

FINAL

**STERLING PLANNING BOARD
MEETING MINUTES**

June 27, 2012 – Rm. 202 Butterick Bldg.

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

Absent: Charles Hajdu

Acting Chairman Pichierri calls the meeting to order at 7:00 PM.

BOARD MEMBER RE-ORGANIZATION

The Board was not re-organized at tonight's meeting due to the absence of a Board Member.

ANR's.

There are no ANR's

MINUTES APPROVED

Williams moves to approve the minutes of May 30, 2012, as submitted. The motion is seconded by Radzicki, there is no discussion and all are in favor, approved by the Board, 3-0.

Williams moves to approve the minutes of June 13, 2012, as submitted. The motion is seconded by Radzicki, there is no discussion and all are in favor, approved by the Board, 3-0.

Williams moves to approve the minutes of June 20, 2012, as corrected. The motion is seconded by Radzicki, there is no discussion and all are in favor, approved by the Board, 4-0.

REVIEW INTERVIEW/HIRING PROCEDURES

Jamie Kelley, Human Resources, is present this evening to review the interview and hiring procedures with the Board. Kelley submits to the Board copies of the newest version of the Administrative Assistant job description, an excerpt from the Personnel By-laws regarding Hiring and Re-Classification, and a list of suggested questions that the Board could ask candidates during the interview process. Kelley and the Board review the list of suggested questions and discuss what is and isn't appropriate to ask.

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Numerous resumes have been submitted to the Planning Board, only one of which is from a current employee of the town. The Board members are given copies of the resumes to review on their own. A discussion of resumes will be scheduled for the meeting on July 11, 2012.

Radzicki moves to include the resume of Kristen Dietel, current town employee, with all resumes from the public, to be reviewed at the same time. Motion is seconded by Williams, there is no discussion, all are in favor, approved by the Board, 4-0.

REDSTONE PLACE – GARY GRIFFIN

Gary Griffin is present this evening to have a preliminary discussion with the Board regarding the status of Redstone Place as a town road and his idea for development. Griffin outlines, for the Board, his research and findings of the history of Redstone Place. Griffin would like to come before the Board at a later date and present an ANR plan for four lots. These lots would be accessed from a Common Driveway off of the improved portion of Redstone Place. Griffin is looking for input from the Board as to his concept of a four lot Common Driveway. The Board feels the concept is viable provided he adhere to all rules and regulations set forth by the town by-laws and subdivision rules and regulations.

DISCUSSIONS/REPORTS/FYI

Executive Minutes – 1998, 2011; vote to release

Radzicki makes a motion to release the executive session minutes of September 23, 1998, seconded by Santoro. There is no discussion; all are in favor, approved by the Board.

Williams makes a motion to release the executive session minutes of October 14, 1998, seconded by Radzicki. There is no discussion; all are in favor, approved by the Board.

Williams makes a motion to release the executive session minutes of August 10, 2011, seconded by Radzicki. There is no discussion; all are in favor, approved by the Board.

ZBA

The Board reviews the agenda from the June 12, 2012 Zoning Board of Appeals meeting. None of the Planning Board members were in attendance and no information is available on the ZBA meeting.

The Board reviews a notice received from the ZBA in which Atlanta Gadoua and James and Christine Innamorati have filed for a Special Permit to reconstruct a single family home at 59 Lakeshore Drive. The ZBA Hearing is scheduled for July 10, 2012.

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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.

MOTION TO ADJOURN

Radzicki makes a motion to adjourn the Planning Board Meeting at 9:07 PM.

Seconded by Williams, no discussion, all in favor, motion approved 4-0.

The next regularly scheduled Planning Board Meeting is July 11, 2012 at 7:00 PM.

APPROVED BY:
