


TOWN OF STERLING
Select Board
July 21, 2021

| | |
|---|---|
| | <p>Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – present.</p> <p>Also present were Town Administrator, Kellie Hebert and Senior Executive Assistant, Kama Jayne.</p> |
| Minutes | <p>Select member Kilcoyne moved to approve the minutes for July 7, 2021. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>At 6:32 Select member Kilcoyne moved to open the Public Hearing. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.</p> |
| Pole Hearing | <p>Darren Borge, Operations Supervisor for the Light Department, addressed the Board and requested two new poles and anchors on Kendall Hill Rd, Sterling. He proposed that two new poles be set on Kendall Hill Road, in-between poles #33 and #36-1, Southeast of Existing Pole # #33, along the roadway. The purpose of the poles is to eliminate the need for the primary poles which currently stand behind 96 Kendall Hill Road Right of Way. These new poles will allow easier access and maintenance to SMLD's Electrical Distribution System. After discussion, the public was invited to speak. Dave Drexler, owner of 96 Kendall Hill Road requested that the poles either stay behind his house or be placed underground as the wires would impede the use of farm equipment and access to the barn. After discussion, Mr. Borge agreed to work with the land owners to come to an equitable solution for all. Therefore, Select member Kilcoyne moved to approve the work of the SMLD on Kendall Hill Road in whatever manner is necessary and equitable for both the property owners in the area and the Light Department. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Selectman Sonnenberg – Aye. Motion carried.</p> <p>At 6:42, Select member Kilcoyne moved to close the Public hearing and resume the public session. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.</p> |
| SMLD Update Underground Utilities | <p>The SMLD engineering plans for the Town Center underground utilities were sent to the World Tec Engineers for approval and confirmation that the plans compliment the overall Renovation Plans for the Town's center. The project to run underground wires and remove the light poles will begin early to mid-autumn and will take a few months, as they work on various sections at a time. They will also install 2 – 3 EV charger stations. One charger will be installed in the side parking lot of the library. The second will be installed in the back parking lot of the Butterick building and a third possibility is being considered at 50 Leominster Road.</p> |
| DPW Updates | <div><p>2021 7 21 DPW Report.pdf</p></div> <p>Jeff Nutting, the interim DPW Superintendent gave an update on his department.</p> <ul style="list-style-type: none">• An ad for a permanent Supervisor will be posted in the next couple of days• Weston and Sampson have been consulted to address the future building needs of the DPW• The DPW is currently working on payment management for water bills• The study on storm water continues• Despite having the wettest July on record, a water ban remains in effect because the wells need to “rest”. Residents may water on the week day that their rubbish is picked up. |

- The DPW Board is working on the 5 year capital plan for the department
- Rubbish pick-up is transitioning to totes, as they are better than the blue recycle bins
- The Department has been looking into using GIS systems
- The DPW Board has initiated a water rate study
- To finalize the water plan, new meters need to be installed
- It is suggested that the Town consider new water lines in the campground area since there have been multiple water breaks recently. Mr. Nutting stated that “NOT fixing the problem will ultimately be more costly than fixing it.” Funding for that project will need to be considered at a future Town Meeting.
- The Wekepeke basin will be considered as a possible future water source.

It was suggested to the DPW that they have their meetings televised or recorded for cable presentation.

Consider acceptance of Marker for Lafayette Trail

Julien Icher, founder and president of The Lafayette Trail, Inc. has requested that the Board consider the acceptance of a Lafayette trail marker to be displayed in Town at no cost to the Town. According to his research, documentation supports the claim that Lafayette visited Sterling on Sept 3, 1824, while on his way from Boston to New York City, during his Farewell Tour of the United States. After discussion, Select member Kilcoyne moved to accept the Trail Marker to acknowledge Lafayette’s tour through Sterling, provided that Mr. Icher work with the Historical Society regarding the placement of the sign. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried. More information may be found at (<https://www.thelafayettetrail.org/markers/map/>).

1835 septic

Chair of the 1835 Town Hall, Carl Corrine, addressed the Board. He explained that the easement that the Town is seeking for the 1835 septic system behind the property on Main Street has been negotiated. The proposed terms are as follows:

- Owner, Mr. Tran, will pay to repave the parking lot behind his building at 27 Main Street.
- Mr. Tran agrees to permit the easement through the back of his lot which will serve to accommodate the 1835 septic, along with any maintenance or repair of the conduit system which will pipe the septic to the fire station system.

In exchange, the Town agrees to the following;

- The Town agrees to pay the owner \$1,125.00 per year for 20 years and then \$1.00 per year for the next 20 years, in exchange for the use of the parking lot at 27 Main Street, as a Municipal parking area. (It was suggested that the agreement be subject to automatic renewal in perpetuity so that the terms need not be reconsidered when the building/property is sold.)
- The Town agrees to keep the parking lot plowed in the winter
- The proposed agreement will be vetted through the Town’s attorneys

Select member Kilcoyne moved to accept the proposed terms of the agreement and to move forward regarding the easement on the property at 27 Main Street. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried. Note: At Town Meeting 4 years ago, \$125, 00.00 was appropriated for the 1835 Town Hall septic system.

In order to circumvent State costs regarding the nitrogen loading and recovery aspect of this septic system, the Town would need to place restrictions on at least 1.181 acres of vacant land. This would achieve the necessary credits required to bypass the additional cost and maintenance fees that would otherwise be levied by the State. Mr. Corrine suggested that the Town provide for this requirement by placing restrictions on Town owned land behind the Post Office (Parcel 86 at 3.4 acres). It is inaccessible and therefore a prime location to place the restriction. Select member Kilcoyne moved to pursue this

Select Board Meeting Minutes

July 21, 2021

option of restriction on parcel 86. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.

Mr. Corrine requested that the small brick building located in the 1835 Town Hall parcel be eliminated in order to free up parking space. The Board was not adverse to this suggestion. However, they requested that a thorough search regarding its historic value be undertaken prior to their approval to take the building down.

Hold harmless

After discussion, Select member Kilcoyne moved to sign the Hold Harmless agreement for Mercurio and Sons Construction, in order to use their equipment at the Sterling Fair. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.

Local Crafters at the Fair

After discussion, Select member Sonnenberg moved to allow crafters to participate in the Fair without individual cost to them, at the Fair Committee's discretion. Select member Kilcoyne – 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.

Transfers

After discussion, Select member Sonnenberg moved to approve the following Alternate Year-end Appropriation transfer requests;

- \$14.00 from Accountant expenses to Accountant salary
- \$291.00 from Election Expenses to Town Clerk Salary
- \$380.00 from COA Wages to COA Expenses
- \$440.00 from Treasurer Expenses to Treasurer Wages
- \$922.00 from Planning Expenses to Planner Salary
- \$335.00 from Treasurer Expenses to Treasurer Salary
- \$2344.00 from Water Department to Water Department Wages
- \$404.00 from Planner Expenses to Planner Wages
- \$501.00 from Facilities Wages to Facilities Salary

Select member Kilcoyne – 2nd. Selectman Cranson – Aye. Select member Sonnenberg – Aye. Chairman Kilcoyne - Aye. Motion Carried.

Town Administrator Report

Human Resources –

- The Animal Control Officer, Lou Massa, is retiring. The board thanks him for his service and wishes him well.
- The Fire Department is hiring and new Firefighter/EMT
- The process of finding a new Library Director is underway
- The DPW is in the process of hiring 4 new employees
- The recreation Administrative Assistant and Recreation Director resigned (New job descriptions for these positions will be forth coming)
- The Town Administrator wishes to move ahead with hiring an HR Consultant to Assist in Job descriptions and help with the pay rate study

PSA

- Select member Kilcoyne will attend the Eagle Scout ceremony in Leominster this weekend.
- An update to the bylaws will take place after the approval of this year's Town meeting Articles by the AG's office.

Adjourn

At 8:19 Select member Kilcoyne moved to adjourn the meeting. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye. Motion carried.

Materials: agenda, minutes, Pole Hearing Info. PW info. 1835 Town Hall info. Lafayette Trail info., hold harmless , 1835 update septic, Town Fair Agreements, transfers