

October 1, 2014

The meeting of the Sterling Board of Selectmen was called to order at 6:00 p.m.

Selectmen present-Russell Gray, Lincoln Cooper, and John Firlík.

Staff present-Joyce Gustavson.

Also present-Laurie & Bill Gallup.

Pledge of Allegiance: Everyone stood to recite the Pledge of Allegiance.

Audience of Citizens: No Comment.

Approval of Minutes: L. Cooper made a motion, seconded by R. Gray to approve the 9/16/2014 Tri-Board minutes, the 9/17/2014 regular meeting minutes, and the 9/24/2014 special meeting minutes as presented. All voted in favor of the motion.

Unfinished Business:

**a. Commission Vacancies (Alternate P&Z & Family Day Committee):** No candidate for the two vacancies. L. Cooper made a motion, seconded by J. Firlík to table this item. All voted in favor of the motion.

**b. Excavation Ordinance:** The Planning and Zoning Commission has scheduled a special meeting for 10/15/2014 at 7:00 p.m. in Room #15 to discuss the Excavation Ordinance. L. Cooper made a motion, seconded by J. Firlík to table this item. All voted in favor of the motion.

**c. Consider and Act on Classification & Compensation Study Bids:** J. Firlík made a motion, seconded by L. Cooper to table this item. All voted in favor of the motion.

**d. Review of Electric Bill for Property Located at 50 Main Street, RP Jordan Center:** L. Cooper met with Peter Capobianco and reported the following: 1) The parking lot lights are on a timer and we could possibly reduce the time that they are lit. 2) The hot water system is not on a timer and we could install a timer to regulate how often it runs and wrap insulation around the tank. 3) The fan for the heat exchanger has been running and for the time being is now shut off and will be turned back on when it gets cold. L. Cooper made a motion, seconded by J. Firlík to readjust the timer for the parking lot lights to run from 4:30 a.m. to 7:00 a.m. All voted in favor of the motion.

**e. Consider and Act on Insulating Property Located at 50 Main Street, RP Jordan Center:** No bids have been submitted to repair the fiberglass insulation that has been disturbed. S. Chviek will contact Mr. Beauchene and see if he is still interested in doing the work. J. Firlík made a motion, seconded by L. Cooper to table this item. All voted in favor of the motion.

New Business:

**a. Consider and Act on Plowing and Sanding Bids:** The Board of Selectmen received the following two (2) bids for Plowing and Sanding for the 2014-2015 winter season: 1) Bill Gallup Trucking, Sterling, CT in the amount of \$100 per hour per truck, and 2) Steve Jordan, Sterling, CT in the amount of \$100 per hour per truck. L. Cooper made a motion, seconded by J. Firlík to award the bid to Bill Gallup Trucking, 380 Valley View Road, Sterling, CT 06377 and to Steven Jordan, 1015 Gibson Hill Road, Sterling, CT 06377 for plowing and sanding for the 2014-2015 winter season for \$100 per hour per truck. All voted in favor of the motion.

**b. Consider and Act on Sand Bids:** The Board of Selectmen received the following three (3) bids for winter sand for the removal of snow and ice for the 2014-2015 winter season: 1) Ed's Garage, Inc., Canterbury, CT in the amount of \$12.25 per yard or \$11.25 per ton, 2) Doris Desjardins, Plainfield, CT in the amount of \$12.00 per yard, and 3) Rawson Materials, Putnam, CT in the amount of \$12.58 per ton. J. Firlík made a motion, seconded by L. Cooper to award the bid to Doris Desjardins, 114 Exley Road, Plainfield, CT 06374 in the amount of \$12.00 per yard for winter sand for the 2014-2015 winter season. All voted in favor of the motion.

**c. Fees – Timberwolf Enterprises, LLC for Property Located at 352 Main Street:** The Planning and Zoning Commission is looking for a recommendation from the Board of Selectmen to re-allocate all unused fees from a 2010 Planning and Zoning Application to the 2014 Planning and

Zoning Application for a Two-Lot Subdivision for property located at 352 Main Street. The breakdown is as follows: \$4,160 Application Fee in 2010 minus \$130 for review of application by Town Planner and \$60 for the State Fee, leaving a balance in the amount of \$3,970 to be re-allocated as follows to the 2014 Planning and Zoning Application: \$1,500 Subdivision Flat Fee, \$600 for 2 lot (\$300 per lot) leaving \$1,870 to be applied to site inspection fees. C. Corson, Timberwolf Enterprises, LLC paid cash on 10/1/2014 in the amount of \$60 to be applied to the state fee for the 2014 application. J. Firlik made a motion, seconded by L. Cooper to re-allocate the unused fees from the 2010 Planning and Zoning Application. All voted in favor of the motion.

**d. Consider and Act on Retainer Proposal – MAD Communications:** Mad Communications is the provider for the Town’s WordPress website. The retainer fee is for the maintenance of the WordPress Website including routine maintenance, on-call emergency services, and consulting on strategy or planning and for handling reoccurring work. Option 1 – Maintenance and Support-2 hours per month in the amount of \$1,200 per year which encompasses routine updates to plugins, updates to WordPress and theme versions, add new pages, media files, categories and training. Any time accrued over two hours will be billed at the rate of \$75 per hour. Option 2 – Maintenance and Support-4 hours per month. L. Cooper made a motion, seconded by R. Gray to elect Option 1 – Maintenance and Support-2 hours per month in the amount of \$1,200 per year and an additional \$75 per hour for time accrued over two hours per month. All voted in favor of the motion.

**e. Consider and Act on Proposal for Repair & Painting of Windows in the Gym:** L. Cooper presented a proposal to the Board of Selectmen to have Matthew Cooper repair and paint the windows in the gym at the Sterling Town Hall in the amount of \$500 (\$125 for materials and \$375 for labor) and for an additional cost to screen the windows in the gym in the amount of \$275 (\$150 for materials and \$125 for labor). J. Firlik made a motion, seconded by R. Gray to accept Matthew Cooper’s proposal to repair, paint and screen the windows in the gym at the Sterling Town Hall, 1183 Plainfield Pike, Oneco, CT in the amount of \$775. All voted in favor of the motion.

**f. Request for Refund of Excess Tax Payments:** J. Firlik made a motion, seconded by L. Cooper to approve the request refunds to: 1) Albert W. Eno, Jr., and Candace W. Eno, PO Box 132, Oneco, CT 06373-0132 for \$189.00; 2) Donald W. Barrie, 499 Sterling Road, Sterling, CT 06377 for \$809.99; and 3) Michael J. Mann, 511 Sawmill Hill Road, Sterling, CT 06377-1407 for \$300.70. All voted in favor of the motion.

Any Other Business: None

Adjournment: L. Cooper made a motion, seconded by J. Firlik to adjourn at 6:45 p.m. All voted in favor of the motion.

Attest: \_\_\_\_\_  
Joyce A. Gustavson, Recording Secretary