

TOWN OF STERLING
BOARD OF SELECTMEN
October 16, 2019

MEETING:	Chairman Kilcoyne called the Board of Selectmen meeting to order at 6:32pm. Roll Call: Selectman Cranson – Present. Chairman Kilcoyne – Present. Selectwoman Sonnenberg – Present. Also present were Town Administrator, Ross Perry and Executive Assistant, Kama Jayne.
Minutes	<p>Selectman Cranson moved to approve the minutes of September 18, 2019, as written. Selectwoman Sonnenberg 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.</p> <p>Selectman Cranson moved to approve the minutes of October 2, 2019, as written. Selectwoman Sonnenberg 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried.</p>
Public Hearing 61A Release	<p>At 6:35, Selectman Cranson moved to open the Public Hearing, regarding the release of Chapter 61A land on Justice Hill Road, Map 18, Lots 3 and 4. Selectwoman Sonnenberg 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.</p> <p>The Planning Board, Conservation Commission and the Assessors have all voted to approve the release of Lot 3 Justice Hill Road, which is owned by Justice Hill, INC., from Chapter 61A. Their recommendations were to not pursue the purchase of this property. No one appeared before the Board to oppose the release of this property. After discussion, Selectman Cranson moved to approve the release of the 61A chapter land (Lot 3) on Justice Hill Road, owned by Justice hill, INC. and not to pursue the purchase of this property. Chairman Kilcoyne – 2nd. Selectman Cranson – Aye. Chairman Kilcoyne – Aye. Selectwoman Sonnenberg - abstained. Motion carried.</p> <p>The Conservation Commission and the Assessors have voted to approve the release of Lot 4 Justice Hill Road, owned by Justice Hill, INC., from Chapter 61A. They recommend that the Town not pursue the purchase of this property. On October 2nd the Planning Board met specifically to discuss the release of Lot 4 but then moved on a motion to table the issue until October 30th. Discussion by the Select Board took into consideration the Planning Board's prior votes to release and to not pursue the previous 3 lots on this property. No one appeared before the Board to oppose the release. Selectman Cranson moved to approve the release of the 61A chapter land (Lot 4) on Justice Hill Road, owned by Justice hill, INC. and not to pursue the purchase of this property. Chairman Kilcoyne – 2nd. Selectman Cranson – Aye. Chairman Kilcoyne – Aye. Selectwoman Sonnenberg - abstained. Motion carried.</p> <p>At 6:40 Selectman Cranson moved to close the Public Hearing. Selectwoman Sonnenberg – 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg – Aye. Motion Carried.</p>
Staffing at the Town Hall	The Board broached the subject of Municipal office staffing. The Board of Health has requested more funding to increase the office hours in their department. The Select Board then moved onto the topic of working from home. It was the consensus of the Board that the option of working from home is not appropriate for Municipal employees. They agreed that if an employee is paid for a certain number of hours, they should be available in the office to attend to business and to offer support and assistance to the tax payers as well as staff and Board/Committee members. They also agreed that personal computers should not be tied into the Municipal system for fear of cyber-attacks. These concerns will be further investigated, as the budget season approaches.
Collection Bin Proposal	Laura Ricci of Bean Road addressed the Board, concerning action to be taken regarding collection bins in Town. The Board of Health created a draft bylaw for the management of collection bins in Sterling. The draft bylaw was sent to Town Counsel for professional input.

The Town Counsel has recommended that the bylaw be re-written as a regulation instead of a bylaw because;

- A regulation can take effect immediately, while a bylaw would need to be approved at Town meeting
- A regulation has more flexibility and can be changed/amended by the governing body whereas a bylaw can only be changed at Town Meeting

The Select Board will ask the Board of Health to attend the next meeting to discuss the "bylaw vs Regulation" aspect of collection bin management and to iron out who will be the governing body.

Registrar
appointment

After discussion, and per the request of the Town Clerk, Selectwoman Sonnenberg moved to approve the re-appointment of Melissa Chalmers as Registrar of Voters. Selectman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried. The appointment term expires on April 1, 2022.

Cultural Council
Appointment

Per the request of Rosanne Mapp, the Chairperson of the Cultural Council, Selectwoman Sonnenberg moved to approve the re-appoint of Diana Pedersen to the Cultural Council. Selectman Cranson 2nd. Chairman Kilcoyne – Aye. Selectman Cranson – Aye. Selectwoman Sonnenberg– Aye. Motion Carried. The appointment term expires on October 16, 2022.

TA Report

Town Administrator Report 10-16-19

Butterick roof:

- Bids were opened this afternoon.
- One contractor bid on only the roof joist project
- 7 contractors bid on the roof membrane project
- 2 of these contractors bid on both projects
- The preliminary low bids are \$13, 790 for the roof joist and \$92,000 for the membrane.
- Last Town Meeting authorized \$90,000 for the two projects

The roof membrane project will go out to bid again. A less expensive membrane option will be considered.

DPW Superintendent Search

- 15 applications were received and reviewed this morning
- 5 strong candidates are scheduled for interviews next week

Town Center Project:

- With approval by the Select Board, as well as the Library Trustees and Directors, the DPW will begin to modify the Library parking lot. The plan is to block the driveway at Main Street thereby necessitating that all vehicles exit through the parking lot onto Houghton Rd. This modification should be finished by Nov. 1st. Library patrons are asked to use caution as everyone adjusts to these traffic flow changes.

Large Format Printer:

- Last May, Town Meeting authorized \$6565 for the purchase of a large format printer, capable of printing up to 36" wide plans and maps.
- We propose to buy a Canon imager PROGRAF TM-305 MFP T36 for \$6050

Problem property:

- As reported earlier, the property owner at 32 Bean Rd. has installed a fence around their pool, removing a potential safety issue and zoning violation. After letters from the BOH, BOS, and

State, as well as direct conversations with the home owner, he committed to covering the pool by October 11 and have the pool operational by next spring. A follow-up visit today indicates the cover was not on the pool. A call to his house this evening went directly to voice mail. We consider this problem still open and will follow up as appropriate.

Flags:

Please note the new American flag acquired through the efforts of Kama and Senator Trans office. Aubuchon Hardware donated the flag. The Town flag was retrieved from storage and is now also displayed.

Public Session

No one spoke at public session

PSAs

- The 1835 Town Hall Committee will soon have the specs for the fire sprinkler system.
- The 1835 Town Hall Committee needs volunteers. These new volunteers should be willing to work toward finding the best solutions for the usage of the building.
- Condolences to Marian Tuttle’s family.
- The Farmers Market is still open on Fridays.

Adjourn

At 7:45 Selectman Cranson moved to adjourn. Selectwoman Sonnenberg 2nd. Selectman Cranson - Aye. Chairman Kilcoyne – Aye. Selectwoman Sonnenberg – Aye. Motion carried.

Materials: minutes, , 61A release documents, volunteer requests, office hours for surrounding towns, collection bin draft, Canon info