

TOWN OF STERLING

Select Board

June 23, 2021

MEETING:	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 Town Administrator, Kellie Hebert and Senior Executive Assistant, Kama Jayne.
Minutes	Select member Sonnenberg moved to approve the minutes for June 9, 2021. Select member Kilcoyne 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.
Re-Organization	Select member Kilcoyne moved that Maureen Cranson remain as Chair, Arden Sonnenberg remain Vice Chair and that he, himself, remain Clerk. The motion was not seconded.
Reappointments	Select member Kilcoyne moved to re-appoint all volunteers listed on the Agenda. (See end of minutes.) Select member Sonnenberg – 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.
Inspectional Services	<p>The Board considered the implementation of an office that would address all aspects of land use and permitting, as well as the appointment of staff to address the needs of that office. After discussion, Select member Sonnenberg moved to appoint Anastasios Zahariadis as Sterling Building Commissioner for a three year term from July 1, 2021 to June 30, 2021. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried. The Town Administrator will contact other communities that might be interested in sharing the services of the Building Commissioner, through an intermunicipal agreement.</p> <p>After discussion Select member Sonnenberg moved to appoint James Salmon and Robert Lanciani as alternate building inspectors for the Town of Sterling for a one year term from July 1, 2021 to June 30, 2022. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>After further discussion, Select member Kilcoyne moved to approve the temporary position of Executive Assistant for the Inspectional Services/Building Department. Chair Cranson 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Abstained. Select member Kilcoyne – Aye. Motion carried.</p> <p>Select member Kilcoyne moved to appoint the Town Planner as the Interim Director for the Inspectional Services/Building Department. Chair Cranson 2<sup>nd</sup>. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion carried.</p> <p>The Board will hold a work session in July to address specifics of the proposed Land Use/Permitting Department.</p>
Curb Cut	The Board considered the approval of Entrance to Public Ways permit application for a driveway at 179 Justice Hill Road. The application was approved by the DPW, Fire Department, and Building Inspector. After discussion, Select member Sonnenberg moved to approve the Entrance To Public Ways permit request for 179 Justice Hill Road. Select member Kilcoyne 2 <sup>nd</sup> . Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.
Rapid Recovery Planning Grant	This presentation was given by Favermann Design. The Local Rapid Recovery Planning Grant Program is a project of the Massachusetts Downtown Initiative. It provides municipalities within the Commonwealth with the opportunity to develop actionable, project-based recovery plans tailored to the unique challenges and COVID-19 related impacts to downtowns, town centers and commercial areas. This grant program provides technical assistance to the Town of Sterling through Plan Facilitators

assigned to each community. The effort will culminate in plans that summarize the diagnostic findings and offer clear, tactical project recommendations. Once the plan has been created, the community will have input into the draft plan and be able to make recommendations prior to its submission to the State for approval. The Board would like the consultant to address the following;

- Funding sources to implement the plan
- Store front guidelines
- Recommendations for parking
- How to address the issue of absentee landlords, as it pertains to store front improvements
- Consider traffic patterns
- Consider branding

SMLD American  
Resource Plan  
Project

The Board discussed the Sterling Municipal Light Department's request for funding through the American Rescue Plan to expand the newly acquired broadband network to the outskirts of Town. This plan would give the Town the ability to provide better first responder communication, make security available at many town property locations, update the Municipal phone systems and make broadband available to residents along the route. Darren Borge, Manager of the Light Department, requested that the Board vote to approve the expenditure of the State grant money in the amount of \$352,000.00 to purchase the cable and other installation material that would be required for this project. The SMLD has pledged in kind services for an expected savings to the project of \$217,000.00. After discussion, Select member Sonnenberg moved to approve the expenditure of the State grant money of \$352,000.00, when the money becomes available, as requested by the Light Department, to make necessary improvements in the Town's broadband infrastructure. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.

Dissolution of  
40B Review  
Committee

The 40B review committee is now a redundant committee without required members. The Zoning Board of Appeals handles issues pertaining to the 40B requirements and the 40B membership has dwindled to one. Therefore, Select member Sonnenberg moved to dissolve the 40B Committee. Select member Kilcoyne 2<sup>nd</sup>. Chair Cranson – Aye. Select member Kilcoyne – Aye. Select member Sonnenberg – Aye. Motion Carried.

Request to Use  
Sholan Park

Mr. Nate Lamberty requested the use of the Sterling Town beach for his wedding ceremony on September 24, 2022. Upon discussion, the Board decided to implement a policy for the rental of the lake/beach area. Therefore, this request will need to be tabled for now.

Transfers

After discussion, Select member Sonnenberg moved to approve the following Alternate Year-end Appropriation transfer requests;

- \$5,000.00 from COA wages to Senior Center Operations
- \$4,000.00 from the Senior center wages to the COA expenses
- \$16,000.00 from the DPW Water wages to the Water expenses
- \$10,000.00 from Water wages to Water expenses
- \$125.00 from Select Board expenses to Town Administrator salary
- \$1,200.00 from Select Board expenses to Town Administrator wages
- \$435.00 Town Accountant Expenses to Operations Manager salary
- \$1,879.88 from DPW salary to DPW street lights
- \$5,000.00 from Town Planner Expenses to Planning Board wages
- \$2385.20 from Building Inspector Wages to Planning Board wages

Select member Kilcoyne – 2<sup>nd</sup>. Selectman Cranson – Aye. Select member Sonnenberg – Aye. Chairman Kilcoyne - Aye. Motion Carried.

PSAs                      Thank you to the Town Clerk’s Office and staff for all of their work in running the election and assisting in the Town Meeting.  
Best of luck to Donna Landry. She has been the Assistant Town Clerk for about a year and today was her last day.

Adjourn                      At 9:23 Select member Sonnenberg moved to adjourn. Chair Cranson 2<sup>nd</sup>. Meeting adjourned.

Board Name	
<b>1835 Town Hall Committee</b>	<b>Term end - 6/30/2024 -</b>
Ronald Pichierri	
<b>ADA Advisory Committee</b>	<b>Term end - 6/30/2022</b>
Donald W. Harding	
Ronald Pichierri	
<b>Animal Control Board</b>	<b>Term end - 6/30/2022</b>
Elaine Armstrong	
Ann Marie Catalano	
Edith McNamara	
Cynthia Miller	
Kathleen Nickerson	
Theresa E. Sadler	
Frances Simonds	
<b>Animal Control Officers</b>	<b>Term end - 6/30/2022</b>
Steven Jones	
Lou Massa	
<b>Assistant Emergency Management Director</b>	<b>Term end 6/30/2022</b>
James Emerton	
<b>Alternate Building Inspector/Commissioner</b>	<b>Term end 6/30/2022</b>
George Tignor	
<b>Cable TV Advisory Board</b>	<b>Term end 6/30/2024</b>
Richard H. Maki	
<b>Capital Budget Committee</b>	<b>Term end 6/30/2024</b>
Lynne Sheppard	
<b>Conservation Commission</b>	<b>Term end 6/30/2024</b>
Michael E. Pineo	
<b>Council on Aging</b>	<b>Term end 6/30/2024</b>
Joseph LaGrassa	
Debra MacLennan	
<b>Economic Development Committee</b>	<b>Term end 6/30/2024</b>
Paul Cathcart, Jr.	
Keith A. Cordial	
Maureen Cranson	
James Patacchiola	
<b>Alternate Electrical Wiring Inspector</b>	<b>Term end 6/30/2022</b>
Curt Bjorkman	
<b>Electrical Wiring Inspector</b>	<b>Term end 6/30/2022</b>

(John) Gary Harrington

**Extension Services Term end 6/30/2022**

Loret Schur

**Fair Committee Term end 6/30/2024**

David Agurkis

Margaret Agurkis

Philip Campbell

Linda Davis

Douglas Downey

Carl Gronblom

Chip (Daniel) Hallet

Terry Heinold

Robert Kneeland

Susan Lambert

Christopher P. O'Neil

Michael E. Pineo

Barbara Roberti

Heather Rockwell

Gloria Rugg

Raymond Rugg, Jr.

Joan Strang

Dustin Whitiker

**Gas Inspector Term end 6/30/2022**

Robert Janda

**Alternate Gas Inspector Term end 6/30/2022**

Jeremy Pierce

James Bakun

**Hearing Officer Term end 6/30/2022**

Kellie A. Hebert

**Historical Commission Term end 6/30/2024**

David Gibbs

**Master Plan Committee Term end 6/30/2022**

Blaine Bershad

Robert Dumont

James French

Rose Koven

Patty Page

Elizabeth Pape

Charles Plaisted

**Memorial Park Term end 6/30/2022**

Sandra Habe

**Montachusett Authority Regional Transit [MART] Advisory Board Term end 6/30/2022**

Richard H. Maki

**Montachusett Joint Transportation Committee [MJTC] Term end 6/30/2022**

Richard H. Maki  
**Open Space Implementation Committee** Term end 6/30/2024  
Charles Plaisted  
Robert Protano  
**Police Cell Monitor** Term end 6/30/2022  
Benjamin Dame  
Danielle Mallette  
Dawn Metcalf  
Kim Thebeau  
Tanner Pomeroy  
Beatrice Serewicz  
**Procurement Officer** Term end 6/30/2022  
Kellie A. Hebert  
**Public Weighers** Term end 6/30/2024  
Jeff Henningson  
**Recreation Committee** Term end 6/30/2025  
Deidre Shapiro  
**Recreation Site Committee** Term end 6/30/2024  
David Citro  
Brent Powers  
**Regional Emergency Planning Committee** Term end 6/30/2022  
Gary Chamberland  
James Emerton  
David Favreau  
Donald Hamilton  
David C. Hurlbut, Jr.  
Peter MacDonald  
**Right-to-Know Coordinator** Term end 6/30/2022  
David C. Hurlbut, Jr.  
**Sexual Harassment Officer** Term end 6/30/2022  
Gary Chamberland  
Kellie A. Hebert  
**Veteran's Agent** Term end 6/30/2022  
Richard (Rick) Voutour  
**Veteran's Grave Officer** Term end 6/30/2022  
Robert Temple  
**Wachusett Fund Committee** Term end 6/30/2022  
Gary Chamberland  
David C. Hurlbut, Jr.  
**Zoning Board of Appeals**  
Matthew Campobasso  
Joseph Curtin

Materials: agenda, minutes, presentations from SMLD, Rapid Recovery and Inspectional Services, driveway permit, transfers