

FINAL

**STERLING PLANNING BOARD
MEETING MINUTES**

July 25, 2012 – Rm. 202 Butterick Bldg.

Present: Michael Radzicki – Vice Chairman, MRPC Rep.
Ronald Pichierri – ANR Agent
Kenneth Williams – Clerk
Charles Hajdu
John Santoro
Melissa French – Administrative Assistant

Acting Chairman Pichierri calls the meeting to order at 6:35 PM.

The Board does not re-enter into the Executive Session that was opened on July 11, 2012. Tonight's meeting is in Open Session.

Jamie Kelley, HR Administrator, is present this evening to assist the Board in final preparation of the questions that will be asked of the candidates during tonight's interviews. A final list is formalized and all candidates are to be asked the same questions. A list of these questions is attached to these minutes.

BOARD MEMBER RE-ORGANIZATION

Chairman

Radzicki nominates Ronald Pichierri for the position of Planning Board Chairman, seconded by Hajdu. There is no discussion, all are in favor, approved by the Board as follows; Williams Aye, Radzicki Aye, Santoro Aye, Hajdu Aye, Pichierri Aye.

Vice-Chairman

Pichierri nominates Michael Radzicki for the position of Planning Board Vice-Chairman, seconded by Hajdu. Radzicki discusses the possibility of a temporary work conflict on meeting nights and states his concern for being able to fulfill the position. The Board decides that Radzicki should stay with the Board until such time he can determine if the conflict should be reason to resign. There is no further discussion, all are in favor, approved by the Board as follows; Williams Aye, Radzicki Aye, Santoro Aye, Hajdu Aye, Pichierri Aye.

Clerk

Radzicki nominates Kenneth Williams for the position of Planning Board Clerk, seconded by Pichierri. There is no discussion, all are in favor, approved by the Board as follows; Williams Aye, Radzicki Aye, Santoro Aye, Hajdu Aye, Pichierri Aye.

MRPC Representative

Hajdu nominates Michael Radzicki to resume his position as the MRPC Representative for the Planning Board, seconded by Pichierri. There is no

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discussion, all are in favor, approved by the Board as follows; Williams Aye, Radzicki Aye, Santoro Aye, Hajdu Aye, Pichierri Aye.

ANR Agent(s)

Hajdu nominates Ronald Pichierri to resume the position of primary ANR Agent and Kenneth Williams to resume the position as the secondary ANR Agent, seconded by Radzicki. There is no discussion, all are in favor, approved by the Board as follows; Williams Aye, Radzicki Aye, Santoro Aye, Hajdu Aye, Pichierri Aye.

ANR's.

There are no ANR's

MINUTES APPROVED

Williams moves to approve the minutes of July 11, 2012, as corrected. The motion is seconded by Radzicki, there is no discussion and all are in favor, approved by the Board, 5-0.

DISCUSSIONS/REPORTS/FYI

Davis Solar Project

The Board reviews an email, dated July 12, 2012, from Matt Marro, Conservation Commission, letting the Planning Board know that the Con Com approved an Order of Conditions for the Davis Solar Project. A copy of the minutes from the Con Com meeting are attached to the email.

INTERVIEWS

Of the thirty six resumes received for the position of the Administrative Assistant, six candidates have been invited in for interviews. The candidates are:

Kristen Dietel, Evelyn McNamara, Marie Auger, Lucinda Oates, Theresa Klingler and David Koonce.

Each candidate is scheduled for a fifteen minute interview and is asked the previously determined questions, as outlined at the beginning of these minutes.

When all interviews are complete the Board uses a rating system to score each candidate. Each Board Member gives a score of 0-2 (0=no, 1=maybe, 2=yes) for each candidate, based on their individual opinion from the interviews, and Chairman Pichierri adds the total scores for each. Once tallied, the candidate with the highest score is Lucinda Oates.

Radzicki moves that Chairman Pichierri on behalf of the Planning Board should, upon checking references and finding no issues, offer the job to Lucinda Oates.

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(Note added after the meeting; Chairman Pichierri found Oates' references to be all positive and offered the job to her. Oates has accepted and will begin work on August 21, 2012.)

ZBA

The Board reviews the Notice from the Zoning Board of Appeals granting Atlanta Gadoua and James & Christine Innamorati a Special Permit to reconstruct a home at 59 Lakeshore Drive.

CHAIRMAN'S REPORT

There is no chairman's report.

ADMINISTRATIVE ASSISTANT REPORT

The Administrative Assistant has nothing to report.

MAIL

Miscellaneous mail was reviewed.

NOTICES FROM OTHER TOWNS

Notices from other Towns were made available for review and were passed on to the Zoning Board of Appeals.

INVOICES

The board members sign invoices and payroll.

EXECUTIVE SESSION

Santoro moves that the Planning Board close the executive session opened on July 11, 2012, seconded by Williams. There is no discussion and the motion is passed as follows: Williams – Aye, Radzicki – Aye, Santoro – Aye, Pichierri – Aye, Hajdu Aye. The executive session is closed at 8:00 PM.

Pichierri moves to cancel the regularly scheduled meeting for August 8, 2012, seconded by Radzicki. There is no discussion; all are in favor, approved by the Board, 5-0.

MOTION TO ADJOURN

Radzicki makes a motion to adjourn the Planning Board Meeting at 10:37 PM. Seconded by Santoro, no discussion, all in favor, motion approved 5-0.

The next regularly scheduled Planning Board Meeting is August 29, 2012 at 7:00 PM.

APPROVED BY:

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