

**Town of Sterling
Finance Committee Meeting Minutes
October 16, 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, and Gerry Kokernak

Attendees: Town Administrator Ross Perry, Selectwoman Maureen Cranson, Robert McKay Jones, Dick Maki, Amrith Kumar, Everett Heller and Steve Staudaher

Approve Available Minutes:

A motion to approve minutes of the September 11, 2017 meeting was made by Mary Cliett and seconded by Barbara Bartlett. All were in favor and the motion carried.

Discuss Appointment of New Members and Vote Candidate Recommendations:

Steve Staudaher and Everett Heller, candidates for appointment to the Finance Committee, were interviewed by Committee members and by Town Moderator Amrith Kumar.

1835 Town Hall Update - Robert McKay Jones:

Mr. Jones informed Committee members that the roof project for the 1835 Town Hall is currently three months behind schedule. A contract for building design services, for J.M. Booth and Associates in the amount of \$44,000.00, was just recently approved by the Committee, to be voted on by the Board of Selectmen.

Member Kokernak questioned the status of grant applications and Mr. Jones explained two grant applications will be filed within the next few months, an ADA grant and a MA Cultural Facilities grant. Mr. Kokernak noted he was lead to believe the committee would apply for more grants and expressed his disappointment that the committee is applying for only two. The committee is also doing research on developing a friends of the town hall group, as an opportunity for private funding.

The septic system is a 3-phase plan. The committee needs to move \$3,580.00 from an old design account to fund phase 2 of the plan, plus request \$2,000.00 at the Special Town Meeting from free cash, for a total of \$5,580.00.

Discussion of November 14, 2017 Special Town Meeting:

Town Administrator Perry lead a discussion with Committee members, providing a draft schedule for the special town meeting and spoke on possible warrant articles. The Finance Committee will need to vote on warrant articles at a future meeting.

Chairman Sova then scheduled the next Finance Committee meeting for November 6, 2017, at 6:00 PM in Room 205 of the Butterick Building.

Finalize FY19 Budget Calendar to Submit for Approval by Board of Selectmen:

A discussion and review of the budget calendar was held with TA Perry and appropriate changes were made. The budget process and goals were also discussed when finalizing the calendar.

Reserve Fund Transfers:

None

Other Committee Business:

Voting was held on the two candidates:

Mary Cliett made a motion to recommend Steve Staudaher to the Board of Selectmen. Gerry Kokernak seconded the motion. All members were in favor and the motion carried.

Mary Cliett made a motion to recommend Everett Heller to the Board of Selectmen, pending his resignation from the 1835 Town Hall Building Sub-Committee. The motion was seconded by Gerry Kokernak. With all in favor, the motion carried.

Adjourn:

A motion to adjourn the meeting was made by Mary Cliett and seconded by Barbara Bartlett. All were in favor and the meeting adjourned at 8:10 PM.