

**Town of Sterling  
Joint Finance Committee/Capital Committee  
Meeting Minutes  
February 11, 2019  
Butterick Building, Lower Level Conf. Room**

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

**In Attendance for the Finance Committee:**

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

**In Attendance for the Capital Committee:**

Everett Heller, Bob Brown, Mary Cliett, Todd Chapman, Joe Sova and Elaine Heller  
Absent: Arden Sonnenberg

**Attendees:**

Town Administrator Ross Perry, Selectmen Maureen Cranson and Richard Lane, and Dick Maki

**Approve Prior Finance Committee Meeting Minutes:**

A motion to approve minutes of the January 28, 2019 meeting was made by Everett Heller and seconded by Steve Staudaher. Unanimous vote.

**Discuss Capital Committee Capital Request Recommendations:**

Capital Committee Chairman Heller submitted a letter he had drafted to the Finance Committee, which detailed the votes on capital requests. The capital requests had been discussed and voted on at the February 5, 2019 Capital Committee meeting. The votes were reviewed by Finance Committee members.

**Preliminary Discussion of the Operating Budget:**

According to Town Administrator Perry, there are \$1,061,785.00 in capital requests at this time.

Mr. Perry noted the Ambulance Receipts Account currently has a balance of \$492,000.00. \$284,000 can be used to fund the purchase of a replacement ambulance, if approved by voters. He would suggest adding \$150,000 from that account to the General Fund.

Funding sources at this time are:

- Stabilization - 0
- Ambulance Fund - \$284,000
- Capital Investment Fund - \$529,700
- Monies from Old Warrant Articles - \$95,402
- Free Cash - \$348,085
- Raise and Appropriate - 0

TA Perry commented that these amounts are estimates only at this time.

CapCom Chairman Heller said the committee will re-look at deferred items after the March 2, 2019 meeting with Committees and Department Heads.

**Other Capital Committee Business:**

None

**Adjourn Capital Committee:**

Mary Cliett made a motion to adjourn the Capital Committee and the motion was seconded by Bob Brown. All were in favor and the Capital Committee adjourned at 6:26 PM. The Finance Committee meeting continued.

**Discussion of Overall FY20 Budget:**

According to TA Perry, there is a 2.74% overall budget increase at this time. With a change in health insurance carrier, that line item will decrease by \$89,000.00. The WRSD budget has a projected increase of 3.1%. No budget information has been received from Monty Tech at this time.

Mr. Perry also spoke about a merit and longevity program he is hoping to implement, and provided a document outlining the program. FinCom members reviewed and discussed the document.

At this time, no information has been received from the DPW regarding Chapter 90 funds. Chairman Sova will contact the DPW Superintendent for this info.

**Reserve Fund Transfers, if necessary:**

None

**Other Committee Business:**

None

**Set Next Meeting Date:**

Chairman Sova scheduled a meeting for Monday, February 25, 2019, at 6:00 PM in Room 201 of the Butterick Building.

**Adjourn:**

A motion to adjourn the meeting was made by Everett Heller and seconded by Steve Staudaheer. All were in favor. Meeting adjourned at 6:59 PM.