

Town of Sterling  
Finance Committee Meeting Minutes  
October 24, 2016  
Butterick Building – Room 205

Chairman Joe Sova called the meeting to order at 6:01 PM.

**In Attendance:**

Joe Sova, Barbara Bartlett, Gerry Kokernak, Mary Cliett and Cynthia Secord (who arrived at 6:28 PM).

Also in attendance were Interim Town Administrator Anne Cervantes and Town Accountant Fred Aponte.

**Approve Prior Meeting Minutes:**

A motion to approve minutes of the October 19, 2016 meeting, as amended, was made by Mary Cliett and seconded by Barbara Bartlett. All were in favor and the motion passed.

**Review and Discuss the Town Accountant's Suggestions for the Budget Book:**

Budget forms for completion and a letter to department heads will be developed by Interim TA Cervantes and reviewed by the Finance Committee, at their next meeting scheduled for November 14, 2016, prior to submittal.

Chairman Sova will contact the Board of Selectmen in regard to their recommendations for level funding and COLA, to possibly be discussed at the November 14 FinCom meeting. The other option would be for the Finance Committee to attend the BOS meeting on November 16.

**Recommendations to Revised Budget Calendar by the Board of Selectmen:**

Changes to the calendar as recommended by the BOS were made as noted. A motion to accept the final calendar with changes, subject to review by the Town Clerk, was made by Cynthia Secord and seconded by Mary Cliett. All were in favor and the motion carried.

**Set Next Meeting Date:**

As noted above, the next meeting of the Finance Committee is scheduled for November 14, 2016, in Room 205 of the Butterick Building.

**Adjourn:**

A motion to adjourn the meeting was made by Barbara Bartlett and seconded by Mary Cliett. All were in favor and the meeting adjourned at 7:03 PM.