

March 26, 2018

Item I: Call to Order: The special meeting of the Sterling Board of Selectmen was called to order at 5:30 p.m. with Russell Gray, Lincoln Cooper, and John Firlik. Staff present-Joyce Gustavson. Also present-Dayna Flath.

Item II: Interview Payroll Company to Provide Payroll Services for Sterling Municipal Employees: Dayna Flath of Common Sense Payroll (CSP) stated that it is her understanding that the Town would like to outsource payroll. Weekly payroll versus bi-weekly payroll was discussed. D. Flath also discussed the services provided by CSP, including the preparation and filing of state and federal quarterly and yearly payroll reports. CSP does not offer a human resource service package.

Item III. Adjournment: L. Cooper made a motion, seconded by J. Firlik, to adjourn at 6:25 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary