

**Sterling Board of Finance  
Special Meeting Minutes  
Wednesday, December 13, 2023 @ 7:00pm  
Sterling Municipal Building Room #15**

**Members Present:** Chairman Robert Salisbury, Vice Chairman Neil Delmonico, James Molodich, Steve Offiler, and C. Peter Rabbitt

**Absent:** Tracie Adams w/notice

**Also Present:** First Selectman Lincoln Cooper, Selectman David Shippee, Selectman Jack Joslyn, Treasurer Sherri Soucy and Recording Secretary Melissa Bradley

- I. **Call to Order:** R. Salisbury called the meeting to order at 7:00pm.
- II. **Pledge of Allegiance:** All stood to honor the Pledge of Allegiance.
- III. **Approval of Minutes:** J. Molodich made a motion to approve the minutes of 9/13/23, 10/4/23, and 11/8/23 as presented. N. Delmonico seconded the motion. Motion carried 5-0.
- IV. **Unfinished Business: Tax Collector's Grant Rate Book Balance Sheet Report:** The board reviewed, no discussion.
- V. **New Business**
  - a. **Treasurer's Report:** S. Soucy updates the audit is in progress and projected to be presented at the January meeting. With the ARPA funding, extra reports were required.

**b. Consider and Act on Fiscal Year End Budget Transfers for Board of Selectmen and Board of Education:** The BOS are requesting to transfer a total of \$43,278.50 from Employee Benefits account to:

Admin-Part Time Wages	\$1,432.85
Assessor-Data Processing	\$7,358.33
IWWC-Part Time Wages	\$3,200.10
IWWC-Legal Fees	\$ 632.38
Ag-Office Supplies	\$ 192.75
Central Supplies-Postage	\$1,185.78
Transfer Station	\$4,896.78
Recreation-Programs	\$4,349.03
Memorial & Veterans Day	\$ 130.58

Debt Service-Financial                   \$ 200.00  
Hwy-Road Resurfacing                   \$19,699.92

The Board of Education is requesting to transfer \$118,318.

S. Offiler made a motion to approve the budget transfer requests as presented. N. Delmonico seconded the motion. Motion carried 5-0.

**c. Request by the Board of Selectmen for the Frame & Cover Replacement or Adjustments to Sewer Manhole Covers - Capital Facility Maintenance Fund - \$84,790:** There are 30 manholes on Route 14 and Church Street that have been paved over. There is a leak in the system and cannot be located and prepared without finding these manholes. The estimate from Prime Electric will locate and raise the manholes. They also provide traffic control and obtain necessary permits from DOT. Once this is completed, the next phase will be to hire a company to come and inspect the lines to locate the leaks. Sterling paid Plainfield \$43,000 in overage fees from December 2022 - May 2023 and \$10,000 from July 2023 - October 2023. A math error was found in the estimate, the quote should equal \$88,390.

J. Molodich made a motion to approve the funds in the amount of \$88,390 for the proposed project. P. Rabbitt seconded the motion. Motion carried 5-0.

**d. Request by the Board of Selectmen for Expenditure Cyber Communications Inc., Replacing Outdated Analog System to a New Digital System Including Appropriate Radios to Operate on the System - Town's Fund Balance - \$87,933.91:** There is an antenna on the top of the cell phone tower that provides communication between buses. It is at least 10 years old and is analog. The proposed new antenna and equipment will be digital and a second one will be placed on the school and will increase coverage. There is also a channel for the Fire Department to communicate with the Town.

S. Offiler made a motion to approve the expenditure in the amount of \$87,933.91 for the digital system as proposed and move it forward to a Town Meeting. J. Molodich seconded the motion. Motion carried 5-0.

**e. Election of Officers:** N. Delmonico nominated Robert Salisbury as chairman. J. Molodich seconded the nomination.

No other nominations.  
Nominations closed.  
Nomination carried 5-0.  
R. Salisbury accepted chairman.

S. Offiler nominated Neil Delmonico as vice chairman. P. Rabbitt seconded the nomination.  
No other nominations.  
Nominations closed.  
Nomination carried 5-0.  
N. Delmonico accepted vice chairman.

**VI. Adjournment:** P. Rabbitt made a motion to adjourn the meeting. S. Offiler seconded the motion. Meeting adjourned at 7:43pm.

Respectfully Submitted;

*Melissa J. Bradley*  
Recording Secretary