

TOWN OF STERLING  
Select Board Meeting  
February 3, 2021

<i>MEETING:</i>	Chair Cranson, called the Select Board meeting to order at 6:32 pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Participated remotely. Select member Kilcoyne – arrived at 6:37. Also present were Town Administrator, Kellie Hebert, Operations Manager/Accountant, Fred Aponte and Senior Executive Assistant, Kama Jayne.
Public Hearing 61A	At 6:35, Select member Sonnenberg moved to open the Public Hearing regarding the release of Lot, 6 on Justice Hill Road, from Chapter 61A. Chair Cranson 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Motion carried.
	The Planning Board and Conservation Commission have voted to approve these releases and to not pursue the purchase of the property. The Assessors voted to investigate the possibility of using the existing wells, on the property, as a water source for the Town. Water/DPW Superintendent, Paul Lyons reports that the wells are not a viable source for drinking water. Fire Chief Hurlbut voiced his interest in using the wells to fill a cistern that would be available for fire suppression in that immediate area. After discussion, the Board suggested that Chief Hurlbut discuss with the builder/property owner(s) the possibility of an easement for the purpose of placing a cistern on the property. The Chief stated that he might be able to use hazard mitigation funds to pay for a cistern.
	After further discussion, Chair Cranson moved to approve the release of Lot 6, Justice Hill Road (Worcester Registry of Deeds, portions of the Deed recorded in Book 6059, page 338), from 61A and to not pursue the purchase of the properties. Select member Sonnenberg - 2 <sup>nd</sup> . Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.
	At 6:46 Select member Kilcoyne moved to adjourn the Public Hearing and to proceed with the meeting. Select Member Kilcoyne - 2 <sup>nd</sup> . Select member Sonnenberg – Aye. Chair Cranson – Aye. Motion carried.
Minutes	Select member Sonnenberg moved to approve the work session minutes of January 19, 2021. Chair Cranson 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Motion Carried. Select member Sonnenberg moved to approve the public session minutes of January 20, 2021. Chair Cranson 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Motion Carried.
Fiber project	Joe Curtin presented an update on the fiber project. He reported the following; <ul style="list-style-type: none"><li>• The project started with a request for proposal for a feasibility study in August of 2017</li><li>• In 2018, Operations Manager/Accountant Fred Aponte and SMLD Manager Sean Hamilton collaborated on a Community Compact IT grant and were awarded \$150,000.00</li><li>• The revenue study was completed in March of 2019 and then intermunicipal agreements were negotiated between Sterling and Shrewsbury, Boylston, and West Boylston.</li><li>• Since then, 23 miles of fiber has been strung.</li><li>• Fiber capabilities are now available to be integrated into all Sterling Municipal buildings, including the Senior Center.</li><li>• The fiber cables terminate on Pratts Junction.</li><li>• It is anticipated that in about a year, commercial and private homes that are situated along the “fiber route” will be able to participate in the fiber option.</li></ul> However, Mr. Curtin stated that many factors will come into play and it is difficult to determine future plans and timelines for this project, going forward.

Those with specific questions or concerns may contact the Network coordinator – Bill Underhill at 978 422 8267 or SMLD Assistant General Manager, Darren Borge at 978 422 8267.

Cathie Martin, Chair of the Board of Health, reported the following.

- The vaccination program for Covid is still in phase one. However, Phase 2 will begin on Monday. Residents who are 75+ years old will be able to receive the vaccine at the Senior Center. Volunteers have taken the lead on connecting with those residents who qualify for the vaccine.
- The town is indebted to the many volunteers and especially to the following people who have played a decisive role in making Sterling’s distribution of the vaccine a reality; Fire Chief David Hurlbut, (Medical Director for Vaccine Distribution) Dr. Timothy Gibson, Jim Emerton, David Favreau, Barry Lein, Cathie Martin, Jack Chandler, Veronica Buckley, and Ann Marie Catalano
- Those wishing to find out when they will be able to make an appointment should go online to [Mass.Gov/covid-19-vaccine](https://www.mass.gov/covid-19-vaccine) . For those who may need assistance with setting up an appointment, the senior center will be available to help. Call 978 422 3032.

Covid Update

After discussion with Chief Chamberland, Select member Kilcoyne moved to appoint John Chase as a Sterling Police Officer. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.

Appointments to Police Department

Select member Kilcoyne moved to appoint Tanner Pomeroy as a cell monitor. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.

Earth Removal Bylaw

After discussion, Select member Kilcoyne moved to have the Select Board sponsor the Earth Removal bylaw amendments to the Protective and General bylaws. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.

DLTA support

Select member Kilcoyne moved to request that the Planning Board hold a public hearing regarding the proposed amendments to the Earth Removal Bylaw. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.

ZBA Amendments to Protective Bylaws

Select member Kilcoyne moved to support the current DLTA application for assistance. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.

Interim appointments – Building Department

Select member Kilcoyne moved to request that the Planning Board hold a public hearing regarding the proposed amendments to the Zoning Board’s proposed amendments to the protective bylaws. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.

The Town Administrator proposed an interim operational plan for the building department that is budget neutral and focused on service. The plan will ensure the town's building inspections and permitting operations continue without interruption. Therefore, after discussion, Select member Kilcoyne moved to appoint Anthony Zahariadis as the Interim Zoning Enforcement Officer/Building Inspector. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried. Mr. Zahariadis will receive a salary based on 10 hours per week. This temporary, interim appointment shall expire by June 30, 2021.

A State inspector will be used to inspect the 40B project known as Northgate. Select member Kilcoyne moved to appoint. Louis Pepi as Interim Assistant Building Inspector, contingent upon his proof of certification. Select member Sonnenberg - 2<sup>nd</sup>. Select member

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	<p>Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried. Louis Pepi has agreed to work 1 day per week.</p>
Building department transition and hiring	<p>After discussion, Select member Kilcoyne moved to temporarily increase the hours of both the Planning Board Administrative Assistant and the Building Department Administration Assistants from 19 to 32 hours per week. This increase in hours shall not extend beyond June 1, 2021, without approval of the voters at the Annual Town Meeting. Select member Sonnenberg - 2<sup>nd</sup>. Select member Sonnenberg – Aye. Chair Cranson – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>These Administrative Assistants will cover for each other, thereby providing uninterrupted coverage from 7:30 – 5:00 Monday through Thursday. The Planning Board Assistant, Patty Page, formerly held the position of Administrative Assistant in the Building Department and will provide training on aspects of the job that are still new to the current Administrative Assistant, Emily Kane.</p> <p>The Board was asked to approve a stipend for the Town Planner to act as the Department Head for the Building Department until a new full-time Building Commissioner is hired. The Board will discuss this at a future meeting.</p>
Annual Report	<p>The annual report will be discussed at a future meeting. Select members will send proposed amendments, prior to the meeting on February 17<sup>th</sup>.</p>
TA Report	<p>No TA report</p>
Adjourn	<p>At 8:52 Select member Kilcoyne moved to adjourn the meeting. Select member Sonnenberg 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion carried.</p>

Materials: Agenda, Minutes, 61A release, requests from ZBA and Earth Removal for PH, Fiber update, Police request for new employees, Building Department transition plan, and Covid info.