

TOWN OF STERLING
Select Board
February 16, 2022

Minutes

Chair Cranson called the Select Board meeting to order at 6:32 pm. Roll Call: Chair Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – present. Also present were Co-Acting Town Administrators, Fred Aponte and Kama Jayne.

Joint meeting
with WRSD

Select member Kilcoyne moved to approve the minutes for February 2, 2022. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.

Everett Heller called the Finance Committee meeting to order at 6:33.

This was a joint meeting between the Board of Selectmen, Finance Committee, and the School. Superintendent Darryll McCall, and Director Daniel Deedy presented to the Boards.

The School reported that the District enrollment for Sterling has increased by 6 students. Sterling students currently comprises 13.55% of the total student population for the District. The total assessment for Sterling is a 2.82% increase (Proposed FY 23 - \$12,444,610)

This budget breakdown, by appropriation, is as follows;

Appropriation	FY22 Budget	FY23 Proposed	\$ Diff +/-(-)	% Diff
Salaries and Stipends	\$66,602,524	\$68,605,250	\$2,002,726	3.01%
Benefits and Insurance	\$17,881,391	\$19,103,693	\$1,222,302	6.84%
Instructional Support	\$3,273,720	\$3,273,720	0	0.00%
Operations and Maintenance	\$3,732,120	\$4,160,742	\$428,622	11.48%
Pupil Services	\$52,058	\$52,058	\$0	0.00%
Special Ed Tuitions	\$2,511,780	\$2,766,699	\$254,919	10.15%
Other Operating Costs	\$1,732,282	\$1,507,582	(224,700)	-12.97%
Transportation	\$6,465,504	\$7,339,487	\$873,983	13.52%
Debt Service	\$2,301,900	\$2,277,150	(\$24,750)	-1.08%
Total General Fund	\$104,553,279	\$109,086,381	\$4,533,102	4.34%



FY23 Budget Sterling
2_16_22.pdf

The report can be seen here;

On March 7, the School Committee will vote on the final budget.

Finance
Committee
meeting
accessibility

Select member Sonnenberg made a motion that all Finance Committee meetings be made available through zoom and taped for public viewing on SLCT for transparency. Chair Cranson 2nd. Everett Heller, chair of the Finance committee, resisted this idea, stating that it was unfair to require the Finance Committee to Zoom their meetings unless ALL boards and committees were required to do so. He explained that to accommodate his members, they must sometimes assemble in alternate rooms instead of room 205, which is set up for zoom and that the requirement would add extra responsibility that his members were not willing to commit to. After further discussion in which a member of the Finance/Capital committee offered to attempt to zoom the meetings. The Board voted. Select member Sonnenberg – Aye. Select member Kilcoyne – opposed. Chair Cranson – opposed. The Finance and

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	<p>Capital Committees were encouraged to share their meetings via zoom, if possible. However, it will not be a requirement. The public was reminded that all meetings are public and anyone is welcome to attend.</p>
Update regarding TA Search	<p>John Petrin, Senior Associate for Community Paradigm Associates LLC reported that he has some very promising candidates for the Town Administrator position. He will further winnow the choices down to 5, which is the number that the Select Board wishes to interview. All of the candidates have solid backgrounds in Municipal government. Interview times and dates will be solidified within the next few days.</p>
Update on Comp. study	<p>Sandy Stapczynski, President of Human Resources Services, Inc. provided an update on the compensation study that her company has been conducting for the Town. She has received all of the Personnel Analysis Questionnaires from the staff and interviews are nearly completed. Her company is moving forward on data analysis. She reported that they will try to get as much information concerning estimates of compensation to the Town by mid-March so that the information can be used in budgeting for the Town Meeting.</p>
APR - 146 North Row Road	<p>Ashley, Davies, APR Acquisition Planner for the MA Department of Agricultural Resources through the MDAR's Agricultural Preservation Restriction Program requested a local contribution from the Town in order to preserve the property at 146 North Row Road for farming. The Board was reminded that the Master Plan sets a high priority on preserving farmland in Sterling. This property would remain in 61A after the acquisition, as it has been identified as prime farmland by the State. The total cost for acquisition of this property would be \$419,000.00. The State would require a local contribution of 10% or \$41,900.00 from the Town or as a "donation" from the property owners. This topic will be addressed at a future meeting.</p>
Main Street Proposal	<p>After discussion, Select member Kilcoyne moved to accept the proposal by Weston and Sampson to proceed to contract, with the understanding that the payments will be made after the completion of tasks, rather than as a lump sum. Select member Sonnenberg – 2nd. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Chair Cranson – Aye. Motion Carried.</p>
Common Victualler -Village Pizza	<p>After discussion, Select member Kilcoyne moved to approve the Common Victualler application for the new owners of Village Pizza. Select member Sonnenberg – 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
School Playground project	<p>One hundred and thirty thousand dollars was voted at town meeting for a new playground at the school. Since that time, the cost has dramatically increased due to ADA requirements, increased costs for labor, and the addition of a perimeter fence. Therefore, the playground project will require more funds before it can be started. An additional \$120,000.00 will need to be considered at Town meeting. The Board would like to know what can be done by means of fundraising to offset that cost. The finance committee will consider this request and other funding sources will be investigated.</p>
1835 Town Hall Legal issues	<p>Carl Corrine, Chair of the 1835 Town Hall Committee explained that the committee has not yet been able to connect with the residents whose property the sewage line needs to cross. The 1835 committee will continue to attempt to contact those property owners to explain the request for an easement. They will also reconnect with the owner of 27 Main Street to ascertain that the agreement from last year is still amenable.</p>
Architectural fee proposal for Butterick roof	

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HR volunteers notice approval	Paul Anastasi has requested that the Board set the schedule for architect’s proposals for the Butterick roof. The consensus of the Board was that the architectural fee proposal should be posted on February 21 with a submission deadline of March 7 th .
Policy updates	The HR volunteer idea has been tabled and will not be reconsidered.
PSAs	Select member Sonnenberg will submit the policy updates in finished format.
Adjourn	<ul style="list-style-type: none">• Cameras are being installed in and outside the buildings.• Police Union discussions are progressing. There has not been a need to include Town Counsel or the Union Steward.• The Finance Committee has voted to recommend a 3% COLA raise to employees.• Fred Aponte, Accountant/Operations manager/co-acting Town Administrator has accepted another job. His last day will be March 25th. He has agreed to work part-time/remotely for the Town of Sterling until another can be found. <p>At 8:52, Select member Kilcoyne move to adjourn. Select member Sonnenberg – 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
	Materials: agenda, minutes, Common Vict. Application, school budget power point, ARP proposal, Weston and Sampson proposal, roof project outline