

TOWN OF STERLING
Select Board
December 15, 2021

Public Hearing Earth Removal 68 Heywood	<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> <p>Select member Kilcoyne moved to open the Public Hearing at 6:35pm, regarding Jim Simpson’s application for Earth Removal at 68 Heywood Road. Mr. Simpson’s application states that the purpose of the application is to remove material incidental to the construction of a home. He reported that he is willing to adhere to conditions set forth by the engineer and the Earth Removal Operation Criteria (S 63-7), established by the newly adopted Earth Removal By-law. He did, however, request that S63-8 (i) be waived because the slope under the National Grid power lines is 22 feet instead of the required 20 and that he be allowed to grade within the 10’ set-back at the Town property line, as the area was previously disturbed.</p> <p>Mr. and Mrs. Joseph Curtin, 218 Upper North Row Road, sent a letter of support for this project, with suggestions that would minimize neighborhood disturbances. These included reducing the time frame for earth removal from one year to a number of months to ensure that this is a short term activity, limiting the hours, and requiring proper reclamation of the lot post-earth removal. The Board considered all arguments for and against. After discussion, Select member Kilcoyne moved that the permit be approved, contingent upon the member’s and applicant’s approval of the decision which will include all discussed contingencies, regulations and criteria. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. At 8:04 Select member Sonnenberg moved to close the Public Hearing. Select member Kilcoyne – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Approval of Driveway permit 44 Chocksett	<p>The Board considered a permit request for an entrance to public ways for 44 Chocksett Road. The request has been approved by the Fire Department, Building Department, Conservation and public works. After discussion, Select member Sonnenberg moved to approve the Entrance to Public Ways permit for 44 Chocksett Road. Select member Kilcoyne 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Common Victualler permit	<p>Applicant was not ready yet to move forward with application.</p>
Discuss HR Key Contract for 2022	<p>Mary Beth Bernard, of HR Key Solutions, submitted a proposal for per diem Human Resource services for the Town. She will be available to assist with HR related matters and to advise on HR best practices, as needed. The services will be effective January 3, 2022 and the services will be calculated in 15 minute increments. Invoices will be submitted on a 30 day cycle. The cost will be \$150.00 per hour. After discussion, Select member Kilcoyne moved to approve HR Key Solution’s per diem proposal. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Police Negotiations Assistance	<p>The Police Union contract will be negotiated in the coming months. The Board is interested in getting professional assistance for this process. Select member Kilcoyne moved to give Fred Aponte permission to reach out to John Petrin and Ross Perry regarding their interest in assistance with this endeavor.</p>



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removal application 6

Select Board Meeting Minutes

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	<p>Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
Choose communities for Compensation study	<p>After discussion, the board chose to use the following as comparable towns for the impending compensation study; Ashburnham, Ayer, Bolton, Clinton, Lancaster, Lunenburg, Rutland, Templeton, Townsend, West Boylston, Westminster, and Stow.</p>
Early release Dec. 23 and 30	<p>The Board was asked to consider an early release on Dec. 23 and Dec. 30 to give staff a full 8 hours of holiday compensation. After discussion, Select member Kilcoyne move to allow staff to leave at 1:00 on both Dec. 23 and Dec. 30. Select member Sonnenberg – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. Notices will be posted online and on the outside doors. All Departments will be made aware of this decision.</p>
Appointment to the Animal Control, Kennel bylaw, sub-committee	<p>After discussion, Select Member Sonnenberg moved to appoint John Kilcoyne to the Animal Control Kennel Subcommittee. Chair Cranson 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried. This group will work on creating a kennel bylaw for submittal at the 2022 ATM.</p>
Consider proposed HR Protocol	<p>A proposal, by select member Sonnenberg to appoint an interim Personnel Board was submitted for the purpose of overseeing and coordination of town HR functions. However, it was explained that a Personnel Board must be created at town meeting and that at Town meeting in 2020 the Personnel Board was dissolved and all powers and authorities vested in the Personnel Board were shifted to the Town Administrator, acting as Human Resources/Personnel Director. The Interim Town Administrators therefore have those authorities. Select member Sonnenberg then requested that a working committee be formed to assist, if needed. Select member Sonnenberg moved to post for a working committee for personnel. Select member Kilcoyne – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>
TA Report	<ul style="list-style-type: none">• The HRS orientation meeting for the Compensation Study was held on the 14th.• Fred met with Paul Cathcart and Jim Patacchiola of the EDC to discuss how to move forward with the proposed underground utilities project. The consensus was that they would like to continue to use the services of Weston and Sampson for this project. Fred requested that the Board take this into consideration at their next meeting.• The Grant ceremony will take place at 3:00 on Tuesday in Pittsfield. Fred Aponte will receive the grant on behalf of the Town.
PSAs	
Adjourn	<ul style="list-style-type: none">• The Property, formerly known as the Sterling Inn, sold at public auction for \$600,000.00 on Friday, December 10. No final decisions have been made as to the plans for the property. The EDC will be engaged, as well as environmentalists and engineers.• The Friends of the Sterling Seniors will host a breakfast and raffle on Dec. 17th.• Merry Christmas and Happy New year to all. <p>At 9:02, Select member Sonnenberg moved to adjourn the meeting. Select member Kilcoyne 2nd. Select member Kilcoyne – 2nd. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Chair Cranson – Aye. Motion carried.</p>

Materials: agenda, Earth Removal material, Entrance to public ways Application, HR Key proposal, List of comparable towns, Volunteer application, HR proposal