

**Town of Sterling
Finance Committee Meeting Minutes
June 18, 2018
Butterick Building, Room 205**

Chairman Joe Sova called the Finance Committee meeting to order at 6:30pm.

In attendance for the Finance Committee:

Joe Sova, Gerry Kokernak, Steve Staudaher and Mary Cliett

Absent: Everett Heller

Also in attendance: Town Administrator, Ross Perry, Todd Chapman, candidate for a seat on the Finance Committee, and Dave Favreau.

Request for Alternative Year-End Appropriation Transfers:

Steve Staudaher made a motion to approve the request by the Town Clerk for a \$2000.00 transfer. Gerry Kokernak seconded the motion. Vote was unanimous to approve.

Mary Cliett made a motion to approve the transfer of \$1,537.50 to the Board of Health Inspector's line item. Steve Staudaher seconded the motion. The motion was approved unanimously.

Mary Cliett made a motion to approve the transfer of \$5,000.00 from Ambulance wages to Ambulance expenses. Gerry Kokernak seconded the motion. Vote was unanimous to approve.

Gerry Kokernak made a motion to approve the transfer of \$5,296.00 by the Treasurer/Collector to cover wages. Motion was seconded by Steve Staudaher. Vote was unanimous to approve.

Steve Staudaher made a motion to approve the transfer of \$500.00 from Police expenses to Animal Control. Gerry Kokernak seconded the motion. Vote was unanimous to approve.

Steve Staudaher made a motion to approve the transfer of \$9,500.00 by DPW from expenses to wages to cover the cost overtime. Gerry Kokernak seconded the motion. Vote was unanimous to approve.

Reserve Fund Transfers:

\$10,730.00 request by the Library. Steve Staudaher made a motion to approve the request contingent upon insuring that the request had been previously approved at an earlier meeting of the Finance Committee. Mary Cliett seconded the motion. The vote was unanimous to approve

\$16,000 request by the 1835 Committee to cover the matching portion of a grant received by the Committee. Gerry Kokernak made a motion to approved the request and was seconded by Mary Cliett. The vote was unanimous to approve.

\$10,00.00 request by the Town Administrator to cover the cost of upgrading to Office 365. Motion to approve was made by Steve Staudaher and seconded by Gerry Kokernak. Vote was unanimous to approve.

\$1,992.36 request was made to cover the cost of the Treasurer/Collector wages. Motion was made by Mary Cliett to approve and seconded by Steve Staudaher.

Membership Update:

Todd Chapman was present and was interviewed by the members of the Committee. A motion was made to recommend Mr. Chapman be approved for membership on the Committee. The motion was made by Mary Cliett and seconded by Steve Staudaher.

Other business:

Mr. Dave Favreau was present to explain and answer questions about the BOH request to transfer funds into the wages line item. The Committee thanked him for his attendance and had previously voted to approve the transfer.

Election of Officers:

Gerry Kokernak moved that the Committee election Joe Sova as Chair of the Committee. The motion was seconded by Steven Staudaher. The vote was unanimous to elect Joe Sova as Chair.

Joe Sova made a motion to approve Gerry Kokernak as Vice-Chair. The motion was seconded by Mary Cliett

Mary Cliett made a motion to approve Steve Staudaher as Secretary of the Committee. The motion was seconded by Gerry Kokernak.

The Committee voted to give the Chair authority to approve Alternate Year End Transfers and Reserve Fund Transfers. The motion was made by Gerry Kokernak and seconded by Steve Staudaher. The vote was unanimous

Adjourn:

A motion to adjourn the Finance Committee meeting at 7:25 pm was made by Steve Staudaher and seconded by Gerry Kokernak.