

TOWN OF STERLING
BOARD OF SELECTMEN
March 3, 2021

MEETING:

Chair Cranson called the Select Board meeting to order at 5:00pm. Roll Call: Loveseat Cranson – Present. Select member Sonnenberg – Present. Select member Kilcoyne – Present.
Also present were Town Administrator, Kellie Hebert and Senior Executive Assistant, Kama Jayne.

Minutes

Select member Kilcoyne moved to approve the public minutes of February 17th, 2021. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye.
Motion Carried.

**Joint Meeting
with the School
and Finance
Committee and
Capital
Committee**

Select member Kilcoyne moved to approve the public minutes of February 24th, 2021. Select member Sonnenberg 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select Member Kilcoyne – Aye.
Motion Carried.

Todd Chapman called the Finance Committee and Capital meetings to order at 5:04.

This was a joint meeting between the Board of Selectmen, Finance Committee, Capital and the School. Superintendent Darryll McCall, Director Daniel Deedy, Robert Berlo, Christine Smith and Jeff Carlson attended virtually.

The School reported that the District enrollment for Sterling continues to decrease. Sterling students currently comprises 13.79% of the total student population for the District.

This budget breakdown, by appropriation, is as follows;

Appropriation	FY21 Budget	FY22 Proposed	\$ Diff +/-(-)	% Diff
Salaries and Stipends	\$65,182,485	\$66,943,524	\$1,761,039	2.7%
Benefits and Insurance	\$16,047,813	\$17,674,696	\$1,626,883	10.14%
Instructional Support	\$3,489,855	\$3,324,986	(\$164,869)	-4.72%
Operations and Maintenance	\$3,738,231	\$3,932,121	\$193,890	5.19%
Pupil Services	\$52,758	\$52,758	\$0	0.00%
Special Ed Tuitions	\$2,770,000	\$2,836,780	\$66,780	2.41%
Other Operating Costs	\$1,176,810	\$1,732,282	\$555,472	47.20%
Transportation	\$7,241,701	\$7,215,504	(\$26,197)	-0.36%
Debt Service	\$2,415,731	\$2,301,900	(\$113,831)	-4.71%
Total General Fund	\$102,115,384	\$106,014,551	\$3,899,167	3.82%

FY21 Budget

The proposed increase to the proposed budget is \$3,899,167 or 3.82%.

Because of the uncertainty associated with covid-19 pandemic, the Fy22 Budget was created to support In-person, Hybrid and/or Remote learning models in the next school year. This includes funds dedicated towards:

- PPE
- Technology to support in-person and remote learning
- Applications that support remote student learning
- Building substitutes
- Continued training of staff

The Select Board called a short recess after the school budget discussion then resumed to discuss the budget with the Finance Committee and Capital.

March 3, 2021

Fincom/Concom/
Select Joint
meeting
Adjourn

The following are the approved minutes from the Finance Committee, taken by Valerie Handy for the second half of the meeting;

Town of Sterling
Capital Budget and Finance Committee Meeting Minutes
With Select board Attendance
March 3, 2021
Zoom

The Capital Budget Committee called to order at 6:00 PM

The Finance Committee called to order at 6:00 PM

In Attendance for the Capital Budget Committee:

Remote Connection: Todd Chapman, Chair, Ezequiel Ayala, Lynne Sheppard, Bob Brown

In Attendance for the Finance Committee:

Remote Connection: Todd Chapman, Chair, Ezequiel Ayala, George Handy, Chris Paquette

Absent: Mary Cliett for Capital Budget Committee and Finance Committee

In Attendance for the Select board: Maureen Cranson, Chair, Arden Sonnenberg, John Kilcoyne

Also Attending Remotely: Fred Aponte, Town Accountant and Kellie Hebert, Town Administrator, Valerie Handy, Recording Secretary for the Capital Budget Committee and Finance Committee

Review and Evaluate FY22 Capital Requests:

The Select board asked if there are any red flags that need to be addressed. The CBC and Fincom have no red flags, rather they do have questions for the department heads.

Some of the projects the committees highlighted were:

Fire Department: Replacement of Rescue 1 for \$350k.

DPW: \$234K road resurfacing. This request is new to the department and more information needed.

Fire Department Storage Shed at DPW Site: \$125k. What are the assumptions, i.e., upkeep, etc.?

Library: \$330K engineering study. What does this encompass? \$50K was appropriated previously and \$30K was accepted for initial feasibility design. Specific information needed on last year's spending.

The committees and Select board touched on the Omnibus Budget increases. With these in mind, the questions regarding department capital projects will be: "Do You Need It and Do You Need it Now?"

Other Committee Business: None

Set Next Meeting Date: Wednesday March 11, 2021 at 6pm Zoom. This will be a Capital Budget Committee as well as Finance Committee Board Meeting.

Adjourn – CBC:

A motion to adjourn the CBC meeting was made by Lynne Sheppard and seconded by Ezequiel Ayala. Unanimously supported. Meeting adjourned at 7:15 pm.

Adjourn – Fincom:

A motion to adjourn the Finance Committee was made by Chris Paquette and seconded by George Handy. Unanimously supported. Meeting adjourned at 7:15pm.

Selectmen's Meeting Minutes

March 3, 2021

Covid Update: Special thanks to all of the staff and volunteers who facilitated the vaccine clinic for town seniors. Word has gotten out about its success; other towns are now requesting "how to" information.

Library Operations: The board recognized the library staff for their continued programming and the delivery service that they have provided during the pandemic.

Recreation Department New Hire: The recreation committee will submit Recreation Director finalists to the Board at the next meeting.

At 7:30 Select member Kilcoyne moved to adjourn. Select member Sonnenberg – 2nd. Chair Cranson – Aye. Select member Sonnenberg – Aye. Select member Kilcoyne – Aye. Motion Carried.

Materials: agenda, minutes, 61A release documents, volunteer applications , citizens petition, presidential primary warrant, TA report, one day alcohol licenses, school budget presentation