

April 14, 2021

The monthly meeting of the Sterling Board of Finance was called to order at 7:00 p.m. by Vice Chairman Robert Salisbury. Other members' present- Jim Molodich, Christine Farrugia, and Neil Delmonico.

Members' absent- Neil Cook and Jack Joslyn.

Staff present-Link Cooper, David Shippee, Peter Rabbitt, Gail Lanza, Deana Chrzan, Sherri Soucy, and Joyce Gustavson.

Also present-Leatrice Shippee, Michael Rouillard, and Frank and Melissa Bood.

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

Audience of Citizens: No comment.

Correspondence: None.

Approval of Minutes: J. Molodich made a motion, seconded by C. Farrugia to approve the 3/10/2021 monthly meeting minutes as written and presented. All voted in favor of the motion.

N. Delmonico made a motion, seconded by J. Molodich to move New Business, Items d., e., and f. ahead of Unfinished Business. All voted in favor of the motion.

New Business:

d. Consider & Act on 2021-2022 Board of Education Proposed Budget: G. Lanza, Superintendent/Director of Special Services of Sterling Community School presented the proposed Board of Education budget for Fiscal Year 2021-2022 stating a zero-mil increase. The Board of Education has less revenue but is still able to support all the programming. The proposed 2021-2022 budget request is \$8,255,285. Estimated revenue is \$3,193,515 leaving \$5,061,770 to be raised by taxes. R. Salisbury stated that this budget represents 21.35 mils.

The worth of one (1) mil is \$237,035

e. Consider & Act on 2021-2022 Board of Selectmen Proposed Budget: L. Cooper, First Selectmen presented the proposed Board of Selectmen budget for Fiscal Year 2021-2022 stating that the Board of Selectmen also came in with a zero-mil increase. The grand list increased allowing the need to increase some expenditure items. The proposed 2021-2022 budget request is \$2,955,489. Estimated revenue is \$445,304 leaving \$2,510,185 to be raised by taxes. R. Salisbury stated that this budget represents 10.59 mils.

f. Consider & Act on Board of Selectmen Proposed 2021-2022 Local Capital Improvement Plan (LoCIP): L. Cooper presented the proposed 2021-2022 Local Capital Improvement Plan (LoCIP) and budget stating that the March 2020 entitlement is \$41,658 to be used for road repairs.

Unfinished Business:

a. Tax Collector's Grand Ratebook Balance Sheet Report: The report for month ending 3/31/2021 was submitted and reviewed.

b. I.T. Upgrades for the Sterling Municipal Building: The town received \$37,000 in Municipal Coronavirus Relief Funds from the Office of Policy and Management (OPM). Part of the money was used to upgrade workstations with laptops allowing staff to work from home when needed and we are working on getting approval to upgrade the outdated telephone system to Voice over Internet Protocol (VoIP) with the remaining funds. N. Delmonico made a motion, seconded by J. Molodich to table this item to the next meeting. All voted in favor of the motion.

c. Election of Officers: Nominations were opened for Chair: C. Farrugia nominated Robert Salisbury. This was seconded by N. Delmonico. There were no other nominations. All voted in favor of R. Salisbury as Chair. Nominations were opened for Vice Chair: N. Delmonico nominated Christine Farrugia. This was seconded by J. Molodich. There were no other nominations. All voted in favor of C. Farrugia as Vice Chair. Nominations were opened for Clerk: N. Delmonico nominated Joyce Gustavson. This was seconded by J. Molodich. There were no other nominations. All voted in favor of J. Gustavson as Clerk. All voted in favor of the motion.

d. Consider & Act on Budget Schedule for 2021-2022: N. Delmonico made a motion, seconded by C. Farrugia to set the following budget schedule dates: Public Hearing, Wednesday, May 12, 2021 at 7:00 p.m.; Town Meeting, Wednesday, May 26, 2021 at 7:00 p.m.; and the referendum on Wednesday, June 2, 2021 in the Town Hall Gym, 1183 Plainfield Pike, Oneco, CT. All voted in favor of the motion.

New Business:

a. Discussion Regarding Establishing Special Education Account: G. Lanza, presented the proposal to establish a Special Education Account. This fund is intended to be used for unanticipated special education expenses for the Sterling Community School (251 Sterling Road). All expenses will have to be approved by the Sterling Board of Education.

Examples of qualified expenses: Special education tuitions, special education equipment, special education evaluation services, special education transportation.

Examples of non-qualified expenses: staff salaries, staff benefits.

The Sterling Board of Education has the authority to approve or reject any request. Monies can be added to the fund in three ways: 1) Special education tuitions received from nexus districts. 2) Medicaid reimbursements. 3) Any monies left over in the Board of Education Budget Special Education line items at the close of each fiscal year (not to exceed appropriated budget amounts) may be moved to this fund.

Any unexpended funds which may remain at the close of each fiscal year in the SCS Special Education Fund shall be non-lapsing and remain within the fund for use by the Board of Education, not to exceed \$500,000.00. C. Farrugia made a motion, seconded by J. Molodich to adopt the Sterling Community School Special Education Expenditure and Funding Policy. All voted in favor of the motion.

b. Request by Selectmen for Expenditure to Purchase Sander for One Town Truck – Capital Account – Town Equipment Fund: L. Cooper presented the request for one (1) new sander stating that the Highway Department will be able to sand parking lots and other areas as needed. J. Molodich made a motion, seconded by N. Delmonico to approve the expenditure of \$6,219.55 plus \$275.00 installation fee and \$505.45 contingency for a final bid not to exceed \$7,000 from the Board of Selectmen’s Capital Account - Equipment Fund to purchase one (1) nine (9) foot sander from Gano’s Power Equipment, 120 Linwood Avenue, Colchester, CT 06415. All voted in favor of the motion.

c. Appointment of Auditor for Fiscal Year Ending June 30, 2021: N. Delmonico made a motion, seconded by C. Farrugia to confirm the appointment of Hoyt, Filippetti & Malaghan, LLC, Certified Public Accountants of 1041 Poquonnock Road, Groton, CT 06340 as the Town of Sterling Auditor for Fiscal Year ending 6/30/2021. All voted in favor of the motion.

d. Consider & Act on 2021-2022 Board of Education Proposed Budget: The Board of Education presented their proposed 2021-2022 budget earlier tonight. C. Farrugia made a motion, seconded by J. Molodich to approve the Board of Education’s proposed 2021-2022 budget in the amount of \$8,255,285. All voted in favor of the motion.

e. Consider & Act on 2021-2022 Board of Selectmen Proposed Budget: The Board of Selectmen presented their proposed 2021-2022 budget earlier tonight. N. Delmonico made a motion, seconded by J. Molodich to approve the Board of Selectmen’s proposed 2021-2022 budget in the amount of \$2,955,489. All voted in favor of the motion.

f. Consider & Act on Board of Selectmen Proposed 2021-2022 Local Capital Improvement Plan (LoCIP): N. Delmonico made a motion, seconded by J. Molodich to approve the 2021-2022 Local Capital Improvement Plan (LoCIP) in the amount of \$132,235 as it was presented this evening and not make any changes to it. All voted in favor of the motion.

g. Consider & Act on Revenue Collector’s Suspense List for FY 7/1/202-6/30/2021: Sandra Lisee, Revenue Collector submitted the Suspense List for action by the Board of Finance to approve the transfer of certain uncollected taxes to the Suspense Tax Book as follows: N. Delmonico made a motion, seconded by C. Farrugia to approve the Motor Vehicle Supplement Suspense List 2018, FY

7/1/2020-6/30/2021 in the amount of \$10,896.30. All voted in favor of the motion. N. Delmonico made a motion, seconded by J. Molodich to approve the Personal Property Suspense List 2018, FY 7/1/2020-6/30/2021 in the amount of \$86,829.16. All voted in favor of the motion. N. Delmonico made a motion, seconded by J. Molodich to approve the Motor Vehicle Suspense List 2018, FY 7/1/2020-6/30/2021 in the amount of \$23,765.74. All voted in favor of the motion.

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

Adjournment: J. Molodich made a motion, seconded by N. Delmonico to adjourn at 7:44 p.m. All voted in favor of the motion.

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