

TOWN OF STERLING
BOARD OF SELECTMEN
April 17, 2019

MEETING:	<p>Chairman Lane called the Board of Selectmen meeting to order at 6:31pm. Roll Call: Selectman Cranson – Present. Chairman Lane – Present. Selectman Kilcoyne – Present.</p> <p>Also present was Town Administrator, Ross Perry.</p> <p>At 6:32, 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 after the Executive session. Selectman Kilcoyne 2nd. Roll Call VOTE: Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried. The Board convened in Executive session.</p> <p>At 7:02, Selectman Cranson moved to reconvene in public session. Executive Assistant, Kama Jayne joined the meeting.</p>
Minutes	<p>Selectman Cranson moved to approve the minutes of April 3, 2019, as written. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Abstained. Selectman Cranson – Aye. Chairman Lane – Aye. Motion Carried.</p>
Antique Licenses	<p>After discussion, Selectman Cranson moved to approve the annual Antique permits for the following; Redemption Rock Trading Post, Sterling Rare Coin, Inc., Pratt's Junction Antiques, Oh My Gosh Antiques and Everett G. Pierce. Selectman Kilcoyne 2nd. Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried.</p>
Town LOGO	<p>The Board announced that the LOGO of the lamb was met favorably at the Master Plan Open House. The copyright has been filed but the Town is still awaiting approval. The Board will address this issue at the next meeting.</p>
Consent to Mortgage	<p>J. Whitney Development, Inc. is endeavoring to move forward on their proposed rental units, located off Route 12 and known as Northgate Meadows. They are seeking financial backing from the State for these 40B designated units and are therefore required to receive the approval of the BOS and the Department of Housing and Community Development. After discussion, Selectman Cranson moved that the Board sign the Consent to Mortgage document. Selectman Kilcoyne 2nd. Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried.</p>
Traffic Count	<p>The MRPC does yearly traffic counts. Town Planner, Domenica Tatasciore suggested that as part of the Town renovation project, it would be helpful to have traffic counts for the center of town. After discussion, Selectman Cranson moved to request traffic counts on Main Street, near the 1835 Town Hall and on Meetinghouse Hill Road, in front of the church. Chairman Lane will be authorized to sign the request for these services. Selectman Kilcoyne 2nd. Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried. The times for the count to occur will be week days, Tuesday evening and/or Sunday morning and the count will include volume, speed, classification and turning movement.</p>
Route 12 Zoning Changes	<p>Town Planner, Domenica Tatasciore, presented to the Board. The purpose of the presentation was to inform the public, prior to Town Meeting, of the benefits of re-zoning 15 parcels of land, on the Westerly side of the South Route 12 corridor. The change would alter the zoning of the 15 parcels from Neighborhood Residential to Town Center District. This would allow the owners of these vacant or underutilized properties the opportunity to explore commercial uses, either by right or via Special Permit from the ZBA. This proposal includes the property known as the Sterling Inn.</p>

	<p>This change in zoning would be consistent with MRPC recommendations and is supported by the Economic Development Committee, as well as the Massachusetts Chamber of Commerce.</p>
Earth Removal Bylaw	<p>Selectman Cranson and Selectman Kilcoyne have further investigated the proposed Earth Removal Bylaw amendment. They agree that they now feel comfortable to support this article at the Annual Town Meeting. At the next meeting, Selectman Lane will present the specifics of the Earth Removal Bylaw changes.</p>
EDC Appointment	<p>No appointment was requested at this time.</p>
Warrant Motions	<p>The Board considered the following motions and each agreed, as indicated, to read the motions for the ATM articles;</p> <p>Article #</p> <ol style="list-style-type: none"> 2. Compensation for Elected Officers – Maureen Cranson <p>The Consent calendar, Articles 12- 22 – Rich Lane. If the consent calendar passes as a unit, no other motions will be required. However, if articles are held;</p> <ol style="list-style-type: none"> 12. Set Salary of Light Board – John Kilcoyne 16. Authorize Treasurer to Borrow Money - Maureen Cranson 17. Compensation Balance Agreement - John Kilcoyne 18. Tax title Payments for Properties in Tax Title – Rich Lane 21. Revolving Funds Bylaw – Rich Lane 22. Building Rental Revolving Fund <hr/> <ol style="list-style-type: none"> 23. Establish PEG Access and Cable related Fund – Maureen Cranson 24. Amend the Personnel Policy to Include Merit and Longevity – Maureen Cranson 25. Amendments to Personnel Bylaw Compensation Matrices – John Kilcoyne 26. Fund Future employee Health Insurance Increases – Rich Lane 27. Appropriate Monies to the OPEB Trust Fund – John Kilcoyne 28. Amendment to the General Bylaw – Earth Removal – Rich Lane 29. Amendment to the Protective Bylaw – Earth Removal – Rich Lane 30. Re-Zone land on Westerly Side of Route 12 – Maureen Cranson 31. Sale of Land – 135 Rowley Hill Road – Maureen Cranson 32. Fund a bill from FY 19 - John Kilcoyne 33. Accept provisions for the Brave Act for Tax Exemptions for Veterans – Rich Lane 38. Annual Town Election – Rich Lane
One day Alcohol	<p>After discussion, Selectman Cranson moved to approve the one day alcohol license for Stephen Brunelle through The 228 on June 22nd from 11:00am – 5:00pm for a bridal shower... Selectman Kilcoyne 2nd. Selectman Cranson – Aye. Selectman Kilcoyne – Aye. Chairman Lane – Aye. Motion carried.</p>
TA Report	<p><u>Town Administrator Report</u></p> <p>Facilities</p> <ul style="list-style-type: none"> • <u>Gazebo</u>: There is \$14,661 requested in the FY 20 budget replace the roof, floor, and the covering around the base. I've heard some feel the gazebo should be moved or redesigned. If the Board agrees to a larger project than the repair of the existing structure, a Gazebo Advisory Committee may be appropriate. – The Board requested that the Monty Tech students be contacted to see if they can do the work. • <u>Beach House Roof</u>: Needs to be replaced. The estimated cost is \$4900. The potential larger beach site renovation project is multiple years away from any construction. If it's OK with the Board, we'll replace the roof before the summer season with available funds. Selectman Kilcoyne

moved to use available funding, of up to \$4900.00, to replace the beach house roof. Selectman Cranson 2nd. Selectman Cranson – Aye. Selectman Kilcoyne – Aye. Chairman Lane – Aye. Motion carried.

- Facilities Manager: After ten years working for the Town, Tom Rutherford announced his retirement, effective in a month. There is a lot of work maintaining the Town's 5 municipal buildings that is mostly unseen but very important and I want to thank him for his efforts. In the interim, Fred Aponte, Operations Manager will cover Tom's responsibilities. This position is currently budgeted at 25 hours per week with benefits. With the Board's OK, I will post for this opening. Fred will assist with screening and selection of applicants. Would any of the Board members like to be on the screening / selection committee? – Selectman Kilcoyne offered to be on the screening committee for this position. The consensus of the Board was that the job should be posted.
- Web Cam: As I mentioned a few months ago, adding a live web cam to the Town's web page will help increase visibility of the Town Common and attract more viewers to the web site. I'm pleased to announce that the Leominster Credit Union has stepped up and agreed to sponsor the web cam for a year. Their sponsorship will cover the full cost of the equipment and installation.

Town Center Renovation Project

- The group has met 7 times. Minutes from the meetings are posted on the Administration web page. The next meeting is at 10:00 Thursday May 2nd
- Larry Keegan from Weston & Sampson joined the meeting this morning. He created the plans in 2007 for the previous Town Center Project. He will provide a quote to update the drawings as well as a scope of services with a quote to provide the information needed to apply for various grants and support during the bidding process. He advised that if the town intends to apply for, and obtain TIP funding it could take until 2024 or 2026. If the Town opts for other funding sources the project could begin much sooner.
- Associated with this project is the long-time task of resolving the ownership of the Common; i.e. Town Common or Church Common. Kama and others have done a lot of research on this topic. It may eventually require extensive title search by lawyers. In the meantime, representatives of the First Church have offered to discuss this topic and address any potential issues related to use of the Common via a MOU (Memorandum of Understanding). Does anyone from the Board want to join me in this process? If any other board/ committee members or residents have documents related to this issue, I'd appreciate receiving copies of this information. – Selectman Cranson volunteered to be involved in establishing a current MOU with the First Church. Liability will be discussed.

Public Session

No one spoke at public session.

PSAs

Candidates night – Thursday, April 18 at 7:00

Sterling Clean-up Day – April 27. Pick up bags and gloves on the common.

Adjourn

Survey for the Master Plan is on the website.

At 8:25 pm, Selectman Kilcoyne moved to adjourn. Selectman Cranson 2nd. Selectman Cranson - Aye. Selectman Kilcoyne – Aye. Chairman Lane– Aye. Motion carried.

Materials: minutes, antique permit list, LOGO samples, Consent to Mortgage, Traffic count request, one day alcohol request, warrant, proposed zoning plan