

TOWN OF STERLING

Select Board

May 25, 2022

	<p>Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Kilcoyne – present. Select member Smith – present. Town Administrator, Bill Caldwell present. Senior Executive Assistant, Kama Jayne - present.</p>
Minutes	<p>Select member Kilcoyne moved to approve the minutes for May 11. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Comp study update	<p>At the Department Head meeting, held this morning, information regarding the compensation study was disseminated. Department heads will share this information with staff and make recommendations if needed. The Board requested that HRS provide compensation steps for each of the grades. This information will be further considered at a future meeting.</p>
Vacation carryover	<p>The Personnel Policy states that staff may carry up to 80 hours of vacation time to the next fiscal year. The Town Administrator has been asked if several Police officers and a staff member of the DPW could be granted permission to carry over more than the 80 hours. The Board was concerned about the financial impact of this request, as well as the perceived inequity in granting it. Therefore, Select member Kilcoyne moved to table this topic until the next meeting. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Year-end transfers	<p>After discussion, Select member Kilcoyne moved to approve the following Alternate Year-end Appropriation transfer requests; \$15,000.00 from Ambulance Payroll to Ambulance Expense \$22,239.24 from DPW Wages to DPW Salary \$26,069.09 from DPW wages to Snow and Ice \$510.00 from Town Administrator Salary to Town Administrator Wages \$2,800.00 from Facilities Wages to Facilities Expenses Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
ARPA funding request from DPW	<p>The DPW has requested ARPA funding in the amount of \$18,550.00 to be used toward the replacement of the water main in Waushacum Village. These funds will complete the design, permitting and bidding of the project. After discussion, Select member Kilcoyne moved to approve the disbursement of ARPA funding for this phase of the project. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. Once an accurate cost estimate is completed, the DPW will be requesting additional ARPA funds for construction.</p>
Appoint Chief of Police	<p>Acting Chief, Sean Gaudette, came before the Select Board for his appointment as Chief of the Sterling Police Department. After discussion, Select member Kilcoyne moved that the Board appoint Sean Gaudette as the new Police Chief, subject to contract negotiations. Select member Smith 2nd. Chair Cranson – Aye. Select member Smith – Aye. Select member Kilcoyne – Aye. Motion carried.</p>
TA Report	<p style="text-align: center;">Town Administrator Update</p> <ul style="list-style-type: none">• Dept. Head meeting 5/25• ARPA projects<ul style="list-style-type: none">○ SMLD Fiber

- Lift/Elevator upgrade at Library
- Playground equipment for school
 - Will investigate replacement/refurbishment
- DPW – cold storage facility and 62/140 intersection 25% design
- Compensation Study
- Seasonal DPW jobs
- Planner – posted
- ConCom Agent - posted
- Boards and Committee vacancies
- Hot Water Heater at PD
- Met with W&S re: downtown plans with Darren, Ryan, and Patty. Getting base plans for current work design. Will receive a proposal regarding the underground infrastructure – water and stormwater – apply for Massworks grant
- Gap Grant – Darren, Ryan and me. Water energy efficiency program. Looking at potential projects
- Employee appreciation

Project updates:

1. Playground – Sourcewell group purchasing, can be done. Looking at end of summer if signed soon. Will have a site visit with vendor, DPW, Principal to see what is needed, what can be removed if necessary. Entered agreement with LittleTykes/PlayPower
2. Library Lift/Elevator – start with lift – will solicit quotes from vendors. Elevator will need engineering
3. School Flooring – met with vendor to get pricing. Will put out to bid
4. Peg's Pond – met with Chuck Plaisted, Ryan Mouradian, Darren Borge about improvements
5. Butterick Roof – kickoff meeting with architect, site visit next week
 - a. Bid docs online - \$1,000 for online procurement, scoring
6. 62/140 engineering – entered into agreement with Green International

Public Session

A citizen requested that the Board consider moving forward on expanding the Board. Kudos to the DPW for their work in beautifying the Town center in time for the Memorial Day ceremonies.

PSAs

The Memorial Day parade will take place on Monday, May 30th.

The Farmer's Market has resumed on Friday afternoons.

The Sterling Street Market is held on Saturdays.

Select member Kilcoyne will attend the anniversary celebration of Hope Chapel.

Select member Kilcoyne and the Town Administrator will attend the WRSD meeting to vote on a Municipal Representative.

The TA will also attend the grant award ceremony for the fiber grant.

Select Member Smith will investigate feasibility of purchasing and placing portable cameras on light poles to dissuade people from illegal dumping and vandalism.

Adjourn

At 7:25 Select member Kilcoyne moved to adjourn, Select member Smith 2nd. Chair Cranson – Aye. Select member Smith – Aye. Select member Kilcoyne – Aye. Motion carried.

Materials: agenda, Minutes, Transfer req., ARPA req., Gaudette resume, TA report