

TOWN OF STERLING
BOARD OF SELECTMEN
March 9, 2016

<u>MEETING:</u>	<p>Chairman Cutler called the meeting to order at 7:02 PM. Roll Call: Selectwoman Cranson - Present. Chairman Cutler – present.</p> <p>Selectman Kilcoyne arrived at 7:04</p>
14 Quail Roost	<p>Allen Hoffman, chairman of the Board of Health explained to the Board of Selectmen and the neighbors from the Quail Roost area, that he made the decision to forego the option of bringing the Quail Roost property owners to court because he did not want to risk that the judge might allow some animals on the property, due to the Right to Farm. Mr. Hoffman opted to work with the property owners toward removal of all animals from the property. At this time, there are no animals remaining. The Board of Health has ordered that no animals may be re-introduced to the property until such time as the owners have established a manure management plan and the plan has been approved by the BOH. Mr. Hoffman stated that should the property owners apply for approval of a manure management plan; his board will also take past problems with compliance into consideration.</p> <p>The Board of health has also ordered that stockpiles of manure be removed from the property. The owners have a deadline of Friday to comply. The BOH will meet on Monday. If the order to remove the manure has not been satisfied, the issue will be brought to court. Bill Morse of 4 Quail Roost requested that the neighbors be updated on the status and that the by-laws be updated to address problems with definitions and details that pertain to farming.</p> <p>Attorney Greg Corbo attended the meeting. He stated that, in his professional opinion, the BOH has exercised its authority and addressed the issue appropriately. He stated that he believes that the BOH could not have gotten a more efficient remedy, if it had tried to go to court sooner. Mary Lapamado, 11 Still River Road, asked Attorney Corbo if the group of neighbors has the right to file a nuisance claim against the Quail Roost property owners, Attorney Corbo stated that it is within their rights.</p>
Insurance Advisory	<p>Ken Lombardi brought forth the recommendation of the Insurance Advisory Committee to implement a flexible spending plan. The plan would reduce employee payroll taxes. America Fidelity will provide the service at no cost to the Town in exchange for the opportunity to offer other services to the employees. Current benefits such as AFLACK will not be affected. After discussion, Selectman Kilcoyne moved to endorse the flexible spending account. Selectwoman Cranson – 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Chairman Cutler – Aye. Motion carried.</p>
1835 Town Hall	<p>Robert Jones, chairman of the 1835 Town Hall Committee and David Gibbs addressed the board with the following update:</p> <p><u>Roof Repair and Restoration</u></p> <p>The Grants Division of Massachusetts Historical Commission will accept only slate or wood shingles as suitable roofing materials in order to qualify for grant funding. The 1835 Town Hall Committee has decided that neither slate nor wood were desirable in their functionality, practicality and cost. They have determined that Architectural Asphalt slate look-alike shingles is the best material as it is economical, long-lasting and substantially lighter than slate.</p> <p>Further, acceptance of the grant would place a permanent preservation restriction on the building for <u>perpetuity</u> which the Committee does not feel is appropriate at this time. It is for these reasons that the Committee has decided not to move forward with the MPPF Round 22 Grant Application. However, the committee will continue to seek guidance and support from MHC on future projects involving the 1835</p>

Town Hall, in hopes that they will receive financial support in subsequent rounds of funding. They ask that the Finance Committee support an article that requests the appropriation of \$85,000 for the structural repairs and restoration of the roof. They are still working on structural restoration options.

Septic

The Committee met with the Board of Health in regards to connecting the 1835 Town Hall Septic to the leaching area in the firehouse septic system. It was established that an engineering plan will be required and easements will be needed to traverse the land leading to Waushacum Avenue and the Fire Department leaching system.

The property involved is

- 27 Main Street (property owned by Hung C. Tran, Manager, Hand Star LLC, 26 North Main Street, Millbury, MA 01527), and
- 15 Main Street (property owned by Leon Woodcock, PO Box 193, Sterling, MA 01564); or
- 2 Pine Street (property owned by Jonathon and Caroline Willman, 2 Pine Street, Sterling, MA 01564)

The 1835 Town Hall Committee is currently working with Cabco, Inc. to assist in securing initial terms and diagrams for the easements so that the appropriate land owners can be contacted and the initial approval may be obtained for the easements. There is a proposal from Cabco for \$9,700 for the engineering plan with \$3,200 required as a retainer. They request payment of this retainer so that preliminary plans can be drawn. Selectwoman Cranson moved that the \$3,200.00 be secured through the facilities budget in order to have Cabco draw up preliminary septic plans. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Chairman Cutler – Aye. Motion carried.

Doric Columns

The 1835 Town Hall Committee has secured a proposal from ACH Construction, Maynard, MA to repair, clean and paint the Doric Columns and add weep holes for proper ventilation and clean and paint the front of the Town hall and portico ceiling. The plan is to use a portion of the remaining 1835 Town Hall Painting Account funds for this project, with estimated costs less than \$5,000. They may use the Sheriffs program to defer costs of painting.

Fire Escape

Tom Rutherford, Facilities Technician, met with an engineering firm to design the proper cross bracing, welding needed for proper stabilization, improved hand-railings and balusters for the existing fire escape. He has secured a firm quote from a local welder and he will request the sheriff's department scrape and paint the entire structure. Tom is managing the project which will ultimately cost somewhere less than \$8,000. The funds will come out of the building maintenance budget.

Senior Center
Rental Issue

The Council on Aging approved the Senior Center usage policy last August. The Town's Insurance does not cover usage of the building by "outside entities". It is therefore strongly suggested that the Town obtain insurance binders from "outside entities" that wish to use the facility. The Town Administrator will further research the stipulations provided by the Bond Council as to the specifics of which groups are or are not covered in the Town Liability Insurance. Further, the Board will need to know how much services will cost to cover the cost of maintenance for rental. April 4th is the opening day. Once the center is open, it will be easier to establish specific costs that are associated with each type of usage. Therefore, the Board will discuss this topic at a future meeting.

Scholarships

After discussion: Selectman Kilcoyne moved that 2 scholarships of \$500.00 each, be awarded out of the Maria Houghton Fund. Selectwoman Cranson 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Chairman Cutler – Aye. Motion carried.

Charter
Discussion

The Charter discussion will be addressed at a future meeting.

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IT Hosted Service

The last auditor management letter recommended off-site back-up of data. Spaulding Hill has proposed using the Cloud for back-up and email hosting. The annual cost would be approx. \$4000.00. However the savings in software would be approx. \$2,500.00. Therefore, the net cost to the Town for this service would be approx. \$1,500.00. Additional long term savings will be recognized if the Town does not have to replace the email server, which is pending, at approx. (\$7,000.00 – \$9,000.00).
The Board has requested that the Town Administrator get a second quote from another provider. Selectman Kilcoyne voiced his concerns with the security of Cloud back-up. The Board requested that the Town administrator ask the Spaulding Hill Representative which back-up system is most secure... on site with back-ups being stored in the vault or Cloud based back-up. The Town Administrator was also asked to question the projected cost of the Cloud based back-up for the next 5 years.

Appointment to Energy Committee

After discussion, Selectwoman Cranson moved to appoint Michael Szlosek to the Energy Committee. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Chairman Cutler – Aye. Motion carried.

Town Administrator Report

Warrant

The warrant closes at noon on March 10th. The Board will review ATM and STM warrants and budget material, and then Vote for the inclusion of articles, recommendations, budget and Capital budget.

Cable Fund

The auditor has requested an article at the ATM that would direct unused Cable funds to be deposited into free cash at the end of the fiscal year. Mr. Maki explained that the cable company is not a town entity and therefore not required to do so. The Town Administrator will speak to the auditors concerning this matter.

Assessment from Monty Tech

The District Committee has voted to certify the preliminary budget and assessment for Fiscal 2017 of \$776,750.00, which is a 2.7 % increase over last year's assessment. The average Monty Tech expenditure per pupil is \$18,290.

Phone System

A new phone system has been installed in the Municipal Building after a fire destroyed the power panel of the previous system. The Town's insurance paid for the replacement. Ultimately the cost to the Town was the \$250.00 deductible and the cost of immediate repairs that were attempted on the damaged system by Vertical Communications.

Election Workers

The Board thanked the Election Workers for a job well done during the Primary Election.

Planning Board Letter

The Planning board requests that if a decision to close Town Hall occurs, whether it be due to inclement weather or building issues, that appropriate Boards be notified.

Selectwoman Cranson reminded people that the Taste of Sterling fundraiser for the Senior Center will take place on Sunday, March 13.

Action Items

Senior Center rental details
Charter discussion

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	Cloud backup
Public Session	No one spoke during public session.
Adjourn	At 9:33 Selectman Kilcoyne moved to adjourn. Selectwoman Cranson 2 nd . Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – aye. Motion Carried. <u>Materials: BOH 14 Quail Roost info, 1835 TH update, Scholarship info, Montachusett assessment, Senior Center rental info,</u>