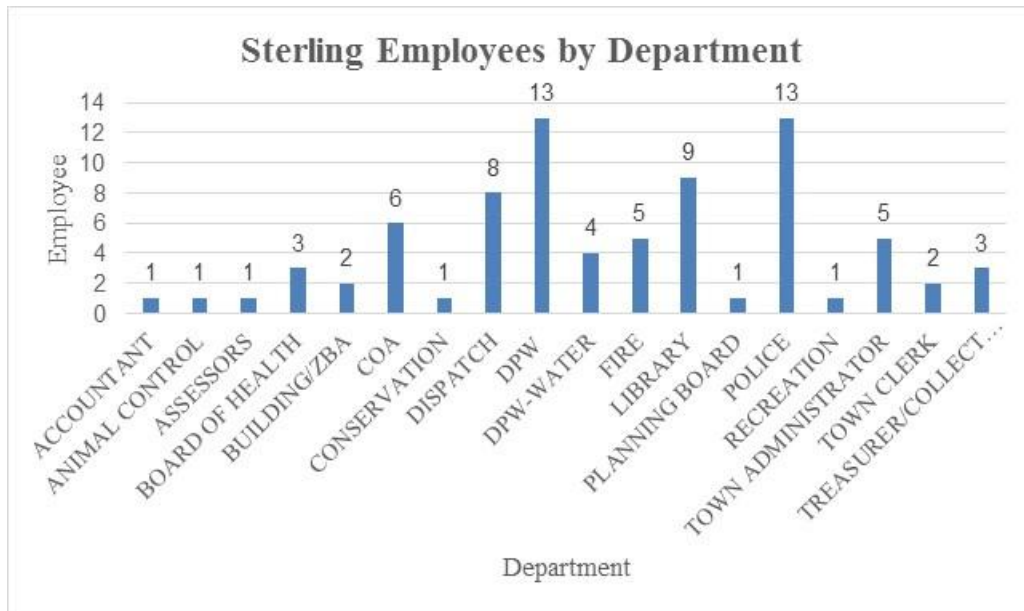
This past year reflects the 2nd full year with the HR Administrator (HRA) and we believe we have made substantive progress in stabilizing the HR programs of the town. Communications between the Personnel Board (PB) and town boards and employees has been, and will continue to be, our single highest priority. Over the past year we have created working groups comprised of PB members and employees to design the employee handbook, a compensation review process, and an employee recognition program. These three programs are described below and reflect a new approach to the way human resource programs are developed and new ways to manage the Town's human resources.

- **Employee Handbook:** Designed by a group of two board members, two employees, and the HRA, and revised through feedback provided by boards and Town Counsel. The employee handbook is intended to be the primary guide for all HR actions and processes, whereas the Personnel Bylaw contains provisions that describe wage, classification and benefits for all Non-Union employees.
- **Compensation Review Process:** Working with the compensation ranges approved in last year's Town Meeting a compensation taskforce reviewed nonunion pay levels. Using the midpoints of each grade level as the benchmark, employees that had worked for the Town for more than 3 years and were not at the 90% of the pay grade range were identified for market equity adjustments to the 90% level.
- **Employee Recognition Program:** A proposal to recognize significant accomplishments by employees of the town was presented for consideration to the Board of Selectmen. The proposal is being re-written for consideration at a later time.

Since May 2012, this Board has been working to improve understanding of Sterling's workforce processes and profile. The employee handbook is a step to clarify HR processes and the data points below are intended to provide a brief view of the HR profile.

- Sterling employs 50 Full time and 29 Part time regular employees.
- There are 18 departments providing services to the town.
- Sterling employs 19 Seasonal and 17 Election workers.
- Employee average length of Town service is 9.7 years.
- Sterling spends approximately \$6.5 million annually on wages, health benefits, and retirement contributions.

The figure below presents an overview of the Town's service departments and count of full-time and part-time employees. The 18 departments report into 11 boards/appointing authorities that are independent of each other, and while Sterling maybe perceived as a small town, the size and structure of the workforce, the differing authority of each board, and uncoordinated communications processes makes Sterling a large and complex workforce.



The PB and HRA have accomplished the following:

- Development and implementation of a personnel classification plan based objectively on thirteen universal position rating criteria.
- Development and o of a personnel compensation plan that pays positions in a competitive and consistent manner.
- Development and recommendation of a market equity adjustment process to align wages to managed points.
- Review and recommendations for annual revisions of the personnel bylaw,
- Establishment of a multifaceted employee relations program based on the utilization of the Town's EAP provider and outreach efforts by the HR Administrator.
- Involvement in a comprehensive review of non-union employee benefits. Of particular focus is the health insurance benefit where the HR Administrator has played an active role in putting the Town's health insurance out to bid and negotiating possible changes in carrier as well as plan design.
- Evaluation of possible performance management systems for consideration by the Personnel Board.
- Development of an employee training program focusing on computer technology.

Given the significant expense of Sterling's workforce, the Personnel Board does not support the loss of funding for the HRA position. We recommend the HR Administrator position remain in the budget and Mr. Jacobs remain in place for FY15. By continuing our current staffing we can implement a new employee training program, develop and train managers on a performance management system, and work with town boards and authorities on developing a long-term, 5 year, HR strategy.

Respectfully,
Jed Lindholm
Chair, Personnel Board

Planning Board

During 2014, the Planning Board endorsed three (3) ANR Plans (plans for which Approval under the Subdivision Control Law is **Not Required**).

The Planning Board reviewed and approved four site plans: JJCEV Realty Trust, 140 Pratts Junction Road, proposed commercial building; Rock Breakers LLC, Chocksett Road, proposed warehouse and distribution center; Apple Blossom Estates, 43 Redstone Hill Road, proposed multi-family development and Sterling Senior Center, Boutell and Muddy Pond Road.

Redstone Heights (Chad Lane), a six lot subdivision approved in 2005, continues with its development that began in 2010.

Several Board members have given their time to various endeavors; Ron Pichierri and Ken Williams continue to serve on the Earth Removal Board. Ken Williams and Michael Pineo serve on the Sterling Land Trust. Ron Pichierri serves on the 1835 Town Hall Committee and ADA Committee.

Michael Pineo also serves on the following elected position as Town Constable; and appointed positions as: Agricultural Commission; Conservation Commission; Economic Development Committee; Town Forest Committee; 40B Review; Fair Committee; Town Administrator Selection Committee and Special Police Officer. Also as a Board of Director on the following: Massachusetts Association of Agricultural Commissions and Worcester County Farm Bureau Federation.

Michael Pineo was elected for a five year term to the Planning Board, and will serve as the Planning Board representative for the Montachusett Joint Transportation Committee.

The Board continues to review proposed street names and issue street numbers.

The Planning Board continues to be represented on the 40B Review Committee, Earth Removal Board (aka "Dirt Board"), Open Space and Implementation Committee, 1835 Town Hall Committee, ADA Committee and the Montachusett Regional Transportation Commission.

Board members continue to keep abreast of changes and trends through participation in various endeavors, attendance of informational programs and educational opportunities, including the Annual Conference "Advanced Tools and Techniques for Planning and Zoning".

Respectfully Submitted,
Kenneth I. H. Williams, Chairman, Clerk
John Santoro, Vice Chairman
Michael Pineo, MJTC Rep.
Ron Pichierri, ANR Agent
Charles Hajdu, Member
Lucinda Oates, Administrative Assistant

Sterling Planning Board

The Recreation Department

Highlights for 2014

Throughout the year the Recreation Department has remained committed to its mission. The Recreation Department is dedicated to providing affordable, quality recreational programs that will enhance the quality of life for all residents. We achieve these goals by providing year-round programs that include active and passive recreational activities. The department strives to promote our programs and offer safe, accessible and well-maintained recreation facilities. We improved our facilities this year with the help of local Boy Scout and Girl Scout troops, and individual volunteers. New programs & activities implemented in 2014 and the modification of existing activities proved to be a success for the Recreation Department with increased enrollment.

The community had an opportunity to participate in over sixty programs which were provided year-round and are self-funded. Child oriented programs included, basketball, cooking, music, boating, swimming lessons, art, sewing, sports adventure, multi-sports, yoga, skiing/snowboarding, lacrosse, and Zumba. We introduced several new programs this year, including *Days of Fun*, which introduced the idea of a full-day program at the Sholan Park. The talented summer staff provided four days of fun, continuously demonstrating their creativity and enthusiasm. One of our longest running programs, Winter Youth Basketball, had over two hundred players. We are very fortunate to have so many wonderful coaches who volunteer their valuable time and expertise. Adults had the continued opportunity to participate in exercise programs that were offered all year, such as several types of yoga, barre classes, basketball, and weight training. In May one of our long-time instructors expanded her fitness offerings, allowing teens and adults even more opportunities to stay fit. Those who like to travel took advantage of the trips we offered. They had the opportunity to choose from a variety of trips from admiring the foliage in New Hampshire to New York City shopping, to a beautiful day on Martha's Vineyard. We also featured a trip to Foxwoods which was a huge success; everyone really enjoyed themselves.

The Recreation Department enjoys offering a variety of free community oriented events throughout the year. This is an opportunity to give back to this great community who support our programs and activities. These free events included: *3rd Annual Scarecrow Contest*, *Holiday Tree Lighting*, *Holiday House Lighting Contest*, *Annual Easter Egg Hunt* and *Summer Concert Series 2014*. Many of these events would not be possible with the generosity of local businesses such as: Evergreen Farms, Clearview Farm, Charlie Madden, Weymouth Whitney, Village Pizza, Barbara and Kim Hines-Re/Max, Bib's Auto Repair, DMH Electrical, Don-Jo Manufacturing, M.J. Flanagan Insurance Agency, Open Door Real Estate, Paula Meola Dance and Performing Arts, Inc, R.J. Janda Plumbing and Heating, Champion Kennels, Century 21 Center Home Team, Rittenhouse School of Music & Art, Sterling Veterinary Clinic, Pandolf-Perkins Co, Leominster Credit Union, Minuteman Road Club, Lilac's of Sterling and Harvest Grille.

Sterling Lancaster Cable filmed many of the concerts and ran them on the local cable channel for viewers to enjoy all year long. In addition, the Sterling Recreation Department received a grant for \$1,200.00 from The Sterling Cultural Council for the Summer Concert Series 2014. The Cultural Council is committed to building a central place for the arts, sciences, and humanities in the everyday lives of communities across the Commonwealth.

The Recreation Department is a vehicle for volunteers that are willing to help and as a result, we have the opportunity to improve and expand activities. This year we had some truly wonderful volunteers come to us, including Lane Pomery. Lane was working towards her bachelor's degree and needed an internship to complete her credits. She was an incredible help throughout the summer and we were so thankful to have her. We are always thankful for Scouts that wish to help us for their Eagle Scout Projects. This year we were fortunate to work with Connor Pauplis, who is making updates to Sholan Park over the next few years. We also worked with Christopher Giard, who installed signage at Sterling Greenery Community Park. Jessica Potenza and Kara Moulton installed two lovely benches at our West Sterling Tennis Courts,

as well as a picnic table at Sholan Park. In addition, Christian Walsh and Kevin O'Callahan gave the dugouts at Griffin Road Fields a fresh coat of paint to cover up some graffiti and keep the space looking great. Kevin & Christian volunteered their time and talent for community service hours for church. As always, we are extremely thankful for the support of the community and the dedication of the many volunteers who give a helping hand in numerous ways. We continue to appreciate the time and dedication of other town departments, program instructors, summer staff, lifeguards, volunteer ski chaperones, volunteer basketball coaches, school administrators, school custodians, and sponsors. With this network of supporters we are able to provide top notch events for the community. Close to 4000 individuals participated in the Recreation Department's events and programs in 2014. We thank all for your constant support throughout the year.

The Recreation Department will continue to work to improve the quality of Recreational facilities, programs, and services. Your feedback is important to us, please contact the Recreation Department at 978-422-3041, e-mail recreation@sterling-ma.gov or stop in at our office- 1835 Town Hall. For listings and descriptions of programs and events, visit the web site: www.sterling-ma.gov

Recreation meetings are held each month in the Recreation Office, Room 1, and 1835 Town Hall.

Respectively Submitted,
Kristen Dietel- Recreation Director
Jo-Ann Cummings- Chairperson, Recreation Committee
Bob Finizio
Heidi Grady
Mark Hryniewich
Kristen Nelson
Mike Regan

Sterling Municipal Light Department
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Tel: (978) 422-8267 Fax: (978) 422-8054
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2014 ANNUAL REPORT

POWER

The SMLD's customer base has 3,778 accounts as of December 31, 2014. We have 3,392 Residential, 12 Large General Service (LGS), 52 Medium General Service (MGS), 310 Small General Service (SGS), one Wholesale and one Town Streetlight account.

A total of 59,536,905 kilowatt hours (kwhrs) of electricity were sold during the calendar year 2014. This represents a decrease of 263,310 kwhrs from calendar year 2013. Sterling's hourly peak demand was 11,732 kW set in September of 2014. That is a reduction from the peak set in 2013.

The SMLD uses reliable indices to monitor how our distribution system is performing and to measure our response time to system interruptions. The 2014 *Average Service Availability Index* (ASAI) of electricity for Sterling residents was 99.9984 %. The 2014 *Customer Average Interruption Duration Index* (CAIDI) numbers represent the average time required to restore service to a customer per sustained outage. These numbers came in at 60.3 minutes and were 12% lower than 2013. Overall, our system interruptions have been decreasing. This is a reflection of the continued system and substation upgrades being performed by our Operations Department.

Our transmission costs continue to rise but not at the same double digit percentages we have seen in the last few years. We are fortunate to avoid some of these costs by using locally produced solar energy from the E.H Perkins and Wiles Road facilities that have provided enough energy for over 540 homes. These two solar projects helped make the Town of Sterling **number one** in the country for solar watts per customer and also a top three finalist for public power utility of the year by the Solar Electric Power Association (SEPA).

In January and February of 2014 energy market prices reach record highs due to natural gas constraints. This was primarily caused by our increased dependence on natural gas for energy production. In 2000 we produced 5% of power from natural gas and in 2014 that number was closer to 47%. The reliance on natural gas has caused many fossil fueled generators and local nuclear plants to shut down. This has left fewer options during the cold periods when natural gas is reserved for heating purposes first and then electric generators.

OPERATIONS

The following list summarizes the projects completed and in progress for the Operations Department

- James Road - Completed an upgrade to the second of our three large underground developments. When underground projects were developed over 30 years ago the wire was directly buried causing difficulty locating and repairing any damage. We installed all new conduit, over 5,500' of new primary cable and 2,000' of new cable for the street crossings to pedestals. This will guarantee continued reliability and will allow for expedited repairs should the need arise.
- John Dee Road - Completed the installation of 3,000' of new 1/0 tree wire (high voltage cable that is heavily insulated and tree resistant) and the removal of bare #4 copper wire. We are in the process of completing the installation of a new secondary cable and 1/0 neutral for better system reliability and grounding.

- Bean Road - Replaced 4500' of existing copper wire with tree wire and new neutral wire and installed new transformers and 600' of 1/0 secondary cable to improve system reliability.
- Pleasant View Drive - Replaced 500' of existing copper wire with tree wire and installed new transformers and secondary wire to improve system reliability.
- North Cove Road - Completed upgrade to higher voltage improving system performance and reliability.
- Hill Top Drive, Sunset Drive and Loring Way - Removed old copper wire, installed 3000' of new tree wire and installed new transformers. Upgrade will provide better voltage and system reliability to the area.
- Merrill Road - Installed 1,700' of new 1/0 tree wire, primary and neutral wire to replace the #4 copper wire in place, providing better reliability to the area.
- Redstone Hill Road - Installed 1500' of 1/0 tree wire to increase reliability to the area and installed 500' of 3 phase wire to extend our system and provide 3 phase power to a new development. Installed 4,200' of new secondary cable and removed 2,400' of open wire copper to provide better system grounding capabilities.
- Old Princeton Road East and West - Removed #6 copper wire and replaced it with the installation of 1,800' of new tree wire and neutral wires to increase the reliability to an area that had been showing up too often on the trouble calls.
- Tuttle Road - Removed 3,300' of copper wire and installed 1,650' of new tree wire to provide improved reliability.
- Installed 7 new house services and 11 new poles.

These projects were performed as part of our continuing effort to upgrade our distribution system to minimize outages and improve our system reliability. In all, we installed over 39,030' of new wire and removed 22,775' of old cable. Thank you to the customers in these areas for their patience while the upgrades were being performed. We trust that this work will improve our infrastructure and will provide many years of reliable service to you.

POWER SUPPLY

In an effort to diversify our power resources and stabilize purchased power costs, we buy electricity through fixed contracts and the open market. These costs reflect the generation and delivery of electricity to the Town of Sterling. There are many circumstances beyond our control that make the cost of electric energy fluctuate. These include periods of peak power demands during extreme temperatures, unexpected plant shutdowns and spikes in fuel prices. Changing costs are triggered by a number of unpredictable events from the fluctuating fuel commodity markets to global unrest. Natural gas prices have declined in the last few years, but we remain challenged with the uncertainty of the delivery during cold spells due to the constraints on the gas transmission lines. This leads to curtailments at the generating plants requiring them to switch to oil, a costlier alternative. Energy produced from natural gas has risen from 5% in 2000 to 47% in 2014 and is expected to continue to rise until new gas transmission pipelines can be put in place. Despite these concerns in 2014 our power costs have remained stable.

Although fuel remained steady our transmission costs continued to rise. These costs have increased mainly since transmission owners receive large returns between 11-14% on their 6.6 billion dollar investments in transmission line upgrades in New England. This cumulative number is expected to rise to

11 billion in 2017 putting additional upward pressure on transmission prices. The Regional Network Service (RNS) rate rose by 22% from \$605,664 in June 2011 to May 2012 to an expected cost of \$940,264 from June 2014 to May 2015 a 55% increase. This cost is expected to continue to rise to an estimated cost of \$1,166,155 in June 2017, an additional 25% increase. Along with other Municipal Light Plants and Associations we continue to contest these charges in Washington with our Legislators and the Federal Energy Regulatory Commission (FERC). The outcome of these meetings resulted in the filing of various bills that brought some relief. The returns were lowered from 11.4% to 10.54 however we will continue to contest that the returns be closer to the industry average of 9.2%.

Our power supply consists of a mixed portfolio of power agreements that include E.H Perkins and Wiles Road solar projects and hydro power, specifically from Baltic Mills, Contoocook Hydro, Mechanicsville Hydro, Energy Stream Hydro, Methuen Falls Hydro, Public Authority State of New York Hydro (PASNY) and Centennial Falls Hydro Electric Facility. In 2014 over 25-35% of our power was received from renewable energy sources from the Berkshire and Princeton Wind projects. This exceeds the Massachusetts requirement (Municipal Light Plants are exempt) for renewable energy supply in power portfolios of 20% by 2020. In addition to the nuclear power we receive power from the Millstone III Plant and the Seabrook Power Plant in New Hampshire. Our power portfolio is 75% carbon free. Other sources of our power supply come from the MMWEC Stony Brook Plant, combined cycle units I & II and the Carbolon generating facility.

We continue to offer the following assistance programs to our Residents:

- HELPS Home Energy Audit (no cost to residents)
- Energy Star® Rebate Program
- Solar Installation Assistance
- Kill-A-Watt™ Electricity Usage Monitor
- TESCO Surge Arrester
- Customer Data/Billing Portals
- Multiple Payment Options

Other community activities/contributions sanctioned by the SMLD Light Board:

- Our Annual Open House
- Install and Pay for the Town Common Lighting
- Sterling Fair (provision of power)
- Banner Hanging
- Town Street Lights – In September of 2014 with the help of a Municipal Light Plant Energy Efficiency grant from the MA DOER we began to replace Town Street Lights with new LED fixtures. This project is expected to take up to two years and will provide a considerable savings to the Town of Sterling. The SMLD continues to provide a reduced rate and full maintenance for all 489 streetlights for the Town of Sterling.
- Provide funds for annual maintenance for all town owned generators.
- Offer the Round-Up Program to our customers to benefit the Sterling Neighbor-to-Neighbor (N-2-N) Program

In March of 2014 the Sterling Energy Committee was formed. With a commitment of \$50,000 from the SMLD Board of Commissioners and \$110,000 from an awarded Municipal Energy Efficiency grant we will provide assistance for the LED streetlight change-out-program. In addition, energy efficient improvements will be made to five out of seven town buildings that were noted in the energy audits performed by GDS Associate's in September 2012. These audits used a level II, the American Society of Heating, Refrigeration and Air Conditioners Engineers (ASHRAE) standards. The improvements will include review of HVAC controls in both Police and Fire Stations, new LED lighting in the Butterick,

Library and SMLD buildings. We will also do a review of all heating systems from an independent engineering firm to provide ideas for improvements or replacements take place over a two year period.

In December 2014, the SMLD was awarded a \$1,463,194 Community Clean Energy Resiliency grant that will allow us to install a solar battery storage system to provide emergency back-up power to the police and dispatch center for many hours during a catastrophic event. This project will also be used to provide system benefits to SMLD on a daily basis.

Changes At SMLD

In May 2014 Brian Pierce was elected to a three-year term on the Light Board Commission.

Natural Gas, with strong support from many of the businesses and residents in Sterling and after two informational meetings were held to discuss the economic benefits and cost associated with bringing natural gas into the town of Sterling,

A special town meeting was held on November 14, 2014, for the sole purpose of this vote , the town of Sterling residents voted 100 in favor to 29 against, to authorize the creation and operation of a municipal gas plant as allowed by Massachusetts General Laws, Chapter 164, section 36, and place such municipal gas plant under the authority of the Sterling Municipal Light Department Board. Upon such authorization, the municipal gas plant shall be combined with the Sterling Municipal Light Department to form the Sterling Municipal Light & Gas Department, which shall do business as “Energy Sterling”. The certificate of the above vote has been submitted to the Department of Public Utilities for review and we expect to hear back from them in early 2015.

Tree trimming services continued to be provided primarily by outside contractors using a competitive bid process. Additional tree trimming is also performed by the SMLD line crew that involves a 5 year rotating cycle in areas where we see an increased growth or system problem.

In December 2014 we received our new bucket truck. The installation of the new body and bucket were performed on the cab chassis that we purchased in the fall of 2013. By purchasing a cab/chassis one year and budgeting for the bucket the next we were able to systematically replace our main fleet of bucket and digger trucks. By using an annual replacement schedule it enhances our reliability, reduces maintenance costs and minimizes the impact to our capital budget.

In 2014 the SMLD had no workers’ compensation claims or lost time. This is the fourth consecutive year with no claims. This has not only lowered our workmen’s compensation insurance premiums, but also qualified the SMLD to receive the American Public Power Safety Award. This award recognizes the Public Power Utilities across the country who achieves this milestone. Our improved safety record continues to reduce our premiums providing additional savings to our ratepayers.

We continue to work with the Water Department on the installation of equipment and software for electronic readings and monitoring, thus utilizing our new Advanced Meter Infrastructure (AMI) for their water meter readings.

Structural Repairs/Renovations

In our 2013 town report we expressed the need to perform structural repairs to our 130 year-old office building located 50 Main Street. Over the years the building had begun to deteriorate, primarily caused by shifted main beams and rotting support posts. A plan was developed to address the current structural and operational issues and to update the building to serve us for another 130 years. After receiving a bid of \$37,550 from Green and Robinson to repair and replace the main beams and supporting posts they began work under the direction of the Philpot Corporation. In April of 2014 we began demolition in the areas

necessary to allow access to correct these deficiencies. Debris was removed using seven 30 ton dumpsters. There was what seemed like miles of electrical and cable wires removed from the ceilings and walls. We also needed to remove 4 (yes 4!) ceilings from the first floor to allow unobstructed access for the new beams. The demolition work was performed by the SMLD's operations crew that included Tom Sparks, Line Superintendent, Darren Borge, Operations Supervisor and our line crew made up of Chad Allen, Timothy (Tim) Gray, Brian Foley, John Nordquist and Brian Provonsil. During the winter of 2014-2015 John Nordquist, who is a licensed electrician, was invaluable in relocating circuits during the demolition process and also installed all new electrical and fire alarms throughout the entire building. As renovations progressed Tim Gray utilized his carpentry skills and became the SMLD liaison to the Monty Tech Industrial Technology students who provided countless hours in the reconstruction of our building. Following the repairs to the posts and beams, we felt this would also provide an ideal time to renovate the office area to be more energy efficient and customer friendly. The work included all new insulation in the walls that were built out an additional 3.5" for maximum results, a new vestibule at the entryway to further reduce heating and air conditioning costs, foam insulation, new wallboard, electrical panels, fire alarm system, access system with security cameras, LED light fixtures and new heating system to replace the 4 systems currently operating within one building. We knew that by performing these additional improvements it would extend the duration of the project, but the results would prove to be beneficial and consequently be a tremendous energy savings to the SMLD. Completion date for this project is expected to be in the spring of 2015.

It is essential that we work closely with other Town of Sterling Departments in order for the SMLD to provide the best possible service to the residents and businesses in Sterling. We want to extend a sincere thank you to all the Town Departments and their employees for the assistance that they have provided to the SMLD throughout the year including the generous accommodations provided to us for meetings held at their facilities during our building renovations.

We thank the DPW personnel for their assistance throughout the year by providing maintenance to our vehicles and assisting us during roadway excavations.

We thank the Water Department for their contribution in lowering our peak power demand by shedding loads during peak periods. This helps to reduce our transmission costs, thus creating a savings that benefit all ratepayers.

Congratulations to the SMLD employees on another accident free year. Once again, we were awarded the American Public Power Safety Association 2014 Safety Award of Excellence. It is quite an honor to be recognized nationally and clearly demonstrates the commitment of the SMLD employees.

Once again, I would like to thank the SMLD employees for their collaboration during these transitional times. I recognize that they have made many adjustments and have been faced with many challenges during the yearlong renovations of our building. Their teamwork and skills that were utilized in this project will demonstrate a great savings to our ratepayers will offer many benefits well into the future.

Respectfully Submitted,
Sean Hamilton
General Manager

Sterling Municipal Light Board Members:
Michael Rivers, Chairman
Matthew Stelmach, Vice Chairman
Brian Pierce, Clerk

STERLING POLICE

135 Leominster Road
Sterling, MA 01564
978-422-7331

2014 ANNUAL REPORT

It is my pleasure to submit the annual report for the Sterling Police Department and Dispatch Center.

Personnel:

We began 2014 continuing the process of filling a vacancy within the department. Fortunately, we do not have a high turnover rate within the department. The vacancy occurred with the retirement of a long time police sergeant, prompting an officer to that vacated rank and hiring to fill that vacancy. Our procedure for hiring is quite extensive consisting of application and resume submission, written testing, interview panel, physical fitness testing, medical screening, drug testing, and a psychological exam. This is then followed up by an in-depth background investigation.

We believe that getting the right person is critical to our success and relationship with the community. Once an individual is hired, he is placed on a one year probationary period before he/she is appointed as a full-time permanent police officer. At the conclusion of this procedure, Steven Mucci was hired in November to fill the vacancy. Officer Mucci has been undergoing a field officer training program and is progressing quiet well. He will be a fine addition to the police department.

In October, recently hired Town Administrator Jeff Ritter unexpectedly passed away. Although Jeff was only here for a short while, he was a pleasure to work with and accomplished much in his short time here. His calm, professional and confident presence will be missed.

In the dispatch center, part-time dispatcher Dick Farrar retired. Dick served the Town of Sterling for many years, first in the fire department and then in the dispatch center. Mr. Farrar will be missed and we wish him a long, happy and healthy retirement. Replacing Mr. Farrar in the dispatch center is Abbi Parkinson, she is a Town resident and has years of experience in dispatching.

Training:

All officers and dispatchers are required to complete a specific amount of annual training to maintain their certification. In addition to the aforementioned mandatory training, some of the additional training received by department members was:

Social Media Investigations	Ice Rescue	First Responder	Firearms
Basic Sergeant Training	Taser	Armorer's Course	EMD
Medical Marijuana Laws	Firearms	Traffic Incident Mgmt	LTC/FID
Bomb Threat Assessment	Dealing with disasters	Legal Updates	Juvenile law
Media relations	Safe School Seminar	Animals During Disasters	

Equipment:

We are fortunate to work and serve a community that supports their police department. We are able to provide the officers modern, safe and effective tools to provide service to the community. Town meeting generally authorizes the purchase of one new police cruiser annually. We have transitioned from the old style police cruisers to all wheel drive SUV style vehicles. This style of vehicle fits the geographic make up of the Town of Sterling quite well. These vehicles have also proven to be more reliable and trouble free than previously used cruisers. We intend to replace all of our vehicles with the SUV style as we move forward.

Authorized at the last town meeting was the purchase of an automated fingerprint reader. Sergeant Pomeroy undertook the tasks of research, acquisition and implementation of this device. I am pleased to report that the AFD has been placed on line and is functioning quite well. This unit allows us to process prisoners and determine their true identity immediately. It also allows for a faster and cleaner process when processing firearms licensing.

With a grant from MIAA and partial funding from the Town, we installed an automated key card system in the station. This access system allows for tighter controls to crucial areas as well as to document observation of prisoners and protects the integrity of evidence and security of weapons.

Not only do we enjoy the support of residents but local businesses have supported us during the year. ALTECH Manufacturing donated two automated external defibrillators to the department. We have placed one of these units in the station and the other has been deployed in a police vehicle. Additionally, Kitchen Associates donated counter top and shelving for the finger print reader.

We have started the process of moving forward with “NexGen” dispatching. The State has contracted with General Dynamics to upgrade all certified Public Safety Answering Points (PSAP) in the Commonwealth. This will be a multi- year process and is intended to be fully funded by the State.

A total of \$36,904 in grant funding was awarded to the department during the year. That funding was used to fund training and upgrade equipment in support of 911 and to secure areas of the police station.

Community Interaction:

In addition to enforcement activities and responding to calls for service, our department interacts with the community in a number of areas.

School Safety is a number one priority. In addition to daily school patrols and a number of lock down and fire drills conducted throughout the school year, the police chief meets monthly with the superintendent of schools to continue review and develop school safety matters.

We house two kiosks in the police station lobby. One is to collect unneeded prescription drugs from residents and the other is for disposing of needles and syringes. These kiosks are being used extensively and are a nice convenience.

This year we also started a program where people involved in motor vehicle crashes can obtain the police report on line. This is a convenience for out of town motorist involved in crashes in Sterling. Reports can still be obtained at the police station, however the on-line option is available. The web site to obtain these reports is www.Getcrashreports.com

We also participate in many town wide events, including:

Drug Take Back	Toy's for Tots
Promenade Walk	Little league Parade
Public Safety Day	Memorial Day and Veteran's Day Parade
Home Security Vacation Checks	Sterling Fair
Jimmy Fund	Directed patrols
Boy Scout ceremonies	Tree lighting ceremony and hay ride.
Spooky Walk event	Code Red notifications
AAA Pedestrian Safety	School patrols
Car seat safety installation	Internet safety presentations
Social media sites Facebook & Twitter	Handgun safety classes
Farmers Market	NEADS walk
Community Reading Day	

General Police Business:

In 2014 the department responded to eight thousand five hundred and ninety two (8,592) calls for service. One thousand forty five (1,045) of those were 911 emergency calls.

The dispatch center answers the phones for some other town departments during non-business hours. Fifty three (53) calls for the Light Department were processed as were fifty one (51) calls for the Department of Public Works.

Our firearms licensing department processed one hundred and ninety (190) firearms permits.

There were sixty-three people arrested during the year.

There were one hundred and twenty-two motor vehicle crashes during the year. The table to follow indicates the location of these crashes.

The day with the most collisions was Friday. The hours between 3pm and 5pm were when most crashes occurred. There were two bicycle crashes, one pedestrian and four motorcycles involved in collisions. Most of the crashes occurred during clear weather conditions. There were injuries in thirty five crashes with one being fatal injury.

<u>Location Names</u>	<u>INJURIES</u>	<u>FATALITIES</u>	<u>OUI</u>	<u>INVLD.</u>	<u>PEDESTRIAN</u>	<u>BICYCLISTS</u>	<u># OF ACC.</u>
ALBRIGHT RD	1	0		0	0	0	2
BURPEE RD	0	0		0	0	0	1
CHOCKSETT RD	3	0		0	0	0	9
CLINTON RD	1	0		0	0	0	7
DANA HILL RD	0	0		0	0	0	1
FLANAGAN HILL RD	0	0		0	0	0	2
FORD RD	1	0		0	0	0	1
GATES RD	0	0		0	0	0	1
GREENLAND RD	0	0		0	0	0	3
GRIFFIN RD	1	0		0	0	0	1
HEYWOOD RD	0	0		0	0	0	2
HOLDEN RD	1	0		0	0	0	1
INTERSTATE 190 EXWY	2	0		0	0	0	2
JUSTICE HILL CUTOFF RD	1	0		0	0	1	1
KENDALL HILL RD	1	0		0	0	0	3
LEGATE HILL RD	0	0		0	0	0	1
LEOMINSTER RD	8	0		0	0	0	24
LUCAS RD	0	0		0	0	0	1
MAIN ST	3	0		0	0	0	7
MALVERN HILL RD	0	0		0	0	0	1
MEETINGHOUSE HILL RD	0	0		0	0	0	2
MERRILL RD	0	0		0	0	0	2
METROPOLITAN RD	1	0		0	0	0	2
MUDDY POND RD	0	0		0	0	0	1
NEWELL HILL RD	0	0		0	0	0	2
NORTH ROW RD	0	0		0	0	0	4
OSGOOD RD	0	0		0	0	0	1
PATRIOTS WAY	0	0		0	0	0	1
PRATTS JUNCTION RD	0	0		0	0	0	4
PRINCETON RD	3	0		0	0	1	9
REDEMPTION ROCK TRL	6	1		0	1	0	19
REDSTONE HILL RD	0	0		0	0	0	1
UPPER NORTH ROW RD	0	0		0	0	0	1
WILES RD	0	0		0	0	0	1
WORCESTER RD	2	0		0	0	0	1
TOTALS	35	1		0	1	2	122

In summary, I would like to thank the officers and staff for their dedication and support. This was a difficult year in law enforcement with many controversial matters being discussed, debated and shown nightly on the six o'clock news. While some of these incidents and protests came as close to our borders as Boston and Worcester, we in Sterling continued to receive the support of our residents and officials. For that we are very grateful.

On behalf of the entire Sterling Police Department, Thank you!

Respectfully Submitted,

Gary M. Chamberland

Gary M. Chamberland

Chief of Police

Wachusett Greenways

Wachusett Greenways thanks each member and each of our partners: the Massachusetts Department of Conservation and Recreation (DCR), Wachusett Towns, local foundations and businesses. Together we've built and continue to maintain nearly two-thirds of the central 30 mile section of the Mass Central Rail Trail (MCRT), including ten bridges and two tunnels. The MCRT is a treasured resource for walking with a friend, running for fitness, exploring or finding one's 'happy place' to heal from surgery or loss, learning to ride a bicycle, cross country skiing or snowshoeing. Greenways also maintains the 4-mile White Oak Trail in Holden which it completed in 2002.

Increased Support

In 2014 membership grew 16% to a record 864 members, including 100 new members, a 70% increase. 496 donors contributed to Wachusett Greenways' MCRT Construction Fund. Since 1995, 2,756 generous donors and members have supported Greenways. This year nearly 200 volunteers of all ages helped carry out Greenways' mission.

State Trail Award

Wachusett Greenways was honored to receive the 2014 Massachusetts Trail Award in recognition of twenty years of teamwork to connect the heart of the Commonwealth with trails and greenways. The Greenways Board of Directors and volunteers attended the annual conference led by Paul Jahnige and Amanda Lewis of the Massachusetts Trails and Greenways and the Massachusetts Recreational Trails Advisory Board (MARTAB). Greenways continues to mentor and encourage other trail groups.

Mass Central Rail Trail Construction Continues

In 2014 Wachusett Greenways continued connecting the Mass Central Rail Trail with support from the DCR, local foundations and many individual donors. Wachusett Greenways completed the stone dust 'paving' of the MCRT from Coldbrook Road, Oakham west to the Route 122 Mass Highway rest stop in Barre.

Preparation for completion of the MCRT connection along the Route 140/Beaman St. causeway in West Boylston is underway. Design and engineering grants from the DCR Recreational Trails Program and Partnership Matching Program have been awarded to Wachusett Greenways which is providing the match for these grants.

Teaming Up for Trail Maintenance and Upgrades

Wachusett Greenways trail patrollers and trail clearing volunteers continued to maintain the MCRT. The Wachusett Towns and the MA Department of Conservation and Recreation also carried out trail maintenance including assisting with mowing rail trail shoulders and plowing parking lots. On the DCR's statewide partnership work day, Greenways volunteers and DCR field crews worked together to improve the parking area and MCRT at Manning Street, Holden.

The DCR expanded the parking at the MCRT entrance at River Street, Holden. Wachusett Greenways added a portable toilet at the Thomas Street, West Boylston entrance to the MCRT.

Community Volunteers and Outreach

Greenways held several hospitality days and trail counts on the rail trail and welcomed visitors at Holden Days. The most common comments are: "Keep up the great work! Thank you! This trail is a special place."

Youth teams are enthusiastic, perennial volunteers. Bancroft middle-school and 5th grade students returned for their annual series of volunteer days. WPI students from the Alpha Phi Omega coed service

fraternity served for several trail days including at the Springdale Mill celebration. Rutland Girl Scouts and St. John's High School students also volunteered.

Welcome Center

Progress on the Welcome Center at 21 Miles Road in Rutland continued as volunteers completed more interior improvements. The accessible ramp and connecting Mass Central Rail Trail is under design. Doug Hagman, landscaper, donated mowing and leaf removal. WG misses neighbor and volunteer, Roland Veaudry, who moved from Miles Road to N.H. WG is grateful for neighbors Seth Stidsen and Dave Camarra who continue to help out with plowing and more.

Outdoor Events and Guide

Wachusett Greenways welcomes volunteers, members and supporters. Wachusett Greenways offers free outdoor events year round. The Wachusett Greenways guide and map for the regions' trails and greenways and sectional maps of the Mass Central Rail Trail are available at www.wachusettgreenways.org or Wachusett Greenways, P.O. Box 121, Holden 01520.

Wachusett Greenways Board of Directors:

Colleen Abrams, Chair

Christy Barnes

Stephen Chanis

Gordon Elliot

Jeffrey Keay

David Fitzpatrick, Treasurer

Michael Peckar, Secretary

Zoning Board of Appeals

Overview of 2014

In 2014, the Zoning Board of Appeals received 7 new cases:

- 2 Variances (1 withdrawn; 1 granted)
- 5 Special Permits (5 granted)
- 0 Administrative Appeals

SCHOOLS

2014



Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

January 2015

Dear Residents of Holden, Paxton, Princeton, Rutland, and Sterling,

The Wachusett Regional School District continues to offer the students and families of the five towns a first-class educational experience for an exceptional value. Currently, the WRSD spends \$11,100 per pupil which makes it one of the lowest cost districts in the state, yet our students continue to be ranked among the top students in all of central Massachusetts.

Unfortunately, as I write this letter, the District is faced with potential unprecedented budget cuts due to the current monetary shortfall at the state level. If passed, the 9C reductions (cuts enacted when a fiscal emergency is imminent), proposed by former Governor Patrick and continued by current Governor Baker, will result in a budget reduction for the District of over \$1.4 million for our current budget (FY15). If the 9C reductions occur, our overall budget for FY15 will be lower than the District's FY14 budget. As it stands, if the proposed 9C reductions do not come to pass, the District will still have only increased the FY15 budget 1.2% over FY14. The fixed costs associated with items such as health care and contractual obligations leave little, if any, new funding to support the educational process.

I have asked our teacher's union to work with me and our School Committee on developing an understanding of what the actual needs are in our District. Technology remains woefully out of date in all of our schools. With the little funds that are directed toward technology, we purchased refurbished computers and continue to maintain our ever aging technology infrastructure. Many of our textbooks have been in use since the last century and are older than the students who currently use them, even at our high school. Curricular materials that were once abundant in the District, including a thriving curriculum library and material center, are now out of date or non-existent. The recent NEASC report for Wachusett Regional High School clearly states that the District needs to better support the school with materials, technology, and staffing.

Working in conjunction with Member Towns, it is my hope that we will be able to support a FY16 budget that represents a reasonable, feasible, and responsible educational plan, spending the taxpayers' dollars wisely. Having created a transparent budget process, I will strive to continue to create a budget that works for the towns without further decimating programs, class size, staffing, and more. Our children deserve a first class education.

Despite the financial challenges, this has been a very good year for WRSD and I remain optimistic about our wonderful students, staff, and families. We must continue to work toward the creation of a comprehensive curricular, technology, and strategic vision for the District. With continued hard work and cooperation between the District and the towns, solutions to these serious educational issues will be found. With your support, I look forward to working with you to continue to put our educational needs at the forefront of our community priorities.

Sincerely,

Darryll McCall, Ed.D.
Superintendent of Schools



2013 - 2014 Annual Report



**Montachusett Regional
Vocational Technical School**
1050 Westminster Street
Fitchburg, MA 01420
978-345-9200
www.montytech.net



Having only been recently named the Superintendent-Director of Montachusett Regional Vocational Technical School, I am honored and delighted to present the district's 2013-2014 annual report. It was a year marked by student achievement, faculty and staff distinctions, and leadership development - as well as transition. Compiling information for the enclosed report has provided me with an opportunity to get to know the students, faculty and staff that comprise this wonderful school, and to reflect upon their tremendous achievements and activities. I am fortunate to work closely with a talented leadership team, many of whom have contributed to this report, and given great insight into some of the more notable highlights of the 2013-2014 academic year, including:

- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2014, Monty Tech's passing rate on the MCAS English Language Arts exam was 100%, Mathematics 98%, and Biology 99%.
- Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association.
- Class of 2014 graduate, Jessica Shattuck of Fitchburg was presented with the *Legion of Valor* award, the highest award a JROTC cadet may receive, recognizing academic excellence and extraordinary leadership skills.
- Ten students advanced through local, district and state competitions to earn the right to compete at the National SkillsUSA Conference in Kansas City, Missouri. The Monty Tech national delegation returned with a bronze medal in Action Skills.
- Monty Tech continues to participate in the highly selective Student Spaceflight Experiment Program, representing the only vocational school in the nation to have a student science experiment launch into space, and providing students with an opportunity to study the effects of gravity on their science project.

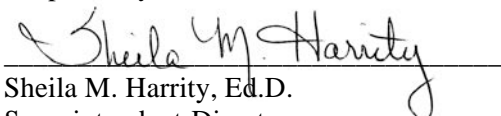
As you know, a Monty Tech education is grounded in workforce preparedness, balanced by a rigorous academic curriculum. Everyday at Monty Tech, one guiding principle is evident - our students must be ready for both college *and* career. Students are prepared with industry-recognized credentials and skills to be successful in the world of work. And for those students whose future may include higher education, Monty Tech offers dual enrollment courses, articulation agreements, and Advanced Placement courses that may significantly reduce the amount of time and money spent on a college education.

We are so proud of the educational programs offered here at Monty Tech, yet we continually strive to improve upon them. Collaborating with area colleges and universities, we are ensuring our curriculum and instruction is rigorous and relevant. Sharing best practices with vocational-technical colleagues from across the state – and nation – we give and take some of the best ideas, with one thing in mind – what is best for our students.

We hope you will find this report a comprehensive review of the quality education you have come to know and expect from Montachusett Regional Vocational Technical School. You may notice that each of the eighteen member cities and towns are reflected in this report, and that students performed services in almost every community last year. Providing our students with an opportunity to give back to the communities that support them – and support our school – is a pleasure.

I am honored to serve as Superintendent-Director of Monty Tech, a school that continues to transform secondary education in North Central Massachusetts, bringing to life lessons learned in a classroom, at the workplace, and in the community – all while consistently maintaining high standards of fiscal responsibility. Our FY14 Annual Budget was unanimously accepted by each of the eighteen member communities, and reflected only a 2.0% increase over the 2012-2013 Educational Plan. We recognize that we are in the midst of some difficult economic times faced by public education and so we will continue to seek creative ways to reduce member town assessments, while maintaining our high standards of academic and vocational-technical success.

Respectfully submitted,


Sheila M. Harrity, Ed.D.
Superintendent-Director

Our Mission

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

Our District

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

Leadership

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

Sheila M. Harrity, Superintendent-Director
Tom Browne, Principal
Tammy Crockett, Business Manager
Kim Curry, Dean of Admissions
Francine Duncan, Director of Technology

Christina Favreau, Director of Academic Programs
Jim Hachey, Director of Vocational Programs
Richard Ikonen, Director of Facilities
Katy Whitaker, Development Coordinator
Victoria Zarozinski, Director of Student Support Services

Enrollment

On June 1, 2014, student enrollment at Monty Tech included 1,403 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (54), Ashby (37), Athol (93), Barre (35), Fitchburg (364), Gardner (158), Harvard (3), Holden (68), Hubbardston (61), Lunenburg (70), Petersham (4), Phillipston (21), Princeton (17), Royalston (22), Sterling (56), Templeton (100), Westminster (77), and Winchendon (133). The remaining thirty students were from out-of-district towns, including Clinton, Leominster, Natick, Orange, Pepperell, Rutland, Shirley, West Boylston, and Worcester.

Throughout 2013-2014, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2013, approximately 1,000 district eighth graders participated in the annual "Tour Day" event. Students toured our twenty-vocational/technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members, to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2013-2014 proved to be an exceptionally busy year for her, as the school received 730 applications for admission. Of those, 642 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because

there are only a limited number of students the school can accept each year, 367 freshmen and 19 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school, and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2013-2014 school year, serving approximately 600 area students.

Class of 2014 Awards

Members of the Class of 2014 were awarded approximately \$50,000 in scholarships. The Monty Tech Foundation generously provided \$34,000 in scholarships to graduating seniors, ranging in amounts of \$250 to \$2,500. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Well over 60% of the graduating class of 2014 reported plans to enroll at either a 2-year college, 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

Financial Report

In an effort to develop a cost-effective budget for the fiscal year 2013-2014, a great deal of effort was put forth by the School Committee, administration and staff. The final fiscal year 2013-2014 Educational Plan totaled \$24,785,280, which represents a 2.0% increase over the 2012-2013 Educational Plan. As a result of changes to the final FY14 State budget and the District's decision not to increase the already-approved community assessments, the District's FY14 budget was approximately \$200,000 below the minimum spending required by Massachusetts General Law Chapter 70.

The District was audited in August 2014 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and a very good report is anticipated.

Grants and Contracts

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2014, state and federal grant sources provided the school with \$842,780. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$525,000. Included in that total are a number of highly competitive awards, including a \$400,000 award from the Massachusetts Department of Elementary and Secondary Education, used to provide

training in the new vocational-technical education frameworks to over 350 educators across the Commonwealth, and a \$42,500 award from the Executive Office for Administration and Finance, used to purchase one adult patient simulator, which will provide our Health Occupations students with unprecedented training opportunities, as the device manifests vital signs, clinical signs and symptoms. Allocation and competitive grants totaled \$1,367,780 for fiscal year 2014.

Academic Achievement






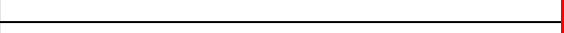
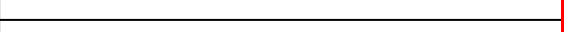




In 2013-2014, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2014, Monty Tech's passing rate on the English Language Arts exam was 100%, Mathematics 98%, and Biology 99%.

English Language Arts	2012	2013	2014
Students Tested	361	352	364
Passing	100%	99%	100%
Advanced/ Proficient	95%	95%	95%
Needs Improvement	5%	5%	5%
Failing	0%	1%	0%

Mathematics	2012	2013	2014
Students Tested	360	352	366
Passing	99%	98%	98%
Advanced/Proficient	87%	80%	84%
Needs Improvement	12%	18%	14%
Failing	1%	2%	2%

Biology	2012	2013	2014
Students Tested	361	398	351
Passing	98%	97%	99%
Advanced/ Proficient	73%	73%	74%
Needs Improvement	24%	24%	25%
Failing	2%	3%	1%

The district continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, continuing the school's Level 1 Status distinction.

Student Group	On Target = 75 or higher	Performance	Progress
All Students		81	Met Target
High Needs		79	Met Target
Low Income		84	Met Target
ELL and Former ELL		-	-
Students with Disabilities		81	Met Target
American Indian/ Alaska Native		-	-
Asian		-	-
African/American/Black		-	-
Hispanic/ Latino		93	Met Target
Native Hawaiian/ Pacific Islander		-	-
White		84	Met Target

Vocational Projects in the District Communities

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational-technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2013-2014 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body: Collision Repair Technology: Throughout 2013-2014, the program completed seventy requests for service and repair work. Students detailed police vehicles, installed new fenders and repainted several town vehicles, benefiting the school, police and fire departments in local communities. With assistance from several other departments, the program hosted the annual car show, which was a tremendous success. Students also competed in the *World of Wheels* competition, held in Boston, and were awarded first place in the pedal car building competition. (Total enrollment: 60; 36 males, 24 females)

Automotive Technology: The Automotive Technology program saw a very busy year, marked by curriculum changes that instructors believe will benefit every student. Aligning state frameworks with NATEF standards, instructors purchased new textbooks and developed new lessons, designed to enhance the learning experience. The program also successfully completed the NATEF Master Automobile Service Technology recertification process, which occurs every five years. Because the Monty Tech program continues to hold this rigorous certification, students qualify for articulated credits at area colleges upon program completion. A top student, Brian Nielsen of Ashby was awarded a gold medal at the SkillsUSA state competition, and traveled to the national competition in June 2014. The program also supported eight students in the co-operative education program, and a total of fourteen students were employed within the industry. These students gained valuable workplace experience, applying the skills they learned in the rigorous automotive technology program, and received high praise from their employers. Finally, in addition to all of these accomplishments, program students and instructors completed work on more than 400 vehicles, including those of faculty, staff, retirees, district residents, and municipal vehicles. (Total enrollment: 54; 44 males, 10 females)

Business Technology: Students and instructors in the Business Technology program continue to enjoy an increased presence in the school community, providing assistance to shops and offices throughout the school by coordinating bulk mailing, labeling, organizing, and collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses' Office, front office, Monty Tech Tea Room, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hager. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, The Gear House, refining their skills in cash handling, customer service, organization, and marketing. (Total enrollment: 76; 14 males, 62 females)

Cabinetmaking: The Monty Tech Cabinetmaking program is delighted to report the acquisition of a new and much-needed piece of equipment – a CNC Machining Center, which effectively utilizes a variety of software programs. Having this new equipment will allow instructors to teach specific skills that the industry and area employers demand. Throughout the year, students spent a great deal of time building and installing cabinetry in a number of public offices throughout the Monty Tech district, including: Westminster Town Hall weights and measure scale cabinet; Cherry sign for the Fitchburg Fire Department; two podiums for the Town of Athol; a cherry buffet for the United Way offices in Fitchburg; display cases for the Gardner Elks; and counter tops built and installed at the Barre Police Station. Finally, the program saw nine students benefit from co-operative learning experiences with area employers. Both students and employers reported enjoying the mutually beneficial experience. (Total enrollment: 72; 46 males, 26 females)

Cosmetology: Providing students with opportunities to earn industry-recognized credentials and certifications is a guiding principle in the Cosmetology department. Twenty-three seniors sat for the State Board Exams, and all twenty-three passed and are now licensed cosmetologists. More than half of the graduating seniors remain in the industry. Students in their junior year of the program, who are primarily responsible for managing the “clinic floor”, provided numerous services that resulted in total sales in excess of \$9,000. Monty Tech Cosmetology instructors continued to promote community service, and as a result, this year the program supported a classmate’s Youth Venture Club project, raising more than \$650 for this very worthwhile organization. (Total enrollment: 90; 1 male, 89 females)

Culinary Arts: Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, which serves 90-120 patrons daily, culinary students showcase their talents at trade shows and competitions throughout the year. In 2013-2014, culinary arts students participated in three hot food competitions, and placed first on two of the events, where they were competing against area hotels, restaurants, and professional chefs. The program provided breakfast, lunch, and dinner, as well as support staff, for a number of events for public organizations, including: Fitchburg Rotary Club, Montachusett Home Health Care, Senate Ways and Means Committee, Gardner AARP, and the Fitchburg City Council. The program was also fortunate to receive new equipment, including a combination steam convection oven, a kitchen video monitoring system, two new butcherblock tables, and a custom stainless steel bench with power supply. (Total enrollment: 101; 35 males, 66 females)

Dental Assisting: During 2013-2014, the Dental Assisting program placed 3 students in co-operative educational placements, working with area dentists. Fourteen students earned externships, while twelve students participated in affiliation. All sophomore, junior, and senior students attended the Yankee Dental Convention in Boston, and learned about the most current trends and practices in the field. While national passing averages for Dental Assisting National Board (DANB) exams range from 69% - 78%, the Monty Tech dental students earned a 94% passing rate on the Infection Control exam and an outstanding 100% passing rate on the Radiology exam. The program supported four students who traveled to the SkillsUSA national competitions. For the fourth consecutive year, Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Through this initiative, thirty-two students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. (Total enrollment: 62; 5 males, 57 females)

Drafting Technology: Students in the Drafting Technology program earned well-deserved recognition for their achievements in 2013-2014. Four seniors held co-op positions, four students were recognized for outstanding SkillsUSA achievements, and 90% of the program’s graduating seniors continue in the field of drafting, either by selecting a related college major or by entering the workforce in a related field. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. Some of the more notable projects in 2013-2014 included: railings design for Harvard Public Schools; designed a Habitat for Humanity duplex in Fitchburg (*to be built by Monty Tech students and instructors 2014-2015*); landscape design services for the Forbush Library in Westminster; and completing the Fitchburg Fire Department seal. (Total enrollment: 56; 33 males, 23 females)

Early Childhood Education: Jordan Patricks earned a gold medal at the 2014 SkillsUSA state competitions in Action Skills. From there, she traveled to the national competitions, placing 3rd. She was accompanied by her classmate, Jessica Shattuck, who served as a National Voting Delegate and was also awarded the President’s Volunteer Service Award. These students represent the Monty Tech Early Childhood Education program well, as the program is known for a strong emphasis on community service, academic and vocational-technical excellence, and a commitment to continued education. During 2013-2014, Early Childhood Education students participated in the Massachusetts Association for the Education of Young Children’s Recognition Dinner, constructing twenty 3-dimensional children’s games to serve as centerpieces for the event. Students

volunteered at the *Boston Strong* relay held in Winchendon, organized and led children's activities at the annual ARC Christmas Party, and provided child care services for the mental health symposium held here at Monty Tech in May 2014. The Monty Tech Childcare Center continues to operate at full capacity, serves as a co-operative education site for two students, and successfully prepares their young students for transition into Kindergarten. The Center's Director, Ms. Kelley Booth, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 65; 2 males, 63 females)

Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2013-2014 year, students and instructors completed a number of "outside projects" that include: installing new lighting at the Turkey Hill Middle School in Lunenburg, adding additional lighting receptacles at the Bromfield School in Harvard, adding additional receptacles and internet outlets in Barre, and rewiring a data network in Winchendon. Countless electrical projects were also completed in-house, including: library renovations, LED lighting on the outside of the school, and new equipment installations in a variety of vocational programs. The Electrical program is also particularly proud to have trained fourteen students who benefited from a co-op placement during the 2013-2014 school year, successfully applying what they have learned at Monty Tech in workplaces across North Central Massachusetts. (Total enrollment: 87; 76 males, 11 females)

Engineering Technology: The Monty Tech Engineering program continued to enhance their curriculum and instruction by embedding three Project Lead the Way courses into the already rigorous vocational-technical curriculum. Students performed quite well on the end of course assessments affiliated with the Project Lead the Way coursework, with nine students earning college credit in Principles of Engineering, seven students earning college credit in Introduction to Engineering Design, and eight students earning credit in Digital Electronics. These students may apply these credits at colleges and universities across the country. The exploratory program during the 2013-2014 school year yielded positive results for the program, with 12 students selecting Engineering Technology as their first choice. All thirteen seniors graduated, and reported plans to continue their education or continue working in the engineering field. Finally, instructors were pleased with the work done in their instructional space, citing better organization and increased safety. Instructors also look forward to further renovations in the instructional space, including a dropped ceiling, refinishing the floor, new work benches, and the installation of a second SMARTboard. (Total enrollment: 57; 45 males, 12 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to have graduated twenty students, all of whom were accepted at a variety of colleges, including 2-year, 4-year, public, and private institutions. Throughout the 2013-2014 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced approximately three hundred twenty "outside" print projects, billing in excess of \$18,000 and saving area town offices and school districts over \$125,000. The shop also produced yearbooks for local institutions, saving each school approximately \$8,000 - \$10,000, as the billing only reflects the cost of materials. The Graphic Communications program also completed numerous "in house" projects in our student-operated copy center, including: over two million black and white copies, two hundred fifty thousand color copies, and over five hundred wide format prints. By industry standards, this would cost the district \$275,000. Our cost to complete these projects was only \$55,000, which resulted in a substantial savings of \$219,500. The program was fortunate to receive a number of equipment upgrades and pieces of new technology, including: Konica Minolta High Speed Copier, a Konica Minolta Office Color Copier, and ten (10) new iMac computers, each equipped with CS6 software. (Total enrollment: 83; 28 males, 55 females)

Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. With guest speakers including a mortician, an emergency room physician, the American Red Cross and representatives from Battered Women's Resources, instructors aim to provide students with critical exposure to a variety of health-related career options. The program, which boasts an enrollment of more than one hundred students, continues to participate in community service programs, including Red Cross Blood Drives, Pediatric Day (in

conjunction with students from the Early Childhood Education program), and a “baby shower” for women living in a local battered women’s shelter. The Health Occupations program is dedicated to providing all students with opportunities to earn industry-recognized credentials, and as a result, students earn the following credentials: Medical Terminology Certificate; Occupational Safety and Health Administration (OSHA) 10-hour certification; Cardiopulmonary Resuscitation (CPR) and First Aid Certificate through the American Heart Association; Certified Nursing Assistant License through the American Red Cross; and Certified Clinical Medical Assistant credential through the certifying board of the National Healthcare Association. (Total enrollment: 103; 7 males, 96 females)

House Carpentry: Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2013-2014 school year include: building two baseball dugouts (wood frame and asphalt shingle roofs) for Phillipston Elementary school; building four dugouts (wood frame, corrugated metal roofs, and PVCF trim); installing interior wall partitions, renovating exterior walls, and installing new windows at the Templeton Senior Center; building and installing cabinets at the Templeton Food Pantry; renovating the “booking room” at the Barre Police Station; installing a guard rail, small shed, handicapped ramp guardrail, and Police Station sign for the Town of Hubbardston; replacing deteriorated aluminum trim around the school entrance at the Lunenburg Primary School; and reconstructing and reroofing the West Fitchburg Gazebo. (Total enrollment: 61; 36 males, 25 females)

Industrial Technology: In 2013-2014, the Monty Tech Industrial Technology program added instructor Matt McGee to the talented team of educators. Mr. McGee’s great enthusiasm for the subject matter has been a welcome addition to the program, as he brings a wealth of both industry and teaching experience. Additionally, his immediate contributions to the program have resulted in revised and improved curriculum in interpreting technical drawings and prints, and troubleshooting problems in heating and cooling systems. In a program where students are called on for “a little bit of everything,” a great deal of work was done to assist local municipal offices in building upgrades and renovations. Some of the more notable outside projects include: conducting an energy audit for the Sterling Municipal Light Department, and making necessary upgrades to the Department of Public Works main building, in an effort to reduce energy consumption at this aging facility. The co-operative education program continues to be a highlight for students in the Industrial Technology program, as seven students were awarded co-op placements during the year. (Total enrollment: 54; 47 males, 7 females)

Information Technology: As with any school, Information Technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of four hundred hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Competing in three categories: network security, digital forensics, and Cisco networking, a team of six talented students (led by instructor Richard Duncan) captured second place at the CyberPatriot event, a national high school cyber defense competition, founded by the Air Force Association. A team of seven Information Technology students travelled to Fitchburg State University, and participated in a highly competitive programming event. The team placed 5th in a field of more than forty teams. Finally, to ensure program graduates are armed with valuable industry-recognized certifications, program instructors offer students the following certification opportunities: CIW Web Foundation certification (passing rate 56%), TestOut PC Pro certification (passing rate 69%), IC3 certification (passing rate 75%), Discover I Networking course (passing rate 100%), and Cisco IT Essential Course for Computer Repair and Maintenance (passing rate 88%). (Total enrollment: 60; 55 males, 5 females)

Machine Technology: The Monty Tech Machine Technology department was pleased to add a new piece of equipment to the training program, a Sinkers Electrical Discharge Machine (EDM), which will enable instructors to better prepare students to enter the workforce, and making them more marketable to area machine shops that utilize similar equipment. Two students advanced from the SkillsUSA district competition to compete at the state level, one in Precision Machining and the other in CNC Milling. The program is particularly proud of student efforts in Precision Machining at the state SkillsUSA competition, where a

Monty Tech student won a bronze medal. A total of thirteen (13) students were offered co-op employment, and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing brass plaques to mark projects within the school and outside projects in Monty Tech communities, laser engraving plaques for the school's annual car show, and collaborating with Auto Body students to manufacture the rims, steering wheel, pedals, dashboard, and license plate for the pedal car that was entered into the *World of Wheels* competition, winning first prize. (Total enrollment: 63; 58 males, 5 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2013-2014 school year. Community services included: building four block dugouts at Quabbin High School in Barre, installing concrete anchors for a batting cage at Ashburnham's Little League field, installing stone veneer on a concrete wall at Bromfield School for Harvard Access Television, installing a tile floor at the Barre Police Station, replacing a concrete floor for the Winchendon Housing Authority, completing tile and concrete repairs at Lunenburg High School, installing benches for Phillipston and Templeton Little League, and tiling three bathrooms and a stone veneer at the Westminster Senior Center. When students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition. The annual event was held at Monty Tech, which brought seventy-two competitors and a total of two hundred fifty people to our campus in the spring of 2014. Finally, Masonry students performed particularly well in the district and state SkillsUSA competitions, where one student was awarded a gold medal and earned the right to travel to the national event in Kansas City, Missouri in June 2014. (Total enrollment: 71; 60 males, 11 females)

Plumbing: The Plumbing program welcomed a new instructor, Ms. Melissa Blanchard to the team of talented instructors, filling a vacancy that was left after longtime Plumbing instructor, Mr. John Dolen, retired after more than twenty years of service. Ms. Blanchard is a welcome addition to the program, whose depth of both industry and instructional experience is a steady and valuable resource for students and instructors alike. Prioritizing employability, the Plumbing instructors worked closely with the district's Co-Op Coordinator, Ken Baer, to provide all students in their junior year an opportunity to develop a comprehensive professional resume, and participate in the mock interview program. This experience will help students as they transition into the world of work. The Plumbing program is particularly proud to have trained seven students (more than 20% of the junior and senior class) who were given an opportunity to demonstrate their technical skills in a co-operative educational placement. The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2013-2014 school year, students and instructors completed rough drainage work at the Templeton Senior Center, and installed plumbing and heating systems in an unused space at the Bromfield School in Harvard, which is now home to the Harvard Community Cable Access Group. The Monty Tech Plumbing program proudly graduated sixteen students in the Class of 2014. Two students, in particular, received prestigious trade awards/recognitions: Matthew Parmenter (Winchendon) was named a Vocational-Technical All-Star by the Plumbing, Heating and Cooling Contractors Association of Massachusetts; and Shane Lashua (Westminster) was awarded the highly competitive Central Massachusetts Plumbing & Gas Fitting Inspectors Association scholarship. (Total enrollment: 69; 67 males, 2 females)

Welding/Metal Fabrication: The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design, and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's building renovation initiatives. In addition to the more than 60 miscellaneous projects successfully completed by students during the 2013-2014 school year, students and instructors worked collaboratively to complete the following community service projects: fabricated and welded a 31 ft. multi-section guard rail for the Bromfield School in Harvard; rebuilt a 10 ft. plow for the Winchendon Schools; fabricated and welded edge protectors for the Winchendon Housing Authority; fabricated and welded a handrail for the Hubbardston Slade Building; fabricated signs for the Town of Ashburnham fields; designed, fabricated, and welded six park benches for the Johnny Appleseed Trail Association in Fitchburg; and fabricated and welded wall mount brackets for the Fitchburg Fire Department.

The program was pleased to place ten top students in co-operative education work experiences across the district. (Total enrollment: 59; 52 males, 7 females)

Special Services

During the 2013-2014 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department benefits from a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is also fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the district's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

Technology

In 2013-2014 Monty Tech continued the process of improving our network infrastructure to meet future needs. The Massachusetts Department of Elementary and Secondary Education's initiative to replace the current MCAS student assessment testing system with PARCC, an online student assessment testing system, is the driving force for such improvements in school districts across the state.

Monty Tech has completed the upgrade of the network core switch and other network switches throughout the building. Internet bandwidth was increased, and will increase further in 2014-2015. A second firewall was added to reduce the possibility of internet downtime. In July 2013, the school installed building-wide wireless access. We believe these improvements put the school in a position of being ready for the new PARCC assessment pilot testing scheduled for Spring 2015.

In December 2013, the library re-opened after a lengthy renovation. The library is equipped with laptops and a high-resolution projection system, and is home to two "quiet rooms" and one classroom, equipped with laptops and a SMARTboard.

Monty Tech continues to replace and add technology equipment and software so that students and staff gain experience with newer technology. The school added SMARTboards in several classrooms during the year. In addition, the Special Education department began using iPods as an e-reader assistive technology tool. Administrators began using iPads and Teachpoint teacher evaluation software to meet the reporting

requirements of the Massachusetts Department of Elementary and Secondary Education (DESE) educator evaluation system.

SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America had a skilled workforce. Through our association with Skills USA, our students develop job skills, leadership and professional skills, as well as provide community service.

Led by co-advisors, Ms. Kelsey Moskowitz, English teacher, Anne Marie Cataldo, Early Childhood Education Instructor, and Brad Pelletier, Special Education teacher, 2013-2014 proved to be a remarkable year for the Monty Tech SkillsUSA chapter. Highlights of the year include:

- Fitchburg resident, and Dental Assisting student, Brittany Velez, served as SkillsUSA National Secretary.
- Fifteen students attended the Annual Fall State Leadership Conference. The conference spanned three days, and presented the students with an opportunity to develop leadership skills and perform community service at an area YMCA Day Camp.
- The SkillsUSA local competition was held in December 2013/ January 2014. The competitions took place over a three-week period, and included leadership competitions as well as technical and skill based competitions. The event culminated in a Local Awards Ceremony, held at the school on January 29, 2014.
- Winners from the local competition advanced to the district competitions, held at Bay Path Regional Vocational Technical School. There, a grand total of thirty-nine (39) medals were captured by Monty Tech students - fourteen (14) gold, fourteen (14) silver, and eleven (11) bronze medals. Three students also qualified to run for the State Executive Council.
- Two students, Jessica Shattuck (Early Childhood Education) and Cassandra Campbell (Drafting Technology), served on the State Advisory Committee to help aid in the planning of the State Conference.
- A total of sixty-seven (67) students attended the State Leadership and Skills Conference, also held at Blackstone Valley Vocational Technical School. Traveling to the highly competitive conference were twenty-nine (29) District Medalist and qualifiers, thirteen (13) local leadership contestants, three (3) state officer candidates, and twenty-two (22) voting delegates. The event culminated with fourteen (14) medals and ten (10) students earning the right to compete at the National Leadership & Skills Conference held in Kansas City, Missouri in late June. Russell Holbert, Jessica Shattuck and Cassandra Campbell were selected to be national voting delegates.
- Five students also traveled to the National Conference, where they received the coveted President's Volunteer Service Award.
- In June 2014, fifteen students and six instructors attended the National Leadership & Skills Conference in Kansas City, Mo. There, Jordan Patrick, a junior in Early Childhood Education (from Holden) received a bronze medal in Action Skills.

- Throughout the year, students participated in a number of community service projects, including: a “Change for Children” Campaign; a holiday party and celebration for children in the Fitchburg area; Salvation Army “Christmas Angels” were distributed to collect toys and gifts for underprivileged children; Raffle to benefit Be Like Brit Foundation and The Doug Flutie Jr. Foundation for Autism.

Marine Corps JROTC

The Monty Tech Marine Corps Junior Reserve Officers Training Corps (MCJROTC) had an eventful school year with enrollment exceeding 190 students. For the first time in its twelve-year history, the Monty Tech program was proud to see a cadet awarded the *Legion Of Valor* award. This is the highest award a deserving cadet may receive, recognizing academic excellence and extraordinary leadership skills. The *Legion of Valor* award was presented to Jessica Shattuck of Fitchburg by the Commanding General of Marine Corps Training and Education Command.

The JROTC Cyber Security Team, led by First Sergeant Paul Jornet and Information Technology Instructor Richard Duncan, once again captured national recognition by placing second in the Air Force Association’s National Cyber Security Competition held in Washington, DC.

The 2013-2014 Corps of Cadets completed over eighty-six hundred hours (8,600+) of community service throughout the district. The corps conducted a major canned food drive, worked side-by-side with the Marine Corps in a national Toys 4 Tots campaign, and spent four weekends working with the Salvation Army. The cadets also supported their adopted charity, Canines For Combat Veterans, raising more than \$21,000 through its annual "March-A-Thon".

One hundred Monty Tech cadets attended adventure training and leadership camps, hosted on Cape Cod and Boswell, Pennsylvania, where they were joined by cadets other JROTC units from across New England. Both camps provided cadets with both individual and team development opportunities.

During the summer of 2014, our Cyber Team was again asked to support three Cyber STEM camps. The Cyber Team coordinated the implementation of three, one-week long camps that focused on defending cyber networks from attacks. The camps also offered an introduction to robotics programming using the VEX Robotics System. The camps were attended by 300 students, representing twenty states.

The Monty Tech JROTC program was honored by a recent invitation issued by Senator Brewer, who asked the unit’s Color Guard to present colors in the senate chamber for the 2014 Memorial Day observation at the Massachusetts State House. This recognition was a true honor for our cadets. The Cadet Corps continues to support community and patriotic functions throughout the district.

Women in Technology

The past year marked the 12th year that the North Central Massachusetts Women In Technology program has been providing opportunities for young women from area high schools to learn firsthand about careers in high-tech and business. Participants spent two days a month working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminster, subsidiaries of Tyco International, a Fortune 500 company.

Students from Monty Tech, Leominster’s Center for Technical Education Innovation, Oakmont, Quabbin, Gardner, Fitchburg and Narragansett participate in the program. Their completed projects are unveiled at an annual end-of-the-year presentation held in Monty Tech’s Performing Arts Center. Corporate sponsors, along

with families, friends and teachers, are invited to attend and see what the students have accomplished during the school year.

This long-standing program continues to offer opportunities to young ladies interested in gaining work experience in a corporate setting. Affiliation with the program, and skills acquired through participation in the Women in Technology program, open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

Each year, graduates of the program go on to rewarding and well-paying careers, made possible by this unique experience.

Student Athletics

The Monty Tech athletic program continues to expand in scope and skill each year. More students and teams compete every season. In fact, during the 2013-2014 school year, the Monty Tech Athletic program saw a record number of student athletes participating in competitive sports programs, more than 450 participants! During the fall of 2013, Monty Tech was well-represented by eighteen teams. In the winter months, there were thirteen teams, and wrapping up the year, spring saw fourteen teams come together at Monty Tech.

Last fall, the Varsity Football team started out strong, winning 5 of their first 7 games to qualify for the playoffs in the new football playoff system. They played a very tough game against St. Bernard's, losing 29 – 22. This may have taken a bit out of their sails as they finished the season 5 – 6. The JV Football team was 8 – 1 – 2 and the Freshmen Football team was 3 – 4. The Varsity Boys Soccer team finished at 8 – 6 – 3, qualifying for the post-season tournament, where they lost to Douglas, 3 – 0. The JV Boys Soccer team was 8 – 5 – 1, another improvement over the last year. The Varsity Golf team was 5 – 11 – 1 overall, while the JV Golf team participated in three tournaments, gaining valuable experience on the links. The Varsity Field Hockey team was 12 – 4 – 2, qualifying for the Central Mass Tournament for the fourth consecutive year. They beat Blackstone Valley, 2 – 1, in the first round, and lost to Narragansett 2 – 0 in the quarter finals. The JV Field Hockey team finished at 6 – 5 – 1. The Boys Cross Country team was 11 – 3 and finished 2nd in the Colonial Athletic League with a 5 – 2 record. The Girls Cross Country team was 9 – 3 overall and 5 – 1 in the Colonial Athletic League, finishing 2nd. The Varsity Girls Volleyball team went 4 – 16. They had their annual Bump-Set-Spike competition in October, raising more than \$3,000 to help the fight against Breast Cancer. The JV Girls Volleyball team was 10 – 10 and the Freshmen Girls team continued to improve with an 8 – 6 record. The Varsity Girls Soccer team was 11 – 7 and qualified for the post-season where they lost to Assabet 1 – 0. The JV Girls Soccer team finished at 12 – 3 and will send some fine players to the varsity next year.

The Girls Varsity Basketball finished at 11 – 8 on the season, qualifying for the Central Mass Tournament in Steve Newingham's last season as coach. They lost to South Lancaster Academy, 51 – 46 in the first round. The JV Girls were 11 – 6 and the Freshmen Girls were 10 – 5. The Varsity Boys Basketball team finished at 9 – 10, missing an opportunity for the post season because of a snowed out game. The JV Boys Basketball team was 15 – 4. The Freshmen Boys were 13 – 6. The Wrestling team (a co-op team comprised of students from Fitchburg, Oakmont, Murdock, and Monty Tech) participated in many dual meets and tournaments finishing at 3 – 8. Tyler Popp, a freshman, participated in the State Tournament at the end of the year. The Ice Hockey team (a co-op team comprised of students from Fitchburg and Monty Tech) missed the playoffs for the 2nd year in a row. The JV Ice Hockey team played very well and we should be better next year. We participated in a Co-op Swim team with Leominster, North Middlesex and Oakmont and had 7 swimmers from Monty Tech participating. They swim at the Fitchburg State University pool, one of the best in the area. Indoor Track & Field student athletes each participated in 7 meets, and recorded some fine individual performances.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament with a 12 - 8 record. They beat AMSA, 14 - 1 and lost to Assabet 11 - 5. The JV Softball team was 8 - 5. The Varsity Boys Volleyball team was 17 - 3 and 10 - 0 in the Colonial Athletic League, winning the league title for the 2nd year in a row. They beat Worcester Tech 3- 0 in the first round of the State Vocational Tournament, before losing to Greater New Bedford Vocational 3 - 0 in the finals. The JV Boys Volleyball team played strong all year and finished at 13 - 1. The Varsity Baseball team finished at 10 - 10 and qualified for the post-season tournament, where they lost to Auburn, 8 - 0. The JV Baseball team was 13 - 4 and the Freshmen Baseball team was 9 - 5. Due to poor field conditions, both the Varsity and JV teams played a lot of home games away using the Fitchburg State University and Oakmont fields for games, while the freshmen played a number of their games at the Westminster Babe Ruth field. The Boys Track & Field team was 7 - 1, placing 2nd in the Colonial Athletic league with a 6 - 1 record. The Girls Track & Field team was 6 - 2, also placing 2nd in the Colonial Athletic League with a 5 - 2 record. The Varsity Boys Lacrosse team played in 17 games going 2 - 15. The JV Boys Lacrosse was 10 - 3 - 2, as we look to the future. The Girls Lacrosse team, a co-op with North Central Charter School, finished at 2 - 11 on the year. We had two boys and seven girls play for Fitchburg High School in Boys and Girls Tennis in a Co-Op agreement. He made the Sentinel and Enterprise All-Star team his first year on the team. We may try to add girls to the Co-Op at Fitchburg in tennis next spring.

Congratulations to the Outstanding Male and Female athletes for 2013-2014, Patrick Fenton and Brandi Richard.

Postgraduate and Continuing Studies

The Postgraduate & Continuing Studies Program, also known as Monty Tech Nites, continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2013, Monty Tech offered 101 courses “in-house” and another 400+ were offered online. Approximately 840 seats were sold for Fall 2013 courses. In comparison, there were 92 “in-house” courses and, again, over 400 on-line courses offered during the Spring 2014 semester. Approximately 790 seats were sold for Spring 2013 courses.

In March 2014 the postgraduate program successfully graduated our third class of fifteen Emergency Medical Technicians. The students took their practical exam at Monty Tech and proceeded to take their written exam at a state-designated facility. Several graduates have already found employment in their chosen field.

The Director of the Postgraduate & Continuing Studies Program actively seeks information to develop new (and expand existing) certificate and licensure programs that align with regional workforce needs and employment trends.

Practical Nursing Program

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission, which is consistent with the philosophy and goals of the Montachusett Regional Vocational Technical School District, accomplished the following:

- Identifies a strong relationship between academic and vocational preparation
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

In June 2014, thirty-three (33) students graduated and entered the nursing profession. The class achieved an initial NCLEX pass rate of 88%, and just over 91% of the 2014 graduates are currently working in the North Central area as LPNs in various health care settings from long term care, sub-acute care, clinics and prison health care.

The Monty Tech Practical Nursing Program continues to develop the “LPN to BSN Bridge” relationship with Fitchburg State University. Additionally, the program is proud to report an expanded partnership with Fitchburg State University, as both institutions were recently awarded a grant known as the "Nurse of the Future" initiative, awarded by the state Department of Higher Education. The grant funding will assist veterans hoping to transition from military to civilian healthcare fields, granting academic credits for previous military training and experience in related fields. The goal of this unique partnership is to have five students enrolled in the program at both Monty Tech and Fitchburg State University annually.

Looking Ahead

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Expand partnerships with area colleges and universities: Building upon an already strong partnership with area colleges, Monty Tech hopes to bring additional vocational-technical training opportunities to students that may result in articulated credits. Providing students with an opportunity to earn college credits while still in high school will not only save the students time and money, it validates their very rigorous educational programs in place here at Monty Tech. In 2014-2015, school officials hope to work closely with area college leaders to also accomplish the following:

- Embed MWCC’s Emergency Medical Technician (EMT) certificate program into Monty Tech’s Health Occupations program, which would result in students earning an additional eight (8) college credits before leaving Monty Tech;
- Work closely with MWCC and Becker College to develop a Cyber Security certificate and/or degree program that aligns with Monty Tech’s already very successful Information Technology (and Cyber Security) program;
- Establish a branch office of a financial institution (*to be named later*), which would allow instructors in the school’s Business Technology program to expand the scope of their curriculum to include financial literacy, bank teller employability training, as well as provide a much-needed service to the Monty Tech educational community. Upon the establishment of this banking institution, Monty Tech school officials will work to develop articulation agreements with area colleges who will honor the valuable experiences learned from the expanded curriculum;
- Continue discussions regarding the development of a \$30,000 Baccalaureate Degree program with leaders at four Central Massachusetts public higher educational institutions: Fitchburg State University, Mount Wachusett Community College, Quinsigamond Community College, and Worcester State University. Upon completion, Monty Tech graduates will benefit from an agreement that outlines a “stackable pathway” of college credits that are guaranteed to transfer across these institutions, saving students in Central Massachusetts time and money as they pursue advanced education and training.

Expand AP offerings: While Monty Tech currently offers a limited menu of Advanced Placement coursework, district officials anticipate expanding AP offerings in the coming years. Grounded in the belief that because today's vocational programs are rigorous and complex, high school academic offerings should be as well. To that end, administrators have considered introducing courses such as AP Environmental Science, AP United States History, and even AP Computer Science Principles (*available Fall 2016*).

Seek grant funds to support the addition of cutting edge vocational-technical educational programming: In an effort to maintain currency, appeal to a broad spectrum of students, and address documented, regional workforce needs, Monty Tech officials are actively seeking grant funding that would support the establishment of a new vocational-technical program, Animal Science/ Vet Tech. District officials, in collaboration with post-secondary partners, seek to establish a cutting edge veterinary science program, addressing a documented need in the career/technical education offerings in North Central Massachusetts, significantly bolster the local workforce, and create an opportunity for students to successfully bridge from secondary to post-secondary education. There are only five Chapter 74 animal science programs in high schools across the Commonwealth, and students in the Monty Tech sending districts do not have access to any of these programs. As a result, our students are at a distinct disadvantage for related employment opportunities.

Expand Summer Camp offerings: The school's Dean of Admissions has developed an expanded Summer Camp program that will bring additional opportunities to interested 6th – 8th grade students in our eighteen sending communities. Students will be invited to attend one of eight innovative summer enrichment programs, each designed to introduce students to vocational programming, familiarize them with our school, and culminate in an exciting field trip! Additionally, thanks to the continued generosity of the Monty Tech Foundation, scholarships will be available to students who qualify for free/reduced lunches, and all costs associated with the field trip will be covered for every participant.

The Monty Tech School Committee

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the 2013-2014 School Committee for their outstanding service.

Eric Olson, Phillipston
Chair

Barbara Reynolds, Lunenburg
Vice Chair

Diane Swenson, Ashburnham
Peter Capone, Ashby
Toni L. Phillips, Athol
John Scott, Barre
Claudia Holbert, Fitchburg
Brian J. Walker, Fitchburg
Ronald Tourigny, Fitchburg
LeRoy Clark, Fitchburg
Helen Lepkowski, Gardner
Eric D. Commodore, Gardner

TBD, Harvard
James Cournoyer, Holden
Kathleen Airoidi, Hubbardston
Edward Simms, Petersham
John P. Mollica, Princeton
Mary C. Barclay, Royalston
Dr. Kenneth I.H. Williams, Sterling
James M. Gilbert, Templeton
Walter Taylor, Westminster
Burton E. Gould, Jr., Winchendon

Terri Hillman, Winchendon
Secretary

Norman J. LeBlanc
District Treasurer

Respectfully Submitted By:

Sheila M. Harrity, Ed.D.
Superintendent-Director
Montachusett Regional Vocational Technical School
January 12, 2015

Montachusett Regional Vocational Technical School
1050 Westminster Street
Fitchburg, MA 01420
(978) 345-9200
www.montytech.net

OFFICERS OF THE UNITED STATES OF AMERICA

Links to all the above officials may be found on the Town's website.

TOWN INFORMATION

www.sterling-ma.gov

Main phone number at the **Butterick Municipal Building** is **978-422-8111**

Assessors _____ ext. 3
Board of Health _____ ext. 5
Conservation _____ ext. 8
Council on Aging (COA) _____ ext. 4
or dial COA directly at _____ 978-422-3032
DPW and Water Dept _____ 978-422-6767
Inspections _____ ext. 2

Municipal Light Dept. 978-422-8267
Planning _____ ext. 8
Recreation _____ 978-422-3041
Town Administrator _____ ext. 7
Town Clerk _____ ext. 1
Treasurer/Collector _____ ext. 3
Zoning Board _____ ext. 2

NOTE: Departments have different business hours.

Complete lists of Board and Committee members' names are included on the Elected and Appointed Officials pages at the beginning of this Report.

Annual Town Meeting is voted by the Board of Selectmen. Dates for 2015 are as follows:

Annual Town Meeting – Monday, May 4, 2015 at the Chocksett School Auditorium

Annual Town Election – May 11, 2015. Polls are open from 7am – 8pm at the Houghton School.

If you've just moved to town, please contact the Town Clerk's office to register to vote in this and all upcoming elections.

DOGS

Dog Licenses are sold at the **Town Clerk's Office between January 1st and April 15th** of each year. (When April 15 falls on a weekend, the deadline is extended to the next business day.) A Penalty of \$25.00 per dog will be added as of April 16th for dogs that were not licensed by the due date. You may remit payment by mail (include an extra \$2 to cover postage for each dog tag) or in person. Town Clerk's office hours are 7:30-5:00 pm Mon-Thur and 7:30-11:30 on Friday.



Dog License Fees

Intact Male _____ \$12.00
Intact Female _____ \$12.00
Neutered Male — \$ 8.00
Spayed Female — \$ 8.00

Kennel Fees: Up to and incl. 4 dogs _____ \$40.00
5 and up to 10 dogs _____ \$50.00
11 or more dogs _____ \$60.00

If you are over the age of 70, there is no charge to license your dog(s).

If you have a problem with a dog or if you need to speak with the **Animal Control Officer**, please call Lou Massa at **978-422-7331**.

* * * * *

NEED A RIDE?

Any handicapped or elderly person is entitled to use the **MART Van** for doctor, dentist or therapy appointments. Call the **Council on Aging**, 24 hours in advance of your appointment, at **978-422-3032** (direct line).