

TOWN OF STERLING

Select Board

June 22, 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 June 8, 2022. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Library Report	<p>Betsy Perry, Director of the Library, updated the Board on library goals and activities. The summer activities have begun and the library continues to work with the Senior Center to provide age-friendly activities. Their 5 year plan is to continue to foster interaction with the community and to specifically get more teens involved in the library.</p>
Appointment of a new patrol officer	<p>In Chief Gaudette’s absence, Sergeant Fugere addressed the Board regarding the command staff’s choice to appointment Andrew Dipetro as the new patrol officer. This vacancy was created upon Sergeant Gaudette’s promotion to Chief. Mr. Dipetro is a former full time dispatcher for Sterling, has attended the police academy and is currently employed as an officer in the Town of Rutland. After discussion, Select member Kilcoyne moved to appoint Andrew Dipetro as the new patrol officer for the Town of Sterling. Select member Smith – 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Harassment Officer	<p>After discussion, Select member Kilcoyne moved to change the title of Sexual Harassment Officer to Harassment Officer. Select member Smith – 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried. All issues of harassment shall be reported to the Town’s Harassment Officers. Those officers are currently Bill Caldwell and Chief Gaudette.</p>
Reappointments	<p>After discussion, Select member Kilcoyne moved to reappoint the volunteers as listed on the agenda. (see below) Select member Smith – 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Approve transfers	<p>After discussion, Select member Kilcoyne moved to approve the following Alternate Year-end Appropriation transfer requests; \$662.51 from Treasurer/Collector Expense to Treasurer/Collector Salary \$478.65 from Treasurer/Collector Expense to Treasurer/Collector Wages \$4,500.00 from Operation Manager wages to Finance Assistant Stipend \$1,722.08 from Town Clerk Training to Elections \$5,277.65 from Ambulance Wages to Covid Expense \$5,000.00 from Town Administrator Salary to Town Administrator Expense Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.</p>
Compensation steps	<p>The Town Administrator has received the proposed compensation step plan from HRS. The 3% COLA will be added after the compensation steps have been accepted. Select member Kilcoyne – moved to approve the proposed steps so that the Town Administrator can move forward with the compensation plan. Select member Smith – 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith - Aye. Motion carried.</p>

**Amendment to
Dispatchers
contract**

Article 35 of the Dispatcher's contract states that "if the Town offers Town Hall employees a COLA which is different from the amount agreed upon in this contract, the same COLA will be offered to the Union via a reopener request. Therefore, Select member Kilcoyne moved to amend the Dispatcher's contract to include a 3% COLA increase for FY23. Select member Smith 2nd. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Smith - Aye. Motion carried.

**Expansion of
Select Board**

The Board discussed the expansion of the Board to 5 members, per the vote at Town Meeting. Although each of the Board members voiced their concerns and therefore their disagreement with this proposal, they agreed to solicit the legislature regarding this possibility. Select Board member Kilcoyne moved to solicit the legislature to increase the size of the Board to 5 members. Select member Smith – 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith - Aye. Motion carried.

TA Report

The Town Administrator will work on the document to be submitted to the Legislature.

Town Administrator Update

- Planner – posted, closes 6/24
- ConCom Agent – posted closes 6/24
- Boards and Committee vacancies
- Massworks Grant – downtown infrastructure submitted
- Agreement for the building inspector with Boylston
- Resident found Eversource did not update Digsafe with gas lines. Eversource is aware and will update with an official statement and corrective action.

Project updates:

1. Playground – agreement signed.
2. Library Lift/Elevator – start with lift – will solicit quotes from vendors. Elevator will need engineering
3. School Flooring – bid has been advertised. Pre-bid conference Friday 6/17
4. Storage Building – Met with engineer on Tuesday. Proposal forthcoming
5. Peg's Pond – met with necessary parties. Bids to go out this summer.
6. Butterick Roof – site visit 6/2. Beginning on documents.
7. 1835 Building Septic – have construction plans. Will need bid documents
8. 1835 furniture - order after July 1 with approval from committee
9. 62/140 engineering – entered into agreement with Green International
10. Maple Street sidewalks – site visit. Design begins
11. Downtown revitalization – expecting base plans/surveys – bury utilities
 - a. Design of sidewalks, road crossings, parking, etc.

Adjourn

ARPA Project	Approved	Spent/status
SMLD Fiber	352,000	352,000
Library Lift/Elevator	200,000	
Playground Equipment School	115,000 (130,000 citizens)	Contract approved 216,074.80
DPW Cold Storage	212,000	
62/140 Design	250,000	Contract signed 248,487.22
Water main Campground	18,550	Contract amended 18,550
Total	1,147,550	352,000

At 7:28, Select member Kilcoyne moved to adjourn. Select member Smith – 2nd. Select member Kilcoyne – Aye. Chair Cranson – Aye. Select member Smith - Aye. Motion carried.

Reappointments

1835 Town Hall Committee	Carol Stewart-Grinkis	6/30/2025
ADA Advisory Committee	Donald W. Harding	6/30/2023
Agricultural Commission	Diane Melone	6/30/25
Animal Control Advisory Board	Elaine Armstrong	6/30/2023
Animal Control Advisory Board	Ann Marie Catalano	6/30/2023
Animal Control Advisory Board	Edith McNamara	6/30/2023
Animal Control Advisory Board	Cynthia Miller	6/30/2023
Animal Control Advisory Board	Kathleen Nickerson	6/30/2023
Animal Control Advisory Board	Theresa E. Sadler	6/30/2023
Animal Control Advisory Board	Frances Simonds	6/30/2023
Assistant Emergency Management Director	James Emerton	6/30/2023
Alternate Building Inspector/Commissioner	James Salmon	6/30/2023
Cable TV Advisory Board	Richard H. Maki	6/30/2025
Conservation Commission	Scott Michalak	6/30/2025
Conservation Commission	Barbara Roberti	6/30/2025
Council on Aging	Kevin Beaupre	6/30/2025
Council on Aging	Mary (Meg) Chase	6/30/2025
Council on Aging	David Cosgrove	
Economic Development Committee	Richard Maki	6/30/2025

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Alternate Electrical Wiring Inspector	Curt Bjorkman	6/30/2023
Electrical Wiring Inspector	(John) Gary Harrington	6/30/2023
Energy Committee	Patrice Fullhart	6/30/2024
Energy Committee	Daniel Hallet	6/30/2024
Extension Services	Loret Schur	6/30/2023
Finance Committee	Christopher Paquette	6/30/2025
Gas Inspector	Robert Janda	6/30/2023
Alternate Gas Inspector	Jeremy Pierce	6/30/2023
Historical Commission	James Carrol	6/30/2025
Historical Commission	Catherine Harragian	6/30/2025
Montachusett Authority Regional Transit [MART] Advisory Board	Richard H. Maki	6/30/2023
Montachusett Joint Transportation Committee [MJTC]	Richard H. Maki	6/30/2023
Municipal Coordinator	David Hurlbut Jr.	6/30/2024
Open Space Implementation Committee	Paul Lekberg	6/30/2025
Open Space Implementation Committee	James Wilkinson	6/30/2025
Police Cell Monitor	Benjamin Dame	6/30/2023
Police Cell Monitor	Danielle Mallette	6/30/2023
Police Cell Monitor	Dawn Metcalf	6/30/2023
Police Cell Monitor	Kim Thebeau	6/30/2023
Police Cell Monitor	Tanner Pomeroy	6/30/2023
Police Cell Monitor	Beatrice Serewicz	6/30/2023

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Public Weighers	Jeff Henningson	6/30/2025
Recreation Committee	Bonnie Pulda	6/30/2027
Recreation Site Committee	Brent Powers	6/30/2025
Regional Emergency Planning Committee	James Emerton	6/30/2023
Regional Emergency Planning Committee	David Favreau	6/30/2023
Regional Emergency Planning Committee	Donald Hamilton	6/30/2023
Regional Emergency Planning Committee	David C. Hurlbut, Jr.	6/30/2023
Regional Emergency Planning Committee	Peter MacDonald	6/30/2023
Right-to-Know Coordinator	David C. Hurlbut, Jr.	6/30/2023
Veteran's Grave Officer	Robert Temple	6/30/2023
Wachusett Fund Committee	David C. Hurlbut, Jr.	6/30/2023
Wachusett Fund Committee	Peter MacDonald	6/30/2023
Zoning Board of Appeals	Gail Bergeron	6/30/2025

Materials: agenda, Minutes, reappointments, transfers, comp study, dispatch contract agreement, select board increase info.