

March 11, 2015

The monthly meeting of the Sterling Board of Finance was called to order at 7:10 p.m. by Chairman David Shippee. Other members' present-Bruce Lindberg, Neil Cook, Dale Clark, Neil Delmonico, and Robert Lassan.

Staff present-Russell Gray, Lincoln Cooper, John Firlik, and Joyce Gustavson.

Also present-Marcia Marien, John Mahon, Renee Theroux-Keech, Leatrice Shippee, Beverly Boyd, Brenda Needham, Deb Covey, Joe Musumeci, Jackie Angelone, Sarah LaRose, Derek Anforth, and Dottie Capobianco.

Audience of Citizens: No Comment

Correspondence: None

Approval of Minutes: N. Cook made a motion, seconded by N. Delmonico to approve the 1/14/2015 monthly meeting minutes as written and presented. All voted in favor of the motion.

Unfinished Business:

a. Tax Collector's Grand Ratebook Balance Sheet Report: The January 31 and February 28, 2015 reports were submitted and reviewed.

b. Satellite.biz (The) – John W. Dresch (Credit Card Processing): D. Shippee reported that he spoke to the Plainfield Revenue Collectors and received favorable results regarding Satellite.biz, a credit card processing system. Currently, the Sterling Revenue Collector has a credit card machine, but can only process tax payments and the Town Clerk should have a credit card machine to process all other credit card payments. This has no cost to the Town, the customer would pay be responsible for the fee. N. Delmonico made a motion, seconded by D. Shippee, to refer this back to the Board of Selectmen for review. All voted in favor of the motion.

New Business:

a. Final FY Ending 6/2014 Audit Report: Marcia Marien of O'Connor Davies, LLP presented a Power Point presentation for the final audit report for FY 2013-2014. The Revenue Office had a 96% (ninety-six percent) tax collection rate for FY ending 6/2014. M. Marien stated the that the Town's Fund Balance should be maintained at no less than 10% (ten percent) of the Town's Budget in order to obtain favorable bonding. There were no major findings with the audit.

b. Consider & Act on the Board of Education Proposed 2015-2016 Budget: The total 2015-2016 Budget request is \$7,974,898. Estimated Revenue is \$3,354,416 leaving \$4,620,482 to be raised by taxes. D. Shippee noted this budget represents 1/10th of an increase or 20.89 mils using \$221,163 as the worth of one mil.

N. Cook made a motion, seconded by R. Lassan to approve the Board of Education's proposed 2015-2016 Budget in the amount of \$7,974,898. All voted in favor of the motion.

c. Consider & Act on the Board of Selectmen Proposed 2015-2016 Budget: The total 2015-2016 Budget request is \$2,702,580. Estimated Revenue is \$333,927 leaving \$2,368,653 to be raised by taxes. This represents 10.71 mils.

D. Clark made a motion, seconded by N. Cook to approve the Board of Selectmen's proposed 2015-2016 Budget in the amount of \$2,702,580. All voted in favor of the motion.

The total mil rate would be 31.60 mils which is a .01 mil increase over last year.

d. Consider & Act on the Board of Selectmen Proposed 2015-2016 Local Capital

Improvement Plan and Budget: J. Gustavson reported that with the March 2015 entitlement in the amount of \$40,587 the Town has available \$250,785 in the Local Capital Improvement Budget to be used for road repairs.

D. Clark made a motion, seconded by N. Cook to approve the 2015-2016 Local Capital Improvement Plan in the amount of \$250,785 with changes noted in the Department/Agency and Project Title on the Long Term Capital Requests for Fiscal Year 2017 through 2020. All voted in favor of the motion.

e. Consider & Act on an Appropriation from the Fund Balance for Emergency Snow and Ice Removal at 1183 Plainfield Pike:

The Board of Selectmen are requesting an appropriation of funds from the Fund Balance in the amount of \$21,900 to cover the cost of the accumulation of snow on the roof and the buildup of ice in the gutters which caused leaky roofs in the children's section of the library, the staff lounge and the historical society room at the Sterling Town Hall, 1183 Plainfield Pike. JD&D Construction, Inc., 114 Upper Gore Road, Webster, MA was hired on the recommendation of Northeast Connecticut Council of Governments (NECCOG) to clear the snow and ice from the roof.

N. Delmonico made a motion, seconded by N. Cook to approve the appropriation from the Fund Balance to the Board of Selectmen in the amount of \$21,900 to cover the roof snow removal bill to JD&D Construction, Inc., 114 Upper Gore Road, Webster, MA for the emergency removal of snow and ice from the roof at the Sterling Town Hall, 1183 Plainfield Pike, Sterling, CT and to refer this back to the Board of Selectmen to schedule a Town Meeting. All voted in favor of the motion.

Any Other Business: 1) **Treasurer's Quarterly Report:** Dave Shippee asked to table the Treasurer's Quarterly Report until the May meeting. D. Clark made a motion, seconded by N. Cook to table the Treasurer's Quarterly Report until the May meeting. All voted in favor of the motion.

2) **Confirm Dates for Public Hearing, Town Meeting and Referendum for 2015-2016 Proposed Budgets:** J. Gustavson confirmed the following dates for the proposed 2015-2016 proposed budgets:

The **Public Hearing** on the 2015-2016 Proposed Board Of Education and Board of Selectmen Budget is scheduled for Thursday, April 9, 2015 at 7:00 p.m.

The **Town meeting** for the 2015-2016 proposed budgets is scheduled for Thursday, April 23, 2015 at 7:00 p.m.

The **Referendum** for the 2015-2016 proposed budgets is scheduled for Thursday, April 30, 2015 from noon to 8:00 p.m.

All meetings are scheduled in the gym at the Sterling Town Hall, 1183 Plainfield Pike, Sterling, CT.

Adjournment: D. Clark made a motion, seconded by N. Cook to adjourn at 8:26 p.m. All voted in favor of the motion.

Attest: _____

Joyce A. Gustavson, Board of Finance Clerk