

TOWN OF STERLING
BOARD OF SELECTMEN
August 9, 2017

<i>MEETING:</i>	Chairman Cranson called the Board of Selectmen meeting to order at 6:30 pm. Roll Call: Selectman Kilcoyne – Present. Chairman Cranson - Present. Selectman Lane - Absent.
Minutes	Selectman Kilcoyne moved to approve the Executive minutes of July 26, 2017, as amended. Chairman Cranson 2 nd . Chairman Cranson – Aye. Motion carried.
Public Session	Selectman Kilcoyne moved to approve the public minutes of July 26, 2017, as amended. Chairman Cranson 2 nd . Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Motion carried. No one spoke at public session.
Ceiling Demolition Contract for the 1835 Town Hall	At the recent 1835 Town Hall meeting, the committee voted to reissue the bid on the demolition of the 1835 Town Hall ceiling. They will reduce the previous scope of work so that the bids will likely come in under \$10,000.00. Procurement law would then permit the Committee to solicit 3 bids and not require the ponderous bid packet that was required for the previous RFP.
Sewer feasibility study contract	After discussion, Chairman Cranson moved that the Board of Selectmen approve the MRPC Sterling Sewer Feasibility Study grant agreement and that she, as Chairman of the Board, sign the document on behalf of the Board. Selectman Kilcoyne 2 nd . Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Motion carried.
Drug and Alcohol Policy for MART	Montachusett Regional Area Transit Authority has been asked by the Federal Transit Administration to update their Drug and Alcohol policy as a result of findings during a special review of MART's DOT regulated Drug and Alcohol Program. They have proposed a revised Policy and will require training for those who are responsible for the MART vans in participating towns. Veronica Buckley, Director of the Senior Center will attend that training. After discussion, Selectman Kilcoyne moved to accept the proposed, newly revised, Drug and Alcohol policy as written. Chairman Cranson 2 nd . Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Motion carried.
Road Closing Pikes Hill Road	The residents on Pikes Hill Road requested that they close off a section of the road between houses #36 - #41, from 1:00PM – 10:00PM for a neighborhood party on September 23, with a rain date of September 24 th . The representative from the group will work with Chief Chamberland, Chief Hurlbut and Superintendent Tuttle to create a plan to assure safe access for all emergency vehicles during the road closure. After discussion, Selectman Kilcoyne moved to approve the request for the road closure on Pikes Hill Road, between #36 - #41 from 1:00 pm – 10:00 pm on September 23, with a possible rain date of September 24, 2017. Chairman Cranson 2 nd . Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Motion carried.
TA Report	<u>Town Administrator Report 8/9/17</u> Police Union Contract; The Police Union has ratified the contract. The pay roll and police departments are working together to determine the amount of the retro payment. The final number will be determined after a Town Meeting dates is set for the final approval by the voters. Schools: The joint town/school inspection of the Chocksett and Houghton schools was done on Thursday July 27 at 9:00. A couple of minor code issues related to partially blocked egress doors, art painted on flammable Styrofoam in a hallway, and the location of flush valves in handicapped bathroom and grab rails. A damaged

fence was noted by the dumpsters and the entry canopy needs painting. Otherwise the school buildings appeared to be in good condition. The school lease agreement has incorporated Sterling's requested edits and the Town Administrator will continue in his efforts to address any outstanding issues, prior to presenting the lease to the Board for final consideration.

Staff:

Dawn Michanowicz, Town Clerk is on vacation until 8/28. She arranged for Jeremy Gillis, a retired Town Clerk, to fill in. Mr. Gillis will ensure that normal day to day business will continue. When Dawn returns, she and the Town Administrator will look at the available applicants and make a recommendation to the Board on hiring either a Full Time Assistant Town Clerk or two part Assistant Town Clerks to fill the recent vacancy.

IT:

Town Hall computer files and applications were migrated to new servers on August 8th. Guardian had two techs on site the next morning to check everyone's computer and make any adjustments needed to complete the server change. This is part of the ongoing process to upgrade the overall IT infrastructure. The Town web site committee will meet next week on Thursday 8/17 at 9:30 in room 205. There is an opportunity for a couple more people to join the web refresh team. Residents are welcome, as one goal of this project is improve the information access for all users.

Facilities:

In anticipation of moving the Recreation Department when the work in the 1835 Building begins, the refurbishing of the two spaces in the basement is progressing.

Guardian has run new network cables between these offices and the first-floor switch.

There was a tripping incident on the sidewalk in front of the library on July 25th. The Town continues to following up on the person's status. The DPW responded very quickly and repaired the uneven surfaces on the sidewalk.

Opportunities:

The Town Master Plan sets the direction of the town for the future. It becomes the basis for zoning and bylaw updates. The topics covered include:

- Housing
- Historic and Cultural Resources
- Open Space and Recreation
- Services and Facilities
- Circulation and Transportation
- Economic Development
- Land Use

The Town has obtained a \$25,000 grant, which will help with technical support for the initial stages. A complete update of the current 55-year-old plan could take 2+ years.

Volunteers are needed. If interested, please contact the Selectmen or Planning Boards offices.

The Wachusett Regional School District Audit Advisory Board also has an opening for one person from Sterling. Anyone with financial background and an interest in verifying school district expenditures is encouraged to contact the Selectmen's office.

Adjourn

At 7:04 Selectman Kilcoyne moved to adjourn. Chairman Cranson 2nd. Chairman Cranson – Aye. Selectman Kilcoyne – Aye. Motion carried.

