


TOWN OF STERLING  
Select Board  
December 8, 2021

	<p>Chair Cranson called the Select Board meeting to order at 6:30pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – present. Also present were Co-Interim Administrators Fred Aponte and Kama Jayne.</p>
Minutes	<p>Select member Kilcoyne moved to approve the amended minutes of November 22, 2021. In the section regarding the merit raise for the Senior Center Director, the minutes will read “Select member Sonnenberg opposed due to her belief that there may be a conflict with town bylaws and Town Meeting articles related to compensation study and reserve account funding for the compensation study results”. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
New DPW Superintendent, Ryan Mouradian	<p>Ryan Mouradian introduced himself to the Board and the community as the new DPW Superintendent. Ryan started on October 25<sup>th</sup> and formerly worked for Holden. It is his goal to bring the Sterling DPW to “the next level.” He was warmly welcomed.</p>
Consider Community Paradigm for TA Search	<p>John Petrin of Community Paradigm addressed the Board regarding the engagement of the company to assist with the recruitment of a new Town Administrator. The process would start immediately and take 14-16 weeks. The Town would pay \$9,500.00 for their services, plus reimbursements for costs associated with advertising, printing and copying. After discussion, Select member Sonnenberg moved to hire Community Paradigm for the Town Administrator Search. Select member Kilcoyne 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Request for Driveway name in subdivision, 81 Chace hill Road	<p>After discussion, Select member Kilcoyne moved to approve Almik Construction’s request to name a shared driveway in the subdivision at 81 Chace Hill Road as Millie’s Way. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Approve/adopt Finance/Town Meeting Calendar	<p>After discussion, Select member Kilcoyne moved to approve the Finance Committee’s 2022 ATM calendar and Finance Committee FY23 Budget schedule. Departmental budgets will be due by January 7, 2022. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Appointments to the Capital Budget Committee	<p>Capital Committee appointments are made between the Finance Committee, the Select Board and the Moderator. Each Board has one vote and the Moderator has one vote. After discussion, Select member Kilcoyne moved to appoint Everett Heller, Chris Paquette and Christina Lashua to the Capital Committee and Ezequial Ayala as the temporary Chair of the Capital Committee. The Select Board vote was unanimous. The Finance Committee’s vote was also unanimous and the moderator, Jennifer Scalise-Mullet also approved this motion. Motion carried.</p>
Discuss/vote on Opioid Settlement	<p>The Attorney General, Maura Healey announced that there have been settlements with three opioid distributors — Cardinal, McKesson and Amerisource Bergen — and opioid-maker Johnson &amp; Johnson. The Settlements will provide up to \$537 million in funds to the Commonwealth and its cities and towns over 18 years to fund prevention, harm reduction, treatment and recovery efforts across Massachusetts.</p>

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	<p>All Massachusetts cities and towns are eligible to receive a portion of the settlement funds directly, regardless of their size or whether they filed a lawsuit, so long as they sign up and agree to use the payments to abate the opioid crisis in their communities. AG Healey and lawyers representing thousands of municipalities in the national opioid litigation strongly encourage municipalities to join. The deadline to return the subdivision settlement participation forms is January 2, 2022. After discussion, Select member Kilcoyne moved to submit the required settlement forms. Select member Sonnenberg 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Approval of Borrowing	<p>Treasurer, Victoria Smith requested that the Board approve the paper work for borrowing funds for the water meters, 2 pieces of DPW equipment and EMS/Fire Rescue Vehicle, which was voted at the ATM. After discussion, Select member Kilcoyne moved to approve the borrowing and to sign the documents for the above named purchases. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. Select member Kilcoyne will sign the documents as the Clerk of the Select Board.</p>
Discuss the procedure for the Playground	<p>Stacia Hemphill's petition for \$130,000.00 for new playground equipment at the school was passed at Town Meeting. She is looking for direction on how to move forward. She has been advised that the DPW Board is currently not amenable to removing the old equipment. Therefore, Mrs. Hemphill has arranged for Hydra Tech Inc. to remove and haul away the old equipment. Select member Sonnenberg moved to approve Hydra Techs offer to remove the equipment at no charge to the Town. Select member Kilcoyne – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Approve all Permits and Licenses	<p>After discussion, Select member Sonnenberg moved to approve the licenses and permits, as posted on the agenda (see end of minutes). Select member Kilcoyne 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Approve Earth Removal Application	<p>After discussion, Select member Sonnenberg moved to approve the proposed application form.</p> <div data-bbox="370 1268 423 1331"></div> <p>2021 12 8 Earth Removal Application.pdf</p> <p>Select member Kilcoyne – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Sign oil contract	<p>After discussion, Select member Kilcoyne moved to sign oil contract with Fraticelli oil of Leominster. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. The contract will run until May 1, 2022. The locked in price will be 2.79 per gallon.</p>
Approve snow policy	<p>After discussion, it was decided that the Board will continue to use the existing snow policy. Some flexibility will be extended to the library, which is open in the evenings. All employees will sign up for Code Red notifications which are sent out if the Buildings are closed due to snow or other emergencies.</p>
Authorize Fred Aponte to sign off on IT grant	<p>Through Fred Aponte's efforts, with assistance from Guardian IT, the Town has received \$100,000.00 through a Community Compact grant to update the phone systems for the municipal buildings. After discussion and thanks to both Fred and Guardian, Select member Kilcoyne moved to authorize Fred Aponte to sign the grant. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select</p>

	<p>member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. The Town will need to provide approximately \$30,000.00 to complete the project.</p>
Master Plan agreement with VHB	<p>Master Plan Chair, Patty Page, requested that she be allowed to sign an agreement with VHB in order to give the Master Plan project the push it needs to meet completion. She proposed that the money come from the Planning Board revolving funds, the Town Planner expense account, the Planning Board expense account and Master Plan Money. After discussion, Select member Kilcoyne moved to allow the Master Plan Chair to draw on existing funds to assist them in completing the Master Plan. Select member Sonnenberg – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
PSAs	<ul style="list-style-type: none"><li>• The Board thanked Kama Jayne for donating the 17 Foot Christmas tree which stands outside the Butterick building and to the DPW crew who cut, hauled and set the tree up and to the Light Department for their wonderful job of lighting it.</li><li>• Kudos to the Garden Club on their greens sale which was held at the 1835 Town Hall.</li><li>• The Friends of the Sterling Seniors will hold a raffle fundraiser. Tickets are \$5.00.</li><li>• A public auction will be held on Friday, December 10 to auction off the property known as the Sterling Inn.</li><li>• Select member Kilcoyne and Finance Chair, Everett Heller will attend the School's budget Round Table in Holden on Dec. 9<sup>th</sup>.</li><li>• Superintendent Darren Borge of the SMLD will meet with Patrice Fullhart, Facilities manager, to do an energy audit of the municipal buildings.</li></ul>
Adjourn	<p>At 8:09, Select member Sonnenberg moved to adjourn the meeting. Select member Kilcoyne 2<sup>nd</sup>. Select member Kilcoyne – 2<sup>nd</sup>. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>

Materials: agenda, minutes, Paradigm engagement letter, entrance to public ways 81 Chace Hill Road, Finance Calendar, Opioid settlement documents, Earth Removal Application, Oil Contract, VHB proposal

<b>INN HOLDER</b>
Chocksett Inn
<b>AUTO DEALERS</b>
James E. Simpson D/B/A S&W Equipment Rental
Groundwater Supply Co. Inc.
Sterling Auto Body LLC DBA Sterling Auto Sales
HI-TEC Automotive Services Inc.
Auto Technica
<b>COMMON VICTUALLER</b>
Sterling Village Pizza
Café Fresh Bagel/Sterling IceCream Bar
Davis Farmland
TPNG DBA Chocksett Inn
Stavas INC DBA The Black Sheep Tavern
Meadowbrook Orchards INC
Sterling Deli and Convenience
Rota-Spring Farm Ice Cream
Barber's Crossing North restaurant
AppleGreen New England
Mulligan's Miniature Golf
Sterling National Country Club
Hamiltons Catering
C&L Donuts INC. DBA Dunkin Donuts
St. Richard's of Chichester
Eight Point Sportsmen's Club Inc.
First Church of Sterling
Meola's Wayside Ice Cream
Lanpher's Market LLC
B-Man's Tavern Inc.
Overeasy Café
Sterling Academy of Gymnastics
Appletown Market
Berube Roadside Kitchen
Stix and Pux
The Brick Mexican Grill
Hubbards Farm

<b>MOBILE FOOD</b>
Berube Roadside Kitchen
<b>AUTOMATIC AMUSEMENT</b>
B-Man's Tavern Inc.
Stavas INC. DBA The Black Sheep Tavern
Mulligan's Miniature Golf
<b>ENTERTAINMENT</b>
B-Man's Tavern Inc.
Barbers Crossing North
Stavas Inc. Blacksheep Tavern
228 Leominster Road
TPNG Inc DBA/Chocksett Inn
Sterling National Country Club
<b>ALCOHOL LICENSE</b>
Sterling Deli & Convenience (FULL)
Appletown Market (FULL)
Chocksett Inn
The Black Sheep Tavern
Barber's Crossing North Restaurant
Sterling National Country Club
Lanphers Market (BEER and WINE)
The Brick
B-Man's Tavern Inc.
Davis Farmland