

August 2, 2023

The meeting of the Sterling Board of Selectmen was called to order at 6:00 p.m.
Selectmen present: Lincoln Cooper, David Shippee. Selectman absent Jack Joslyn
Staff present: Susanne Tetreault

Also present: Residence in attendance.

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

Audience of Citizens: None.

Approval of Minutes: D. Shippee made a motion, seconded by L. Cooper to approve the 7/19/2023 meeting minutes. All voted in favor of the motion.

Correspondence: None.

Unfinished Business:

a. Commission Vacancies (Energy Committee, Economic Development Commission, Inland Wetland & Watercourse, Sterling/Voluntown Transfer Station Commission and Zoning Board of Appeals). A resignation letter was received from Victoria Robinson resigning from the Planning & Zoning Commission. D. Shippee made a motion seconded by L. Cooper to except Victoria Robinson resignation with regret. All voted in favor of the motion. L. Cooper received an email from Therese Cavalier asking to be appointed to the Planning & Zoning Commission. D. Shippee made a motion seconded by L. Cooper to accept Theresa Cavalier as a new member to the Planning & Zoning Commission. All voted in favor of the motion.

b. Discussion regarding Recording Secretary. L. Cooper discussed that a new recording secretary was hired to cover several of the monthly meetings. D. Shippee made a motion seconded by L. Cooper to hire Melissa Bradley to become the evening recording secretary for several of the monthly meeting. All voted in favor of the motion.

c. Discussion regarding Office Assistant. L. Cooper explained that with the position of Administrative Assistant being filled by S. Tetreault a new Office Assistant needed to be hired. D. Shippee made a motion seconded by L. Cooper to hire Jenna Gorman to the Office Assistant position for 20 hours per week. All voted in favor of the motion.

New Business:

a. Approval of Bills: D. Shippee made a motion seconded by L. Cooper to approve the bills for \$403,175.48. All voted in favor of the motion.

b. Discussion regarding Spring Lake Road Culvert Repair L. Cooper explained that it was brought to the Town's attention by Towne Engineering that a 48" culvert was needed to replace an existing structure that was falling apart. This project has been completed.

c. Consider & Act on Re-Appointment of Derek Anforth and Chistine Farrugia to a (3) year term expiring 8/13/26 to the Zoning Board of Appeals. D Shippee made a motion seconded by L. Cooper to re-appoint Derek Anforth and Christine Farrugia to a three (3) year term expiring on 8/13/2026 to the Zoning Board of Appeals. All voted in favor of the motion.

d. Consider & Act on Resignation of Lincoln Cooper from the Zoning Board of Appeals- L. Cooper forwarded a letter of resignation from the Zoning Board of Appeals. D. Shippee made a motion seconded by L. Cooper to except L. Cooper resignation with regret from the Zoning Board of Appeals.

e. Consider & Act on Zoning Enforcement Officer. L. Cooper explained with the leaving of M. Gill as our Zoning Enforcement Officer and with the expansion of the position that a new person needed to be hired. Victoria Robinson has been hired to fill this position. She comes with experience of the Town's zoning regulations, applications and enforcement. D. Shippee made a motion seconded by L. Cooper to hire Victoria Robinson as the new Zoning Enforcement Officer for 20 hours per week. All voted in favor of the motion.

Any Other Business to Come Before the Board of Selectmen: L. Cooper is meeting with Hi- Way Rehab from Shrewsbury Mass to discuss alternative methods of paving for our roads on Thursday August 3th 2023.

Adjournment: D. Shippee made a motion, seconded by L. Cooper to adjourn at 6:13 p.m. All voted in favor of the motion.

Attest: *Susanne Tetreault*
Recording Secretary