

TOWN OF STERLING
BOARD OF SELECTMEN
March 20, 2019

MEETING:	Chairman Lane called the Board of Selectmen meeting to order at 6:30pm. Roll Call: Selectman Cranson – Present. Chairman Lane – Present. Selectman Kilcoyne – Present. Also present were Town Administrator, Ross Perry and Executive Assistant, Kama Jayne.
Minutes	Selectman Cranson moved to approve the minutes of March 6, 2019, as written. Selectman Kilcoyne 2 nd . Selectman Kilcoyne – Abstained. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.
Appointment to Rec Building Site Committee	After discussion, Selectman Cranson moved to appoint Jay Brunetta as a member of the Recreation Building Site Committee. Selectman Kilcoyne 2 nd . Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried. The term will expire on 6/30/2020.
Brave Act	Veteran's agent Rick Voutour requested that the BOS include a warrant article that would have the Town of Sterling adopt the property tax provisions of the recently passed Brave Act legislation. This legislation has been passed to expand the benefits and increase access to a range of services for veterans, active duty military and their families. Mr. Voutour explained that there is a formula used to determine the amount of tax credit a veteran may receive, depending upon his disability determination. He also explained that this State initiative is "expense neutral" since it is reimbursed via the cherry sheet. After further discussion, Selectman Cranson moved that the Warrant be opened to include an article for adoption of the Brave Act tax credit program and that the Warrant be CLOSED at 5:00 pm on March 21. Selectman Kilcoyne 2 nd . Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried. The Town Administrator will meet with Mr. Voutour and contact KP Law regarding the wording on the article.
PARC Grant	Chuck Plaisted addressed the Board and asked that they support his efforts to submit an application for the PARC Grant. If awarded, this grant would provide reimbursement for a portion of the project to rebuild the courts in West Sterling. Selectman Cranson moved to support the submission of the PARC grant and to authorize the Town Administrator to sign the application, on the Board's behalf. Selectman Kilcoyne 2 nd . Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried. Mr. Plaisted reported that he has contacted Senator Tran and Representatives Naughton and Ferguson, who are willing to work toward securing funding for this project. He also reported that he had been in touch with the DCR who have relinquished their right to "oversee" the project. However, they do require erosion control measures to be taken, as well as prior notice.
DLTA Prioritization	Both the Planning Board and the Zoning Board of Appeals have indicated that they would like to address Sterling's Housing Production Plan as a priority. The Montachusett Regional Planning Commission will provide technical support for this endeavor via the DLTA grant. In so doing, the Town will be in a much better position to proactively manage and control the siting of affordable housing in the community. Selectman Cranson moved to indicate the Town's wish to pursue the Housing Production plan, as a priority. Selectman Kilcoyne 2 nd . Selectman Kilcoyne – Aye. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried. At letter will be sent to the MRPC to advise them of the Board's preference.

Selectmen's Meeting Minutes

March 6, 2019

Seasonal Alcohol License	After discussion, Selectman Kilcoyne moved to approve the seasonal alcohol license for the Sterling National Country Club. Selectman Cranson 2 nd . Selectman Cranson – Aye. Selectman Kilcoyne – Aye. Chairman Lane – Aye. Motion carried.
Support of Warrant Articles	<p>The Board considered all of the warrant articles to determine whether they chose to support each. The “support results” are as follows:</p> <p>Article #</p> <ol style="list-style-type: none">1. Fy18 Town Operating Budget – After discussion, - Unanimous2. Compensation for Elected Officers - Unanimous3. Fund Deficit due to Snow and Ice - Unanimous4. Transfer Certified cash to Capital Fund - Unanimous5. Transfer Certified Free Cash to Stabilization Fund – Unanimous6. Transfer balances from Old Warrant Articles to the Capital Fund - Unanimous7. Fiscal Year 2020 Capital Plan – Free Cash - Unanimous8. Fiscal Year 2020 Capital Investment Fund – Voted for Unanimous support on all but Item 5. Repair Tennis and BBall Courts, for which the Board unanimously decided to REPORT AT TOWN MEETING. Wording of the article will be amended for clarity.9. Fiscal Year 2020 Capital Plan – Ambulance receipts - Unanimous10. Water Department Operation Enterprise Fund - Unanimous11. Replace Water Main Kendall Hill Road - Unanimous12. Consent Calendar - Unanimous<ul style="list-style-type: none">• 13. Set Salary of Municipal Light Board• 14. Reserve Fund for 2020• 15. Chapter 90 Funding• 16. East Lake Waushacum Treatment• 17. Authorize Treasurer to Borrow Money• 18. Compensation Balance Agreement• 19. Tax title Payments for Properties in Tax Title• 20. Fund Wachusett Greenways Expenses Fund Land Trust Expenses• 21. Building Rental Revolving Fund <p>NOTE: Per the recommendation of the Town Counsel, an article will be inserted regarding PEG funding,</p> <ol style="list-style-type: none">23. Increase Demand and Municipal Lien Certificate fees issued by Treasurer - Unanimous24. Amend the Personnel Policy to Include Merit and Longevity – HOLD for final wording. Will be considered at the next meeting.25. Amendments to Personnel Bylaw Compensation Matrices - Unanimous26. Fund Future employee Health Insurance Increases - Unanimous27. Appropriate Monies to the OPEB Trust Fund – {Free Cash} – Unanimous <p>Note: An article to change the Earth Removal Bylaw will be inserted. The Board will consider the wording at the next meeting.</p> <ol style="list-style-type: none">28. Amendment to Protective Bylaw – Earth removal – HOLD. The Board will consider the wording at the next meeting *(see below)29. Re-Zone land on westerly Side of Rte. 12 –Unanimous. The BOS will submit this article if the Planning Board or Economic Development do not vote to do so before the deadline.30. Sale of Land – 135 Rowley Hill Road - Unanimous31. Adopt MGL Chapter 40 U, Fines for Violations - Unanimous32. Amend the Town of Sterling Notice of Violation of Town Bylaws or Regulations - Unanimous33. Fund Bills for FY19 - Unanimous

34. Citizens Petition: Clothing, Shoe and Book Collection Boxes and Outside Bin(s) Bylaw – The Board has been advised of legal issues that may arise regarding the enforcement of this article. Therefore, the Board does **NOT support** this article

35. Citizens Petition: Resolution Declaring Sterling a Pollinator-Friendly Community – **Defer to Town Meeting**

36. Amend the Zoning Bylaws. Relative to Marijuana Establishments – Selectman Kilcoyne and Chairman Lane voted AGAINST support of this Article. Selectman Cranson voted to support it. With the majority vote, the warrant will read that the Board does **NOT support this article**.

37. Apply Stabilization Fund to Stabilize the Tax Rate. – **Report at Town Meeting**

38. Annual Town Election – Unanimous

* Information regarding Earth Removal Bylaws - Further changes should be included in the Amendment To Protective Bylaw – Earth Removal. The Planning Board was immediately advised. The Town Planner has written up the advertisement that is required to hold a Public Hearing. Selectman Cranson moved that the Board of Selectmen formally inform the Planning Board with hopes that the Planning Board can address these additional changes at their April 10th meeting. Selectman Kilcoyne 2nd. Selectman Cranson – Aye. Selectman Kilcoyne – Aye. Chairman Lane – Aye. Motion carried.

1835 Town Hall
Update

The Board received an update by Chairman Bob Jones regarding the progress of the 1835 Town Hall. The Committee is currently funding work via a \$100,000.00 reimbursable grant.

Within the next 3 weeks, the following is expected to be completed;

- Framing upstairs
- Strapping and plaster Board upstairs
- Coves
- Lighting, wiring and main lines within the coves
- Flooring replacement near lift
- Paint
- Ventilation of soffits
- Insulation

Further expectations;

- The phase III of the septic design is expected within the next 30 days
- Required easements will continue to be pursued
- Septic system job should be ready to be put out to bid in July
- Funding for the sprinkler system will be sought at Town Meeting

The Cultural Council has made some recommendations for the usage of the 1835 Town Hall. Input of ideas and recommendations are welcome.

Bob Jones stepped down as Chairman of the 1835 Town Hall Committee. David Gibbs will temporarily fill the position.

Lt. Thomas Kokernak, Fire Prevention Officer, reported that he will work with the Building Commissioner regarding the change of occupancy and the occupancy level triggers which will determine code requirements.

One day Alcohol

After discussion, Selectman Cranson moved to approve the one day alcohol license for Stephen Brunelle through The 228 for May 19th from 11:00am – 5:00pm. Selectman Kilcoyne 2nd. Selectman Cranson – Aye. Selectman Kilcoyne – Aye. Chairman Lane – Aye. Motion carried.

TA Report

Town Administrator Report

Budgets:

The draft Omnibus budget shows a total budget of \$24,619,923, down about \$190,000 from a month ago. This represents an increase of only 2.12% from last year.

Early today, the IAC voted unanimously to switch dental insurance providers to MIIA Dental Blue Freedom, effective 7/1/19. This is another BCBS program coordinated by MIIA, similar to the new health insurance plan. The new dental plan has the same benefits as the current plan PLUS and increase to the Calendar Year Maximum from \$1,000 to \$1,500. This program will save the town AND the employees 5% over the current program and avoid a 2.2% increase if we stay with the current provider. This is truly a win-win. This reduction is not reflected in the total budget number above.

A last-minute budget adjustment this afternoon due to WRSD lowering their assessment to Sterling further reduces the total omnibus budget number by \$15,010.

Grant opportunity:

While meeting with the WRSD Administration and the 4 other Town Administrators, we learned the School is applying for a "Safer Schools and Community Initiative Grant" for \$85,000 to fund video cameras at the front of all schools. The video from these cameras will be viewable by the School Administration, local dispatch operations, and potentially on portable devices used by public safety officials. The grant submission deadline is very close and the application may need to be hand carried to each town next week or early the week of 4/1 for signing. If the Board approves, it can be signed by the Police and Fire Chiefs, the Town Administrator or Operations Manager in his absence. (Selectman Cranson moved that the Town Administrator or Operations Manager, Fred Aponte, sign the grant on the Board of Selectmen's behalf. Selectman Kilcoyne 2nd. Selectman Cranson – Aye. Selectman Kilcoyne – Aye. Chairman Lane – Aye. Motion carried.)

Mobile Food Vendor License:

The witnessed move of the Stix & Pux trailer is rescheduled for Monday morning 4/15/19. The owner has been told that they cannot open and sell food until the mobility is satisfactorily demonstrated.

SLCT Filming of Meetings:

The Board of Health meeting last week was recorded and subsequently broadcast by SLCT. Apparently, the filming and overall meeting went very well. I received a request asking the Selectmen to ask SLCT to film as many future meetings as feasible. (The consensus of the Board was to encourage broadcasts of any and all public meetings with an emphasis on broadcasting the monthly Board of Health meetings.)

Meeting with Planning Board:

A couple attempts to schedule a mutually convenient date for a joint meeting to discuss communication haven't worked out. The PB suggests 3/27 or 4/10. (The Board will wait to see if two or more of them is available to attend the April 10th meeting. If so they will post the meeting)

Next week:

As a reminder, I will be out of the office next week. Fred will handle any issues that arise and contact Rich as appropriate.

Draft agenda: 4/3/19

- Sign Warrant
- Establish Affordable Housing Committee and appoint members (David Shapiro, Pat Fox, Diana Balderelli, Keith Cordial, Jim Simpson)

Selectmen’s Meeting Minutes
March 6, 2019

	<ul style="list-style-type: none">• Appoint David Cosgrove to the COA (term expires 6/30/2022)• Appoint Loret Schur to the Extension Service <p>4/17/19</p> <ul style="list-style-type: none">• Review motions for warrant
Public Session	No one spoke at Public Session.
Executive Session	<p>At 8:59, Selectman Cranson moved to exit the public session and to enter into executive session for exemption #3 (Police contract) for the purpose of discussing strategy with respect to collective bargaining, if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares. The public meeting will reconvene only to adjourn. Selectman Kilcoyne 2nd. Roll Call VOTE: Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried.</p> <p>The Board took a short break prior to proceeding into Executive session. The Board convened in Executive session at 9:10.</p> <p>At 9:21, the Board returned to public session.</p>
Adjourn	<p>At 9:22, Selectman Cranson moved to adjourn. Selectman Kilcoyne 2nd. Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried.</p>
	<p>Materials: minutes, volunteer applications, Brave Act legislation, PARC grant application, DLTA grant info, seasonal renewal form, proposed bylaw amendment for ERB, draft warrant, one day alcohol request</p>