

**Town of Sterling
Finance Committee Meeting Minutes
March 20, 2017
Butterick Building, Room 205**

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

In Attendance:

Joe Sova, Barbara Bartlett, Mary Cliett, Cynthia Secord and Gerry Kokernak
Also in attendance: Town Administrator Ross Perry and Treasurer Anne Cervantes

Approval of Prior Meeting Minutes:

Mary Cliett made a motion to approve minutes of the March 17, 2017 meeting, which was seconded by Cynthia Secord. All were in favor; motion carried.

Discuss and Vote Recommendations - FY18 Capital Requests and Capital Warrant Articles:

Members had further discussion on the 1835 Town Hall warrant articles, with recommendations for funding sources.

A modification was made to Warrant Article 1 - Fund Major 1835 Town Hall Repairs - Fully Funded: The finance committee does not support spending the full amount this year, but recognizes this is a phased project and that it will be appropriate to spend this amount over a period of years. Gerry Kokernak made a motion that the finance committee recommend passage of this article only if the project is financed as excluded debt. There was no further discussion. Mary Cliett seconded the motion. All were in favor and the motion carried.

1835 Town Hall Warrant Article 3 - Fund 1835 Town Hall Roof Repairs Only - Partial Funding: Gerry Kokernak made a motion that the recommendation of the finance committee be to raise and appropriate.

Mary Cliett seconded the motion. All in favor, motion carried.

1835 Town Hall Warrant Article 4 - Fund 1835 Town Hall Maintenance and Conveyance: Gerry Kokernak made a motion that the finance committee recommendation be to raise and appropriate as a funding source. Mary Cliett seconded the motion. All were in favor and the motion carried.

Committee members reviewed all department, committee and board budgets.

Discuss and Vote Recommendations - STM and ATM Articles:

Special Town Meeting Warrant Articles:

Article 1 - Transfer Certified Free Cash to Capital Fund - the Finance Committee voted on this article at their March 17, 2017 meeting.

Article 2 - Transfer Certified Free Cash to Stabilization Fund - to be voted on at the next meeting.

Article 3 - Fund Animal Inspector Salary - Gerry Kokernak made a motion that the Finance Committee recommend approval of this article. Mary Cliett seconded the motion. All in favor; motion carried.

Article 4 - Fund Deficit due to Snow and Ice - Barbara Bartlett moved to report at town meeting on this article. Seconded by Mary Cliett. All in favor; motion carried.

Article 5 - AMI Water Meter Upgrades - Gerry Kokernak made a motion that the Finance Committee recommend approval of this article. The motion was seconded by Cynthia Secord. All were in favor and the motion carried.

Annual Town Meeting Warrant Articles:

Article 1 - FY18 Town Operating Budget - Finance Committee will vote on this article at their next meeting, scheduled for April 3, 2017.

Article 2 - Compensation for Elected Officers - Gerry Kokernak made a motion that the Finance Committee recommend passage of this article. Seconded by Cynthia Secord. All were in favor; motion carried.

Article 3 - Set Salary of Municipal Light Board - Mary Cliett made a motion that the Finance Committee recommend passage of this article; seconded by Gerry Kokernak. All were in favor and the motion carried.

Article 4 - Reserve Fund for FY18 - To see if the Town will vote to raise and appropriate the sum of \$100,000 for the Reserve Fund for Fiscal Year 2018 - Barbara Bartlett made a motion that the Finance Committee recommend passage of this article; seconded by Mary Cliett. With all in favor, the motion carried.

Article 5 - WRSD Net Minimum Contribution, Debt, and Interest - this article is on hold.

Article 6 - WRSD Above Net Minimum Contribution - this article is on hold.

Article 7 - Montachusett Regional Vocational School Assessment - Mary Cliett made a motion that the Finance Committee recommend passage of this article, seconded by Gerry Kokernak. All were in favor and the motion carried. The Capital Committee will vote a recommendation on this article at a later date.

Article 8 - Fiscal Year 2018 Capital Plan - Mary Cliett made a motion that the Finance Committee recommend passage of this article, to see if the Town will vote to Transfer from Certified Free Cash the amount of \$734,668.00. Gerry Kokernak seconded the motion. All in favor; motion carried.

Article 9 - Water Dept. Operation Enterprise Fund - Gerry Kokernak made a motion that the Finance Committee recommend passage of this article. Mary Cliett seconded the motion. All were in favor; motion carried.

Article 10 - Chapter 90 Funding - this article is on hold.

Article 11 - Renaming of the Courtyard in the Area of the Art Department at WRHS -

Barbara Bartlett made a motion that the Finance Committee defer to Town Meeting on this article. Mary Cliett seconded the motion. With all in favor, the motion carried.

Article 12 - Renaming of the Gymnasium at Chocksett Middle School -

Mary Cliett made a recommendation that the Finance Committee defer to Town Meeting on this article. Her motion was seconded by Barbara Bartlett. All were in favor; motion carried.

Article 13 - Amendments to Personnel Policy Bylaw Classification and Compensation

Matrices - the Finance Committee passed on the article at this time.

Article 14 - East Lake Waushacum Treatment -

Barbara Bartlett made a motion that the Finance Committee defer to the Board of Health on this article. The motion was seconded by Mary Cliett. All in favor; motion carried.

Article 15 - Authorize Treasurer to Borrow Money -

Barbara Bartlett made a motion that the Finance Committee recommend passage of this article. Seconded by Mary Cliett; all in favor, motion carried.

Article 16 - Compensating Balance Agreements -

Mary Cliett made a motion that the Finance Committee recommend passage of this article. It was seconded by Barbara Bartlett. All were in favor and the motion carried.

Article 17 - Fund Post-Employment Benefits -

the Finance Committee voted their recommendation at their March 17, 2017 meeting.

Article 18 - Fund Wachusett Greenways Expenses -

Mary Cliett made a motion that the Finance Committee recommend passage of this article. The motion was seconded by Gerry Kokernak. All in favor, motion carried.

Article 19 - Fund Sterling land Trust Expenses -

Gerry Kokernak made a motion that the Finance Committee recommend passage of this article. It was seconded by Mary Cliett. With all in favor, the motion carried.

Article 20 - Disposition of 19 Hardscrabble Road -

Gerry Kokernak made a motion that the Finance Committee defer to Town Meeting on this article. Cynthia Secord seconded the motion. All were in favor and the motion carried.

Article 21 - Transfer Hardscrabble Road Parcel to Conservation Commission -

Mary Cliett made a motion that the Finance Committee defer to Town Meeting on this article. It was seconded by Barbara Bartlett. All in favor; motion carried.

Article 22 - Senior Center Facilities Maintenance Technician -

After discussion, Barbara Bartlett made a motion that the Finance Committee recommend passage of this article, with the funding source of transfer from available funds. Mary Cliett seconded the motion. All in favor; motion carried.

Article 23 - Senior Center Facilities Supervisor - Gerry Kokernak made a motion that the Finance Committee recommend approval of this article. The motion was seconded by Mary Cliett. All were in favor and the motion carried.

Article 24 - Temporary Moratorium on Marijuana Establishments - Barbara Bartlett made a motion that the Finance Committee defer to Town Meeting on this article. Mary Cliett seconded the motion. All were in favor and the motion carried.

Article 25 - Update Open Space and Recreation Plan - Mary Cliett made a motion that the Finance Committee recommend approval of this article. Her motion was seconded by Gerry Kokernak. All were in favor; motion carried.

Article 26 - Amend Chapter 92 of the General Bylaws, Licenses, Denial...
Barbara Bartlett made a motion that the Finance Committee defer to Town Meeting on this article. Mary Cliett seconded the motion. All were in favor and the motion carried.

Article 27 - Revolving Funds Bylaw - This article is on hold.

Article 28 - Fund OPEB Actuarial Valuation - Mary Cliett made a motion that the Finance Committee recommend passage of this article. Her motion was seconded by Gerry Kokernak. All in favor; motion carried.

Article 29 - Acceptance of Homestead Lane as a Public Way - Mary Cliett made a motion that the Finance Committee defer to Town Meeting on this article. Gerry Kokernak seconded the motion. All in favor and the motion carried.

Article 30 - Fund Major 1835 Town Hall Repairs - Finance Committee vote taken at March 17, 2017 meeting.

Article 31 - Fund 1835 Town Hall Roof Repairs Only - Fully Funded - Finance Committee vote taken at March 17, 2017 meeting.

Article 32 - Fund 1835 Town Hall Roof Repairs Only - Partial Funding - Finance Committee vote taken at March 17, 2017 meeting.

Article 33 - Fund 1835 Town Hall Maintenance and Conveyance - Finance Committee vote taken at March 17, 2017 meeting.

Article 34 - Fund Medical Waste Disposal Kiosk - Mary Cliett made a motion that the Finance Committee recommend passage of this article, with funding source to be raise and appropriate. The motion was seconded by Gerry Kokernak. All were in favor; motion carried.

Article 35 - Town Sponsor of Annual Town Fair - Gerry Kokernak made a motion that the Finance Committee defer to Town Meeting on this article. Barbara Bartlett seconded the motion. With all in favor, the motion carried.

Article 36 - Acceptance of Thomas Lane as a Public Way - Mary Cliett made a motion that the Finance Committee defer to Town Meeting on this article, which was seconded by Gerry Kokernak. All in favor; motion carried.

Article 37 - Apply Stabilization Fund to Stabilize the Tax Rate - Barbara Bartlett made a motion that the Finance Committee report at Town Meeting on this article. It was seconded by Gerry Kokernak. All were in favor and the motion carried.

Set Next Meeting Date:

Chairman Sova scheduled the next meeting for April 3, 2017 at 6:00 PM in Room 205 of the Butterick Building.

Adjourn:

Mary Cliett made a motion to adjourn the meeting and it was seconded by Cynthia Secord. All were in favor and the meeting adjourned at 8:30 PM.