

**Town of Sterling
Finance Committee Meeting Minutes
April 2, 2018
Butterick Building, Room 205**

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

In Attendance:

Joe Sova, Gerry Kokernak, Steve Staudaher, and Everett Heller

Absent: Mary Cliett. Member Barbara Bartlett submitted her resignation from the Finance Committee after accepting the position of Sterling Town Clerk.

Also in Attendance: Town Administrator Ross Perry, Selectwoman Maureen Cranson, Selectman

Richard Lane, and Dick Maki

Reserve Fund Transfer Request:

Library Director Pat Campbell presented before the Committee to request approval of a Reserve Fund Transfer in the amount of \$10,730.00, to be used for replacement of the control valve for the library elevator installed in 1990. After discussion, Gerry Kokernak made a motion to approve this RFT and the motion was seconded by Steve Staudaher. All member were in favor and the motion carried.

Other Committee Business:

Joe Scanlon, representing Wachusett Regional School District, attended the meeting to discuss the proposed repair to the athletic field at the high school. The total amount to replace the turf is \$600,000.00, and Sterling's portion would be approximately \$91,860.00, pending approval by all five towns in the school district. He brought a sample of turf to show its current condition and a sample of the proposed turf, explaining the differences and benefits of the turf currently being considered.

Approval of Prior Meeting Minutes:

Everett Heller made a motion to approve minutes of the March 19, 2018 meeting.

Steve Staudaher seconded the motion. All were in favor and the motion carried.

Review Chapter 90 Plan (DPW):

Town Administrator Perry provided copies of the DPW Chapter 90 Capital Road Reconstruction plan, which was review by Committee members. Gerry Kokernak made a motion to recommend approval of the Plan, and the motion was seconded by Everett Heller. All in favor; motion carried.

Update on 5-Year Capital Plan:

Capital Fund Committee Chairman Gerry Kokernak noted that items deferred in the FY19 capital budget need to be added back into the 5-year plan. The deferred items were reviewed and a preliminary recommendation was made for each item.

Draft Letter for Town Meeting from Finance Committee:

Chairman Sova provided draft copies of a Financial Committee Report he had prepared for presentation at the Annual Town Meeting. Members reviewed the draft report and changes were noted.

Review Preliminary Budget Recap:

TA Perry reviewed an updated budget recap, with Town Meeting Appropriations, Other Amounts to be Raised, and Total Revenue Sources.

Meet with Economic Development Committee Regarding FY19 Projects and Financial Needs:

Brian Kindorf, a member of the EDC, represented the Committee and spoke on their current projects. He noted the EDC has hired a marketing consultant to promote Sterling to potential businesses. The Committee is involved in the sewer feasibility study, and studying the parking situation in downtown Sterling.

Final Review of Warrant Articles:**Article 1 - FY19 Town Operating Budget -**

A motion that the Finance Committee recommend support of this article was made by Everett Heller and seconded by Gerry Kokernak. All in favor; motion carried.

Article 3 - Set Salary of Municipal Light Board -

Everett Heller made a motion that the Finance Committee defer to the Board of Selectmen on this article. Steve Staudaheer seconded the motion. All members were in favor and the motion carried.

Article 12 - Fiscal Year 2019 Capital Plan - Free Cash -

Gerry Kokernak made a motion that FinCom recommend passage of this article and the motion was seconded by Everett Heller. All in favor; motion carried.

Article 14 - Fiscal Year 2019 Capital Plan - Raise and Appropriate -

Steve Staudaheer made a motion that the Finance Committee recommend approval of this article. Gerry Kokernak seconded the motion. The vote was unanimous.

Article 17 - Amendment to Personnel Bylaw -

A motion that FinCom recommend passage of this article was made by Steve Staudaheer and seconded by Everett Heller. All were in favor and the motion carried.

Article 29 - Police Station Facilities Maintenance Technician -

Everett Heller made a motion that the Finance Committee recommend approval of this article. Steve Staudaheer seconded the motion. All in favor; motion carried.

Set Next Meeting Date:

Chairman Sova set the next meeting for April 23, 2018, at 6:00 PM in Room 205 of the Butterick Building.

Adjourn:

A motion to adjourn the meeting was made by Everett Heller and seconded by Gerry Kokernak. All were in favor and the meeting adjourned at 7:35 PM.