


TOWN OF STERLING
Select Board
December 6, 2023

Minutes	<p>Chair Cranson called the Select Board meeting to order at 6:30 pm. Roll Call: Chair Cranson – Present. Select member Smith – Present. Select member Newman – Present.</p> <p>Town Administrator, Bill Caldwell – present. Senior Executive Administrative Assistant, Kama Jayne - present.</p> <p>Select member Newman moved to approve the minutes of November 8, 2023, as written. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p> <p>Select member Newman moved to approve the executive minutes of November 8, 2023, not to be released. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p> <p>Select member Newman moved to approve the minutes of November 14, 2023. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p> <p>Select member Newman moved to approve the executive minutes of November 14, 2023, not to be released. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Eagle Scout recognition	<p>Sheila Bean, Director of the Senior Center, introduced Eagle Scouts Zachary Sweet, Colin Sweet and Jacob Thorogood. She thanked them for all of the work that they did at the senior center as part of their Eagle Scout projects. Zachary built birdhouses and planter boxes. Colin worked on the rock beds and applied mulch. Jacob placed edging and mulched around the trees to prevent further damage to the trees when the lawn is mowed.</p> <p>Also present were Eagle Scouts Charles Smith and Adam Orsini. Charles repainted the gazebo at Memorial Park. Adam Orsini painted picnic tables, at the Town beach. The board also thanked Corbin Bennett, who was not in attendance, for refurbishing the historic Town Pound.</p>
Board of Health Interim Appointment	<p>With the untimely resignation of one of the Board of Health members, it is the responsibility of the Select Board and remaining BOH members to appoint an interim replacement, until a permanent replacement can be officially voted at the election in May. Ann Marie Catalano and Allen Hoffman attended in their capacity as members of the BOH. The select board received three applications to fill the position; Richard Lane, Val Pruneau, and Gary Menin. Interviews and discussion took place. Gary Menin withdrew his application in support of Rich Lane. Select member Newman moved to appoint Richard Lane to the position as Interim Board of Health Member. Select member Smith 2nd. Discussion - Chair of the BOH, Alan Hoffman, moved to appoint Val Pruneau to the position. Ann Marie Catalano – 2nd. Select member Smith – Opposed to the appointment of Val Pruneau. Select member Newman – opposed to the appointment of Val Pruneau. Chair Cranson – opposed to the appointment of Val Pruneau. Allen Hoffman – Aye. Ann Marie – Aye. Motion to appoint Val Pruneau denied. Vote then taken on the appointment of Richard Lane. Select member Smith - Aye. Select member Newman – Aye. Chair Cranson – Aye. Allen Hoffman – Opposed. Ann Marie Catalano – Opposed. Motion to appoint Richard Lane as Interim BOH member - carried. Mr. Lane intends to run for the seat in the May election.</p>
BOH Audit Committee member	<p>At the Special Town Meeting in October, voters approved the expenditure of \$10,000.00 to be used for an audit of the Sterling Board of Health. The audit shall be done by a Massachusetts Municipal Association partner and will examine the systems, programs, and financial data of the Board of Health. The article also moved for the creation of an audit committee. This committee will create an RFP</p>

	<p>(request for proposal) to be used to seek and hire an audit firm. Three applicants offered their service to fill the position as an at large member of the audit committee from the group of recently certified petitioners; Daniel Donovan, Gail Hassett, and Gary Menin. Gail Hassett was unable to attend the meeting. Gary Menin withdrew his application in support of Daniel Donovan. After discussion, Chair Cranson moved to appoint Daniel Donovan to the audit committee. Select member Newman – 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Alternate Electrical Inspector	<p>After discussion, select member moved to appoint Jim Lynch as the Alternate to the Alternate Electrical Inspector. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Recommendation for State Appointment to Housing Authority	<p>After discussion, select member Newman moved to recommend Michael Forance for State appointment to the Sterling Housing Authority. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Facebook Discussion	<p>Select member Newman supports the idea of a Town Facebook page. She would like to have the information that is displayed on the news and announcement section of the Town’s website available via Facebook. After discussion, select member Newman moved that she be allowed to establish a “Town of Sterling” Facebook page. Select member Smith – 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Intermunicipal Agreement with West Boylston	<p>The Sterling-Boylston Building Commissioner has agreed to provide interim Building Commissioner services to the Town of West Boylston and he wants to utilize the vehicle, provided by the Town of Sterling, for the same. The board has been presented with an agreement in which West Boylston will reimburse Sterling for usage of the vehicle and shall defend, indemnify, and hold harmless the Town of Sterling for any and all claims, losses, expenses, or damages arising from the use of said vehicle while the Commissioner is providing service to the Town of West Boylston After discussion select member Newman moved to sign the intermunicipal Agreement between the Town of West Boylston and Sterling regarding the usage of Sterling’s vehicle. Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Permits and Licenses	<p>Select member Newman moved to approve all of the Licenses and Permits as listed on the agenda.</p> <p> 202312051107.pdf</p> <p>Select member Smith 2nd. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
TA Report	<p style="text-align: center;">Town Administrator Update</p> <ul style="list-style-type: none">• MVP Grant – expression of interest, DER culverts grant• Community Compact Grant – best practices<ul style="list-style-type: none">○ Capital Improvement Plan○ Budget Document• Weekly check-in with Anne Gobi, Dir. Rural Policy• RFP for field study under review• 12/31/24 must obligate ARPA funds, 12/31/26 spent• Department meeting: Budget, capital, evaluations, trainings (AED, CPR, ALICE)• WRSD Facility Tour - Sterling 11/28.

- Conservation Restriction Osgood Rd. – 12/20 or special meeting?

Project updates:

1. Library Lift/Elevator – Otis for elevator modernization
2. School Security – Received quotes. American Alarm awarded bidder.
3. Storage Building – Exploring options
4. Town Beach – some drainage work complete, tree work
5. 1835 Building Septic – Will need bid documents. Documents sent to owners
6. 1835 – Suspended ceiling downstairs
7. 62/140 engineering – Green International – rotary design
8. Maple Street sidewalks – Contract extension requested to 2024
9. Downtown revitalization –
 - a. Design of sidewalks, road crossings, parking, water main, storm water

ARPA Project	Approved	Spent/status
Light Department Broadband	352,000	352,000
CLA ARPA Consulting	1,325.63	1,325.63
Building Commissioner Vehicle	30,000	28,202
Water Main Replacement	74,750	8,350
Library Elevator	200,000	47,089.20
Houghton Playground	120,000	Returned to ARPA – State \$
Route 140 & 62 Design	250,000	78,934.68
COVID-19 Supplies	4,435	4,435
Comcast – Utilities	153,068	0
DPW Cold Storage	212,000	0
Total	\$1,397,578.63	\$640,336.51
2,443,264 total to Sterling	1,045,685.37	

PSAs

Special thanks to the Light Department, Fire Department and DPW for putting up Christmas lights and decorations.

Adjourn

At 7:39 select member Newman moved to adjourn. Select member Smith – 2nd. Chairman Cranson – Aye. Select member Smith – Aye. Select member Newman - Aye. Motion Carried.

Materials: agenda, minutes, TA report, volunteer applications, social media info., intermunicipal agreement, list of lic and permits