



TOWN OF STERLING  
Select Board  
January 3, 2024

	<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. Town Administrator, Bill Caldwell – present. Senior Executive Administrative Assistant, Kama Jayne - present.</p>
Minutes	<p>Select member Newman moved to approve the minutes of December 20, 2023, as written. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
61A Release – 71 Maple Street	<p>At 6:33, select member Newman moved to open the public hearing. Select Member Smith – 2<sup>nd</sup>. Select member Newman – Aye. Select member Smith – Aye. Chair Cranson – Aye. Motion carried.</p> <p>The Planning Board, Conservation Commission and Board of Assessors have voted to approve the release of 71 Maple Street, (Lot 3), consisting of approximately 2.32 acres, from 61A and not to pursue the purchase of this property. (recorded in plan book 971, Plan 119 at the Worcester Registry of Deeds and identified by the Sterling Assessor as a portion of 85 Maple Street, parcel 25-3) Select board member Newman moved to approve the 61A release of 71 Maple Street. Select member Smith - 2<sup>nd</sup>. Select member Smith – Aye. Chair Cranson – Aye. Select member Newman – Aye. Motion carried.</p> <p>At 6:37 select member Newman moved to close the public hearing. Select Member Smith – 2<sup>nd</sup>. Select member Newman – Aye. Select member Smith – Aye. Chair Cranson – Aye. Motion carried.</p>
Town Clerk Update	<p>The Town Clerk, Kathleen Farrell gave an update to the board. She reported that she will require a substantial increase in her budget, due largely in part to the substantial financial burden of upcoming elections. However, she is counting on some State reimbursement. She also advised the board of the</p> <div style="display: flex; justify-content: space-around; align-items: center;"><div style="text-align: center;"> 2024 Presidential Primary Calendar.pd</div><div style="text-align: center;"> 2024 Local Election Calendar.pdf</div></div> <p>2024 Presidential Primary Calendar and the Local Election Calendar.</p>
Berube’s Roadside Kitchen	<p>Berube’s Roadside Café’s special permit has expired. They will need to go before the ZBA to apply for another. The board suggested that the next permit have no set expiration date. (Valid for the duration of their business or until they should sell.) The cost of the application will be \$400.00 and will include all fees. Select member Newman moved to have a letter sent from the board to the ZBA in support of a permanent special permit for Berube’s Roadside Café’. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.</p>
Sports Field Study	<p>The board considered responses to the Town’s request for proposals regarding a site plan for the sports fields on Griffin Road and Muddy Pond Road. Recreation Director, Shari Gonsorcik, and the Town Administrator recommended Activitas of Dedham Massachusetts. After discussion, select member Newman moved to engage Activitas to create a site plan to maximize the space and usage of the fields on Griffin Road and Muddy Pond Road. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried. The funding for this project of \$70,000.00 was approved as a capital expenditure at the 2020 Town meeting.</p>
Road Race Approval	<p>Recreation Director, Shari Gonsorcik, has requested approval for the annual Sterling Recreational Road Race. She has confirmed the traffic pattern and police coverage with Chief Gaudette. After discussion, select member Newman moved to approve the Sterling Recreational Road Race for Saturday, April 6,</p>

2024. Select member Smith 2<sup>nd</sup>. Select member Kilcoyne – Aye. Select member Smith – Aye. Chair Cranson – Aye Motion carried. The race commences at 9:00 am.



2024 1 3 Town of Sterling Flag Policy.i

Flag Policy

The board considered the proposed flag policy. After discussion, select member Newman moved to approve the proposed flag policy. Select member Smith 2<sup>nd</sup>. Select member Smith – Aye. Select member Newman – Aye. Chair Cranson – Aye. Motion carried.

### Town Administrator Update

TA Report

#### Community Compact Grant

- Annual Audit being conducted
- Budget update: Due Friday
  - Biggest drivers – Schools, insurance, Worcester Retirement
- Assistant Collector – Meggin Hendley started yesterday
- MMA conference 1/19-20
- Shared Services:
  - Conservation: Current agent leaving. Looking to share services with another town to create FT benefitted position
  - Building Commissioner: Starting discussions with additional towns to explore larger shared services agreement for succession planning and long-term staffing

#### 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 has been completed, 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 6/30/2024
9. Downtown revitalization – The design is 25% complete
  - a. Design of sidewalks, road crossings, parking, water main, storm water

ARPA Funding – Project	Approved	Balance
SMLD Broadband	\$352,000	\$0
DPW Storage	\$212,000	\$212,000
62/140 Design	\$250,000	\$149,134.25
Library Lift	\$200,000	\$152,910
Watermain – Campground	\$18,550	\$16,450
Comcast Downtown	\$153,068	\$153,068
Playground – School	\$120,000	\$120,000 (returned state funds)
Building Commissioner Vehicle	\$30,000	\$1,798
Admin expenses	\$2,428.13	
Total	\$1,338,046.13	\$805,360.25
Total to Sterling	2,543,264.44	
Balance Designated to Downtown*	\$1,205,218.31	

Select Board Meeting Minutes

January 3, 2024

PSAs

Tax bills have gone out. This is a re-evaluation year. So, the average home value has increased, as has the tax rate. However, the Town of Sterling's average real estate for a single-family home is comparable to similar sized towns. The chair reminded the residents that while the town is cognizant of being fiscally conservative, the cost of the services provided continues to increase.

Adjourn

Budget proposals close on January 5<sup>th</sup>.

At 7:37 select member Newman moved to adjourn. Select member Smith – 2<sup>nd</sup>. Chairman Cranson – Aye. Select member Smith – Aye. Select member Newman - Aye. Motion Carried.

Materials: agenda, minutes, TA report, 61A information, Race application, Flag policy