

November 12, 2014

The monthly meeting of the Sterling Board of Finance was called to order at 7:02 p.m. by Chairman David Shippee. Other members' present-Bruce Lindberg, Neil Delmonico, Neil Cook, and Dale Clark. Absent members'-Robert Lissan. Staff present-Joyce Gustavson.

Audience of Citizens: None

Correspondence: None

Approval of Minutes: D. Clark made a motion, seconded by N. Cook to approve the minutes of the 9/16/2014 Tri-Board and the 10/8/2014 monthly meeting as written and presented. All voted in favor of the motion.

Unfinished Business:

a. Tax Collector's Grand Ratebook Balance Sheet Report: The report was submitted and reviewed.

b. Treasurer's Quarterly Report: The report was submitted and reviewed.

c. Business Manager Committee: N. Cook reported that the Committee held its first meeting last month and the Chairman assigned various tasks to members.

d. Satellite.biz (The) – John W. Dresch (Credit Card Processing): J. Gustavson reported that the Revenue Collectors at the Plainfield Town Hall use Satellite.biz for credit card processing. D. Shippee will talk to the Plainfield Revenue Collectors and gather more information. Table this item to the next meeting.

New Business:

a. Consider and Act on 2015 Schedule of Meetings: N. Cook made a motion, seconded by N. Delmonico to approve the 2015 Meeting Schedule. All voted in favor of the motion.

b. Treasurer's Request to Close and Rename Accounts: Penny Keith, Treasurer, submitted a memo dated 11/05/2014 regarding the two accounts that covered the expenses of the Senior Renovation project. As of 10/31/2014, the Senior Renovation account has a balance in the amount of \$18,706.64 and the CDBG2 account has a balance in the amount of \$6,257.38. P. Keith is asking permission to move the balance in the CDBG2 account into the Senior Renovation account, then close the CDBG2 account and rename the Senior Renovation section of the Cap Funds as the SMB Capital Fund. D. Clark made a motion, seconded N. Cook to move the balance in the amount of \$6,257.38 from the CDBG2 account to the Senior Renovation Account and to close the CDBG2 account and rename the Senior Renovation Account to SMB Capital Fund. All voted in favor of the motion.

Any Other Business: 1) D. Shippee reported that R. Gray contacted Siemen's to look at the thermostats and the heating controls in the Municipal Building at 1183 Plainfield Pike. 2) The Board of Selectmen are requesting approval to purchase services from Northeastern Connecticut Council of Governments (NECCOG) to perform an Employee Classification and Compensation Study of Town Hall functions for thirteen (13) Town positions plus the Library for the sum of \$2,499.99. N. Cook made a motion, seconded by D. Clark to approve the purchase of services from Northeastern Connecticut Council of Governments to perform an Employee Classification and Compensation Study of Town Hall functions in a sum not to exceed \$2,499.99 and to

approve the appropriation of this sum from the Town's Fund Balance. All voted in favor of the motion. The Selectmen will schedule a special town meeting to vote on the appropriation.

Adjournment: D. Clark made a motion, seconded by N. Cook to adjourn at 7:35 p.m. All voted in favor of the motion.

Attest: _____

Joyce A. Gustavson, Board of Finance Clerk