

**Town of Sterling
Finance Committee Meeting Minutes
January 28, 2020
Butterick Building, Room 201**

Chairman Joe Sova called the meeting to order at 6:00 PM.

In Attendance:

Joe Sova, Mary Cliett, Todd Chapman, Steve Staudaher, and Everett Heller
Town Administrator Ross Perry was also in attendance.

Approve Prior Meeting Minutes:

A motion to approve minutes of the October 28, 2019 meeting was made by Todd Chapman and seconded by Steve Staudaher. All were in favor. Everett Heller, who was not present at the meeting, abstained. Motion carried.

Everett Heller made a motion to approve minutes of the November 25, 2019 meeting. Mary Cliett seconded the motion. Staudaher, Chapman, Heller, and Cliett were in favor. Sova abstained as he was not present at the meeting. Motion carried.

FY21 Budget and Revenue Review and Discussion:

Town Administrator Perry distributed updated spreadsheets to members, noting several items:

- Health insurance will be increasing 7% (\$59,000), but there is \$89,000 left over from last year's budget.
- The merit longevity line item will no longer be a line item, but will be in each department's budget.
- In the Town Administrator's budget, there is a proposal to hire an Assistant Town Administrator as it is Mr. Perry's intention to cut his hours and either work through July 2020, or go to a schedule of working three days per week until July 2021. The proposed salary for an Assistant TA is \$80,000.
- The Town Clerk has announced she will be leaving her position in the near future. The Town Administrator is adding \$3,000 to her salary line item to help in attracting qualified candidates.
- Mr. Perry has suggested the possibility of a warrant article to eliminate the Personnel Board.
- The Police Chief will work a 2-year contract as 65 is the mandatory age for Police Chiefs to retire.
- Debt for FY21 is \$513,000. Approximately \$1,186,000 is coming off the budget.
- Worcester County Retirement Association is showing a 10% increase.
- The estimated total budget for FY21 is \$24,266,000. The total budget for FY20 was \$24,604,000.
- The state appropriation for WRSD is approximately \$1,146,000. The state increase for Sterling schools is approximately \$5,000.
- According to the Assessors, there is approximately \$172,000 in new growth in Sterling.
- There are \$1,300,000 in capital requests for FY21.

FinCom Determine Department Head Budget Interview Schedule:

Chairman Sova asked members to contact the departments/boards/committees for which they are the liaison in regard to the Saturday meeting.

Reserve Fund Transfers, if necessary: None

Other Committee Business: None

Set Next Meeting Date:

Chairman Sova scheduled the next FinCom meeting for February 24, 2020, at 6:00 PM.

Capital Committee Chairman Heller scheduled a meeting for the Capital Budget Committee on February 10, 2020, at 6:00 PM.

The Saturday Meeting with Department Heads is scheduled for February 29, 2020, beginning at 8:00 AM.

Chairman Sova noted the Finance Committee is scheduled to meet with the Board of Selectmen and representatives from the Wachusett Regional School District at the BOS meeting on February 5, 2020.

Adjourn:

A motion to adjourn the meeting was made by Steve Staudaher and seconded by Everett Heller. All members were in favor and the meeting adjourned at 7:09 PM.

