

TOWN OF STERLING
BOARD OF SELECTMEN
September 18, 2019

MEETING:	Chairman Kilcoyne called the Select Board meeting to order at 6:31pm. Roll Call: Selectman Cranson – Present. Selectwoman Sonnenberg – Present. Chairman Kilcoyne – Present. Also present was the Town Administrator, Ross Perry.
Minutes	Approval of public minutes for September 4 th was tabled.
Town Planner Update	<p>Town Planner Domenica Tatasciore appeared before the Board to give a brief update on her activities. She reported that she has been actively supporting the following Boards and Committees;</p> <ul style="list-style-type: none">• Zoning Board of Appeals• Planning Board• Master Plan Committee• Economic Development Committee• Town Center Improvement Committee• Affordable Housing Committee• Earth Removal Bylaw Review Committee <p>In her capacity as Town Planner, she also provides assistance to other departments, land owners, applicants, developers, engineers and attorneys regarding land use development and procedural questions. She also pursues grants (awarded DLTA grant to update Housing Production Plan and has co-written grant applications to complete Master Plan Chapters.)</p> <p>The Board is grateful for her efforts and consider her to be a valuable employee.</p>
Discuss Nuisance property at 32 Bean Road	<p>Mr. and Mrs. Menear of 30 Bean Road appeared before the Board regarding the property at 32 Bean Road. Their concerns were for general debris and clutter and especially a broken fence around a pool. They were also gravely concerned that the pool has been left unattended and the stagnant water poses a severe health threat because of the potential for mosquitos.</p> <p>The Building Commissioner has repeatedly contacted the owners of the nuisance property, to no avail. Therefore, she contacted the Attorney General's office with the Town's concern. This precipitated a letter from the AG's office to the owners of the nuisance property and they have since replaced the fence.</p> <p>The Board expressed its concern for the Menear's and assured them that they will continue to monitor the conditions on the property and further assess if there are steps that the Town can legally take to remedy the situation.</p>
IT Update	<p>Brad Warren of Guardian IT reported that he has been working with the Town Administrator and Fred Aponte to assess and determine the future needs of the Town. They have;</p> <ul style="list-style-type: none">• Developed a 5 year Road map for the Town which includes proposed obsolescence planning• Updated all emails for Town employees• Ensured backups of all data <p>The future objectives include;</p> <ul style="list-style-type: none">• Migration to E-Permitting• Development of A Fiber optic network to connect all facilities (A \$150,000.00 grant has been secured for this purpose and contracts have been signed – a special thanks to Sean Hamilton for his role in making this a reality)• Voice-over IP system• Replace DPW server and move to Butterick

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Vacant Property update	<ul style="list-style-type: none"> Continue to update security <p>Report on vacant properties; 37 School Street – (old Gun Shoppe) This property has a new owner and a demo permit has been secured through the building department. The new owner plans to rebuild on the same foot print. Sterling Inn – The taxes on the house have been paid current. The Inn is still in arrears and the Treasurer Collector is moving ahead with tax liens and a potential foreclosure on the Inn 15 Redstone Hill – The Board of Health has issued a nuisance violation and summoned the owners of the property to attend an upcoming meeting.</p>
Sign Vegetation Management Plan	<p>Blaine Bershad appeared before the Board to ask for their signatures upon the proposed draft of the Vegetation Management Plan. The Vegetation Management Plan is required by the Commonwealth for cities and Towns to competently and legally use herbicides to control vegetation within the rights of way. The draft copy of this document will be signed by the Select Board, the Board of Health, Conservation, the Town Administrator and the Department of Public Works. Then, the document will be submitted to the State for anticipated amendments. After discussion, Selectman Cranson moved to sign the draft of the VMP. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion carried.</p>
Discuss 2012 Gov Study next steps	<p>After discussion, it was decided that the willing members of the former Government Study committee will meet informally with the Town Administrator to take another look at the 2009 Government Study report and to determine the status of the proposed recommendations. Some have been achieved but the group will discuss whether the other recommendations are still relevant and still represent the current best interests of the Town. Their findings will be considered at a future meeting.</p>
1835 Town Hall Use Committee	<p>After discussion, the consensus of the Board was to forgo the formation of a new committee, as the mission statement of the 1835 Town Hall Committee states “usage” as part of their mission. The 1835 Town Hall members will be queried to see if they are willing to move forward to fulfill the mission/charter of their committee. New members may be appointed to the 1835 Town Hall committee who are particularly interested in taking the steps to research and then make their recommendations to the Select Board for approval.</p>
Prioritize goals	<p>Consensus of the Board is that they have many of same goals, as they wish to continue to move forward on current objectives and projects, while remaining fiscally responsible. The Town Administrator will further align the goals and make recommendations at the next meeting.</p>
Sign Collective bargaining Agreement with Police Union	<p>The Town Administrator reported that the negotiations had been very civil and ultimately fruitful. An agreement was reached without requiring legal assistance. At the September 4th executive session the Board had voted to sign the agreement, if voted and ratified by the Police Union. The agreement has been voted and ratified by the Police Union. Therefore, the Select Board signed the agreement.</p>
Approve Executive minutes	<p>After discussion, Selectman Cranson moved to approve the executive minutes of September 4, 2019. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion carried. Selectman Cranson moved to release the executive minutes of September 4, 2019. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion carried.</p>
Public Session	<p>A resident reported to the Board that she has been VERY impressed with the service that she has received at the Town Clerk's office. The Board is always pleased to know when the residents are happy with the service provided by the Town employees.</p>

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One day Alcohol

After discussion, Selectman Cranson moved to approve the one day alcohol license request for Sherry Turcotte through the 228 for October 19th from 4:00 – 9:00 pm with the constraints that were placed upon the licenses at a prior meeting. Selectwoman Sonnenberg 2nd. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Chairman Kilcoyne – Aye. Motion carried.

TA Report

Town Administrator Report 9/18/19

Butterick HVAC project:

- Is Operational! The old units are no longer in use. The Contractor is finishing a few minor parts of the project. However, we are holding the last 15% payment until everything is complete.

DPW Superintendent Search:

- The job description updates were approved by the DPW Board and the job opening has been posted. Three applications have been received so far.
- The Search team has openings for one or two residents. Anyone interested should fill out volunteer form and send it to me as soon as possible

Records:

- Kathy Farrell, Assistant Town Clerk applied for a received a grant for technical assistance to catalog and index the records in the Town Vault.

SMLD:

- The Light Dept. received recognition from the Navajo Nation. SMLD sent a crew out to help connect 233 families to the electric grid for their first time.

Mosquitos:

- Continue to be a concern due to West Nile and EEE virus. Check the BoH web pages for updates.

Adjourn

At 9:04 Selectwoman Sonnenberg moved to Adjourn. Selectman Cranson – 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.

Materials: ex. minutes, 32 Bean Road complain, one day alcohol application, Town Planner update, goals, Gov study material, Ta Report