

**Town of Sterling
Finance Committee Meeting Minutes
February 29, 2020
Butterick Building, Room 205**

Chairman Sova called the meeting to order at 8:03 AM.

In Attendance:

Joe Sova, Mary Cliett, Todd Chapman, and Everett Heller
Steve Staudaheer arrived at 9:07 AM.

Also in attendance, Board of Selectman Chairman John Kilcoyne, Selectman Maureen Cranson, and Town Administrator Ross Perry

Meet with Departments and Boards/Committees for Budget Discussion:

Finance Committee members met with these Department Heads or representatives of Boards or Committees:

Planning Board - David Shapiro, Member

Fire Department/Ambulance - Chief David Hurlbut

Recreation - Kristen Dietel - The Recreation Department will be asking the town voters to approve approximately \$59,000, \$9,000 to cover mulch for the Muddy Pond Playground and \$50,000 for an athletic field complex design.

Dept. Of Public Works - Superintendent Paul Lyons

Town Administrator, Treasurer/Collector, IT - Ross Perry - The Town Administrator will be seeking approval to hire an Assistant^[1] Town Administrator as he will be transitioning out of the position of Town Administrator and would like someone in place to carry on the responsibilities.

Police - Chief Gary Chamberland

Board of Health - Board Member Allen Hoffman and Health Agent David Favreau - Member Hoffman noted there is a critical need to expand office hours, and are suggesting an increase to a 4-day workweek, instead of 3 days. There are 2 proposals for the coverage: adding 6 hours per week to the Assistant Health Agent's position, or 16 hours per week for hiring a new person.

Master Plan Committee - Chairman Patty Page and Town Planner Domenicka Tatasciore - \$100,000 is being requested for writing of a master plan, which has approximately 9 chapters. Committee members are hoping to obtain grants to help defray the cost.

Facilities - TA Perry spoke on behalf of the Facilities Manager.

Town Administrator, HR, Insurance, Personnel, Board of Selectmen, Legal - TA Perry advised Committee members there is an ongoing foreclosure process regarding the Sterling Inn. This process could take 6-9 months and the Inn may need to be demolished. He is putting a budget placeholder on the warrant for approximately \$30,000 to cover demolition of the building, which would make the property more marketable.

Assessors - Don Murray and Dick Shepard

Conservation - Selectman Maureen Cranson spoke on behalf of Conservation Commission members. The state has awarded the town a \$1,000,000 bond for renovations at the town beach. The Commission is requesting a capital expense of \$20,000 to begin the beach renovation project, for drainage issues from Swett Hill and Kendall Hill.

Economic Development Committee - Maureen Cranson represented the Committee.

Senior Center - Director Veronica Buckley

Library - Director Pat Campbell

1835 Town Hall Committee - Chairman Carl Corinne. The Committee is requesting approximately \$55,000 for repairs, painting, and cleaning of the old Town Hall.

Houghton Playground Structure - Sterling resident Stacia Hemphill has submitted a Citizen's Petition for a Houghton School playground structure replacement, requesting approximately \$130,000. The current structure is old, from 1996, and no longer ADA compliant. She and resident Cathie Ryan are looking into 3 grants that may be available, and she was instructed to contact our state representatives to see if there is financial help available.

FinCom Chairman Sova recognized the efforts of Sterling Lancaster Cable Television and Matt Scannell for video recording the meeting.

Adjourn:

A motion to adjourn the meeting was made by Everett Heller and seconded by Steve Staudaher. All members were in favor and the meeting adjourned at 2:13 PM.