

October 12, 2016

The meeting of the Sterling Board of Selectmen was called to order at 6:04 p.m.

Selectmen present-Russell Gray, Lincoln Cooper, and John Firlik.

Staff present-Joyce Gustavson and Demian Sorrentino.

Pledge of Allegiance: Everyone stood to recite the Pledge of Allegiance.

Audience of Citizens: None.

Approval of Minutes: J. Firlik made a motion, seconded by R. Gray to approve the 10/5/2016 meeting minutes and IT multi-board meeting minutes as presented. All voted in favor of the motion.

Unfinished Business:

a. Commission Vacancies (Zoning Board of Appeals): L. Cooper made a motion, seconded by J. Firlik to table this item to the next meeting. All voted in favor of the motion.

b. Discussion Regarding Sale of Right-of-Way on Town Property Located on Margaret Henry Road and Snake Meadow Hill Road: D. Sorrentino, Zoning Enforcement Officer reported that Bernier Associates, LLC submitted the appraisal of real property for Town property located on Margaret Henry Road and Snake Meadow Hill Road (3.14 acres) with a value of \$16,500. The appraisal report noted that the subject site is a narrow, long parcel existing between Snake Meadow Hill Road and Margaret Henry Road. It is a paper road dating back close to 100 years, with no present use or purpose as a road or ROW (right-of-way) access (copy on file). Based on current zoning, the subject would have the potential to be a building lot with adequate frontage and lot size; however the atypical configuration would impact the value and marketability. It is considered Raw Land with no perc testing, lot design or required permits in existence. Comparables were done to unapproved raw land and lots currently for sale or approved lots and discounted them to make them comparable to the subject lot. D. Sorrentino emailed Kimberly Tetreault the appraisal report and inquired as to how the appraisal price affects her decision to move forward. Based on the total appraised value, D. Sorrentino will calculate the cost of the three (3) parcels (or portions) intended to be acquired by Tetreault, Taylor and Heroux, and will contact those parties to attend another Board of Selectmen's meeting to discuss. L. Cooper made a motion, seconded by J. Firlik to table this item to the next meeting. All voted in favor of the motion.

c. West Wing Restroom Facilities (Library): R. Gray reported that Peter Barbeau of Peter Barbeau Plumbing & Heating will begin work on Friday, 10/14/2016. L. Cooper made a motion seconded by J. Firlik to table this item to the next meeting. All voted in favor of the motion.

d. Tri-Board Meeting: The Tri-Board meeting has been scheduled for Wednesday, 10/26/2016 at 7:00 p.m. at the Sterling Community School, 251 Sterling Road, Sterling, CT.

New Business:

a. FY 2015-2016 Selectmen Budget Transfer Requests: L. Cooper made a motion, seconded by J. Firlik to request the Board of Finance to make the following transfers to the Board of Selectmen's 2015-2016 Budget in the amount of \$201,792. All voted in favor of the motion.

b. Schedule Special Town Meeting to Vote on Board of Finance's Request to Add a New Line Item to the Selectmen's Budget for FY 2016-2017 – Capital Accounts – Internet Technology: R. Gray reported that the Computer Assessment Committee has recommended to the Board of Selectmen and the Board of Finance to add a new line item to the Selectmen's Budget for FY 2016-2017 – Capital Accounts – Internet Technology to be used over a period of time to upgrade the Internet Technology at the Sterling Town Hall, 1183 Plainfield Pike. The Special Town Meeting is scheduled for Wednesday, 11/16/2016 at 7:00 p.m. at the Sterling Municipal Building, Room #15, 1183 Plainfield Pike, Oneco, CT to vote to approve the addition of a new Capital Account – Internet Technology line item pending approval of the Board of Finance.

c. Schedule Special Town Meeting to Vote on Board of Finance Appropriation from Fund Balance to Board of Selectmen's 2016-2017 Budget – Capital Accounts – Internet Technology. R. Gray reported that the Computer Assessment Committee anticipates the initial funding amount to replace Cat 3 cables to Cat 5e or 6 cables, replace network switches and servers, replace twenty percent (20) of PC/printers every year and change the phone system to

VoIP (Voice over Internet Protocol) to be \$70,000. By creating a new line under Capital Accounts, the unused funds would be available over a period of time. The Special Town Meeting is scheduled for Wednesday, 11/16/2016 at 7:00 p.m. to vote to approve the Capital Accounts - Internet Technology appropriation in the amount of \$70,000.

d. Request for Refund of Excess Tax Payments: J. Firlík made a motion, seconded by L. Cooper to approve the request for refunds to: 1) Anastasia M. Mares, 220 Church Street, Sterling, CT 06377-2010 for \$32.55, and 2) JP Morgan Chase Bank NA, TX1-1300, PO Box 901076, Fort Worth, TX 76101-9810 for \$548.58. All voted in favor of the motion.

Any Other Business: 1) The Board of Selectmen received an email from Anna Gagner, Revenue Collector dated 10/12/2016 asking permission to do a tax sale in 2017. The last tax sale was April 2015 and the current policy and procedure manual states to wait three (3) years. Changes would be made to the manual to reflect the time frame change from three (3) years to two (2) years. L. Cooper made a motion, seconded by J. Firlík to approve the Revenue Collector's request to hold a tax sale in 2017 pending approval of the Board of Finance. All voted in favor of the motion.

Adjournment: L. Cooper made a motion, seconded by J. Firlík, to adjourn 6:47 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary

STERLING BOARD OF SELECTMEN
2015-2016 BUDGET TRANSFER REQUEST

TRANSFER FROM:

<i>Assessor</i>	
MAPPING	2,200.00
PERSONAL PROPERTY AUDIT	2,500.00
<i>Community Center Building</i>	
HEAT	1,000.00
MAINTENANCE	1,000.00
TELEPHONE	1,000.00
<i>Economic Development</i>	
OFFICE OPERATION	15,800.00
<i>Employee Benefits</i>	
UNEMPLOYMENT COMP.	1,849.00
HIGHWAY DEPARTMENT	
BRIDGES & REPAIRS	3,000.00
<i>Insurance and Bonds</i>	
FIRE INSURANCE/LIABILITY PKG	8,800.00
PUBLIC OFFICIALS/EMP LIABILITY	3,600.00
VEHICLE INSURANCE	4,300.00
LIBRARY	
INSURANCE	1,000.00
PAYROLL EXPENSES	3,700.00
<i>Professional Expenses</i>	
ENGINEERING SERVICES	7,500.00
LEGAL SERVICES	9,236.00
P&Z LEGAL EXPENSES	4,400.00
P&Z SUBDIVISION EXPENSES	2,500.00
PUBLIC SAFETY	
PARAMEDIC INTERCEPT	1,000.00
<i>Revenue Collector</i>	
COMPUTER SERVICES	3,000.00
<i>Snow Removal</i>	
CONTRACTED SERVICES	19,551.00
MATERIALS	6,340.00
SALARY-SNOW	16,400.00
<i>Town Garage</i>	
HEAT	8,400.00
<i>Town Hall Expenses</i>	
EDUCATION, CONFERENCES & DUES	3,100.00
EDUCATION/TRAINING	1,800.00
HEAT	22,926.00
LIGHTS	2,600.00
POSTAGE/PRINTING/STATIONERY	3,000.00
TELEPHONE	1,500.00
<i>Wages</i>	
ASSESSOR	2,000.00
BUILDING PROPERTY	3,400.00
ECONOMIC DEVELOP. COORD.	9,975.00
HIGHWAY	7,950.00
LIBRARY STAFF	5,000.00
RECORDING SECRETARY	2,000.00
SELECTMEN SALARY	4,465.00
SENIOR CENTER JANITOR	1,000.00
TOWN CLERK ASSISTANT	2,000.00
ZONING ENFORCEMENT OFFICER	1,000.00

TOTAL TRANSFERS FROM: 201,792.00

STERLING BOARD OF SELECTMEN
2015-2016 BUDGET TRANSFER REQUEST

TRANSFER TO:

<i>Assessor</i>	
COMPUTER SOFTWARE	4,269.00
PRICING GUIDES	307.00
<i>Audit</i>	
AUDIT	14,997.00
OTHER AUDIT COSTS	2,525.00
<i>Elections</i>	
VOTING EQUIP. & MAINTENANCE	2,383.00
<i>Employee Benefits</i>	
HEALTH INSURANCE	49,430.00
<i>Highways</i>	
CONTRACTED SERVICES	1,738.00
EQUIPMENT & REPAIRS	1,236.00
<i>Library</i>	
BOOKS/MAGAZINES/REF.	1,678.00
CHILDREN'S ACT.	1,067.00
EQUIPMENT/COMPUTER	810.00
MISC, DUES, MILEAGE	227.00
SUPPLIES	457.00
VIDEOS	159.00
<i>Professional Expenses</i>	
TOWN PLANNER RETAINER	58.00
<i>Public Safety</i>	
STREET LIGHTS	2,267.00
<i>Revenue Collectors</i>	
REFUND/REBATES	25,307.00
<i>Sanitation Control</i>	
V/S TRANSFER STATION	2,521.00
<i>Snow Removal</i>	
EQUIPMENT MAINTENANCE	1,474.00
<i>Town Clerk</i>	
MICROFILMING	756.00
<i>Town Garage</i>	
LIGHTS	693.00
MAINTENANCE	2,672.00
SUPPLIES	2,576.00
TELEPHONE	170.00
<i>Town Hall Expenses</i>	
MAINTENANCE	5,248.00
O/E LEASE	222.00
WEBSITE TECHNICAL SERVICES	180.00
<i>Town Memberships</i>	
CCM	1,760.00
<i>Treasurer</i>	
BANK FEES	1,737.00
BONDING/DEBT FEES	61,468.00
<i>Wages</i>	
ADMIN. ASST. SELECTMAN	695.00
BUILDING OFFICIAL-SALARY	231.00
ELECTION WRKRS & REGIST.	5.00
FIRST SELECTMAN SALARY	937.00
GENERAL OFFICE ASST	1,454.00
JANITOR-TWH	1,372.00
SELECTMEN SALARY	4,465.00
TAX COLLECTOR SALARY	773.00
TOWN CLERK SALARY	695.00
TREASURER-SALARY	773.00

TOTAL TRANSFER REQUESTS TO: 201,792.00