

April 7, 2021

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

Selectmen present-Lincoln Cooper, Peter Rabbitt, and David Shippee.

Staff present-Joyce Gustavson.

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

Audience of Citizens: None.

Approval of Minutes: P. Rabbitt made a motion, seconded by D. Shippee to approve the 3/17/2021 meeting minutes, the 3/24/2021, 3/29/2021 and the 3/31/2021 special meeting minutes as presented. All voted in favor of the motion.

Correspondence: None.

Unfinished Business:

**a. Commission Vacancies (Inland Wetland & Watercourses Commission, Northeast District Department of Health, Planning & Zoning Commission, Recreation Authority, and Zoning Board of Appeals):** P. Rabbitt made a motion, seconded by D. Shippee to table this item to the next meeting as there are no candidates. All voted in favor of the motion.

**b. Discussion of Fuel Tanks – Sterling Municipal Building, 1183 Plainfield Pike:** No new information. D. Shippee made a motion, seconded by P. Rabbitt to table this item to the next meeting. All voted in favor of the motion.

**c. Discussion Regarding Vendor for Fixed Assets:** L. Cooper reported that J. Gustavson has reached out to the Town's auditor for recommendations, David Field of Field Service, Inc., and other towns to see who they use to perform the comprehensive fixed asset inventory. This is a work in progress. D. Shippee made a motion, seconded by P. Rabbitt to table this item to the next meeting. All voted in favor of the motion.

**Discussion Regarding Generator Located at Sterling Municipal Building, 1183 Plainfield Pike:** L. Cooper reported that he contacted Charlie Carroll of ACDC and he will be out this week to look at the generator located at the Sterling Municipal Building, 1183 Plainfield Pike and will ask him to provide the Town with an annual maintenance schedule fee. D. Shippee made a motion, seconded by P. Rabbitt to table this item to the next meeting. All voted in favor of the motion.

New Business:

**a. Approval of Bills:** P. Rabbitt made a motion, seconded by D. Shippee to approve the bills for 3/31/2021 in the amount of \$37,142.46. All voted in favor of the motion.

**b. Discussion Regarding Propane Tanks Located at the Town Highway Garage, 215 Main Street and Water Pump Station, Sterling Road:** D. Shippee reported that the Town has received two (2) quotes to date and are awaiting one (1) additional quote before presenting to the Board of Finance to request an expenditure from the Town's Fund Balance. D. Shippee made a motion, seconded by P. Rabbitt to table this item to the next meeting. All voted in favor of the motion.

Any Other Business to Come Before the Board of Selectmen: 1) **Sewer System:** L. Cooper reported that he received the invoice from Green Mountain Pipeline Services in the amount of \$19,000 which was considerably less than the original quote due to the fact inspections were not performed on Church Street, Grove Street, and Sterling Road (Route 14) as manhole covers could not be located. The Town is waiting for the official report, but a couple of leaks were detected. 2)

**Generator – Sewer Pump Station:** L. Cooper reported that Tilcon has approved the location and the addition of 3,750 square feet to the original easement area and he is waiting to receive a letter of confirmation from Chris Costello of Tilcon. The Town attorney is working with Tilcon's attorney on language pertaining to increasing the size of the original easement. Once this is in place, the Town can proceed on ordering the propane generator from ACDC. 3) **OSHA:** L. Cooper reported that he had a conference all with OSHA on Monday, 4/5/2021. The penalties have been reduced from \$1,600 to \$800 and the Town has been proactive and has been working on the violations. Some deadlines have been extended to July. 4) **Town Mechanic:** L. Cooper reported that after meeting with Kim Gunn, Bus Coordinator, Gail Lanza, Superintendent, and Ben Barbeau, Town Mechanic, it was mutually agreed upon that B. Barbeau's availability is not working out due to his increase workload with his business. He would be willing to step down as a part-time mechanic to the Town,

but at this time regrets he cannot give the Town what they need. It was the consensus of the Board of Selectmen to advertise the position in the Turnpike Buyer and the Shopper's Guide for two (2) weeks.

Adjournment: P. Rabbitt made a motion, seconded by D. Shippee to adjourn at 6:35 p.m. All voted in favor of the motion.

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