

**Town of Sterling
Finance Committee Meeting Minutes
January 8, 2018
Butterick Building, Room 205**

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

In Attendance:

Joe Sova, Barbara Bartlett, Gerry Kokernak, Steve Staudaher and Everett Heller

Absent: Mary Cliett

Also in Attendance: Selectmen Maureen Cranson, Richard Lane and John Kilcoyne. Also Michael Rondinone

Approve Prior Meeting Minutes:

A motion to approve minutes of the December 4, 2017 meeting was made by Everett Heller and seconded by Steve Staudaher. With all in favor, the motion carried.

New Member Application - Michael Rondinone:

Committee members interviewed Mr. Rondinone, who is interested in serving on the Finance Committee. He majored in Economics and Finance and worked at Hanover Insurance. At this time, he is unemployed and seeking full-time employment. He also interviewed with the Economic Development Committee and is unsure of his plans to commit to either committee at this time. Employment may impact his ability to serve. He will keep the Committee informed of his future plans.

Review/Discuss Capital Requests:

Gerry Kokernak, Chairman of the Capital Fund Committee, submitted a 5-year Capital Plan spreadsheet, which was discussed and review by Committee members. Mr. Kokernak noted this Capital Plan is preliminary as not all departments have submitted their Plan to date.

Discussion of Revenue Projections:

This discussion was tabled at this time as revenue projections are unavailable.

Reserve Fund Transfer Requests, if necessary:

A Reserve Fund Transfer request was received from Town Clerk Dawn Michanowicz, in the amount of \$6,124.00, to be transferred to Election Wages to cover unanticipated costs of a special primary election. A motion to approve this RFT was made by Gerry Kokernak and seconded by Barbara Bartlett. Joe Sova, Gerry Kokernak, Barbara Bartlett and Steve Staudaher were in favor. Everett Heller, who had stepped out of the meeting for a few minutes, did not hear the discussion on this RFT so abstained from voting. With the majority in favor, the motion carried.

An RFT request in the amount of \$500.00, to be transferred to Accountant Expense for accounting software, was received from Town Accountant Fred Aponte. Gerry Kokernak made a motion to approve the RFT and the motion was seconded by Steve Staudaher. With the exception of Everett Heller, who did not hear the discussion and abstained, all were in favor and the motion carried.

Other Committee Business:

Chairman Sova advised members there will be a joint meeting with the Board of Selectmen and administrators from Wachusett Regional School District on January 22, 2018, at 6:00 PM to discuss the preliminary school budget.

Members decided to postpone a vote on the appointment of Mr. Rondinone to FinCom until January 22 or later. As previously noted, with his job hunting, he may not be available.

Adjourn:

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