

Attention – Voters and Taxpayers



Town of Sterling
Warrants, Summary
and Recommendations

November 13, 2012
FY 13 Special Town Meeting 7:00pm

Chocksett Middle School Gymnasium
40 Boutelle Road

**THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF STERLING
SPECIAL TOWN MEETING
NOVEMBER 13, 2012**

Worcester, ss.

To the Warrant Officer or either of the Constables of the Town of Sterling in the county of Worcester:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the Inhabitants of the Town of Sterling, qualified to vote in elections and Town affairs, to meet at the Chocksett School on Boutelle Road, in said Sterling on

TUESDAY EVENING, THE THIRTEENTH DAY OF NOVEMBER, 2012

at seven (7:00) o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. Transfers within FY13 Operating Budget

To see if the Town will vote to transfer funds within the FY13 Operating Budget, from one account to another, or take any action in relation thereto.

Submitted by: Town Administrator

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

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

Summary: At the time this Warrant went to Press, the following transfers were known:

Fund constable for STM-Town Clerk \$730

Additional Retirement Assessment-Building Dept \$2,657

Additional costs for Primary and General Elections \$2,164

Additional hours-Accounting Dept \$3,400

ARTICLE 2. Fund Architect/OPM for Senior Center

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, a sum up to \$390,000 to fund the architectural design and Owner's Project Manager for the construction of a new Senior Center to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Lot Number 11 on Town Assessor's Sheet 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 applied to the overall construction costs of this project, or take any action in relation thereto.

Submitted by: Senior Center Design and Building Committee

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

Recommendation: The Council on Aging recommends the passage of this article.

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

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

Summary: For more than 10 years, the Council on Aging has been exploring potential sites for a new Senior Center. The space allocated to the Senior Citizens in the Butterick Building has become inadequate for current and, certainly, future usage. At the moment, according to the Federal Census, the Seniors in Sterling represent 21% of our population. Senior growth has nearly doubled since 2000. It is projected that our senior populace will reach 38% within the next ten years.

In 2011, the Board of Selectmen appointed a Senior Center Site Development Committee, which recommended a parcel of land on the corner of Boutelle and Muddy Pond Roads. In May, 2012, Annual Town Meeting voted to accept this recommendation and designate the corner of Boutelle Road and Muddy Pond Road as the site of the future Senior Center.

Since May, the Senior Center Design and Building Committee, appointed by the Board of Selectmen, has completed a survey of the parcel, conducted successful percolation tests, received preliminary DCR approval, and met with many Town Boards and Committees to receive their input and advice.

Our next step, as required by law, is to hire an Owner's Project Manager, who will be responsible for the project from start to finish, for a fee not to exceed \$80,000. The OPM will work with the Committee to hire an architect, whose fee might be 15% of the project, or approximately \$309,000.

ARTICLE 3. Fund Vault Construction

To see if the town will vote to raise and appropriate, borrow, or transfer from available funds, a sum of money to construct a new vault, said sum to be expended by the Vault Committee, with the advice and consent of the Board of Selectmen, or take any action in relation thereto.

Submitted by: Board of Selectmen/Vault Committee

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

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

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

Summary: At the 2009 Annual Town Meeting, voters approved \$100,000 for the construction of a records storage vault. As of Sept 24, the balance is \$68,526; funds were spent for preliminary engineering work, test borings, and an architect to design the vault and create construction drawings with written specifications. Volunteer committees have worked with all department heads to determine what records will be stored in the vault, determining the vault size at 25ft x 10ft x 8ft high, located on the westerly side (Meetinghouse Hill Road) of the Butterick Building.

ARTICLE 4. Fund Shelving for Vault

To see if the town will vote to raise and appropriate or transfer from available funds, a sum of money to purchase and install shelving for the new vault to be constructed at the Butterick Municipal Building, said sum to be expended by the Vault Committee, with the advice and consent of Board of Selectmen, or take any action in relation thereto.

Submitted by: Vault Committee

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

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

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

Summary: Pending approval of the Vault construction article, the Vault Building Committee has worked with 2 shelving unit vendors, both on the State bid list, to submit bids to construct movable shelving units to store all the permanent records in the vault. This is necessary to maximize storage space.

ARTICLE 5. Connect Septic System for 1835 Town Hall

To see if the town will vote to raise and appropriate or transfer from the Stabilization Fund the sum of \$88,700 to install the required connector to the Sewage Treatment system located behind the Fire Department, 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 in relation thereto.

Submitted by: 1835 Town Hall Committee

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

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

Recommendation: The Board of Selectmen will report at Town Meeting on this article.

Summary: This connection is required to comply with environmental regulations as per construction of the new fire station. The project includes engineering cost, installation of a new holding tank, pump chamber, pump, wiring, and piping, including passage to the existing pipe on the South side of Waushacum Avenue.

ARTICLE 6. Approve Payment in Lieu of Taxes for Solar Facility

To see whether the Town will vote to authorize the Board of Selectmen to enter into an agreement with Community Energy Solar, LLC for a Payment in Lieu of Taxes for \$22,500 per year for 20 years, and on such other terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, for development of a solar energy facility at 18 Wiles Road, 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: Community Energy Solar LLC (CES) has entered into a Lease agreement to develop solar energy on a 25-acre parcel at 18 Wiles Road. The Board of Selectmen and other Town boards have voted to convert this 61A agricultural parcel owned by Davis Dairy Inc. CES has entered into a 20 year Power Purchase Agreement with the Sterling Municipal Light Plant for the capacity and energy from the 2 megawatt (MW) Solar Array.

ARTICLE 7. Rescind Quinn Bill

To see whether the Town will vote to rescind its acceptance of the so-called "Quinn Bill" (MGL c. 41, s. 108L) which was accepted by the Town at the Annual Town Meeting conducted on April 29, 1985, and which provided for pay increases for full-time members of the police department who attained various college or higher academic degrees, 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.

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

Summary: We anticipate that the new Police collective bargaining agreement will no longer include the Quinn bill for officers' educational incentive. Officers' base pay has been adjusted to include a portion of their current Quinn Bill before such officers were placed on the Personnel By-Law compensation grid. Consistent with that agreement, the Town should also vote to rescind its 1985 vote to accept the Quinn bill.

ARTICLE 8. Special Legislation to Exclude Quinn Bill

To see whether the Town will vote to have the Board of Selectmen ask the state legislature to enact a so-called "special act" exempting the Town of Sterling from the provisions of the so-called "Quinn Bill" pursuant to which the pay for police officers was increased based on the amount of college or higher education they achieved, or to take any other action related thereto.

Submitted by: Board of Selectmen

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

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

Recommendation: The Personnel Board will report at Town Meeting on this article.

Summary: As an extra precaution, in addition to voting to rescind its acceptance of the Quinn Bill concerning education incentives for police officers, this article will direct the Selectmen to ask the state legislature to exempt the Town from such law, thereby avoiding the potential of litigation challenging the rescission of acceptance of the Quinn Bill and whether or not such action alone is sufficient to apply to current as well as future members of the police department.

ARTICLE 9. Police Collective Bargaining

To see whether the Town will vote to accept the new FY13 through FY15 collective bargaining agreement between the Fraternal Order of Police and the Town, and further to raise and appropriate, or transfer the sum of \$88,820 from the Stabilization Fund, to fund the additional costs of the FY11 and FY12 salaries and other costs, and further to raise and appropriate the sum of \$125,850, to fund the FY13 salaries and other costs associated with the new collective bargaining agreement, or take any other action in relation thereto.

Submitted by: Board of Selectmen

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

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

Recommendation: The Personnel Board will report at Town Meeting on this article.

Summary: The previous Police contract expired on June 30, 2010. If this contract is not settled by Town Meeting, this article will be withdrawn.

ARTICLE 10. Amend Personnel By-Law, Classification and Compensation Schedules

To see if the Town will vote to amend the Personnel Bylaw by replacing in their entirety "Attachment A – Position Description Classification Grades", "Attachment B – Compensation Schedule", and "Schedule C – Call Fire Personnel" with the new "Attachment A - Position Description Classification Grades", as shown at the end of this warrant, a new "Attachment B – Compensation Schedule", as shown at the end of this warrant, and a new "Schedule C – Call Fire Personnel", as shown at the end of this warrant, or take any action in relation thereto.

Submitted by: Personnel Board

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

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

Summary: The proposed amendment to the Personnel By-Law will update "Attachment A – Position Description Classification Grades" and "Attachment B – Compensation Schedule" with a new Classification Plan and a new Compensation Plan that is in accordance with current collective bargaining agreements (Police, Executive Assistants, and DPW) and includes all positions listed in these agreements in the Town's Classification Plan. In addition, the proposed amendment will increase the wage rates paid to Call Fire Personnel to reflect the rates approved by the Finance Committee for the May 2012 Town Meeting but omitted from that meeting's warrant.

ARTICLE 11. Creation of an Economic Development Committee

To see if the Town will vote to amend the General Bylaws of the Town by adding a new Chapter 71, the purpose of which is to create a permanent 7-member Economic Development Committee appointed by the Board of Selectmen on an annual basis, consisting of a member of the Board of Selectmen and six persons who are either members of the Sterling business community or registered voters of the Town who are interested in promoting business development in Sterling; in order to promote industrial, commercial, and agricultural business development within Sterling; to provide advice to the Board of Selectmen on economic development policy; to meet and work with current Sterling businesses and prospective businesses; to coordinate its activities with the activities of the Industrial Development Commission and the Agricultural Commission; and to work cooperatively with businesses and state agencies to retain current businesses and attract new businesses to Sterling; and further, to authorize the Committee any annual appropriation as the Town may vote for expenses and professional marketing materials to promote business development with the Town of Sterling; or take any action relative thereto. Members of the Committee (with the exception of the member of the Board of Selectmen serving on the Committee) will be appointed by the Board of Selectmen for terms of three years (except that initial terms will be of such lengths so that no more than two expire in any one year) and will report to the Board of Selectmen at least twice during each fiscal year of the Town.

Submitted by: Board of Selectmen

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

Summary: The purpose of the committee will be to promote industrial, commercial, and agricultural business development within Sterling; to provide advice to the Board of Selectmen on economic development policy; to meet and work with current Sterling businesses and prospective businesses; to coordinate its activities with the activities of the Industrial Development Commission and the Agricultural Commission; and to work cooperatively with businesses and state agencies to retain current businesses and attract new businesses to Sterling.

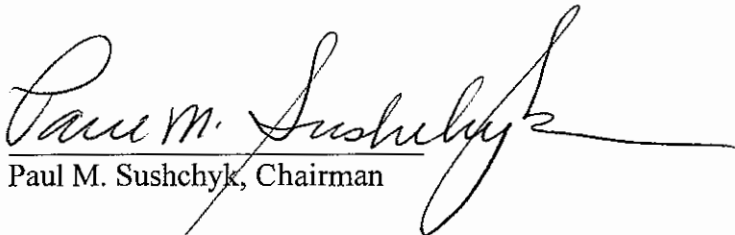
And you are directed to serve this warrant by posting up attested copies thereof, one at each of the following locations in Sterling, fourteen (14) days at least before the time for holding said meeting:

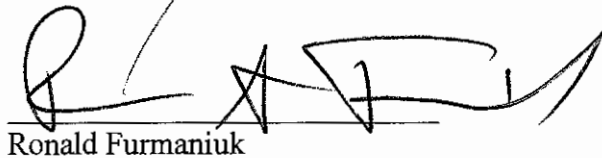
Mary Ellen Butterick Municipal Building
Conant Public Library
Sterling Post Office
Sterling Police Station
Sterling Municipal Light Building

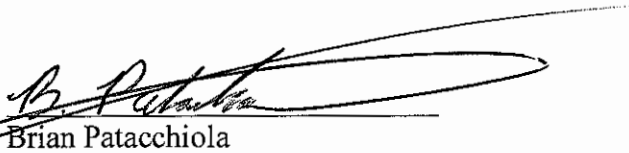
Hereof fail not and make due return of this warrant with your doings thereto to the Town Clerk at the time and place of meeting as aforesaid.

Given under our hands this 26th day of October 2012.

Sterling Board of Selectmen


Paul M. Sushchuk, Chairman


Ronald Furmaniuk


Brian Patacchiola

Attachment A – Position Description Classification Grades

Grade	Position	Department
2	Library Technician I	Library
	Program Assistant	Recreation
3	Van Driver	Council on Aging
	Library Technician II	Library
	Laborer	DPW
4	Animal Control Officer	Police
	Town Custodian	Bd. Of Selectmen
	Library Associate I	Library
	Administrative Secretary	Building Dept.
	Property Lister	Assessors
5	Asst. Town Clerk	Town Clerk
	Asst. Collector	Town Treasurer/Collector
	Asst. Treasurer	Town Treasurer/Collector
	Administrative Assistant	Board of Appeals; DPW; Water; Planning Board
	Assistant to Assessors	Assessors
	Library Associate II	Library
	Dispatcher	Police
	Assistant Mechanic/Truck Driver	DPW
	Truck Driver/Laborer	DPW
	Firefighter/EMS	Fire
6	Facilities Maintenance Technician	Board of Selectmen
	Equipment Operator	DPW
	Mechanic	DPW
	Water Technician	Water
	Assoc. Health Agent	Health Dept.
	Executive Assistant	Police; Fire; Board of Selectmen/Town Administrator
	Asst. Director/Head; Children Serv.	Library
	Firefighter/Paramedic	Fire
7	Company Officer/Fire Inspector	Fire
	Head Dispatcher	Police
	Sr. Water Technician	Water
	Working Foreman	DPW
	Director	Recreation; Council on Aging
	Conservation Agent	Conservation
	Town Clerk	Town Clerk
	Human Resources Administrator	Board of Selectmen
	Assistant Superintendent	DPW, Water
8	Health Agent	Health Dept.
	Building/Zoning Officer	Building
	Town Treasurer/Collector	Treasurer/Collector
	Town Accountant	Accounting
	Police Patrolman	Police
	Library Director	Library
	Superintendent	DPW
9	Town Administrator	Board of Selectmen
	Police Sergeant	Police
	Police Chief	Police
10	Fire Chief	Fire
11		

ATTACHMENT "B"**FY 13 COMPENSATION SCHEDULE**

Effective 7/1/2012

GRADE	STEPS												
	1	2	3	4	5	6	7	8	9	10	11	12	13
1	8.99	9.25	9.53	9.81	10.11	10.41	10.72	11.04	11.38	11.72	12.07	12.43	12.80
2	10.33	10.64	10.95	11.28	11.63	11.97	12.33	12.70	13.08	13.47	13.88	14.29	14.72
3	11.88	12.24	12.61	12.98	13.37	13.77	14.18	14.61	15.05	15.50	15.96	16.44	16.94
4	13.67	14.08	14.49	14.93	15.38	15.84	16.32	16.80	17.31	17.83	18.36	18.91	19.48
5	15.72	16.19	16.68	17.18	17.69	18.22	18.77	19.33	19.91	20.51	21.12	21.76	22.41
6A	18.06	18.60	19.16	19.74	20.33	20.93	21.56	22.20	22.87	23.56	24.26	24.99	25.74
7A	20.78	21.40	22.04	22.71	23.38	24.08	24.80	25.55	26.31	27.10	27.92	28.75	29.62
6B	37,702	38,833	39,998	41,198	42,434	43,707	45,018	46,369	47,760	49,193	50,669	52,189	53,754
7B	43,351	44,651	45,991	47,370	48,792	50,255	51,763	53,316	54,915	56,563	58,260	60,007	61,808
8	49,774	51,268	52,806	54,390	56,022	57,702	59,433	61,216	63,053	64,944	66,893	68,900	70,967
9	55,747	57,420	59,142	60,917	62,744	64,626	66,565	68,562	70,619	72,738	74,920	77,167	79,482
10	62,437	64,310	66,240	68,227	70,274	72,382	74,553	76,790	79,094	81,467	83,911	86,428	89,021
11	69,930	72,028	74,189	76,415	78,707	81,068	83,500	86,005	88,586	91,243	93,980	96,800	99,704

						ATTACHMENT B								
						FY 14 COMPENSATION SCHEDULE								
						Proposed to be effective 7/1/2013								
GRADE							STEPS							
	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	9.53	9.81	10.11	10.41	10.72	11.04	11.38	11.72	12.07	12.43	12.80	13.18	13.58	
2	10.95	11.28	11.63	11.97	12.33	12.70	13.08	13.47	13.88	14.29	14.72	15.16	15.62	
3	12.61	12.98	13.37	13.77	14.18	14.61	15.05	15.50	15.96	16.44	16.94	17.45	17.97	
4	14.49	14.93	15.38	15.84	16.32	16.80	17.31	17.83	18.36	18.91	19.48	20.06	20.67	
5	16.68	17.18	17.69	18.22	18.77	19.33	19.91	20.51	21.12	21.76	22.41	23.08	23.77	
6	39,998	41,198	42,434	43,707	45,018	46,369	47,760	49,193	50,669	52,189	53,754	55,367	57,028	
7	45,991	47,370	48,792	50,255	51,763	53,316	54,915	56,563	58,260	60,007	61,808	63,662	65,572	
8	52,806	54,390	56,022	57,702	59,433	61,216	63,053	64,944	66,893	68,900	70,967	73,096	75,289	
9	59,142	60,917	62,744	64,626	66,565	68,562	70,619	72,738	74,920	77,167	79,482	81,866	84,322	
10	66,240	68,227	70,274	72,382	74,553	76,790	79,094	81,467	83,911	86,428	89,021	91,692	94,442	
11	74,189	76,415	78,707	81,068	83,500	86,005	88,586	91,243	93,980	96,800	99,704	102,695	105,776	
6	19.16	19.73	20.32	20.93	21.56	22.21	22.87	23.56	24.27	24.99	25.74	26.52	27.31	
7	22.03	22.69	23.37	24.07	24.79	25.53	26.30	27.09	27.90	28.74	29.60	30.49	31.40	
8	25.29	26.05	26.83	27.64	28.46	29.32	30.20	31.10	32.04	33.00	33.99	35.01	36.06	
9	28.32	29.17	30.05	30.95	31.88	32.84	33.82	34.84	35.88	36.96	38.07	39.21	40.38	
10	31.72	32.68	33.65	34.66	35.71	36.78	37.88	39.02	40.19	41.39	42.63	43.91	45.23	
11	35.53	36.60	37.69	38.83	39.99	41.19	42.43	43.70	45.01	46.36	47.75	49.18	50.66	
Positions in Grades 6 thru 11 may be based on Annual salaries or hourly rates. Hourly rates are computed by dividing the annual salary by 2088.														

Schedule C Call Fire Personnel

		Step 1	Step 2	Step 3
F-3	Assistant FF & EMT Recruit	12.54		
F-4	Firefighter	14.64	15.27	16.22
F-4	EMT	14.64	15.27	16.22
F-4	EMT - Paramedic	16.76	17.40	18.34
F-5	Firefighter / EMT	15.87	16.52	17.44
F-5	Firefighter / EMT-P	17.99	18.64	19.56
F-6	Company Officer (EMT)	17.85	18.52	19.18
F-7	Deputy Chief (EMT)	19.85	20.52	21.12

I HEREBY CERTIFY THAT I HAVE POSTED THE FOREGOING WARRANT by hand, at the Butterick Municipal Building, Town Library, Sterling Post Office, Sterling Police Station and Sterling Municipal Light Building.

10-25-2012
DATE POSTED

Michael J. [Signature]
CONSTABLE