

TOWN OF STERLING  
BOARD OF SELECTMEN  
December 5, 2012

MEETING:

Selectman Sushchuk called the meeting to order at 6:37pm. Roll call established that Paul Sushchuk and Brian Patacchiola were present. **VOTE:** Selectman Patacchiola made the motion to approve the agenda. Selectman Sushchuk 2<sup>nd</sup>. Unanimous.

Note: Selectman Furmaniuk was unable to attend the meeting

**VOTE:** Selectman Paul Sushchuk made a motion enter Executive Session regarding Real Estate and Contract Negotiations. Roll Call Vote. Chairman Sushchuk – Aye. Selectman Patacchiola – Aye. The public was asked to leave the room.

The public meeting resumed at 7:12.

**VOTE:** Selectman Patacchiola made the motion to approve the minutes of November 7, 2012. Seconded by Selectman Sushchuk. Selectman Sushchuk - Aye. Selectman Patacchiola - Aye. Unanimous.

**VOTE:** Selectman Patacchiola made the motion to approve the Executive session minutes of November 7, 2012. Seconded by Selectman Sushchuk. Selectman Sushchuk - Aye. Selectman Patacchiola - Aye. Unanimous.

**VOTE:** Selectman Patacchiola made the motion to approve the Executive session minutes of November 13, 2012. Seconded by Selectman Sushchuk. Selectman Sushchuk - Aye. Selectman Patacchiola - Aye. Unanimous.

Interview Finalist  
for human  
Resource Position

The Appointment Committee interviewed a number of applicants for the part-time position in Human Resources. One candidate stood out as their unanimous top choice, Don Jacobs. The Selectmen interviewed Mr. Jacob, in regard to his experience and skill set.

Currently, Mr. Jacobs owns his own consulting Company and has diversified experience in Town Government as well as Human Resource Management. In addition, Mr. Jacobs is currently working upon the Personnel by-laws for 2 different Towns.

The consensus of the selectmen was that Mr. Jacobs will be an asset to the Town. They also reminded him that a critical role for this position was that he maintain fairly regular hours and be available to employees who may need guidance/assistance.

**VOTE:** Selectman Patacchiola made a motion to hire Don Jacobs for the Human Resources position at 18 hours per week. Chairman Sushchuk 2<sup>nd</sup>. Unanimous.

October Police  
Report

Chief Gary Chamberland gave a summary of his Police Report for October 2012. He stated:

- The annual firearms qualifications were conducted
- Officers are undergoing Breath Test Certification during the month
- They received a \$10,000 training grant for the dispatch center
- CodeRed was sent out to notify residents, in a specific target area, of car breaks that were happening

- They assisted with a lock down at the Wachusett Regional High School
- 7 arrests occurred during the month (3 OUIs)

The Board asked about the new police vehicle, that is on order. The Chief stated that the new vehicles will be all wheel drive Ford Explorers instead of the Crown Victorias. This upgrade will ultimately cost 6-7 thousand dollars per vehicle.

The Board thanked the Chief for a job well done

Public Hearing –  
Tax Classification

At 7:40 **VOTE:** Selectman Patacchiola made the motion to enter into Public Hearing on the Tax Classification to set the tax rate. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous.

Assessor, Harald Scheid addressed the Board. He reported that the rate should be approved by the Department of Revenue. However, there is a tremendous back log at that agency so the Assessors must make a Best Guess Estimate. Since Sterling is well below the levy limit and levy ceiling, the assessors feel confident to hold the Tax Classification Hearing tonight with the understanding that the Select Board will sign the LA 5 as soon as the valuations can be made available.

Update from the  
Finance Committee

It was necessary to take a vote upon whether the Town of Sterling should continue to impose a uniform tax levy. (Home Owner and Business/Commercial pay the same rate). Chairman Sushchyk explained that this type of plan encourages Commercial/Economic development within the Town. **VOTE:** Selectman Sushchyk made the motion that the Town maintain its uniform tax rate. Seconded by Selectman Patacchiola. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous.

John Kilcoyne, chairman of the Finance Committee attended in order to give an update. He stated that:

Discuss SMLD  
PILOT to Town of  
Sterling

- A Representative from an investment company will give a presentation at the next Finance meeting to explain alternatives to Municipal Bonding, in order to save money.
- They are hopeful that the citizens will choose between the new Senior Center and the 1835 Town Hall Project.

Michael Rivers, Chairman of the Board for the Sterling Municipal Light Dept., and Sean Hamilton, Manager were present to represent the Sterling Municipal Light Dept. in regard to the Sterling Light Department Payment in Lieu of Taxes agreement. Mr. Rivers and Mr. Hamilton stated that the Light Board has implemented an extensive energy audit for all of the Town Office Buildings, in order to ultimately identify and work toward correcting problems within those building, thereby saving money in the future.

The Board members pointed out that they had not accepted the offer of this audit in lieu of payment. It was stated that the Town has already budgeted for the anticipated \$46,000.00, that is annually paid by the Light Dept. For this reason, it was stated that in-kind services should have been discussed as an alternative option, prior to its inception.

It was decided that the Selectmen will attend a future meeting with the Sterling Municipal Light Board to discuss and formalize a Payment In Lieu of Taxes plan for the future.

Senior Center  
Building Committee  
– Next Steps

The Sterling Senior Center Building Committee was represented by Maureen Cranson, Barbara Foster and Greg Billings. These members reported to the Board of Selectmen that the following recommended action plan items have been accomplished within the requested time frame.

- Pursue Grants (To date, they have spent over 160 hours and received 2 grants)
- Establish "Friends" Organization (3 successful fundraising events)
- Network of Volunteers (88 volunteers)
- Outreach Worker ( Position filled on Nov. 1, 2012)
- Increase participation at the Senior Center by 40% (proven by data from MY SENIOR CENTER)

The Building Committee did not get 2/3 vote approval at the Special Town Meeting in November. They would like to proceed with an Owners Project Manager (OPM). Opponents, Kevin Beaupre and James Simpson argued that the best way to proceed is to limit the size, prior to hiring an OPM and that they believe a building with 5300 feet, with an added architectural wall for expansion, would be adequate for the purpose.

Since the state recommends a total of at least 11,785 feet for the number of seniors in town, the Building Committee members are not willing to accept the size limit proposed. It was later suggested that 6500 Square feet was adequate but the Building committee is not willing to settle on a size without the input of an OPM who, they say, would provide critical input.

In an attempt to break the stalemate, a motion was made to limit the size to 6500 square feet but the motion was not 2<sup>nd</sup>. Greg Billings presented several lay plans of 7000 – 7900 square feet, as developed by Richard Maki of the Building Community. Chairman Sushchik requested that a drawing be rendered, depicting the best use of space with a building of 6500 square feet, to be presented at a future Selectmen's meeting.

The Building Committee expressed their concerns that one of the recommendations of the Finance Committee was that 50% or more of the Construction cost should be covered by sources other than taxation. While they continue to apply for grants and run fundraisers, they report that raising about one million dollars seems a near impossibility. Chairman Sushchik agreed. He stated that 'the community should provide service for ALL its people. We have the money to do this. It's just a question of whether we have the social will to do so.'

The chairwoman of the Senior Center Building Committee, Maureen Cranson, made it clear that the Senior Center Building Committee is a frugal committee. They have received offers of assistance from citizens who work within the construction industry and they intend to accept "donations" of knowledge and experience regarding clearing the site, septic system, plumbing electricity and parking from professionals who reside in Town.

The Board of Selectmen commended both the Site Development Committee and the Senior Center Building Committee for all of their hard work and dedication.

My Senior Center Statistics for the month of September:

Total Event Sign-ins: 8868 Seniors  
306 Unduplicated  
40 guests

My Senior Center  
Reports of  
September and  
October

My Senior Center Statistics for the month of October:

Total Event Sign-ins: 9746 Seniors  
340 Unduplicated  
47 guests

Discuss Harvest of  
Town Forests

Dave Pineo was present to represent the Forest Committee. When asked by the Selectmen whether it was prudent to consider the harvest of the Towns Hardwoods, Mr. Pineo stated that there is currently little market value in the forest. His suggestion is to wait until the forest matures and the economy is better.

However Mr. Pineo agreed with Chairman Sushchuk that it would be in the best interest of the Town to keep an eye on this resource and to address the following:

- Access issues
  - Rights of way need to be cleared and/or culverted
  - Easements onto landlocked forested areas need to be established/re-established
- General stewardship
  - Put together and maintain a cut plan (wood might be donated to the poor as a source of heating their homes)

Mr. Pineo pointed out that funds raised from the harvest of trees was encumbered by a Town Meeting Article, a few years ago.

The Forest Committee is still seeking 2 more members. Mr. Pineo reported that David Mosely is interested in becoming a member.

License Renewals

The following licenses were considered for renewal:

**Common Victualer**

The Dinner Company - Laura Watkins  
Chocksett Club - Victoria Gaw  
C & L Donuts (Dunkin Donuts) – Cynthia Capabianco  
Chocksett Inn - Nicole Mooreshead  
Davis Farmland - Douglas Davis  
Mary's Produce – 1 Johnson Road  
Eight Point Sportsmen's Club – David Pineo  
Honey Farms - David Murdock  
The Blacksheep Tavern – Constantino Zahariadis  
Sterling National Country Club – Janice Mathews  
J & J West Sterling Package – John Lanpher  
Appletown Market – Chirag Patel  
140 Rendezvous – Stephen Kilcoyne  
Harvest Grille – Susan Harrigan  
St. Richards – James Steuterman  
Sterling Academy of Gymnastics

Sterling Deli & Convenience – Candice Wong

**VOTE:** Selectman Patacchiola made the motion to grant these Common Victualer renewals. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous

### **Auto Class I**

Groundwater Supply – Gary Erickson  
Kyle Equipment – Sean Kyle

**VOTE:** Selectman Patacchiola made the motion to grant these Auto Class I renewals. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous

### **Auto Class II**

Groundwater Supply – Gary Erickson  
Kyle Equipment – Sean Kyle  
Sterling Auto Sales - Bruce Hyche  
Hi Tec Automotive – Roger Aubin  
S&W Equipment Rental – James Simpson

**VOTE:** Selectman Patacchiola made the motion to grant these Auto Class II renewals. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous

### **PUBLIC ENTERTAINMENT**

Sterling National Country Club – Janice Mathews  
140 Rendezvous – Stephen Kilcoyne  
Harvest Grille – Susan Harrigan

**VOTE:** Selectman Patacchiola made the motion to grant these Public Entertainment renewals. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous

### **INN HOLDER**

Chocksett Inn - Nicole Mooreshead

**VOTE:** Selectman Patacchiola made the motion to grant this Inn Holder renewal. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous

### **LIVERY**

Village Transportation

**VOTE:** Selectman Patacchiola made the motion to grant this Livery renewal. Seconded by

Grant Common Vict. License to Café Fresh Bagels	<p>Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous</p> <p>After discussion, <b>VOTE:</b> Selectman Patacchiola made the motion to grant this Common Victualler License to Café Fresh Bagels, 167 Clinton Road. Seconded by Selectman Sushchyk. Selectman Sushchyk - Aye. Selectman Patacchiola - Aye. Unanimous</p>
Town Administrator follow-up	<p>Town Administrator reported that budget instructions have gone out and budgets are due on January 11, 2013. Capital plans are due on January 3, 2013 and place holder articles are requested by February 4, 2013.</p> <p>She also reported that a suggestion had been made for small tokens for the Selectmen to have on hand for appropriate occasions. It was suggested that the Executive Assistant research the expense of ordering street sign refrigerator magnets.</p>
Business and Correspondence	<p><b>Fair Committee Appointments</b></p> <p><b>Vote:</b> Selectman Patacchiola made the motion to appoint Jodie Meader and Tina Robinson to the Fair Committee. Chairman Sushchyk 2<sup>nd</sup>. Unanimous. Their appointments will expire on June 30, 2013.</p> <p><b>WRHS</b></p> <p>Selectman Patacchiola suggested that the Board receive monthly up-dates from the Wachusett Regional School Committee District. Agreement by consent. Terri Ackerman will draft a letter to the School Committee.</p> <p><b>YAHOO</b></p> <p>The DPW and Board of Selectmen publicly thanked all the people at YAHOO (Young Adults Helping Out Others) for their volunteer commitment and for assisting in the call clean-up within the Town. <b>VOTE:</b> Selectman Patacchiola made the motion to allow the YAHOO Team to move the YAHOO shed across the parking lot. Chairman Sushchyk 2<sup>nd</sup>. Unanimous.</p> <p><b>Vault</b></p> <p><b>VOTE:</b> Chairman Sushchyk made the motion to enter into the vault contract. Selectman Patacchiola 2<sup>nd</sup>. Unanimous. The Selectmen signed the Vault Contract. The agreement is between the Town and D. Poulin and Sons Construction, Inc. for the construction of the vault addition for the sum of \$231,500.00, to be substantially completed no later than 120 days.</p> <p>The Selectmen agreed by consent to waive all building fees for the vault project with the exception of the electrical fees, as per standard practice.</p> <p><b>Community Innovation Challenge Grant Program</b></p> <p><b>VOTE:</b> Chairman Sushchyk made the motion to authorize the execution of the CIC Storm Water Grant. (The Town of Spencer is the lead applicant in this multi-applicant grant.) Selectman Patacchiola 2<sup>nd</sup>. Unanimous.</p> <p><b>Economic Development Committee</b></p> <p>The Selectmen called for members to join the Economic Development Committee. The new</p>

members will be appointed after the Attorney General approves of the Special Town meeting Article and the waiting period has transpired.

### Neighbor to Neighbor

Next Meeting

**VOTE:** Selectman Patacchiola made the motion to provide aid to a deserving resident through the Neighbor to Neighbor Fund. The total to be used, from the fund, for this applicant is one thousand dollars. Chairman Sushchyk 2<sup>nd</sup>. Unanimous.

Adjournment

The next Selectman's Meeting will be on December 19<sup>th</sup>.

Chairman Sushchyk made the motion to adjourn at 9:58. Selectman Patacchiola 2<sup>nd</sup>. All in favor.



WILLIAM R TUTTLE  
SUPERINTENDENT

### Department of Public Works

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The Department of Public Works would like to thank all of the people at YAHOO, Young Adults Helping Out Others, for their help with recent fall clean-ups at different locations around Sterling. These public areas include the Town Common, the SPARC playground, and the Butterick Town Hall to mention a few.

Thank you Sean, Kevin, Kathy C, Kathy M, Jeanne, and especially the 7<sup>th</sup> thru 12<sup>th</sup> grade kids who make the commitment to volunteer their time.

Their tireless service has been invaluable to the community, seniors, and people in need for years!

Sincerely,

A handwritten signature in dark ink, appearing to read "William R Tuttle".

William Tuttle

Superintendent of Public Works