

**Town of Sterling  
Joint Finance Committee and Capital Committee Meeting  
March 9, 2020  
Butterick Building, Room 205**

**Meeting Minutes**

Chairman Sova called the Finance Committee meeting to order at 6:02 PM.  
Chairman Heller called the Capital Committee meeting to order at 6:03 PM.

**In Attendance:**

Finance Committee - Joe Sova, Mary Cliett, Todd Chapman, Everett Heller, and Steve Staudaher

Capital Committee - Everett Heller, Bob Brown, Mary Cliett, Joe Sova, Elaine Heller, and Todd Chapman

Also in Attendance - Town Administrator Ross Perry, and Selectmen Maureen Cranson and Arden Sonnenberg

**Approve Available Minutes:**

Deferred until the next meeting.

**Review and Discussion of Budget Hearings:**

A brief discussion was held on the budget hearings. TA Perry presented an updated Omnibus Budget and supplied information regarding any changes. The Warrant is scheduled to close on March 16, 2020, after the Board of Health votes on an article regarding the Mosquito Control Project, with an estimated cost of \$85,000, which would be deducted from the Cherry Sheet.

**Prepare List of Departments to Recall for Q & A, if necessary:**

The only question raised was in regard to \$8,000 in the budget for the Historical Commission. Everett Heller observed that this amount is listed as a capital expense every year and questioned if it should be a budget line item rather than a capital expense. He will discuss this with the Town Accountant.

There are no departments to recall.

**Discuss Town Meeting Articles:**

There are none to discuss as the warrant has not been completed.

**Discuss Revenue Projections, Tax Recap and Debt Schedule:**

TA Perry distributed worksheets with the FY21 Budget Recap. This included Town Meeting Appropriations and Revenue Sources. Mr. Perry reviewed and explained the worksheets and answered questions, when necessary.

TA Perry will report at the next meeting as to the monetary balance in investments. CapCom Chairman Heller suggested adding more money into the Capital Investment Fund, possibly \$50,000. Any addition will be determined at a later date.

**Discuss Funding for Capital Items and Warrant Articles - Vote Recommendations:**

Mr. Perry presented Capital Items and his funding recommendations, which were reviewed and discussed by Committee members. The Capital Committee will vote their recommendations at the next meeting, which will be a joint meeting of the Finance Committee and Capital Committee, on Monday, March 16, 2020, at 6:00 PM.

A discussion was held on the possibility of demolition of the Sterling Inn. Steve Staudaher suggested the money necessary for this expense not be considered a capital expense, but should be done as a Reserve Fund Transfer, if necessary. CapCom member Bob Brown noted an RFT is for an unforeseen expense, and this use would not fall in that category. Members Sova and Heller believe the expense should stay as a capital expense.

**Adjourn:**

A motion to adjourn the Finance Committee meeting was made by Steve Staudaher and seconded by Everett Heller. With all in favor, the meeting adjourned at 7:19 PM.

Elaine Heller made a motion to adjourn the Capital Committee and Todd Chapman seconded the motion. Unanimous vote and the meeting adjourned at 7:19 PM.