

February 12, 2014

Call to Order: The monthly meeting of the Sterling Board of Finance was called to order at 7:09 p.m. by Chairman, David Shippee. Other members' present-Robert Lassar, Bruce Lindberg, Neil Delmonico, and Neil Cook.

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

Audience of Citizens: None

Correspondence: None

Approval of Minutes: N. Cook made a motion, seconded by R. Lassar, to approve the minutes of the 12/11/2013 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. **Report on Internal Controls Framework:** N. Cook has volunteered to work on this project with staff. Selectman, L. Cooper and Board of Finance members' D. Shippee, B. Lindberg, and N. Cook will meet with Staff on Wednesday, 2/26/2014 at 9:00 a.m. to get a first hand look on how each office handles money.
- d. **Procurement Ordinance:** Changes have been made to the Ordinance and will be forwarded to the Town attorney for review.


New Business:

- a. **Resignation of Board Member:** D. Shippee received a letter from Ruta Parker dated February 2, 2014 stating, "Effective immediately, I am hereby resigning my position as a member of the Sterling Board of Finance." N. Cook made a motion, seconded by B. Lindberg to accept R. Parker's resignation with regrets. All voted in favor of the motion.
- b. **Appointment of New Board Member:** Two candidates have expressed interest in filling the vacancy by R. Parker. D. Shippee will contact the candidates to come in for an interview at a special meeting scheduled for Wednesday, 3/5/2014 at 6:00 and 6:30 p.m.

Any Other Business: 1) The Selectmen's Budget Report was submitted and reviewed.
2) Staff is proposing a new format, condensing line items for FY 2014-2015 Budget

Proposal: B. Lindberg made a motion, seconded by N. Delmonico, to change the format of the 2014-2015 proposed budget. All voted in favor of the motion.

Adjournment: N. Delmonico made a motion, seconded by N. Cook, to adjourn at 8:02 p.m. All voted in favor of the motion.

Attest: 
Joyce A. Gustavson, Recording Secretary

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