

TOWN OF STERLING  
BOARD OF SELECTMEN  
April 23, 2014

*MEETING*

Roll Call: Selectman Cutler - Present. Selectman Patacchiola – Present. Chairman Furmaniuk – Present. At 7:00 pm, Chairman Furmaniuk called the meeting to order.

Minutes

Selectman Patacchiola moved the motion to approve the Board of Selectmen Minutes for April 9, 2014. Selectman Cutler 2<sup>nd</sup>. **VOTE:** Chairman Furmaniuk – Aye. Selectman Patacchiola – Aye. Selectman Cutler – Aye. Motion carried.

Open Meeting Law  
Complaints

No complaints need to be addressed at this time.

Vote Procurement  
Officer

**VOTE:** Chairman Furmaniuk made a motion to appoint the Town Administrator, Jeff Ritter, as Chief Procurement officer for the Town of Sterling under the authority vested in the Board by MGL Chapter 30 B Section 2 and MGL Chapter 41 section 103. Selectman Cutler 2<sup>nd</sup>. After discussion, in which Mr. Ritter explained that he is a Massachusetts Certified Public Procurement Officer, however awaiting the paperwork through the State. Chairman Furmaniuk – Aye Selectman Cutler – Aye Selectman Patacchiola – Aye Motion Carried.

Fire Chief's  
Quarterly Report

Chief David Hurlbut presented his quarterly report for the Fire Department. Included in the report was the following:

**January Review:**

- Department members mourned the loss of Brenda Day, wife of retired fire Captain Doug Day, Deputy Chief David Day, and Firefighter Deane Day
- Fire Department sponsored a natural gas safety overview and emergency response team introduction with NSTAR and the public safety department heads on the 7<sup>th</sup>
- Engine 2 was taken out of service for three days due to a leak in the pump
- Submitted final specifications for new ambulance

**February Review:**

- Article sent to local newspapers and social media outlets regarding recruitment drive for call firefighters in Sterling
- Attended Quarterly Emergency Management Directors meeting with Jim Emerton at the Holden Public Safety Complex
- Attended kickoff meeting to develop regional technical rescue response team
- Attended a class at the MFA on Public Safety Responses to Bombing Incidents
- Sterling EOC participated in a Statewide WebEOC (Emergency Operations Center) tabletop drill held on the 28<sup>th</sup>

**March Review:**

- Assisted police department with Lockdown Drill at the schools
- New firefighter recruit class began with seven Sterling recruits and one Lancaster recruit. Class is anticipated to be completed by the end of June
- New Emergency Management Trailer obtained through grant funding approved in December 2013
- Ice Rescue Certification practical drill was held at the town beach on Saturday the 22<sup>nd</sup> and included 16 firefighters and 2 police officers
- Production begins on the new ambulance with expected delivery date late April / early May
- Hosted and assisted teaching a Community CPR Class at the fire station for Boy Scouts and troop leaders. Class was organized as part of an Eagle Scout project by a Sterling Boy Scout who raised money to help purchase new CPR training aids

Police Chief's  
Quarterly Report

1Day Alcohol license  
Clearview Farm

**Fire Department Member Achievements:**

- Lt. Kevin Grebinar received his paramedic certification
- EMT / Assistant EMD Jim Emerton completed his paramedic class and is currently working on completing his field and testing requirements
- Father James Steuterman from St. Richards has returned as Fire Department Chaplain after being on a leave of absence for several months

**Incidents for Period:** (91 Fire / 167 Medical)

**Major Fires for Period:** The department responded to a 2-alarm house fire in Princeton during a major winter storm on January 3<sup>rd</sup>. There were no house fires in Sterling during this period however they did respond to several chimney fires.

Chief Gary Chamberlain presented his monthly police report for February 2014. The following was included in that report.

**Personnel, training and Equipment:**

- Hiring process completed Police Officer Levesque hired as of 27 March.
- Completed our change over to the Power Phone protocol of Emergency Medical Dispatch. All dispatchers including part-time personnel are trained and certified for two years.
- Ice rescue class completed by Detective Johnson and Officer Bourque.
- Police vehicle sustained damage when an officer back into a pole. Insurance claim has been filed. Approximately \$1600.00 in damage.

**Community Interaction:**

- A police and procedure on police vehicle care was drafted and implemented assigning responsibilities to specific officers.
- Attended swearing in of David Armstrong as the Holden chief of police.
- Reminder of the public hearing to be held on April 24<sup>th</sup> at 7 PM at the School gym on the Chocksett Rd and Leominster Rd improvements.
- April 13<sup>th</sup> will be a Basic Safety handgun class at the Sterling PD. Contact joe Picariello at 978-464-2776 to register.
- April 26<sup>th</sup> will be the Drug Take back Day at the SPD. Turn in old medication you have around the house.

**General Police Business:**

- One arrest for the month. Person charged with A&B dangerous weapon, Failure to stop for police, operating to endanger and speeding.
- There were seventy-four motor vehicle stops during the month.
- Thirty-two citations were issued.
- Seven motor vehicle accidents.

**Other police announcements:**

- 2 kiosks had been delivered to the Police Department. They were obtained through a Board of Health Grant and will be used to collect needles, syringes and drugs
- Thursday, May 24, 7:00pm at the Chocksett School gym there will be a public meeting by MassDOT to discuss the State's proposal for the Chocksett Road intersection project
- There will be a gun safety class at the Police station on May. Those wishing to sign up for the class should call the Police Station

The owners of Clearview Farm requested a one day alcohol license for their Spring Blossom Festival to be held on May 4, 2014. After Discussion: **VOTE:** Selectman Cutler moved the motion to approve the one day liquor license for Clearview Farm on May 4<sup>th</sup>. Selectman Patacchiola 2<sup>nd</sup>. **VOTE:**

Selectmen's Meeting Minutes

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	Chairman Furmaniuk – Aye. Selectman Patacchiola – Aye. Selectman Cutler – Aye. Motion carried.
Charter Service to Metropolitan Rd	<p>The Sterling Board of Selectmen has been advised by the Sterling Cable Committee of an issue regarding service to 2 Metropolitan Road. Due to the location of the residence and the physical distance from the nearest Comcast cable service, having Comcast connect to the property would be financially prohibitive. Therefore, the Board of Selectmen, as the license issuing authority, were asked to approve the circumstance, where as the Charter franchise, in West Boylston may provide full cable service to the property. After Discussion: <b>VOTE:</b> Selectman Cutler moved the motion to approve the exemption and to allow Charter franchise, from West Boylston, to provide full service to 2 Metropolitan Road, Sterling, MA. Selectman Patacchiola 2<sup>nd</sup>. Chairman Furmaniuk – Aye. Selectman Patacchiola – Aye. Selectman Cutler – Aye. Motion carried.</p>
Neighbor to Neighbor	<p>No applicants have been approved at this time.</p>
Business and Correspondence	<p><u>Regional Meeting for WRSD</u></p> <p>On April 10, 2014 the Town Administrator and Selectman Cutler attended the Regional meeting in . Rutland. The consensus of the Towns' representatives was that it would be in the best financial interest ,of all the towns, to keep all their respective, town owned buildings, well maintained. In so doing, it would help to alleviate the expenses that are incurred when a WRSD leased building deteriorates to the point where it is the financial burden of the consortium. The Town Administrator will have Tom Rutherford, the Town Building Facilities Manager, investigate the condition of the Sterling School buildings.</p> <p><u>Bullying Policy</u></p> <p>Due to reported uncivil behavior by residents toward Municipal employees, the Board had requested that the Town Administrator investigate the possibly solutions that may exist. The Town Administrator presented a Code of Conduct, that is currently being used in the town of Acton, for the Board to consider. After discussion the board decided that the members will further consider the verbiage and points contained in the document. Their suggestions will be forwarded to the Town Administrator who will revise the document prior to resubmitting it for approval.</p>
Town Administrator Update	<p><u>Town Meeting</u></p> <p>The Annual Town Meeting will be held on Saturday, May 3, at the Chocksett gymnasium. The Special Town Meeting will begin at 3:30 and the Annual Town Meeting will begin at 4:00. The Town Meeting warrant is available on the Town website. It is also available at the Town Clerk's office, the Library, the Schools, the DPW, the Light Dept, the Post Office and the Police station. The Boy Scouts will sell pizza to attendees during the break.</p> <p><u>Monty Tech Assessment</u></p> <p>The assessment for Montachusett Technical School will be reduced between 7 and 8 thousand dollars at the Annual Town Meeting.</p> <p><u>MIIA Credits</u></p> <p>MIIA will issue Credit invoices for Property and Casualty as well as Workers compensation. The total for these credits, for the Town will be \$868.10.</p> <p><u>Health Insurance Premiums</u></p> <p>There will be an increase of 9.8% for the Health Insurance Premium. The Insurance Advisory Committee will work with MIIA to consider possibilities and alternatives in January or July.</p>

## Selectmen's Meeting Minutes

April 23, 2014

### Executive Session

At 8:25 pm, Chairman Furmaniuk declared that the Board would be convening into executive session for the purpose of discussion under MGL Chapter 30A Section 21(a) In order to discuss strategy, with respect to collective bargaining in regard to the Dispatcher's Union Local 107 and that an open meeting may have a detrimental effect upon the bargaining position of the Town. The meeting will reconvene in Public session after the Executive session for the sole purpose of adjourning the public meeting.

Roll Call: Chairman Furmaniuk – Present. Selectman Cutler – Present. Selectman Patacchiola – Present.

VOTE: Chairman Cutler moved a motion that the Board enter into executive session, pursuant to purpose 3, to discuss strategy with respect to collective bargaining and that an open meeting may have a detrimental effect on the bargaining position of the Town of Sterling. Selectman Patacchiola 2<sup>nd</sup>. VOTE: Selectman Patacchiola – Aye. Selectman Cutler – Aye. Chairman Furmaniuk – Aye.

The Board Convened in Executive Session

### Adjourn

The Board reconvened in public session at 9:07. **VOTE:** Selectman Cutler moved the motion to Adjourn at 9:07. Selectman Patacchiola 2<sup>nd</sup>. Chairman Furmaniuk – Aye. Selectman Patacchiola – Aye. Selectman Cutler – Aye. Motion carried.

materials list: Report from Fire Department, monthly Police Report, 1 day Alcohol Application, letters re: service to Metropolitan Rd, invitation to Regional meeting in Rutland, Workplace Conduct and Bullying Policy, Codes of Conduct, Montachusett Budget ltrs, MIIA credit summary