

TRI-BOARD MEETING
Wednesday, April 13, 2016
Sterling Town Hall – Room 15

- I. Call to Order – The meeting was called to order at 6:30 pm by David Shippee.

Present were: Board of Selectman – R. Gray, L. Cooper and J. Firlik
Board of Finance – D. Shippee, B. Lissan, N. Cook, D. Clark,
B. Lindberg and N. Delmonico
Board of Education – R. Theroux-Keech, B. Salisbury, D. Capobianco,
K. Fantoli, L. Shippee, R. Choquette, B. Needham, Supt. and B. Boyd

Audience of Citizens: F. Banks, M.A. Keleghan, R. Lissan, H. Wood, P. Keith,
J. Penney, C. LaFlamme-Miller, M. Marien, J. Mackie, G. Lanza, J. Gustavson,
L. Smith, J. Angelone and D. Covey.

- II. Board of Finance Issues

- a. Discussion of Audits – Open Items Needed to Close the Audit and a Review of Steps Taken to Obtain Present Status.

D. Shippee asked M. Marien to talk about the Audit. She stated that the Audit should have been finished by December 31st. The Town and the Board of Education did not balance at that time they were off by \$383,450. The Board of Education and the Town each needed to make corrections of well over \$100,000.

M. Marien believes that the best course of action for the 2014-15 year is to expand the audit doing new non-payroll disbursement tests to the General Fund, Grant Fund, Cafeteria and Student Activity. To increase the testing of payroll by comparing prior years salaries by person, compare employees to their contracts and test withholding for Federal and Connecticut taxes in comparison to their W-4 forms.

She indicated that the situation is that there is a \$13,000,000 budget and that the town is a small town and when people leave there is no one to teach them the skills needed for the position. It is not that they are not hard working it is just that they do not have all the skills required. She feels that there should be a Finance Director to overseeing the Board of Education and the Town.

She felt that a forensic audit is not needed at this time. She believes the best course of action for the 2015-16 year is to have an outside CPA firm balance the accounting records through March 21, 2016 and then again June 30, 2016 and then start working on the Audit as soon as possible.

Going forward she believes that there should be a shared Finance Director with the Town and the Board of Education capable of handling a \$13,000,000 revenue and expenses. Shared financial system between the Town and Board of Education.

The Board of Finance will have to have a special meeting to recind the motion to have the forensic audit done.

III. Board of Education Issues

- a. Future Action Plan, Strategies for Improvement – already discussed
- b. IRS Tax Payment
All tax payments are up to date and the Board's attorney is working to get the interest and penalties taken off.

IV. Board of Selectman Issues

- a. State of Connecticut House Bond Grant Request - \$203,000 for 17 Culverts, \$500.00 Green Valley Grant for clean up on the old railroad trail and \$2,000.00 revitalization for Gallup Cemetary.

V. Any Other Issues

R. Theroux-Keech thanked David Shippee for orchestrating the meeting and scheduling it quickly.

VI. Adjournment

A motion was made by D. Clark and seconded by N. Cook to adjourn the meeting at 7:20 pm. Vote: All in favor.