

TOWN OF STERLING
BOARD OF SELECTMEN
November 1, 2017

MEETING:	Chairman Cranson called the Board of Selectmen meeting to order at 6:32 pm. Roll Call: Selectman Kilcoyne – Present. Chairman Cranson - Present. Selectman Lane - Present.
Minutes	Selectman Kilcoyne moved to approve the public minutes of October 18, 2017, as written. Selectman Lane 2 nd . Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Motion carried.
Tax Classification Hearing	Prior to the mailing of the 3 rd quarter tax bills, the Board of Selectmen must hold a hearing to determine the percentage of the Town's property tax levy to be borne by each major property class per Chapter 40, Section 56 of the Massachusetts General Laws. At 6:35 Selectman Kilcoyne moved to open the Public Hearing regarding Tax Classification. Richard Sheppard, Rebecca Boucher and Harald Scheid appeared before the Board of Selectmen. The Assessors recommended that the Town continue to support the single rate, as has been the practice, in order to continue to encourage businesses. After discussion, Selectman Kilcoyne moved that the Sterling Board of Selectmen vote in accordance with MGL Chapter 40 Section 56, as amended, the percentage of local tax levy will be borne by each class of real and personal property relative to setting the Fiscal Year 2018 tax rates and set the Residential factor at 1.0, with a corresponding CIP shift of 1.0 pending approval of the Town's annual tax recap by the Massachusetts Department of Revenue. Selectman Lane 2 nd . Chairman Cranson – Aye. Selectman Lane – Aye. Selectman Kilcoyne – Aye. Motion carried. At 6:45, Selectman Lane moved to closed the Public hearing. The Board will sign the final tax rate form after the Town Meeting.
Emerton Recognition	<p>James Emerton appeared before the Board so that they might present him with an Outstanding Performance Award. The certificate read;</p> <p>For your time and effort in orchestrating the mediation between the two unfortunate Sterling residents who had lost their home, the Town and the various agents who sought to achieve a fair solution. We commend you for playing an intricate part in helping those residents to start a new chapter in their lives. Your efforts went above and beyond your job description as a Fulltime Firefighter / Paramedic. Your intervention ultimately assured a peaceful and reasonable outcome for all involved.</p> <p>It is with gratitude that the Board of Selectmen and the Town of Sterling recognize you for your outstanding performance and acknowledge your dedication and commitment to the community you serve. Presented on this 1st Day of November 2017. By the Sterling Board of Selectmen</p>
Housing Authority Appointment	After discussion and upon the recommendation of Peter Proulx, Management Agent/Executive Director of the Leominster Housing Authority, Selectman Lane moved to appoint Weymouth Whitney as a member of the Housing Authority with a term to expire on May 30, 2019. Selectman Kilcoyne 2 nd . Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Motion carried.
Update from Historical Commission	Catherine Harragian, Chairman of the Historical Commission gave an update. She explained that the Historical Commission is an advisory planning commission. Its mission is to steer, encourage and pave the way for the Town, it's residents and funding groups to preserve and maintain buildings, cemeteries, landscapes, vistas, records and even trees as a means of saving the history of the Town for future generations. They register historical lands and buildings with the State through the Farmstead Survey. In order for the Commission to be most effective, they wish to be involved with Master Planning, Economic Development, the 1835 Town Hall Committee, Historical Society, Finance Committee and Public Education.

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Sewer Feasibility

The consultant was unavailable this evening to discuss the topic of public sewerage for the Town of Sterling. Therefore, a meeting will be arranged next week for this discussion.

School Update

This topic will be discussed at a future meeting.

School Budget
Prep

The Town Administrator, Selectman Kilcoyne and the Finance Committee Chairman, Joe Sova will attend the Budgetary Round table discussion on November 2, 2017. The Town Administrator will present a graph to depict the trending school expenditures vs revenue, in hopes of driving home the point that without strict stewardship and a concerted effort to reign in expenditures, the school budget will not be sustainable.

Holiday Activities
and Scheduling

The Butterick Building will be open on November 24, 2017. Personnel wishing to take the time off, will be required to use vacation or personal time.

Options for employee appreciation will be considered.

TA Report

Town Administrator Report

Technology:

The WIFI project at Houghton & Chocksett School was completed last week by Rabidou Consulting of Clinton. It was \$2700 under budget.

The town's web page refresh project is ready to go live. Along with the best features of other town web sites, the new platform will automatically reconfigure to fit on the screen of the viewing device, from computers to tablets to phones.

The Town Hall and DPW email migration to Office 365 in the cloud is almost through phase 1, the upgrade from Office 2007 to Office 2016. Phase two will cover the transition to the exchange server in the cloud. This will enable email back up and retention. It will also simplify access to email from the internet. The DPW is part of the first migration as their separate email provider is discontinuing the service the end of this month. This means all DPW email addresses will change to the same {name}@sterling-ma.gov domain.

Rotary(s):

Now that the RT 12 rotaries are taking shape, a question was asked about the overall progress, as it appeared work had stopped last week. The construction crew was temporarily working another project. They are three crews back on site this week. The target completion date remains at July 2018. All of this section of the road will be maintained by MA DOT. The rotary islands will be planted with a low maintenance grass.

Budgets:

We received notification from the State this week that they have certified free cash at \$698,752. This is on target with expectations and great news as it can provide the funding source for the articles approved at the special town meeting in two weeks. Many thanks to Fred Aponte Town Accountant and Vicki Smith Treasurer Collector for completing the submissions to the State quickly this year.

Master Plan:

The State DHCD called asking for a status update on the master plan and the use of the \$25,000 grant the Town was awarded last summer. They were assured that the master plan is high on the Selectmen's list of projects and that the Planning Board was taking charge of the project.

Sewer Feasibility Study:

A "kick off" meeting regarding this topic will be scheduled for next week.

Chairman Cranson announced that Sterling's Veteran's agent, Rick Voutour, was awarded the Massachusetts Veterans Agent of the year award on October 28th. Peter Jasanski wrote: In the last year

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alone, Voutour has organized and participated in multiple veterans programs while also taking on the responsibilities of serving the nearby communities of Sterling and Lancaster. The two towns merged their veterans' services offices with Leominster's in late 2016, meaning Voutour has had to divide his time between three different locations while still handling the needs of the Leominster veterans he was already working with.

Adjourn

To Read more: http://www.sentinelandenterprise.com/news/ci_31410467/leominsters-rick-voutour-humbled-by-veterans-service-officer#ixzz4xxOxcPTR

The Board stated that the Town of Sterling is fortunate to have Mr. Voutour as their Veteran's Agent.

At 8:01 Selectman Lane moved to adjourn the meeting. Selectman Kilcoyne 2nd. Selectman Kilcoyne – Aye. Selectman Lane – Aye. Chairman Cranson – Aye. Motion carried.

Materials: minutes, volunteer application, Tax Classification material, budget grants, designer application form, playground photos and quote, one day alcohol request, draft warrant, draft STM meeting schedule, Primary warrant, TA report.