

TOWN OF STERLING
BOARD OF SELECTMEN
November 19, 2014

MEETING:	Roll Call: Selectman Cutler - Present. Selectman Patacchiola – Present. Selectman Kilcoyne – Present. At 7:02 pm, Chairman Patacchiola called the meeting to order.
Minutes:	<p>VOTE: Chairman Patacchiola moved to accept the Board of Selectmen Minutes for November 3, 2014. Selectman Kilcoyne 2nd. Selectman Kilcoyne - Aye Chairman Patacchiola – Aye. Selectman Cutler – Abstained. Motion Carried.</p> <p>VOTE: Selectman Kilcoyne moved to accept the Board of Selectmen Minutes for November 5, 2014. Selectman Cutler 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.</p>
Monthly Police Report	<p>The following are some brief highlights as to some of the activities of the Police chief and the Police department for the month of October 2014.</p> <p><u>Personnel, Training and Equipment:</u></p> <ul style="list-style-type: none">• Completed the patrol officer hiring process, a person has been selected and his information forwarded to the Board for recommendation of appointment.• Department weapons qualifications were conducted. A report by the department range officers is included in your packet.• Chief's annual mandatory training certificate received.• ACO Louis Massa completed Intro to Animal Disaster Services.• Notification from State 911 of the process of moving to Next Generation 911 services.• Admin assistant attended LTC/FID school on changes to the law. <p><u>Community Interaction:</u></p> <ul style="list-style-type: none">• Jimmy fund canister drive completed \$658.04 donated.• The annual 5k road race was held during the month. For next year's race I'd recommend looking at a new route. The timing, location, and course leave a lot to be desired for safety and convenience. (Hours, bank, Cider Mill, Rt 12)• Annual public safety day was held at the fire station.• School lock down at the Wachusett High School, all five towns attended, as well as State Police and Sheriff's Department.• Continued monthly security meetings with the School Superintendent and his staff.• Detour set up for 140 Road construction. Code Red message used. <p><u>General Police Business:</u></p> <ul style="list-style-type: none">• Special Order issued on uniform change.• Special Order issued on PSAP (dispatch) regarding protocol for responding to suspected Ebola calls.• A policy pertaining to Detaining Prisoners was issued. It supplements an already existing policy.• Nine arrests.• One hundred and thirteen motor vehicle stops and fifty citations were issued.• Seven accidents during the month, one on Leominster Rd at exit 6, crossing lanes.
Appointment of New Police Officer	<p>The hiring process has been completed for the vacant officer position. Chief Chamberland recommends Officer Steven Mucci to the position. Mr. Mucci is currently a police officer in the Town of Paxton.</p> <p>VOTE: Chairman Patacchiola moved to appoint Steven Mucci as the newest full time police officer, for the Town of Sterling, with an effective hire date of December 1, 2014. Selectman Kilcoyne 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.</p> <p>The official swearing in for Officer Mucci will be held at the police station on November 26th at 3:30 pm.</p>

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	<p>The Board of Selectmen is invited to attend the ceremony. The Board welcomed Officer Mucci to the Sterling Police force.</p>
Tax Classification Hearing	<p>Harald Scheid, Tax Assessor, addressed the Board. Mr. Scheid reported that the consensus of the assessors Board was to continue to use the single tax rate as opposed to the split tax rate, for the year 2015. He also reported that residential valuations in Sterling are rising modestly and that the valuations for 2015 are expected to be certified, upon submission, to the Department of Revenue. Mr. Scheid stated that, with the approval of the Board, the tax rate would be set at \$17.29. That translates to an average additional \$187.00 per average household.</p> <p>After discussion, VOTE: Chairman Patacchiola moved that in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2015 tax rates and set the Residential Factor at 1.0, with a corresponding CIP shift of 1.0, pending approval of the town's annual tax recap by the Massachusetts Department of Revenue. Selectman Cutler 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.</p>
Discuss/appoint Interim Town Administrator	<p>The search committee recommends the appointment of James P. Purcell, as the Interim Town Administrator. Mr. Purcell is a former Town Administrator who, in retirement, acts as Interim Town Administrator, to Towns in need. Since his 2011 appointment as an Associate of the Collins Center for Public Management at UMASS, Boston, he has served as the Interim Chief Administrative Officer for the Towns of North Andover, Sherborn, Ashland and Carver. He maintains an Associates membership with the Massachusetts Municipal Association. VOTE: Chairman Patacchiola moved to tentatively approve the hire of Mr. Purcell as Interim Town Administrator, subject to Executive session contract negotiations. Selectman Cutler 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.</p> <p>VOTE: At 7:48, Chairman Patacchiola moved to enter into Executive Session to reconvene in open session to ratify said decisions pursuant to discussion strategy in preparation for contract negotiations with non-union personnel relative to the appointment of James Purcell as interim Town Administrator pursuant to Massachusetts General Law Chapter 30A, Section 21A. Selectman Cutler 2nd. Selectman Cutler 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.</p> <p>Chairman Patacchiola called the executive session to order.</p> <p>At 9:03 Chairman Patacchiola announced that the Board stated that the Board had adjourned from executive session in which they had discussed non-union contract negotiations, pursuant to MGL Chapter 30A Section 21A 2 to discuss non-union contract negotiations. Further, at this time, the Board is taking no action relative to the ratification of a contract. Open session was called to order.</p>
School Committee report	<p>Chairman Lance Harris reported that the School Committee will continue to meet regarding the 2016 School budget. The budget will be ready to present by the 3rd Monday in March. Mr. Harris reported that the 2015 budget will be severely impacted by Governor Patrick's announcement to slash educational and Municipal accounts by \$40 million in order to close the \$329 million budget gap, a shortfall caused mostly by state budget administrative and management issues, and <u>not</u> by declining tax revenues. He announced that he is using his budget powers to implement approximately \$200 million in immediate cuts to state-funded programs in executive million in immediate cuts to state-funded programs in executive agencies under his control, including \$40.3 million in cuts to important municipal and school reimbursement and grant programs. This would translate into a one million dollar shortfall in the School district's April reimbursement from the State. Mr. Harris reports that the best course of action would be to lobby the in-coming Governor Baker to rescind the cuts. However, until Governor Baker takes office, there is no plan of action. Mr. Harris and the School Committee will keep</p>

Senior Center
Building
Committee
update

the Board apprised of future developments.

Chairman, Maureen Cranson presented the Board with an update on the activities of the Senior Center Building Committee.

- Hired/signed Turowski 2 out of Marion Ma. as our Architects on October 22nd
- Architects and COA met to review space and programming needs
- Held an all Boards, Committees and citizens meeting for input re: thoughts on space and needs for community usage (11/13) Well attended.

Recreation, Electric, Police, Fire, DPW (notes) Town Clerk,
COA, Board of Health and a few citizens

- Committee, project managers and architects did preliminary scenarios for space and budgets
- Contracting for tree removal w/ Mr. Tuttle. Advertised. Received few bids. Intend to sign lowest and also most reasonable within the week.

NEXT STEPS:

- December 4th meet again w/ Turowski/ACG to review drawings produced from meetings on 11/13.

Discuss/Vote
Outside Auditor

The Board welcomed Tony Roselli of Roselli, Clark and Associates in order to finalize and affirm the agreement with him and his company to act as the auditors for the Town of Sterling. Mr. Roselli reported that the firm can begin the audit process in January. However, since their contract is for 3 years, next year's audit will be started at an earlier date. Their goal is to have the draft audit ready by mid-late February and the final report completed by March 31st, with an exit conference held in April.

VOTE: Chairman Patacchiola moved that the Board officially enter into and adopt the contract agreement with Roselli, Clark and Associates, CPA for audit services. Selectman Kilcoyne 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried. The Board signed the agreement.

Cable Television
Contract

Sterling Lancaster Cable Television chairman Robert Bloom reported to the Selectmen that the Lancaster Board of Selectmen has proposed that a small sub-committee be organized. This committee would consist of one selectman from each town, the Town Administrator of each town, a representative from the Cable company and Attorney Soloman (Attorney contractually retained through cable funds to represent the Town). They would meet in order to go over the contract and to iron out any and all questions/suggestions, prior to bringing the proposal back to the respective Towns, for approval. **VOTE:** Chairman Patacchiola moved that the Board authorize an extension of the current cable contract until March 1, 2015 and authorize Vice Chairman Kilcoyne to enter into negotiations with the Town of Lancaster, relative to an intermunicipal agreement with Lancaster and the Sterling Lancaster Community Corporation. Selectman Cutler 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.

Business and
Correspondence

Holiday Hours

After discussion of past practices and options available for scheduling of holiday hours, **VOTE:** Chairman Patacchiola moved that the Town offices be closed on November 27th and November 28th and that the Town offices will be closed at noon, on December 24th and will reopen on Monday, December 29th. The employees are not required to use personal or vacation time on these days. Selectman Kilcoyne 2nd. Selectman Kilcoyne - Aye Selectman Cutler – Aye. Chairman Patacchiola – Aye. Motion Carried.

Letter of Condolence from Town of Hubbardston

The Board of Selectmen sent a letter of condolence to the Sterling Board of Selectmen and the Town of Sterling. In their letter they offered to assist Sterling in any way possible during this difficult time. The Select Board requests that the Executive Assistant prepare a letter to Hubbardston's Town Administrator, Anita Scheipers, for their kind words and offer of assistance...

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Town
Administrator
Update

Acting Town Administrator, John Lebeaux, addressed the Board. Reporting the following:

- Treasurer, Ann Cervantes, received her Collector certification at the Mass Collectors and Treasurer's Association's fall meeting today. She is now certified as both a Collector and a Treasurer.
- Mr. Lebeaux has been in the building each day to meet with Department Heads, as necessary and to be the signatory on payroll, grants and contracts, in order to facilitate the day-to-day functioning of the Town.
- He graciously complimented all of the Municipal employees who have continued to do their jobs, well, in this difficult time.
- Mr. Lebeaux also voiced some of the same concerns brought forth by the School Committee Chairman, regarding the proposed statewide budgetary cuts. In addition to the \$40.3 million in immediate cuts, the Governor has proposed legislation to slash \$25.5 million from Unrestricted General Government Aid, a measure which must be approved by the Legislature to take effect. This would translate into a 2.7 percent cut in UGGA funding for every city and town. Constituents are being asked to call their Representatives and Senators to ask them to oppose the Governor's proposed \$25.5 Million Mid-Year cut to unrestricted Municipal aid. Per the understanding with the Princeton Board of Selectmen and the Town of Sterling, Mr. Lebeaux will resign as Acting Town Administrator on November 30, 2014. He presented the Board with his official resignation letter, effect on that date.

The Board publicly thanked Mr. Lebeaux and the Princeton Board of Selectmen for stepping in to help the Town of Sterling in this difficult time. The Board of Selectmen is well aware that the additional work load that has been placed upon Mr. Lebeaux has not been an easy assignment. His time and effort has been tremendously appreciated.

Public Session

Mr. Jed Lindholm addressed the Board during public session. He encouraged the Town leaders to continue to strive for a Master plan for the Town and to continue to take heed of the suggestions made by the Town Government Study Committee. The Select Board suggested that Mr. Lindholm meet with the Planning Board about the Master plan as it is the purview of that Board. Selectman Kilcoyne reported that the Finance Committee will continue to do long term planning when the new Town Administrator is appointed and in the years to come

Mr. Lindholm would also like to see a YouTube or cable presentation on how town meetings work. Mr. Maki of the Sterling Lancaster Community Television organization will address this request with his board.

Adjourn

VOTE: Chairman Patacchiola moved to adjourn at 10:17pm. Selectman Kilcoyne 2nd. Chairman Patacchiola – Aye. Selectman Kilcoyne - Aye. Selectman Cutler – Aye. Motion Carried

materials list: 2014 11 03 and 2014 11 05 minutes, October Police report and Recommendation to hire Steven Mucci, Tax Classification info., James Purcell's resume and an employment contract for an interim administrator, Senior Center Building Committee Report, Auditor letter and agreement, minutes reflecting past holiday schedules