

February 10, 2021

The special meeting of the Sterling Board of Finance was called to order at 7:01 p.m. by Vice Chairman Robert Salisbury. Other members' present-Neil Cook, Jim Molodich, Christine Farrugia and Neil Delmonico (7:03 p.m.).

Staff present-Link Cooper, David Shippee, Sandra Lisee, and Joyce Gustavson,

Also present-Jack Joslyn.

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

R. Salisbury introduced Jack Joslyn to the Board as a potential new member and Sandra Lisee, Revenue Collector.

Audience of Citizens: No comment.

Correspondence: None.

Approval of Minutes: N. Cook made a motion, seconded by N. Delmonico to approve the 10/21/2020 special meeting minutes, the 10/27/2020 Tri-Board meeting minutes, and the 1/13/2021 and 1/20/2021 special meeting minutes as written and presented. All voted in favor of the motion.

Unfinished Business:

a. Tax Collector's Grand Ratebook Balance Sheet Report: S. Lisee explained the new format on presenting the Tax Collector's Grand Ratebook Balance Sheet. The reports for month ending 11/30/2020, 12/31/2020, and 1/31/2021 were submitted and reviewed.

b. I.T. Upgrades for the Sterling Municipal Building: N. Cook made a motion, seconded by N. Delmonico to table this item to the next meeting as there is no new information. All voted in favor of the motion.

New Business:

a. Resignation of New Board Member: R. Salisbury received a letter from David Shippee, dated 1/27/2021 stating "I am writing to inform you that effective 1/27/2021 I will be resigning from the Board of Finance to take a position on the Board of Selectmen. It has been a honor to have served on the Board of Finance for 41 years, and feel I would like to try something different and still be involved with the Town. Thank you and best wishes." N. Cook made a motion, seconded by N. Delmonico to accept D. Shippee's resignation with deep regrets. All voted in favor of the motion.

b. Schedule 2021-2022 Proposed Budget Submittals: The Board of Education and the Board of Selectmen will present the 2021-2022 proposed budgets on Wednesday, April 14, 2021 at 7:00 p.m. Proposed budgets shall be emailed to the Board of Finance no later than 4/1/2021. Discussion was held on Governor Lamont's extension of COVID-19 Executive Orders.

c. Consider & Act on 2021 Schedule of Meetings: N. Cook made a motion, seconded by C. Farrugia to approve the 2021 Meeting Schedule as presented. All voted in favor of the motion.

d. Election of Officers: R. Salisbury reported that he would like to table the Election of Officers until a new member is appointed. J. Molodich made a motion, seconded by C. Farrugia to table this item to the next meeting. All voted in favor of the motion.

R. Salisbury reported that J. Gustavson received an email from the Sterling Community School requesting to be added to the agenda for approval of an expenditure. N. Delmonico made a motion, seconded by N. Cook to add under New Business, Item e, Request for Expenditure – Capital Improvements – Sterling Community School. All voted in favor of the motion.

e. Request for Expenditure – Capital Improvements – Sterling Community School: R. Salisbury reported that J. Gustavson received an email dated 2/8/2021 from Debbie Zajac, Executive Assistant to the Superintendent at the Sterling Community School requesting to expend \$44,190 plus 1.5 percent for contingency purposes if needed for capital improvements consisting of closing in the stairwells and installing safety/fire doors, installing locksets and closers on doors throughout the school and to wire door magnets to panic buttons in four (4) office areas including installing relays to release the magnetic door holders when the panic button is activated. C. Farrugia made a motion, seconded by N. Cook to approve an expenditure from the Board of Education's Capital Account – SCS Fund to close in the stairwells and

install safety/fire doors, install locksets and closers on doors throughout the school and to wire door magnets to panic buttons in four (4) office areas including installing relays to release the magnetic door holders when the panic button is activated at the Sterling Community School, 251 Sterling Road, Sterling, CT in the amount of \$44,190 plus 1.5 percent for contingency purposes if needed to Sarazin General Contractors, Inc. All voted in favor of the motion.

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

Adjournment: N. Cook made a motion, seconded by C. Farrugia to adjourn at 7:28 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Board of Finance Clerk