

TOWN OF STERLING
BOARD OF SELECTMEN
June 26, 2019

MEETING:	Chairman Kilcoyne called the Board of Selectmen meeting to order at 6:31pm. Roll Call: Selectman Cranson – Present. Chairman Kilcoyne – Present. Selectwoman Sonnenberg – Present. Also present was Town Administrator, Ross Perry and Executive Assistant, Kama Jayne.
Minutes	Selectwoman Sonnenberg moved to approve the minutes of June 12, 2019, as written. Selectman Cranson 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.
Library Trustee Appointment	The Board held a joint meeting with the Library Trustees to appoint a new Trustee to fill an unexpected vacancy until the next election. The Library Trustees nominated Karen LeClerc to serve on the Board of Trustees until the next election, in May. Selectman Cranson moved to approve the appointment of Karen LeClerc as the Library Trustee. Selectwoman Sonnenberg – 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.
Curb Cut	Vincent Campobasso requested approval of a curb cut for driveway access to the proposed building on Justice Hill Road. No trees or stone walls will be removed. The application was approved by the DPW, Fire Department and Building Commissioner. After discussion, Selectman Cranson moved to approve this permit for Entrance to Public Ways for Justice Hill Road. Selectwoman Sonnenberg 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.
Fire Dept. Update	<p>The following is a summary of some of the activities of the Sterling Fire Department for 2019.</p> <p>Incidents:</p> <p>The fire department responded to 646 incidents to-date this calendar year including a house fire on Chace Hill Road in March, two motor vehicle accidents requiring the Jaws of Life in May, and the medics responded, in June, to a drowning incident in Clinton.</p> <p>Training:</p> <p>Tech Rescue Review, Highway Safety, SCBA Drills, Brush Fire Response, Training in an acquired structure (search and rescue, vent-enter-search, roof ventilation, hose-line advancement), Ladders, Aircraft Emergencies, as well as monthly EMS skills training</p> <p>Personnel updates:</p> <ul style="list-style-type: none">- Call EMT Sarah Gianos recently completed training and testing to become a paramedic with the department.- Lieutenant Kokernak completed training and testing and has become credentialed as both a Fire Prevention Officer I and II- Call Firefighter Jen Hoyt joined the department in March and brings experience as a firefighter and as a fire protection engineer.- In the month of May, Chief Hurlbut was elected to serve as president of Fire District 8 (third term), sworn in for a seventh term as District 8 Director to the Fire Chiefs Association of Massachusetts, started second 1-year term on the Central Mass EMS Board of Directors, and continues to serve as Region III Coordinator for Statewide Fire Mobilization <p>Community Outreach:</p> <p>Currently we have 8 CPR and First Aid instructors and one instructor for the Stop the Bleed campaign. Instruction has been provided to many local groups and is available upon request. Firefighters Charlie Baker and Fil Santos completed the Student Awareness of Fire Education (S.A.F.E.) program at the school.</p>

Firefighter Fil Santos, in conjunction with the Senior Center, conducted a successful smoke detector and carbon monoxide detector installation and education campaign that was sponsored by the Red Cross.

Projects:

- The fire chief, in conjunction with the DPW Water Department, have been working with the residents of Lakeshore Drive to install a water main for the purposes of fire protection.

The Year Ahead:

- In Oct. or Nov., a new ambulance will replace the 10-year old Ambulance 2 and the 15-year old cots will be replaced with a new Power Cot and Power load system.
- This year the FD will implement a program to outfit all our firefighters with a second set of structural firefighting gear.
- Funding from a DCR Volunteer Firefighters Assistance Grant for \$3,770 will be used to purchase a floating pump that is utilized to draft water from ponds and streams to be used in inaccessible areas, and to replace several sets of brushfire Nomex pants

On June 7th, the Fire Chief, along with the Treasurer and Accountant approved \$58,585.41 for the write-offs for the ambulance this year.

The Board thanked the Chief for the update and commended him and his staff for their dedication and good work.

Re-appointments

Selectman Cranson moved to re-appoint all of the submitted volunteers. (See attached List), with the exception of Karen Kase, who does not wish to be re-appointed to the Animal Control Board. Selectwoman Sonnenberg 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.

Re-establish Earth Removal Bylaw Committee

After Discussion, Selectman Cranson moved to re-establish the Earth Removal Bylaw Committee. Selectwoman Sonnenberg 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.

PILOT with ORIGIS Solar

Selectman Cranson moved to appoint Carl Corrinne and Shaun Francis to the Earth Removal Bylaw Committee. Selectwoman Sonnenberg 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried. The term will expire on June 30, 2020.

Town Fair Agreements

The Board considered the amendment to the November 15, 2017 P.I.L.O.T. agreement between the Town and MA Solar Storage 1, LLC (Origis). Since the company is producing less energy than expected, the payment will be adjusted, as per the stipulation in the original agreement.

After discussion, Selectwoman Sonnenberg moved to approve the amended agreement with MA Solar Storage 1, (Origis) LLC. Selectman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.

After discussion, Selectwoman Sonnenberg moved to sign the Fair agreement which allows the use of the Airport for the Sterling Fair. Selectman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried. The Fair will take place from September 6-8.

After discussion, Selectwoman Sonnenberg moved to sign the Hold Harmless agreements for James Simpson, and Mercurio and Son Construction for the Sterling Fair. (Both companies allow the use of their equipment for the Sterling Fair). Selectman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.

After discussion, Selectwoman Sonnenberg moved to sign the Hold Harmless agreement from HTX Helicopter which releases the Town from liability, regarding the Helicopter rides at the Sterling Fair. Selectman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.

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Collection Bins	After discussion, Selectman Cranson moved to send a letter to the BOH, formally requesting that the collection bin regulations be established by the Board of Health. Selectwoman Sonnenberg 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried. The BOH will be encouraged to utilize Town resources in this endeavor.
TA Evaluation	<p>Selectwoman Sonnenberg stated that she was happy with the Town Administrator's work but abstained from participating in the evaluation. Both Selectman Cranson and Chairman Kilcoyne stated that they are very pleased with Ross Perry's performance as Sterling's Town Administrator. Some of the feedback included;</p> <ul style="list-style-type: none">• Organized and good attention to detail• Seeks out exit strategies• Gets along well with support staff• Diffuses difficult situations• Good negotiation skills• Seeks out and is successful with grants• Good communication skills• Transparent and professional in all dealings• Reliable <p>Mr. Perry thanked the Board. He stated that he enjoyed working with this and past boards. He also thanked Department Heads and dedicated staff who assist in the daily operations of the Town and are instrumental in helping to him in to achieving goals and to provide excellent service to the public.</p>
Chief Chamberland's Contract	Chief Chamberland notified the Board that his contract with the Town ends in a year and he would like to negotiate a new contract. The new contract would run until the Chief retires in 2022. After discussion, Selectwoman Sonnenberg moved that the Board plan to extend Chief Chamberland's, pending mutual agreement. Selectman Cranson 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.
61A release Heywood Road	Selectman Cranson moved to table this 61 A Release until July 20 th , at which time, the Board will hold a Public Hearing on this matter.
Appoint Co-Chair(s) to Master Plan Committee	After discussion, Selectman Cranson moved to appoint Elizabeth Pape as the Co-Chair for Land Use on the Master Plan Committee. Selectwoman Sonnenberg 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.
One Day Alcohol	After discussion, Selectman Cranson moved to approve the one day alcohol request for Pat Fisher through The 228 on July 21 st from 2:00pm – 8:00pm for a bridal expo. Selectwoman Sonnenberg 2 nd . Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.
TA Report	<p><u>Town Administrator Report</u></p> <p>Facilities:</p> <ul style="list-style-type: none">• Parking space lines were painted two weeks ago on the Butterick parking lot. The new one-way direction, with the entrance at the Meetinghouse Hill Rd. (west) end of the driveway, is taking a while for people to accept. But as it provides better traffic follow and allows parking along the loop, it's hoped that the new configuration will work, once signs are in place.• Fraser Engineering started the Butterick HVAC project Monday 6/17. New equipment has been mounted in several offices already. Work is expected to continue into August. Special thanks to Fred Aponte for coordinating the contractor's activities and the DPW for their very quick response last Friday to install temporary barriers to protect the HVAC equipment installed behind the building.

- Vermont Recreation Surfaces surprised everyone and moved up the tennis court project. The old fence and asphalt have been removed. Again, Sterling DPW was fantastic as they responded almost instantly to remove the scrap fencing. The Light Dept. also joined the project very quickly with the installation of new light poles and lights so as not to interfere with the new asphalt which is planned soon. Finally, Kristen was very flexible and adjusted her recreation plans to accommodate the shutting down of the old tennis courts sooner than expected. Thank you to all.

Town Center Project.

- At the last meeting, the Board signed the contract with Weston and Sampson to update the 2007 plans. Before they start work on the new plans. I'd like to review the recommended changes, after discussions with the Town Center Renovation Project members.
- Selectwoman Sonnenberg and I met representatives of the First Church to discuss the Town Common. The discussion included: coordination of use through a shared calendar and maintenance. Although still a contested issue, we basically agreed to not discuss ownership of the Common. Both sides are convinced they own it, but no one wants to spend the money and time to re-examine this 200+ year old issue. The goal of this 'project' will be a MOU that documents a working relationship for use of the Common. It is hoped that an agreement can be reached and the MOU can be presented to the Board, for approval, early this fall.

Misc.:

- I attended Municipal Hearing Officer training this morning. When the process is finalized the town will be able to address Building Code and Fire Dept. violations locally, instead of going directly to Court.

Public Session

Lex Thomas spoke at public session. Senator Tran has asked each of his constituent Towns, to send him some type of representation of the Town, so that he might hang them on his office walls. The Town Administrator had asked Lex for her input/opinion on this project. Lex suggested that the Board might like to have a shadow box created with a picture of the 1835 Town Hall engraved on one of the slates from the roof of that building along with a piece of memorabilia from Mary Sawyer's lamb. The Select Board will take the suggestion into advisement. Selectman Cranson offered to assist Lex on this project. Other suggestions will be considered.

PSAs

July 1st will be the first outdoor summer concert at Memorial Park at 6:30.

The Board received a letter from the St. Vincent Medical Group. They are enthusiastic about providing services and assistance to the community.

Executive Session

The beach is open!

Recreation programs begin on Monday July 1st.

A reminder: All Board and Committee meetings are open to the public unless they are in Executive session.

Adjourn

At 8:18, 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 only to adjourn. Selectwoman Sonnenberg 2nd. Roll Call VOTE: Selectman Cranson - Aye. Chairman Kilcoyne - Aye. Selectwoman Sonnenberg - Aye. Motion carried. The Board convened in Executive session after a short break.

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At 9:36, Selectman Cranson moved to reconvene in public session. Selectwoman Sonnenberg 2nd. Roll Call VOTE: Selectman Cranson - Aye. Chairman Kilcoyne – Aye. Selectwoman Sonnenberg – Aye. Motion carried.

At 9:37, Selectman Cranson moved to adjourn. Selectwoman Sonnenberg 2nd. Selectman Cranson - Aye. Chairman Kilcoyne – Aye. Selectwoman Sonnenberg – Aye. Motion carried.

Materials: minutes, one day alcohol request, fire department update, reappointment list, PILOT amendment agreement, Fair hold harmless and airport agreement, request for 61 A release,

Board Name	AppName	New Exp. Date	ReportTerm
1835 Town Hall Committee	Jack Chandler	29-Jun-20	1 yr.
40B Review Committee	Donald W. Harding	29-Jun-20	1 yr
ADA Advisory Committee	Kenneth Stidsen, Jr.	29-Jun-20	1 yr
ADA Advisory Committee	Donald W. Harding	29-Jun-20	1 yr
ADA Advisory Committee	Ronald Pichierri	29-Jun-20	1 yr
Agricultural Commission	Susan Phinney	29-Jun-22	3 yrs
Agricultural Commission	Diane A. Melone	29-Jun-22	3 yrs
Animal Control Advisory Board	Edith McNamara	29-Jun-20	1 yr
Animal Control Advisory Board	Karen Kase	29-Jun-20	1 yr
Animal Control Advisory Board	Theresa E. Sadler	29-Jun-20	1 yr

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Animal Control Advisory Board	Cynthia Miller	29-Jun-20	1 yr
Animal Control Advisory Board	Frances Simonds	29-Jun-20	1 yr
Animal Control Advisory Board	Shirley Rieven	29-Jun-20	1 yr
Animal Control Officer	Louis Massa	29-Jun-20	1 yr
Animal Control Officer	Steven Jones	29-Jun-20	1 yr
Assistant Emergency Management Director	James Emerton	29-Jun-20	1 yr.
Alternate BUILDING INSPECTOR/COMMISSIONER	George Tignor	29-Jun-20	1 yr
Capital Budget Committee	Elaine Heller	29-Jun-22	3 yrs
Capital Budget Committee	Robert Brown	29-Jun-22	3 yrs
Conservation Commission	Scott Michalak	29-Jun-22	3 yrs
Conservation Commission	Barbara Roberti	29-Jun-22	3 yrs
Council on Aging	Robert Bloom	29-Jun-22	3 yrs
Council on Aging	Kevin Beaupre	29-Jun-22	3 yrs
Electrical Wiring Inspector	Paul Kathman	29-Jun-20	1 yr
Electrical Wiring Inspector	Gary Harrington	29-Jun-20	1 yr
Electrical Wiring Inspector	Curtis Bjorkman	29-Jun-20	1 yr
Finance Committee	Steven Staudaher	29-Jun-22	3 yrs
Gas Inspector	Robert Janda	29-Jun-20	1 yr
Gas Inspector	Jeremy Pierce	29-Jun-20	1 yr
Hearing Officer	Ross Perry	29-Jun-20	1 yr
Historical Commission	Catherine Harragian	29-Jun-22	3 yrs
Historical Commission	James Carroll	29-Jun-22	3 yrs
Information Technology Committee	Paul Austin	29-Jun-22	3
Montachusett Authority Regional Transit [MART] Advisory Board	Richard H. Maki	29-Jun-20	1 yr
Open Space Implementation Committee	James Wilkinson	29-Jun-22	3 yr
Police Cell Monitor	Benjamin Dame	29-Jun-20	1 yr
Police Cell Monitor	Kim Thebeau	29-Jun-20	1 yr
Police Cell Monitor	Emma Massa	29-Jun-20	1 yr

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Police Cell Monitor	Danielle Mallette	29-Jun-20	1 yr
Procurement Officer	Ross Perry	29-Jun-20	1 yr
Recreation Committee	Mark Hryniewicz	28-Jun-24	5 yrs
Recreation Committee	Heidi Grady	28-Jun-24	5 yrs
Regional Emergency Planning Committee	David Favreau	29-Jun-20	1 yr
Regional Emergency Planning Committee	James Emerton	29-Jun-20	1 yr
Regional Emergency Planning Committee	Gary Chamberland	29-Jun-20	1 yr
Regional Emergency Planning Committee	David C. Hurlbut, Jr.	29-Jun-20	1 yr
Regional Emergency Planning Committee	Peter MacDonald	29-Jun-20	1 yr
Regional Emergency Planning Committee	Donald Hamilton	29-Jun-20	1 yr
Right-to-Know Coordinator	David C. Hurlbut, Jr.	29-Jun-20	1 yr.
Sexual Harrassment Officer	Gary Chamberland	29-Jun-20	1 yr
Sexual Harrassment Officer	Ross Perry	29-Jun-20	1 yr
Tree Warden	William Tuttle	29-Jun-20	1 yr
Veteran's Agent	Richard (Rick) Voutour	29-Jun-20	1 yr
Veteran's Grave Officer	Robert Temple	29-Jun-20	1 yr
Wachusett Fund Committee	Gary Chamberland	29-Jun-20	1 yr
Wachusett Fund Committee	David C. Hurlbut, Jr.	29-Jun-20	1 yr
Wachusett Fund Committee	Peter MacDonald	29-Jun-20	1 yr
Zoning Board of Appeals	Jerry Siver	29-Jun-22	3 yrs

Earth Removal Bylaw Committee

Carl Corrine
Shaun Francis

29-Jun-20 1 yr
29-Jun-20 1 yr