

**Town of Sterling
Finance Committee Meeting Minutes
January 29, 2018
Butterick Building, Room 205**

In Chairman Sova's absence, Vice-Chair Barbara Bartlett called the meeting to order at 6:00 pm.

In Attendance:

Barbara Bartlett, Mary Cliett, Gerry Kokernak, Steve Staudaher and Everett Heller.

Absent: Joe Sova

Also in Attendance: Board of Selectmen members Maureen Cranson and Richard Lane, and Town Administrator Ross Perry

Approval of Prior Meeting Minutes:

A motion to approve minutes of the January 8, 2018 meeting was made by Everett Heller and seconded by Steve Staudaher. Members Bartlett, Kokernak, Staudaher and Heller were in favor; member Cliett abstained as she was not present at the meeting. The motion carried.

Reserve Fund Transfer Request:

Health Agent David Favreau and Board of Health member Allen Hoffman appeared before the committee with an RFT request in the amount of \$1825.00. According to Mr. Favreau, this amount is being requested to fund a Montachusett Public Health Network (MPHN) expense, as MPHN changed their fee structure a few months ago. A determination was made to use MPHN for nursing services only, if needed, and an alternate Health Agent was just hired. A motion to approve this RFT was made by Gerry Kokernak and seconded by Mary Cliett. All were in favor and the motion carried.

FinCom Vote on New Member Application - Michael Rondinone:

Having received no word from Mr. Rondinone as to his availability for the Finance Committee position, Steve Staudaher made a motion to take no action on his application. The motion was seconded by Gerry Kokernak. With all in favor, the motion carried.

FY19 Budget Discussion - Distribution of Budget Books to FinCom Members:

Town Administrator Perry distributed the budget books to all members.

Mr. Perry advised committee members that the Board of Selectmen are holding a joint meeting with Wachusett Regional School District administrators and the Finance Committee on February 21, 2018 at 6:30 PM.

Review/Discuss Capital Requests:

Member Kokernak lead a discussion on five-year capital plans which have been submitted by department heads, to date.

Discussion of Revenue Projections:

TA Perry presented these projections:

- Gov. Budget - \$125,686 (potential)
- School (Chapter 70 funds) - \$590,368
- Regional Transportation - \$244,189 (11.2% increase over previous year)

An updated recap sheet will be available at the next meeting.

Other Committee Business:

Committee members requested updates for the next meeting from the 1835 Town Hall Committee and from Facilities.

Gerry Kokernak requested that member Everett Heller be appointed to the Capital Fund Committee. Mr. Heller's position on the committee will need to be voted on by the Board of Selectmen at their next meeting.

Set Next Meeting Date:

The next FinCom meeting is scheduled for February 12, 2018 at 6:00 PM in Room 205 of the Butterick Building.

Adjourn:

A motion to adjourn the meeting was made by Mary Cliett and seconded by Everett Heller. All were in favor and the meeting adjourned at 7:24 PM.