

February 14, 2017

The monthly meeting of the Sterling Board of Finance was called to order at 7:01 p.m. by Chairman David Shippee. Other members' present-Peter Rabbitt, Neil Cook, Bruce Lindberg, Robert Salisbury, and Neil Delmonico.

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

Also present-Gail Lanza and Leatrice Shippee.

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

N. Cook made a motion, seconded by N. Delmonico to move Unfinished Business, Item e. ahead of Audience of Citizens. All voted in favor of the motion.

**Unfinished Business:**

**e. Discussion with Board of Education Regarding FY 17-18 Budget:** L. Shippee reported that R. Gray, D. Shippee, and G. Lanza met with Kari Olsen, Town attorney to discuss procedures in regards to lowering FY 17-18 budget. K. Olsen stated that if a budget is voted on at a referendum then it must go back to a referendum to be reduced. The State of Connecticut notified the Town that the State has further reduced the amount of the educational cost sharing grant that the State will provide to the Town for FY 17-18 by \$159,811. L. Shippee also reported that the BOE shall continue to work with the Town to avoid a potential mid-year budget referendum and whether or not the Town should appropriate additional funds if needed. It was also noted that the BOE shall make its best efforts to further reduce expenditures by \$65,000 and return any unexpended funds, if appropriated by the Town, to the Town's operating budget at the conclusion of fiscal year 2017-2018. G. Lanza, acting Superintendent, reported that there have been some layoffs, the paraprofessionals work week shall not exceed 28.75 hours, reduction in hours to the administrative staff, elimination of the late buses, and additional programs will be added to pay to play sports. The teacher's union, Connecticut Education Association (CEA) rejected the proposal to take one (1) furlough day. G. Lanza will meet again with the CEA in the hopes of avoiding additional layoffs. A meeting has been scheduled for March 1, 2018 at Eastconn to discuss further joint collaborative measures. N. Delmonico made a motion, seconded by R. Salisbury to table any action until the end of June for the final amount. All voted in favor of the motion.

**Audience of Citizens:** No comment.

**Correspondence:** None.

**Approval of Minutes:** R. Salisbury made a motion, seconded by N. Cook to approve the minutes of the 11/15/2017 meeting with correction to "special minutes"...instead of "monthly minutes", and the 1/8/2018 Tri-board meeting minutes. All voted in favor of the motion.

**Unfinished Business (Cont'd.):**

**a. Tax Collector's Grand Ratebook Balance Sheet Report:** The reports for month ending 11/30/2017, 12/31/2017, and 1/31/2018 was submitted and reviewed.

**b. I.T. Upgrades for the Sterling Municipal Building:** J. Gustavson reported that she received an email from Adam Belesimo, Chairman of the Computer Assessment Committee dated today, 2/14/2018 and the cutover is scheduled for this weekend. After the cutover, Allied Communications will be notified to remove the old cabling system.

**c. Treasurer's Quarterly Report:** The report for the quarter ending 9/30/2017 was submitted for review.

**d. Board of Education and Board of Selectmen's Quarterly Report:** The reports for the quarter ending 12/31/2017 was submitted and reviewed.

**e. Discussion with Board of Education Regarding FY 17-18 Budget:** This item was addressed at the beginning of the meeting.

**New Business:**

**a. Schedule 2018-2019 Proposed Budget Submittals:** The tentative date for the Board of Education and the Board of Selectmen to present 2018-2019 proposed budgets is scheduled for Wednesday, 4/12/2018 at 7:00 p.m.

**b. Request from Treasurer to Close Family Day Committee Bank Account:** Penny Keith, Treasurer submitted a memo dated 1/24/2018 asking the Board to consider closing the current Family Day bank account and directing them to open their own account separate from the Town. D. Shippee stated that the Family Day bank account can be closed, but this will be the end of Family Day. Family Day would no longer be covered under the Town's insurance and they would not be able to afford insurance on their own. Discussion followed as to whether or not all bills should come directly to the Town for payment by the Treasurer, keeping Family Day a Town entity. D. Shippee shall meet with the Family Day Committee and discuss having the account set up through the Town; where the Town would be responsible for paying expenses and receipting donations. N. Delmonico made a motion, seconded by R. Salisbury to table this item to the next meeting. All voted in favor of the motion.

**Any Other Business to Come Before the Board of Finance:** None.

**Adjournment:** P. Rabbitt made a motion, seconded by R. Salisbury to adjourn at 8:02 p.m. All voted in favor of the motion.

Attest: \_\_\_\_\_  
Joyce A. Gustavson, Board of Finance Clerk