

February 23, 2017

**Item I: Call to Order:** The special meeting of the Sterling Board of Selectmen was called to order at 1:00 p.m. with Russell Gray and Lincoln Cooper. Selectman absent-John Firlik. Staff present-Joyce Gustavson, Penny Keith, and Judy Gooslin (1:20 p.m.) Also present: Betsy Chamberland and Carol Fitzsimons.

**Item II: Discussion with CIRMA Regarding Insurance for Fiscal Year 2017-2018:** Carol Fitzsimons of Connecticut Interlocal Risk Management Agency (CIRMA) discussed Fiscal Year 2017-2018 budget indication estimates for Liability-Auto-Property and Workers' Compensation. Worker's Compensation premium will remain at \$62,312. Liability-Auto-Property premium has increased from \$136,922 to \$144,383, representing an increase in the amount of 5.45%.

**Item III. Discussion with CIRMA Regarding Claim Reporting Procedures:** The purpose of the Connecticut Interlocal Risk Management Agency (CIRMA) is to meet the risk management and risk financing needs of municipalities and local public agencies. Discussion was held regarding accident investigation procedures through Risk Management "Best Practice Guides" in helping municipalities set up policies and procedures for when/if an accident happens.

**Adjournment:** L. Cooper made a motion, seconded by R. Gray, to adjourn at 2:45 p.m. All voted in favor of the motion.

Attest: \_\_\_\_\_  
Joyce A. Gustavson, Recording Secretary