

April 6, 2016

The special meeting of the Sterling Board of Finance was called to order at 7:05 p.m. by Chairman David Shippee. Other members' present-Bruce Lindberg, Dale Clark, Neil Cook, Robert Lassan, and Neil Delmonico (7:10 p.m.)

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

Also present-Brenda Needham.

Audience of Citizens: No Comment.

Correspondence: None

Approval of Minutes: N. Cook made a motion, seconded by D. Clark to approve the minutes of the 3/9/2016 monthly meeting as written and presented. All voted in favor of the motion.

D. Clark made a motion, seconded by N. Cook to move Unfinished Business, Item d. ahead of Unfinished Business, Item a. All voted in favor of the motion.

Unfinished Business:

d. Consider & Act on the Board of Education's Proposed 2016-2017 Budget: D. Shippee stated at the 3/9/2016 meeting that this item was tabled until all the revenues were available. The goal is to present a zero mil increase to the public. The Board of Education's total 2016-2017 proposed budget request was for \$8,109,459 and they have been asked to reduce their budget by \$61,690 for a revised proposed budget request in the amount of \$8,047,769. Estimated Revenue is \$3,357,886 leaving \$4,689,883 to be raised by taxes. D. Shippee stated this budget represents 21.17 mils using \$221,551 as the worth of one mil.

D. Clark made a motion, seconded by N. Cook to approve the Board of Education's revised proposed 2016-2017 budget in the amount of \$8,047,769 as it was presented this evening. All voted in favor of the motion.

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

a. Tax Collector's Grand Ratebook Balance Sheet Report: The report was submitted and reviewed.

b. I.T. Upgrades for the Sterling Municipal Building: D. Shippee reported that three (3) people, possibly four (4) have volunteered to serve on the Computer Assessment Committee. The Committee held its first meeting on Monday, 3/21/2016 and will meet the first and third Wednesday of the month with the project being broken down into four segments; 1) Nutmeg Network, 2) Hardware updates, 3) Software updates, and 4) RFP's (Request for Proposal). D. Clark made a motion, seconded by N. Delmonico to remove this item from the agenda until the Committee has completed their findings. All voted in favor of the motion.

c. Confirm Budget Schedule for 2016-2017: J. Gustavson confirmed the following dates for the proposed 2016-2017 proposed budgets:

The **Public Hearing** on the 2016-2017 Proposed Board of Education and Board of Selectmen Budget is scheduled for Wednesday, April 27, 2016 at 7:00 p.m.

The **Town Meeting** for the 2016-2017 proposed budgets is scheduled for Wednesday, May 11, 2016 at 7:00 p.m.

The **Referendum** for the 2016-2017 proposed budgets is scheduled for Wednesday, May 18, 2016 from noon to 8:00 p.m.

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

New Business:

a. Appointment of Auditor for FY Ending 6/30/2016: D. Shippee reported that in April 2011 the Board of Finance appointed the audit firm for a five (5) year appointment. In April of 2015, the audit firm was appointed for one (1) year. D. Shippee stated that a five (5) year appointment is too long and he would like to see the audit firm be appointed for a three (3) year term for FY ending 6/30/2016, 6/30/2017, and 6/30/2018. Marcia Marien of O'Connor Davies, LLP will be contacted to submit an "Audit Engagement Letter" for a three (3) year term to the Board of Finance for consideration. D. Clark made a motion, seconded by N. Cook to table this item to the next meeting. All voted in favor of the motion.

b. Consider & Act on Suspense List Previously Submitted: Anna Gagner, CCMA, Revenue Collector submitted the Suspense List for action by the Board of Finance. D. Clark made a motion, seconded by N. Delmonico to approve the transfer of certain uncollected taxes to the Suspense Tax Book as follows: Motor Vehicle Suspense List 2013, FY 7/1/2015-6/30/2016 in the amount of \$28,473.62; Motor Vehicle Supplement Suspense List 2013, FY 7/1/2015-6/30/2016 in the amount of \$5,268,10; Personal Property Suspense List 2013, FY 7/1/2015-6/30/2016 in the amount of \$16,151.44. All voted in favor of the motion.

Any Other Business: D. Shippee stated that we have a serious problem as the audit is not completed. In March, 2016, R. Gray signed a fourth (4th) extension request for filing, which is 99.99 percent attributed to the school. Resolving this matter was discussed at length, as well as, scheduling a Tri-Board meeting and having a forensic audit done. D. Clark made a motion, seconded by N. Cook to hire an independent forensic auditor to examine and evaluate the Board of Education's financials for Fiscal Year 2014-2015 and Fiscal Year 2015-2016. All voted in favor of the motion. A Tri-Board meeting has been scheduled for Wednesday, April 13, 2016 at 6:30 p.m. at the Sterling Municipal Building, 1183 Plainfield Pike, Oneco, CT.

Adjournment: D. Clark made a motion, seconded by N. Delmonico to adjourn at 8:00 p.m. All voted in favor of the motion.

Attest: _____

Joyce A. Gustavson, Board of Finance Clerk