

December 9, 2015

The monthly meeting of the Sterling Board of Finance was called to order at 7:03 p.m. by Chairman David Shippee. Other members' present-Bruce Lindberg, Dale Clark, Neil Cook, and Neil Delmonico. Absent members'-Robert Lassan.

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

Audience of Citizens: No Comment.

Correspondence: None

Approval of Minutes: N. Cook made a motion, seconded by B. Lindberg to approve the minutes of the 10/14/2015 monthly meeting and the minutes of the 10/21/2015 Tri-Board meeting as written and presented. All voted in favor of the motion.

Unfinished Business:

a. Tax Collector's Grand Ratebook Balance Sheet Report: The reports for month ending 10/31/2015 and 11/30/2015 were submitted and reviewed.

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

New Business:

a. Consider & Act on 2016 Schedule of Meetings: N. Cook made a motion, seconded by N. Delmonico to approve the 2016 Meeting Schedule as presented. All voted in favor of the motion.

b. Election of Officers and Clerk: N. Cook made a motion, seconded by N. Delmonico to retain the present slate of officers. There were no objections and no other nominations. The following is the slate of officers for 2016: David Shippee, Chair; Neil Cook, Vice Chair; and Joyce Gustavson, Clerk. All voted in favor of the motion.

c. Consider & Act on Delayed Suspense List from Tax Sale: A. Gagner, CCMC, Revenue Collector, submitted Tax Suspense Lists, dated 11/3/2015, due to the tax sale held on 4/6/2015 for action by the Board of Finance. N. Cook made a motion, seconded by B. Lindberg to recommend the transfer of certain uncollected taxes to the Suspense Tax Book as follows: Real Estate Suspense List 2011, FY 7/1/2015-6/30/2016 in the amount of \$6,156.80, Real Estate Suspense List 2012, FY 7/1/2015-6/30/2016 in the amount of \$6,743.24, Real Estate Suspense List 2013, FY 7/1/2015-6/30/2016 in the amount of \$6,743.24, and Personal Property Suspense List 2014, FY 7/1/2015-6/30/2016 in the amount of \$124.51. All voted in favor of the motion.

d. I.T. Upgrades for the Sterling Municipal Building: D. Shippee, R. Gray, and L. Cooper met Dave Bourgoin of Flagship Networks, Inc., an (I.T.) information technology company, located at 100 Beard Sawmill Road, Suite 340, Shelton, CT 06484 at the Connecticut Conference for Municipalities (CCM) Annual Convention held on 10/20/2015. D. Shippee contacted D. Bourgoin to visit the offices at the Sterling Municipal Building, located at 1183 Plainfield Pike, Oneco, CT to inventory how many personal computers (PC'S) are in use and what programs the Town is using. D. Bourgoin met D. Shippee on 11/19/2015 to do a walkthrough of the Municipal Building and a list of PC's throughout the Town Hall were compiled; twenty-five (25) computers plus an additional six (6) computers in the library for interim public use for a total of thirty-one (31) PC's. D. Bourgoin reported that the Dell Power Connect Switch is out of support and it is uncertain if parts are available to upgrade the switch. D. Shippee asked J. Gustavson to contact Eric Gould of Savage Systems and obtain the administrative login id and password for

the server, which would be needed in order to collect information to determine how much work would be required to upgrade the system. The Town would need to secure a grant and go out to bid before the start of any technology upgrades.

Any Other Business: None.

Adjournment: D. Clark made a motion, seconded by N. Delmonico to adjourn at 7:24 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Board of Finance Clerk