

TOWN OF STERLING
BOARD OF SELECTMEN
March 23, 2016

MEETING:

Chairman Cutler called the meeting to order at 7:00 PM. Roll Call: Selectwoman Cranson - Present. Selectman Kilcoyne – Present. Chairman Cutler – present.

Minutes

Selectman Kilcoyne moved to approve the minutes for February 24, 2016 as written. Selectwoman Cranson 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – Aye.
Selectman Kilcoyne moved to approve the minutes for March 9, 2016 as written. Selectwoman Cranson 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – Aye.

Police Reports

February Report

Personnel, Training and Equipment:

- Officer Fugere and Plouffe were assigned the duties of departmental firearms officers.
- Officer L Pomeroy was out of work for an injury that occurred off duty.
- The department participated in the following training; Powerphone recertification, Android Security Precautions, CJIS and NCIC training.
- Damage to a police vehicle occurred when it rolled down a steep driveway. Faulty transmission linkage repaired, as was the cosmetic damage.
- Accepted generous a donation from ALtec Industries of road barricades for our front line police vehicles.
- Received notification that our incentive and support grant for \$21,904 was approved. Improvements will be made to the 911 center.

Community Interaction:

- Received an appreciation letter from Boy Scout Troop 1 for support during their Christmas tree sale.
- Next basic safety handgun course at the police station will be February 17.
- A number of soliciting and canvassing permits were issued for two companies. Power Home Remodeling and Weed Man Lawn Care. Permits are not an endorsement. It only indicates that the person has been vetted by the police department as not having a record. (Not a finger print check, town by-law drafted).
- Met with local principals and also district wide in preparation of potential bomb hoax being perpetrated locally. A number of them have been perpetrated nationally and state wide.
- Lock down drill conducted at schools.
- Officers participated in a Conversation on Race at the Sterling First Church

General Police Business:

Arrests:

- Seven people arrested on seventeen charges.
- Four were on domestic assault related charges. Including assault, assault with a dangerous weapon and intimidation charges. One was a fugitive from justice from New Hampshire, a local registered sex offender wanted on charges in N.H., one warrant, one larceny after an investigation.

Investigations:

- Thirty-one investigations including: Three breaking and entering (Holden Rd. Leominster Rd. Clemence Av.), a reported sexual assault, several larcenies, two threat investigations, (one at the school that resulted in charges against a juvenile student), and two vandalism offenses.

Motor Vehicle/Traffic

- Twenty-four citations during forty three motor vehicle stops.
- Fourteen crashes investigated during the month.

March Report

Personnel, Training and Equipment:

- Officers Mucci, Ferguson and Fugere completed class provided by the Municipal Police Training Committee of Health and Nutrition.
- Letter from citizen commending officers on recent incident.
- Chief attended training on less lethal force.
- Damage to police cruiser 5 struck an object when responding to call.
- Shift assignments posted for April.
- Attended training on new Code Rep app for smart phone.

Community Interaction:

- Attended a meeting in Clinton hosted by Representative Naughton regarding maintaining water quality of the Wachusett Reservoir.
- Hosting a gun class at the police station on March 28th (Monday).
- Attended public meeting regarding the improvements to the Leominster Road intersection.
- Assisted Boy Scouts with a citizenship award.
- Participated in the budget meetings on Saturday morning.
- Working with the First Church on hosting a forum with officers on Policing in Sterling. Scheduled for April 25th at 7 PM at the New Senior Center.

General Police Business:

Arrests:

- Three arrests during the month: a suspended license subsequent offense, operating under the influence of liquor or drugs, marked lane violation, improper turn, operating under influence subsequent offense, negligent operation of a motor vehicle, failure to stop for police, resisting arrest, failure to signal, failure to yield right of way.

Investigations:

- There were 20 investigations conducted during the month including: A domestic disturbance, credit card fraud, sex offender investigation, medical investigation as a result of an injury, leaving the scene of an accident (2), threatening to commit a crime, threats (2), disturbance, breaking and entering into a vehicle (several in the Bean Rd area), restraining order violation, unlawful possession and transfer of firearm, controlled substance violation, noise disturbance B-Man's 140, attempted larceny.

Motor Vehicle/Traffic:

- Twenty-seven motor vehicle stops and eighteen citations issued.
- There were 15 crashes investigated during the month, only one at Chocksett and Leominster:

Other

The server crashed at the station last week. The department was able to borrow a server from Westminster in order to dispatch, produce reports and engage in emails. Spaulding Hill will replace server and transfer all data so that the Police Station can be back on-line ASAP. The Finance Committee will consider this unforeseen expense as a reserve fund transfer at their upcoming meeting.

Pat Campbell, Library Director and Marion Mahar, Chairman of the Library Trustees, discussed the library's

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need for a new HVAC system. The Energy Committee has recommended that the first phase should be an energy study to assess the energy needs of the building. Then an engineer should be engaged to assure that the building has an energy efficient system. It is suggested that this system be comprised of heat pumps with heat storage back-up that is supplied by electricity, at off-peak hours. The Energy committee has voted to fund half of the cost of the engineering study and the library trustees voted, unanimously, to fund the other half of the study. That study is expected to cost approximately \$6,800.00. The Library Trustees will be sure to have details, data and specifics of the plan, prior to requesting funds at a future town meeting.

Sterling National
Seasonal Lic.

After discussion, Selectwoman Cranson moved to approve the seasonal alcohol license for Sterling National Country Club. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Abstained. Selectwoman Cranson – Aye. Selectman Cutler – Aye. Motion carried.

One day Lic. 228
Leominster Road

After discussion, Selectwoman Cranson moved to approve the one day alcohol license for 228 Leominster Road on May 28th for a fundraiser. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – Aye. Motion Carried.

Sholan Realty
Building

On April 30, 2015 the Select Board held a Public Hearing regarding the property at 33 Main Street. At that hearing, the Board voted unanimously that;

1. All lose and peeling lead paint shall be removed from the structure, either mechanically, chemically or by removal and replacement of the existing clapboards. All abatement work shall be performed by a licensed contractor and all materials will be disposed of in accordance with applicable laws.
2. The exterior of the building shall be painted, using a good quality exterior paint in a color appropriate to the building's age and history and the character of the surrounding buildings.
3. The work will commence no later than October 1, 2015 and all work will be completed by October 1, 2016. No later than August 1, 2015 the owner, occupant or their representatives shall submit to the Board a signed contract with a qualified professional to perform the work required by this order.

Mr. Gary Griffin provided a signed contract (JB Contracting Inc.) on July 28, 2015 for extensive work to be done on the building, including the Select Board ordered work, no later than September 1, 2016.

Mr. Griffin was in attendance at this meeting. He reported that one of the windows above Maple Street, broke, resulting in glass on the sidewalk. The Building Commissioner has ordered that the windows above the sidewalk be covered in heavy plastic to insure the public's safety. Mr. Griffin stated that he will comply immediately and the Building Commissioner will make her inspection on Thursday, March 24th. Further, he reported that he has met the actions prescribed by the Boards order and fully intends to have the building painted by September 1, 2016. Selectwoman Cranson aired her displeasure at the condition of the building while admitting since the prior board had voted upon the completion date, the current Board will respect that decision. The Chairman suggested that Mr. Griffin return in 90 days to give an update on the progress.

ATM STM
Warrant

Joe Sova, Chairman of the Finance Board was at the meeting to discuss the articles and answer questions. After discussion, Chairman Cutler moved to recommend the following Special Town meeting articles;

- Article 1. Transfer Certified Free Cash to Capital Fund
- Article 2. Transfer Certified Free Cash to Stabilization Fund
- Article 4. Retroactive Pay for Firefighters Union
- Article 5. Additional Funds for Building Department
- Article 6. Water Department Project Re-allocation of Funds
- Article 7. AMI Water meter upgrades
- Article 9. Bills from Prior Fiscal Years

And to HOLD;

- Article 3. Fund deficit due to Snow and Ice (may be deleted)

And to report at Town Meeting;

- Article 8. Transfer from 2016 WRSD Assessment
- Article 10. Transfers within FY16 Operating Budget

Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – Aye.
Motion Carried.

After discussion, Selectwoman Cranson moved to recommend the following Annual Town Meeting articles;

- Article 1. FY16 Town Operating Budget
- Article 2. Compensation for Elected Officers
- Article 3. Set Salary of Municipal Light Board
- Article 4. Reserve fund for FY16
- Article 5. WRSD Net Minimum Contribution, Debt & Interest
- Article 7. Montachusett Regional Vocational School Assessment
- Article 8 Fiscal Year 2017 Capital Plan
- Article 10. Water Dept. Operation Enterprise Fund
- Article 11. Civil Fingerprinting
- Article 12. Chapter 90 Funding
- Article 16. Authorize Treasurer to Borrow Money
- Article 17. Compensating Balance Agreements
- Article 18. Alternatives Procedure for Disposing of Abandoned Funds
- Article 19. Fund Actuarial Valuation of OPEB
- Article 21. Fund Post-employment Benefits
- Article 22. (Drafted as Article 23) Fund Wachusett Greenways Expenses
- Article 23. (Drafted as Article 24) Fund Sterling Land Trust Expenses
- Article 24. (Drafted as Article 22) Apply Stabilization Fund to stabilize the Tax Rate
- Article 27. Amend WRSD Regional Agreement Section 5
- Article 31. Amend WRSD Regional Agreement Section 17.1
- Article 32. Amend WRSD Regional Agreement Section 19.1
- Article 33. Annual Town Election

And to Defer to Town Meeting

Article 9. Renaming of Science Project Room at WRSD

Article 14. East Lake Waushacum

Article 15. Amend Animal Control Bylaw – Impoundment Period

Article 25. Amend WRSD Regional Agreement Section 1.1.3

Article 26. Amend WRSD Regional Agreement Section 1.1.6

Article 28. Amend WRSD Regional Agreement Section 7

Article 29. Amend WRSD Regional Agreement Section 14.1

Article 30. Amend WRSD Regional Agreement Section 16

And to HOLD;

- Article 6. WRSD Above Net Minimum Contribution
- Article 13. Amendments to Personnel Policy Bylaw Classification and Compensation
- Article 20. Revolving Accounts

Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – Aye.
Motion Carried.

A “pre-town meeting” will be held on April 21, 2016.

Barbara Foster and Sharon Bloom were in attendance to represent the Council on Aging. The COA Board will

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Insurance
Options for Old
Town Hall and
New Senior
Center

create documents to be used for the senior center usage agreements. They will modify the documents that are currently used by the 1835 Town Hall. The Board recommends that the words "Rental Agreement" be changed to read "Usage Agreement" for both the entities.

It was recommended by the Board that the COA consider the cost of the usage for the Senior Center @ \$20.00 per hour with a 3 hour minimum and in addition, the use of the kitchen would be \$20.00 per hour with a 3 hour minimum. For non-town affiliated usage, insurance binders will be required. Any questions regarding usage will be vetted through the Town Administrator. The opening of the Center will be delayed because the new furniture will not be delivered on time. The new opening date is April 21st, 2016.

IT Servers and
Cloud back-up

The IT server discussion, for the police department, was addressed earlier in the meeting. The Cloud Back-up discussion will be addressed at a future meeting.

Assessment Letters

The assessment letters are in for the Board to review.

Fire Station Insulation

The Fire Depart roof insulation project will commence on April 1, 2016.

Hardscrabble Road

The Town Administrator has a draft plan for Hardscrabble Road. A stamped plan is expected by the end of the week. As soon as the plan is recorded the Town administrator will include the number in the IFB and the property will be offered for sale.

Veteran's District

The Veteran's District proposal was much higher than anticipated. This issue will be discussed in the next agenda. The current arrangement will continue for the remainder of the year.

No one spoke during public session.

Public Session

Cloud Back-up

Action Items

27 Main Street status report

Veteran's District Proposal

Adjourn

Selectman Kilcoyne Moved to adjourn at 9:47. Selectwoman Cranson 2nd. Selectman Kilcoyne – Aye. Selectwoman Cranson – Aye. Selectman Cutler – Aye. Motion Carried.

Materials: minutes, Police reports, Sterling National Renewal App., one day app., Griffin Info., rental info., Spaulding hill letter

