

November 9, 2022

The monthly meeting of the Sterling Board of Finance was called to order at 7:00 p.m. by Chairman Robert Salisbury. Other members' present-Jim Molodich, Steve Offiler, Tracie Adams, Christine Farrugia, and Neil Delmonico (7:10 p.m.).

Staff present-Link Cooper, Jack Joslyn, Joyce Gustavson, Ned Sebastian, and Link Cooper (7:11 p.m.).

Also present-Theodore Friend, and Courtney Brannon.

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

Audience of Citizens: No comment.

Correspondence: None.

Approval of Minutes: S. Offiler made a motion, seconded by C. Farrugia to approve the 9/7/2022 special meeting minutes and the 9/14/2022 meeting minutes as written and presented. All voted in favor of the motion.

Unfinished Business:

a. Tax Collector's Grand Ratebook Balance Sheet Report: The reports for month ending 9/30/2022 and 10/31/2022 were submitted and reviewed.

b. Update Regarding Long Range Planning Subcommittee with Board of Selectmen: This item was discussed after Any Other Business to Come Before the Board of Finance as both N. Delmonico and L. Cooper are not available until later tonight.

N. Delmonico reported that the Committee met last Wednesday, 11/2/2022 at which time the Board of Education presented a list of items to be considered. Other needs were also discussed. The next meeting shall be held on Wednesday, 12/7/2022 at 7:00 p.m. S. Offiler made a motion, seconded by C. Farrugia to table this item to the next meeting. All voted in favor of the motion.

New Business:

a. Treasurer's Monthly Reports: The following reports for month ending 9/30/2022 and 10/31/2022 were reviewed and discussed: General Fund – Budget to Actual – FY 2021-2022, General Fund – Revenue Report – FY 2021-2022.

b. Presentation by Assessor: William (Ned) Sebastian, Assessor, discussed the process and role of the Assessor as well State Statutes and Regulations. The Grand List is divided into three (3) components; 1) Real Estate, with revaluation every five (5) years. The total assessment is seventy (70) percent of the appraised land and building; 2) Motor Vehicles – every year the Department of Motor Vehicles sends a list of all vehicles registered in town; 3) Personal Property – personal property makes up the smallest part of Sterling's grand list. Declarations are sent out per State Statute. Roles of the Assessor include: Veteran's Exempt Program, State Elderly Relief Program, Farmland or Forest Land, and Renter's Rebate Program.

c. Consider & Act on 2021-2022 Board of Selectmen's Budget Transfers: J. Molodich made a motion, seconded by S. Offiler to approve the transfers as presented in the Board of Selectmen's 2021-2022 Budget in the amount of \$22,996.10. All voted in favor of the motion.

STERLING BOARD OF SELECTMEN

28-Sep-22

2021-2022 BUDGET TRANSFER REQUEST

Budget bottom line overspent

Admin-Mileage	\$838.19
Legal-Town Atty	\$2,530.70
Inland Wetlands-Legal fees	\$2,833.16
Town Hall-Heat & Air Conditioning	\$1,742.23
Bldg-Wages	\$934.80
Transfer Station	\$2,418.84
Debt Service-Financial Advisor	\$200.00
Employee Benefits-Insurance	\$6,946.28

Transfer from Accounts

EDC	\$11,156.00
Planning Dept-Legal Fees	\$7,980.00
Planning Dept-Printing	\$3,860.10
Kausch litigation	
extra wages for outside Official	
insurance coverage	
extra for filing paperwork-audit	
new employees-ins coverage	

Hwy-Equip Maint-Hand tools

\$4,551.90 new tools purchased

\$22,996.10

\$22,996.10

d. Request for Board of Education to Transfer Year End Monies to the Board of Education Fund

10-248a – FY 2022: J. Gustavson stated that she received an email from Courtney Brannon, Business Manager, dated 10/25/2022 requesting to transfer \$165,105 in the 10-248a account for FY 2022. T. Adams made a motion, seconded by N. Delmonico to approve the transfer to the Board of Education’s 10-248a account in the amount of \$165,105 for FY 2022. All voted in favor of the motion.

e. Request from Board of Education for Increased Expenditure for Parking Lot Paint Striping Service – Sterling Community School – 251 Main Street – Board of Education’s Capital Account –

SCS Fund - \$10,448: J. Gustavson stated that she received an email from Courtney Brannon, Business Manager, dated 10/25/2022 asking to increase the amount of funds from \$9,198 to \$10,448 to pay Red Line Striping for the parking lot paint striping service. The Board of Finance previously approved the request in the amount of \$9,198 at their 7/20/2022 meeting. C. Farrugia made a motion, seconded by S. Offiler to approve the increased expenditure (\$1,250) from the Board of Education’s Capital Account – SCS Fun to pay Red Line Striping for a total amount of \$10,448. All voted in favor of the motion.

f. Consider & Act on Schedule of Meetings: T. Adams made a motion, seconded by N. Delmonico to approve the 2023 Meeting Schedule as presented. All voted in favor of the motion.

g. Election of Officers: R. Salisbury stated that he would like to give other members a chance to be nominated for Chairman and asked to table this item to the next meeting so everyone can consider this. S. Offiler made a motion, seconded by N. Delmonico 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: S. Offiler made a motion, seconded by T. Adams to adjourn at 7:55 p.m. All voted in favor of the motion.

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