

TOWN OF STERLING  
BOARD OF SELECTMEN  
May 9, 2018

MEETING:	Chairman Cranson called the Board of Selectmen meeting to order at 6:30 pm. Roll Call: Selectman Kilcoyne – Present. Chairman Cranson – Present. Selectman Lane – Present.
Minutes	Selectman Kilcoyne moved to approve the minutes of April 18th, 2018, as written. Selectman Lane 2 <sup>nd</sup> . Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.
Y.A.H.O.O.	The Y.A.H.O.O. Board was unable to attend this evening's meeting.
Appoint Alt. Building Inspector	After discussion, Selectman Lane moved to appoint George Tignor as the Alternate Building Commissioner with a term to expire on June 30, 2019. Selectman Kilcoyne 2 <sup>nd</sup> . Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.
Proclamation Children's Mental Health Week	Selectman Cranson read the following proclamation; Whereas, the citizens of Sterling value their health and mental health and that of their families, therefore they are proud to support observances such as Children's Mental Health Week and Whereas, one in five children has a diagnosable mental health disorder and one-half of all lifetime instances of mental health illness begin before age 14; and even some children and youth with the most intense needs and some who are insured may not receive services; and Whereas, children and youth with mental health needs in elementary, middle and high school are more likely to be bullied, absent, suspended, expelled or fail to graduate; and Whereas, learning to recognize the early warning signs of mental health needs and where to obtain the necessary support, assistance and treatment gives children and youth better opportunities to lead full and productive lives; and Whereas the participation and partnership of family members in the assessment and treatment of children and youth is essential to positive outcomes; and Whereas, our nation's future depends on the health and well-being of its families and their children; and Whereas, Children's Mental Health Week was developed by families of children with emotional, behavioral and mental health needs, to focus on the needs of their children and families; in celebrating this year's theme: "Supporting Families. Changing Futures" it is fitting to increase public awareness among all Sterling citizens of this important issue; Now, therefore, I Maureen Cranson, Chairman of the Board of Selectmen do hereby proclaim May 6 – 12, 2018 as Children's Mental Health Awareness Week.
Food Truck Regulations	The Board invited Lorna Jean Felix, Melisa and Charles Lowes and Mr. and Mrs. Berube to attend the meeting via email. Ms. Felix and the Lowes attended the meeting. After discussion, the Board asked that the food truck vendors go over the proposed process and to submit any and all questions and suggestions to the Town Administrator. The consensus of the Board was that references in the proposal for a "public hearing" will be changed to "Select board meeting". This topic will be discussed further the May 23 <sup>rd</sup> meeting.
Scholarship Recipients	After deliberation, the Board voted, via paper ballot, to award \$500.00 Scholarships. The winners of the (3) \$500.00 scholarships were Theresa Page, Danielle Purinton and Erin Fitzpatrick. The board wished all of the applicants well in their college endeavors.

Selectmen's Meeting Minutes

May 9, 2018

MRPC and MJTC

After discussion, it was decided that Selectman Kilcoyne will continue to serve as the Sterling representative for the Montachusett Joint Transportation Committee. The alternate will be Mike Pineo from the Planning Board, if he is appointed by the Planning Board and agrees to serve in that capacity. Richard Maki will continue to serve as a back-up if both John Kilcoyne and Mike Pineo are unable to attend a meeting. Selectman Kilcoyne also agreed to act as the Alternate for the MRPC.

The future Town Planner will be directed to attend the Metropolitan Planning Organizational meetings as part of his duties.

One Day Alcohol Permits

After discussion, Selectman Lane moved to approve the request for a one day license for Carlene Mabie through the 228 LLC for June 3<sup>rd</sup> from 10:00 – 4:00pm for a bridal shower. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.

TA Report

Town Administrator Report 5-9-18

Town Meeting:

Due to the efforts of all departments, the 2018 Annual Town Meeting went smoothly; passing all budget items including the funding for 3 part time and 1 full time positions. I want to thank the town's voters for their support this year.

I also want to thank Kama Jayne, Vicki Smith, Fred Aponte, Tom Rutherford and our new Town Clerk Barbara Bartlett for their Town Meeting efforts.

The job description for the Town Operations Manager is done and ready for the Board's review at the next meeting. I believe the Planning Board is working on the Town Planner job description. We should plan to post both positions in early June.

Facilities:

The Lower Level project is 99% done. The Board of Health, Facilities, and Conservation Commission offices will move in next Wednesday and Thursday. The Town Account's office will move into the vacated BOH space on the second floor.

Town Web Updates:

There are several old and non-active committees listed on the Town's web page

- Industrial Development Committee
- Senior Center Building Committee
- Town Administrator Search Committee
- Personal Board

Can these be removed or at least include a note that they are no longer active? The Board reported that the Industrial Development Committee is no longer functioning, the Senior Center Building Committee is still meeting regarding final tasks to be completed at the Senior Center, The Town Administrator Search Committee can be removed from the active list and Mr. Whitney, the final member of the Personnel Board, will let his term expire in June.

Unless there are other preferences, we'll post the sewer feasibility study to the web pages.

All Boards and Committees are reminded to check and update their respective web pages with member names and length of terms, agenda and minutes. Boards and Committees without administrative support can contact Town Hall for web assistance.

The Economic Development sub-committee is considering action on nuisance properties. These properties and the action to be taken will be discussed at a future meeting.

Property usage agreements are still being discussed with those who it will immediately impact. The Board wants everyone to have input into the final agreement process.

	<p><b>Thursday:</b> I will be attending the MassBuys Event at Foxboro.</p> <p><b>Draft Future Agendas:</b></p> <p>5/23/18</p> <ul style="list-style-type: none"><li>• Re-organization of the Board</li><li>• Update Liaisons to Board and Committees</li><li>• Appoint alternate to MRPC</li><li>• Appoint Glenn Donaldson to the recreation Board</li></ul> <p>5/30/18</p> <ul style="list-style-type: none"><li>• Open</li></ul> <p>PSAs;</p> <p>The Sterling Pride Clean-up day will a take place on May 19<sup>th</sup> from 9 – 12. Participants should meet on the common.</p> <p>The Garden Club will be selling plants on the Common on May 19<sup>th</sup>.</p> <p>Y.A.H.O.O. will hold their Spring wrap-up party on May 19<sup>th</sup> in Memorial Park.</p> <p>Elections is on May 14<sup>th</sup> at the School.</p>
Public session	<p>No one spoke at public session.</p>
Adjourn	<p>At 7:30 Selectman Lane moved to adjourn. Selectman Kilcoyne 2<sup>nd</sup>. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Chairman Cranson – Aye. Motion Carried.</p> <p>Materials: agenda, TA report, minutes, Tignor recommendation, food truck draft, Scholarship applications, one-day alcohol application</p>