

**Town of Sterling  
Finance Committee Meeting Minutes  
June 28, 2016  
Butterick Building, Room 205**

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

**In Attendance:**

Joe Sova, Bob Brown, Barbara Bartlett, and Cynthia Secord

Absent: Mary Cliett, Ed Sweet and Gerry Kokernak

Also in attendance: Town Administrator Michael Szlosek

**Approve Prior Meeting Minutes:**

A motion to approve minutes of the June 13, 2016 meeting was made by Barbara Bartlett and seconded by Cynthia Secord. All were in favor and the motion carried.

**Reserve Fund Transfers:**

An RFT of \$2460.00, to be transferred to the Town Administrator salary, was requested as the Town Administrator's contract had not been completed when the budget was made. A motion to approve this transfer was made by Bob Brown and seconded by Cynthia Secord. With all in favor, the motion carried.

A Reserve Fund Transfer of \$1982.00 to Town Administrator Wages was requested to cover overtime for the Executive Assistant position, due to longer selectmen meetings during the year. Cynthia Secord made a motion to approve this transfer and it was seconded by Bob Brown. All were in favor and the motion carried.

An RFT of \$5100.00 for a failing Police Department phone system was submitted. Barbara Bartlett made a motion to approve this RFT and it was seconded by Cynthia Secord. All were in favor and the motion carried.

**Interview and Vote Recommendations for Vacant Positions:**

Sterling resident Greg Dumas presented before the Committee, as he is interested in becoming a FinCom member. He has a college degree from George Washington University and has just spent 4 years in DC. There is a possibility that he will be unavailable for meetings for approximately 10 months, beginning in December or January, and will not know for sure until November.

As budget work ramps up in December, Chairman Sova suggested the Committee defer at this time.

**Set Next Meeting Date:**

Mr. Sova set the next meeting for September 12, 2016 at 6:00 PM in Room 205 of the Butterick Building.

Chairman Sova and Committee members thanked Bob Brown for his 30 years of service, as this meeting was his last as a valuable FinCom member.

**Adjourn:**

Cynthia Secord made a motion to adjourn the meeting and it was seconded by Bob Brown. All were in favor and the meeting adjourned at 6:49 PM.