

**Town of Sterling
Finance Committee Meeting Minutes
January 28, 2019
Butterick Building, Room 201**

Chairman Sova called the meeting to order at 6:03 PM.

In Attendance:

Joe Sova, Mary Cliett, Everett Heller, Todd Chapman, and Steve Staudaher

Attendees:

Town Administrator Ross Perry, Selectwoman Maureen Cranson, and Dick Maki

Approve Prior Meeting Minutes:

A motion to approve minutes of the January 7, 2019 meeting was made by Steve Staudaher and seconded by Mary Cliett. Staudaher, Cliett, Heller and Chapman were in favor; Sova abstained as he was not present at the meeting. Motion carried.

Nominate/Vote FinCom Vice-Chair:

Everett Heller made a motion that Steve Staudaher fill the position of Vice-Chair. Mary Cliett seconded the motion. All were in favor and the motion carried.

With Steve Staudaher filling the Vice-Chair position, his previous position as Clerk became available. A motion to appoint Mary Cliett as Clerk of the Finance Committee was made by Everett Heller and seconded by Steve Staudaher. Unanimous vote.

FY20 Budget Discussion:

TA Perry presented an updated FY20 Omnibus Budget, which indicated an increase of 3.89% at this time. He did note that this increase is far from final at this point. He also distributed an updated 5-year capital plan spreadsheet, mentioning capital requests are about \$200,000.00 less than the initial plan.

Mr. Perry commented that he is in the process of preparing and proposing a step and merit pay increase matrix for town employees. He has reinstituted performance evaluations as part of that process.

Prepare for 2/6/19 Meeting with Board of Selectmen and WRSD Representatives:

TA Perry noted there is an Excess Deficiencies Account to pay for one-half of full-day kindergarten. Chapter 70 funds will pay for kindergarten next year; there is a \$1.2 million anticipated cost.

A discussion of the WRSD budget will be done by their representatives at this meeting.

FinCom Determine Department Head Budget Interview Schedule:

Chairman Sova suggested the interview schedule be the same as last year's schedule, with the same timeframes. The Town Administrator will notify Department Heads of the Saturday schedule. Everett Heller requested that the new WRSD Business Manager attend the Saturday meeting, which is scheduled for March 2, 2019.

Reserve Fund Transfers:

None

Other Committee Business:

None

Set Next Meeting Date:

Chairman Sova scheduled a joint meeting with the Capital Budget Committee for February 11, 2019, at 6:00 PM, in Room 201 of the Butterick Building.

Adjourn:

A motion to adjourn the meeting was made by Mary Cliett and seconded by Steve Staudaher. All were in favor and the meeting adjourned at 6:41 PM.