

Town of Sterling
Finance Committee Meeting Minutes
May 27, 2021
Zoom

Finance Committee meeting called to order by Todd Chapman at 6:02pm

Fincom Attendees: Todd Chapman, George Handy, Ezequiel Ayala, Chris Paquette

Absent: Mary Cliett

Also Attending: Fred Aponte, Town Accountant, Kellie Hebert, Town Administrator, Valerie Handy, Recording Secretary for Finance Committee and Capital Budget Committee

Approval of May 6 Finance and Capital Budget Committee Meeting Minutes:

Approval of May 13 Finance Committee Meeting Minutes:

Approval of May 20 Finance Committee Meeting Minutes: Motion to approve all 3 sets of minutes made by George Handy, 2nd by Chris Paquette. Roll call vote unanimously supported.

Vote to Approve Reserve Fund Transfer of \$2K Mass Inactivation: Pre-paid printing and postage for approximately 1500 voters who have not returned census ,notifying them of Mass. Inactivation. Motion by George Handy, 2nd by Chris Paquette. Roll Call Vote unanimously supported.

Vote to Approve Reserve Fund Transfer of \$6K Update to Town General Code Incorporating Personnel and Zoning By-Laws: Web updates. Motion by Chris Paquette, 2nd by Ezequiel Ayala. Roll Call Vote unanimously supported.

Tabled by Fincom - Potential Changes to DPW Equipment Request: DPW is continuing analysis on needed on equipment purchases. Addition of the words “or tractor with mower” as this may be the direction versus wheeled excavator. This will allow borrowing flexibility to the motion request. The Fincom did not change its recommendation to support this article. Which piece of equipment is requested will be provided at the Annual Town Meeting, if the tractor with mower is recommended and approved by Town Meeting the overall borrowing will be reduced by about \$110k because that item would replace the more costly wheeled excavator.

Fincom recommends Update to Article 18 Amend Personnel ByLaw Language Updates and Wage Schedules: The proposed article makes routine updates to salary ranges adding the 2% COLA; separates DPW job titles and salary ranges; adds several new salary ranges to the managerial ranges to provide more flexibility; and proposes allowing additional vacation time to department heads to make the town competitive when seeking to hire or retain department heads.

Housekeeping and incentives around vacation time and salary ranges to facilitate hiring of high-level department heads (DPW Department Head-- Attachment A2 and B2); “For (department heads) the Town Administrator/Personnel Director shall have the authority to credit up to [an additional] two weeks of vacation leave [annually, up to the town’s maximum annual vacation accrual] in recognition of years of experience gained in service with another municipality.” Motion to recommend Article 18 changes made by Ezequiel Ayala, 2nd by George Handy. Roll Call Vote unanimously supported.

Motion to Adjourn Finance Committee Meeting 7:22 pm: Motion by George Handy ,2nd by Ezequiel Ayala. Roll Call Vote unanimously supported.