

# Sterling Board of Selectmen

## Regular Meeting Agenda

Wednesday-January 21, 2026  
Sterling Municipal Building-Room #15  
1183 Plainfield Pike Oneco, CT 06373

Time: 10:00 a.m.

**Available via ZOOM**

- I. **Call To Order**
- II. **Pledge Of Allegiance**
- III. **Audience Of Citizens**
- IV. **Approval Of Minutes**
  - a. **2025 December 17th Public Hearing Minutes**

Documents:

[BOS PUBLIC HEARING MINUTES 2025-12-17.PDF](#)

- b. **2025 December 17th Regular Meeting Minutes.**

Documents:

[BOS REGULAR MEETING MINUTES 2025-12-17.PDF](#)

### V. **Correspondence**

- a. **United States Senate: Senator Richard Blumenthal-Letter Informing The Town Of The Water Resources Development Act (WRDA), Which Is A Bill That Will Authorize Army Corps-Related Water Resources Projects Such As Dams, Levees, Shore Protection, Dredging, & Ecosystem Replenishment. Letter Is Also Requesting That The Town Provide Information About Any Projects In Our Community That The Town Believes The Army Corps Should Make Part Of Its Program & Be Authorized Under WRDA.**

Documents:

[US SENATE-SENATOR RICHARD BLUMENTHAL \(WRDA\).PDF](#)

- b. **Eastern Connecticut Conservation District, Inc. (ECCD)-Letter Requesting The Town's Annual Support In The Payment Of \$500.00 For Fiscal Year 2026-2027.**

Documents:

[EASTERN CT CONSERVATION DISTRICT, INC. \(ECCD\).PDF](#)

- c. **Senior Resources Agency On Aging-Letter Informing The Town Of The Services & Events Being Offered Through The Non-Profit Organization.**

Documents:

[SENIOR RESOURCES AGENCY ON AGING.PDF](#)

- d. **Cable TV Advisory Council Of Eastern Connecticut-Letter Advising That The Town Needs 2 Open Seats To Be Fulfilled By Appointment (1 For The Municipality & 1 For The Board Of Education).**

Documents:

[CABLE TV ADVISORY COUNCIL OF EASTERN CT.PDF](#)

- e. **Plainfield-Killingly Probate Court (27)-Proposed 2026-2027 Budget With The Town Of Sterling's Share Specified As \$1,872.52.**

Documents:

[PLAINFIELD-KILLINGLY PROBATE COURT \(27\).PDF](#)

- f. **Connecticut Department Of Energy & Environmental Protection-Letter Notifying The Town Of A Required Dam Inspection Of The Sterling Pond Dam CT Dam ID#: 13601.**

Documents:

[CT DEEP.PDF](#)

- g. **Verogy: Husky Solar-Letter Proposing To Construct A 50-Megawatt AC Solar System, A 34.5KV/115KV Substation, & A 115KV 3-Breaker Ring Bus Switching Station Located On Approximately 202 Acres Across Multiples Parcels, Including:**

- Between Sterling Road in Sterling & Sterling Hill Road in Plainfield,
- On Sterling Road, in Sterling, &
- On 2 parcels on Sugar Brook Road in Plainfield, CT.

Documents:

[VEROGY-HUSKY SOLAR.PDF](#)

## **VI. Unfinished Business**

- a. **Discussion Regarding Employment Job Descriptions For All Recreation Department Employees-Update.**

Documents:

[JOB DESCRIPTION-REC COUNSELOR \(UPDATED\).PDF](#)  
[JOB DESCRIPTION-REC COORDINATOR \(UPDATED\).PDF](#)  
[JOB DESCRIPTION-REC DIRECTOR \(UPDATED\).PDF](#)

- b. **Discussion Regarding New Camera, Wi-Fi, & Heavy Duty Locking Electric Covers For The Gazebo-Update.**
- c. **Discussion Regarding Recreation Department Finances/Budget-Update.**
- d. **Discussion Regarding 72" Culvert Pipes-Update.**

**e. Discussion Regarding New "Street Takeover" Law-Update.**

Documents:

[STREET TAKEOVER ORDINANCE-DRAFT.PDF](#)

**f. Discussion Regarding The Purchase & Installation Of The Radiator To The Generator Located At The Neil H. Cook Park-Update.**

**VII. New Business**

- a. Consider & Appointment Of Myron "Jack" Joslyn To A 1-Year Term (Expiring 6/3/2026) To The Chamber Of Commerce.**
- b. Consider & Appointment Of Neil Delmonico To A 1-Year Term (Expiring 6/30/2026) To The Economic Development Commission.**
- c. Consider & Appointment Of Steven Joslyn To A 2-Year Term (Expiring 6/30/2027) To The Economic Development Commission.**
- d. Consider & Act On Snow & Ice Policy.**

Documents:

[SNOW AND ICE CONTROL PROCEDURES.PDF](#)

**e. Consider & Act On DPW Garage Cameras.**

Documents:

[B AND H QUOTE.PDF](#)  
[CDW-G QUOTE.PDF](#)

- f. Lincoln Cooper Presenting "Red, White, & Blue Celebration" For The 250th Anniversary Of America.**
- g. Discussion Regarding Overview Of Water Filtration Plant DWSRF Application & Funding Process.**
- h. Approval Of Bills.**

Documents:

[VOUCHERS 12-31-25 THRU 1-15-26.PDF](#)  
[VOUCHER SUPPLEMENT AC1.PDF](#)  
[VOUCHER SUPPLEMENT AC2.PDF](#)

**i. Treasurer's Report.**

Documents:

[TREASURERS REPORT.PDF](#)

**VIII. Any Other Business To Come Before The Board Of Selectmen**

**IX. Adjournment**

Join Zoom Meeting  
Register in advance for this meeting:

<https://us06web.zoom.us/j/84461212693>

After registering, you will receive a confirmation email containing information about joining the meeting.

The Board of Selectmen Public Hearing held on December 17, 2025, was called to order by First Selectman M. Jack Joslyn at 7:00 PM. The Pledge of Allegiance was recited. M. J. Joslyn then read the proposed changes to the Municipal Water Company User Fees before asking if there were any questions or discussions regarding the same. Hearing none, the public hearing was closed at 7:02 PM and adjourned to the Town Meeting immediately following.

Attest: \_\_\_\_\_  
Heather R. George, Town Clerk

**Sterling Board of Selectmen  
Regular Meeting Minutes  
December 17<sup>th</sup>, 2025 @ 9:00 a.m.  
Town Hall – Room #15**

The meeting of the Sterling Board of Selectmen was called to order at 9:00 a.m.

**Selectmen present:** Jack Joslyn, Ronald Whitcomb, & Patricia Massey.

**Selectmen absent:**

**Staff present:** Judith Stumpo-Revenue Collector, Sara Sleboda-Treasurer, & Ashley StJean-Recording Secretary.


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

**Audience of Citizens:**

**Approval of Minutes:**

- a. P. Massey made a motion, seconded by R. Whitcomb, to amend the November 5<sup>th</sup>, 2025, Regular Meeting Minutes-*Unfinished Business*: A should state “Discussion regarding employment job descriptions for all Recreation Department employees: Update”. Motion carried 3-0.
- b. R. Whitcomb made a motion, seconded by P. Massey, to amend the November 19<sup>th</sup>, 2025, Regular Meeting Minutes-*Unfinished Business*: A should state “Discussion regarding employment job descriptions for all Recreation Department employees: Update”. Motion carried 3-0.
- c. P. Massey made a motion, seconded by R. Whitcomb, to approve the December 3<sup>rd</sup>, 2025, Regular Meeting Minutes. Motion carried 3-0.

**Correspondence:**

- a. **The Last Green Valley**-P. Massey read letter to give more clarity & transparency of its contents.  
 R. Whitcomb made a motion, seconded by P. Massey, to highly consider in budget season including \$500.00 for TLGV in our FY2027 budget & consider contributing to TLGV if the Town has remaining funds budgeted for regional agencies in our FY2026 budget. Motion carried 3-0.
- b. **Constellation: Change in Law Notice—Connecticut Renewable Portfolio Standard Changes**-P. Massey read letter to give more clarity & transparency of its contents.
- c. **United States Senator: Richard Blumenthal**-P. Massey read letter to give more clarity & transparency of its contents. She expressed the idea to reach out to U.S. Senator Richard Blumenthal about the potential to meet outside of scheduled public meetings to help with working better as a team. P. Massey & R. Whitcomb still fresh & new to Town business were not aware of a state statute that forbids said meetings from happening. “In Connecticut, private, unannounced meetings of a Board of Selectmen to discuss or act on official business are illegal under the Connecticut Freedom of Information Act (FOIA), specifically articulated in Connecticut General Statutes (CGS) § 1-225 and CGS § 1-200(2).”
- d. **A&E Services Group, LLC: Sterling Housing Rehabilitation Loan Program**-P. Massey read letter to give more clarity & transparency of its contents. She questioned this program & what they did for the Town.

- ✚ J. Joslyn advised that after speaking with S. Sleboda, she is looking into this more.

#### **Unfinished Business:**

- a. **Discussion regarding employment job descriptions for all Recreation Department employees: Update-**P. Massey made a motion, seconded by R. Whitcomb, to table this item until Jason Licciardi returns from medical leave to review. Motion carried 3-0.
- b. **Discussion regarding new camera, Wi-Fi, & heavy-duty locking electric covers for the Gazebo: Update-**J. Joslyn advised that the material/equipment is expected to be delivered sometime in January & that we are just waiting to receive everything to install.
- c. **Discussion regarding Recreation Department Finances/Budget: Update-**P. Massey made a motion, seconded by J. Joslyn, to table this item until Jason Licciardi returns from medical leave to review. Motion carried 3-0.
- h. **Discussion regarding 72" culvert pipes-Update-**J. Joslyn advised that the possible buyer is currently not interested in purchasing the culvert pipes. He further advised that we work on getting the culvert pipes posted on the government auction website.
- i. **Discussion regarding new *Street Takeover* law: Update-**J. Joslyn advised that this Ordinance is still in draft mode due to the fact that the Town would need an entity to enforce said Ordinance. He further advised that he reach out to the Town's attorney to try & finalize the drafted Ordinance.
- j. **Discussion regarding the purchase & installation of the radiator to the generator located at the Neil H. Cook park-**J. Joslyn advised that he spoke with BRG Radiator & they stated that they expect this job to be completed by the end of this year (2025).

#### **New Business:**

- a. **Consider & Re-Appointment of Stephen Thompson to a 3-Year Term (Expiring 12/1/2028) to the Planning & Zoning Commission-**P. Massey made a motion, seconded by R. Whitcomb, to re-appoint Stephen Thompson to a 3-year term (Expiring 12/1/2028) to the Planning & Zoning Commission. Motion carried 3-0.
- b. **Consider & Re-Appointment of Heather George to a 4-Year Term (Expiring 12/30/2029) as the Town Clerk-**R. Whitcomb made a motion, seconded by P. Massey, to re-appoint Heather George to a 4-year term (Expiring 12/30/2029) as the Town Clerk. Motion carried 3-0.
- c. **Consider & Re-Appointment of Geoffrey Cooper & Ernie Lewis to 1-Year Terms (Expiring 12/31/2026) to the Volutown/Sterling Transfer Station Commission-**R. Whitcomb made a motion, seconded by P. Massey, to re-appoint Geoffrey Cooper & Ernie Lewis to 1-year terms (Expiring 12/31/2026) to the Volutown/Sterling Transfer Station Commission. Motion carried 3-0.
- d. **Approval of Bills-**P. Massey questioned the following line items on the following Vouchers:
  - Voucher #1251→Line Item for Sherri A. Soucy \$13,000.00
    - J. Joslyn & S. Sleboda advised that this was for S. Soucy's final payment for her services rendered in FY2025 that was lower than what S. Soucy was asking for, which took months of negotiating to get to agree upon a payment amount.
  - Voucher #1251→Line Item for Halloran & Sage \$5,793.10 & Voucher #1219→Line Item for Halloran & Sage \$1,480.00
    - S. Sleboda clarified that any & all correspondence with the Town's attorney gets billed. She further advised that the Town has ongoing suits that the town's Attorney is assisting with FOIA requests, Margaret Henry animal abuse case, general questions/inquiries, etc.
  - Voucher #1219→Line Item for SHI International \$9,089.00
    - S. Sleboda clarified that this is the yearly subscription to the Town's website.

- Voucher #1219→Line Item for Sterling Community School \$17,981.48
  - S. Sleboda clarified that this is the Town's half portion for the year for using the Sterling Community School's IT service. She further expressed that if any of the Board of Selectmen have any future questions about any bills that they can come to her at any time to gain clarification.
- Voucher #1244→Line Item for Northeast District Department of Health \$18,766.60
  - S. Sleboda clarified that this is the yearly payment for the contract with the Northeast District Department of Health.
- ✚ R. Whitcomb made a motion, seconded by P. Massey, to approve the monthly Invoices for \$196,477.64. Motion carried 3-0.
- e. **Treasurer's Report**-Treasurer's report was reviewed by the Selectmen.

**Any other Business to come before the Board of Selectmen:**

- a. P. Massey circled back on the drafted Ordinance & reflected back on its importance in remedying the Town-wide issue of reckless activities involving off-road vehicles. She expressed that the Town of Sterling does not currently have the authority required to help enforce the drafted Ordinance. She read a quote of President John Adams that she thought summed up Sterling's current predicament. "Our Constitution was made only for a moral & religious people; self-governing, self-disciplining. It is wholly inadequate to the government of anything else."

**Adjournment:** R. Whitcomb made a motion, seconded by P. Massey, to adjourn the meeting at 9:22 a.m. Motion carried 3-0.

Attest: *Ashley StJean*  
Recording Secretary



## Ashley St. Jean

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**From:** McBride, Erin (Murphy) <Erin\_McBride@murphy.senate.gov>  
**Sent:** Thursday, December 18, 2025 3:28 PM  
**Subject:** WRDA 2026 Solicitations  
**Attachments:** WRDA 2026 Solicitation Letter final.pdf

**Warning:** This e-mail originated from outside of the **TOWN OF STERLING** network. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you believe this message may be suspicious, please report it to the SCS IT Department.

Good afternoon,

Our office and Senator Blumenthal's office is soliciting projects for the Water Resources Development Act (WRDA). The bill will authorize Army Corps-related water resources projects such as dams, levees, shore protection, dredging, and ecosystem replenishment. The Senate Committee on Environment and Public Works has asked each senator to provide the committee with a list of Army Corps-related water resources priorities for consideration in the bill. In accordance with that request, we are seeking information about any projects in your community that you believe the Army Corps should make part of its program and be authorized under WRDA.

Please see the attached letter for information on how to submit a request and other important guidelines.

Thank you,

Erin

**Erin E. McBride** – *she/her/hers*  
**Senior Outreach Assistant**  
Office of U.S. Senator Chris Murphy  
120 Huyshope Avenue, Suite 401  
Hartford, CT 06106  
Phone: [\(860\) 549-8463](tel:8605498463)





**United States Senate**  
WASHINGTON, DC 20510

December 18, 2025

Dear Mayor or First Selectman,

The United States Senate is beginning consideration of legislation governing the U.S. Army Corps of Engineers' (Army Corps) civil works program, commonly known as the Water Resources Development Act (WRDA). Congress traditionally passes this measure every two years, most recently in 2024. The bill will authorize Army Corps-related water resources projects such as dams, levees, shore protection, dredging, and ecosystem replenishment.

The Senate Committee on Environment and Public Works has asked each senator to provide the committee with a list of Army Corps-related water resources priorities for consideration in the bill. In accordance with that request, we are seeking information about any projects in your community that you believe the Army Corps should make part of its program and be authorized under WRDA.

As background, the Army Corps has a wide-ranging mission that involves commercial navigation, flood risk management, and ecosystem protection and restoration on many rivers and bodies of water nationwide. The first step in making a project part of the Army Corps' program is congressional authorization of an investigation, or feasibility study, that the Army Corps must complete within three years of authorization. Upon completion of the investigation, Congress must authorize and appropriate funding for the actual project. The vast majority of Army Corps projects require a non-federal, cost-sharing partner for both the investigation and construction phases.

It bears repeating that the passage of an authorization in WRDA does not guarantee funding for that project. Rather, an authorization is a necessary – but far from final – step in the process of getting federal funding. Put another way, an authorization allows for the possibility of funding, but the funding for the project is contingent on the availability of appropriations. We do not say this to discourage you from submitting projects you believe are appropriate, but rather to set realistic expectations regarding the length and complexity of the process necessary to ultimately receive funding for a project.

**For the purposes of this request, we are looking for projects that municipal and state leaders believe are: (1) appropriate for a feasibility study, (2) a priority for the community, and (3) ones which the community would be willing to allocate a 50 percent local match of the total cost of the study.** Once completed, if Congress appropriates funding for the project in question, the federal government will pay between 20 percent and 100 percent of the total construction costs, depending on the project's criteria.

**For projects that have already had a WRDA feasibility study,** we are also accepting construction, operations and maintenance, and other project requests. If your town or organization has such a project you would like to move forward, please share that information.



Finally, if there are any projects in other stages of development or other Army Corps-related matters that affect your community that Congress should address, please let us know.

Any project that you submit must be within the scope of responsibility of the Army Corps. You should contact the Army Corps to ensure that a project complies with this requirement. You can contact the Army Corps at the following offices (note that Southwestern Connecticut is served by the New York office):

U.S. Army Corps of Engineers  
New England District  
696 Virginia Road  
Concord, Massachusetts 01742  
Phone: (978) 318-8238

U.S. Army Corps of Engineers  
New York District  
26 Federal Plaza  
New York, New York 10278  
Phone: (917) 790-8007

**To submit a request, please e-mail both our offices: (1) a detailed description of the proposed project; (2) the contact information for an individual we can call for more details about the project, if necessary; (3) an acknowledgement that the Army Corps has verified this project is within its scope of responsibilities; and (4) any additional supporting documentation by 5:00 p.m. on Friday, January 16, 2026.** Please submit as much detail and documentation about the project as possible. WRDA is incredibly technical, and the more information we have, the better we can determine and make the case for your project's eligibility. This information should be sent to both <[WRDARRequests@blumenthal.senate.gov](mailto:WRDARRequests@blumenthal.senate.gov)> and <[WRDAResources@murphy.senate.gov](mailto:WRDAResources@murphy.senate.gov)>. Our offices coordinate the review of the Connecticut WRDA applications and will jointly submit Connecticut's projects to the Senate Committee on Environment and Public Works.

Providing this information does not commit the community to paying for the study or construction costs; rather, it simply helps our offices get a greater understanding of our state's water resources needs and priorities so we can share those with the committee drafting the bill and pursue funding opportunities. There will be future opportunities to provide further information as the process moves forward. If you have any additional questions, you may contact the e-mail addresses above.

We look forward to hearing from you on this and other matters where we may be able to assist your community.

Sincerely,



RICHARD BLUMENTHAL  
United States Senate



CHRISTOPHER S. MURPHY  
United States Senate

# EASTERN CONNECTICUT CONSERVATION DISTRICT, INC.

238 West Town Street  
Norwich, CT 06360-2111  
860-319-8806



139 Wolf Den Road  
Brooklyn, CT 06234  
860-774-9600

[www.ConserveCT.org/eastern](http://www.ConserveCT.org/eastern)

## BOARD of DIRECTORS

December 11, 2025

## OFFICERS

Sherwood Raymond  
Chair  
Norwich

Bill Jorsz  
Vice Chair  
Sprague

Paul Shaffer  
Treasurer  
Norwich

Susan Manning  
Secretary  
Griswold

## DIRECTORS

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Ashford

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Cindy Wright-Jones  
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Sprague

Matt Peckham  
Woodstock

Lydia Pan  
Mystic

First Selectman  
Town of Sterling  
1183 Plainfield Pike  
P.O. Box 157, Oneco, CT  
06373-0157

Dear Mr. Joslyn:

On behalf of the Eastern Connecticut Conservation District, Inc., I am writing to request Sterling's annual support in the amount of \$500 in your FY 27 budget. Attached are a copy of our 2024-25 Annual Report and current year operating budget.

As highlighted in our Annual Report, ECCD responded to inquiries from municipalities and residents within our 36-town District. These services are not covered by contracted services. In order to continue many of our technical assistance and educational outreach programs, we are required to seek additional sources of funding.

Support from Sterling would serve to enhance the number of people we can provide continuing natural resource conservation services throughout eastern Connecticut. Awareness and action continue to grow, as more and more people strive to practice sound conservation measures for their towns and properties.

We encourage you to read through our Annual Report and visit our website at [www.ConcserveCT.org/eastern](http://www.ConcserveCT.org/eastern) to learn more about our non-profit organization.

If you have any questions or require any additional documentation, please contact me at [Dan.Mullins@comcast.net](mailto:Dan.Mullins@comcast.net). Thank you for your consideration of our request.

Respectfully Submitted,

Daniel Mullins  
Executive Director  
Eastern Connecticut Conservation District, Inc.  
860-319-8808



# **BUDGET - FISCAL YEAR 2026**

July 1, 2025 - June 30, 2026

## **EASTERN CONNECTICUT CONSERVATION DISTRICT, INC.**

### **Income**

#### **Contributory Income**

|                            |    |         |            |
|----------------------------|----|---------|------------|
| State Funding              | \$ | 100,000 |            |
| Municipal Funding          | \$ | 10,000  |            |
| Private Contributions      | \$ | 1,000   |            |
| Contributory Income Total: |    |         | \$ 111,000 |

#### **Programs and Services Income**

|                                     |    |        |           |
|-------------------------------------|----|--------|-----------|
| Miscellaneous Programs and Services | \$ | 0      |           |
| SW PCP Review for DEEP              | \$ | 40,000 |           |
| Programs and Services Income Total: |    |        | \$ 40,000 |

#### **Grants and Projects Income**

|              |  |    |         |              |
|--------------|--|----|---------|--------------|
| 23-01        | FY 23 - Block Grant - Site Plan Reviews              | \$ | 40,000  |              |
| FY 23        | NACD TA funding via CSWC                             | \$ | 15,000  |              |
| FY23 LIS/BIL | FY23 LIS/BIL Funded Project (Shewville Dam Fishway)  | \$ | 4,703   |              |
| 75587        | LISFF Square A Barn/Waste Structure                  | \$ | 610,519 |              |
| 79554        | LISFF Valley View Barn/Waste Structure               | \$ | 750,000 |              |
| 84809        | LISFF Managing Silage Leachate in a Local Dairy Farm | \$ | 725,000 |              |
| 20-06/21-08  | FY 20/21 (319) - Birch Plain Creek Stprmwtr Imp BMPs | \$ | 104,100 |              |
| 2025-081     | FY 21 (319) - Washington Park Pervious Pavers        | \$ | 280,000 |              |
| 2025-094     | FY 23 - 319 Natchaug Watershed Advisory Bd           | \$ | 35,000  |              |
| 2025 - 095   | Wequ. Cove Stormwater BMPs Implementation            | \$ | 344,000 |              |
|              | Anguilla Brook North. Headwaters Restoration         | \$ | 15,776  |              |
|              | The Eastern CT Watershed Network                     | \$ | 41,968  |              |
| 2025 -120    | White Park Dam Modification                          | \$ | 170,000 |              |
|              | Other Grants/Projects                                | \$ | 2,000   |              |
|              | Grants and Projects Income Total:                    |    |         | \$ 3,138,066 |





**Other Income**

Bank Interest Earned  
Meeting Income  
Miscellaneous

\$ 100  
\$ 400  
\$ 0

Other Income Total:

\$ 500

Total Income:

\$ 3,289,566

**Expenses****Administrative Expenses**

Advertising  
Dues, Memberships, Contributions  
Insurance Premiums

\$ 2,000  
\$ 1,500  
\$ 8,000

Administrative Expenses Total:

\$ 11,500

**Personnel Expenses**

Wages  
Employer's Payroll Taxes  
Employer's SIMPLE Contribution  
Unemployment Tax and Bond  
Payroll Processing Support Services  
Mileage, Tolls, Parking, Vehicles  
Education, Conferences  
Additional Staffing Cost Contingency

\$ 300,543  
\$ 26,000  
\$ 5,000  
\$ 6,000  
\$ 2,500  
\$ 20,000  
\$ 8,000  
\$ 25,000

Personnel Expenses Total:

\$ 393,043

**Programs and Services Expenses**

Miscellaneous Programs and Services  
SW PCP Review for DEEP

\$ 100  
\$ 500

Programs and Services Expenses Total:

\$ 600



**Grant and Project Expenses**

|                                   |  |    |         |    |           |
|-----------------------------------|--|----|---------|----|-----------|
| 23-01                             | FY 23 - Block Grant - Site Plan Reviews              | \$ | 0       |    |           |
| FY 23                             | NACD TA funding via CSWC                             | \$ | 0       |    |           |
| FY23 LIS/BIL                      | FY23 LIS/BIL Funded Project (Shewville Dam Fishway)  | \$ | 1,500   |    |           |
| 75587                             | LISFF Square A Barn/Waste Structure                  | \$ | 578,421 |    |           |
| 79554                             | LISFF Valley View Barn/Waste Structure               | \$ | 720,000 |    |           |
| 84809                             | LISFF Managing Silage Leachate in a Local Dairy Farm | \$ | 735,000 |    |           |
| 20-06/21-08                       | FY 20/21 (319) - Birch Plain Creek Stprmwtr Imp BMPs | \$ | 60,718  |    |           |
| 2025-081                          | FY 20 (319) - Washington Park Pervious Pavers        | \$ | 257,000 |    |           |
| 2025-094                          | FY 23 - 319 Natchaug Watershed Advisory Bd           | \$ | 5,000   |    |           |
| 2025-095                          | FY 25 - Wequ. Cove Stormwater BMPs Implementation    | \$ | 280,240 |    |           |
|                                   | Anguilla Brook North. Headwaters Restoration         | \$ | 6,576   |    |           |
|                                   | The Eastern CT Watershed Network                     | \$ | 20,568  |    |           |
| 2025 -120                         | White Park Dam Modification                          | \$ | 150,000 |    |           |
|                                   | Other Grants/Projects                                | \$ | 0       |    |           |
| Grant and Project Expenses Total: |  |    |         | \$ | 2,815,023 |

**Expenses, continued****Office Expenses**

|   |    |        |  |           |
|---|----|--------|--|-----------|
| Accounting and Auditing                 | \$ | 24,000 |  |           |
| Communication Services                  | \$ | 2,000  |  |           |
| Office Machines                         | \$ | 4,500  |  |           |
| Office Supplies, Printer Ink & Software | \$ | 4,500  |  |           |
| Postage                                 | \$ | 3,000  |  |           |
| Printing                                | \$ | 3,000  |  |           |
| Office rental (Brooklyn)                | \$ | 4,000  |  |           |
| Other Services                          | \$ | 500    |  |           |
| Office Expenses Total:                  |    |        |  | \$ 45,500 |

**Miscellaneous Expenses**

|   |    |        |  |           |
|---|----|--------|--|-----------|
| Contingency                               | \$ | 3,000  |  |           |
| Meeting Expenses                          | \$ | 2,000  |  |           |
| Legal expenses (ECCD land in Brooklyn)    | \$ | 12,000 |  |           |
| Executive Director Discretionary Spending | \$ | 2,000  |  |           |
| Miscellaneous                             | \$ | 4,900  |  |           |
| Miscellaneous Expenses Total:             |    |        |  | \$ 23,900 |

**Total Expenses:** \$ 3,289,566



January 5, 2026

Sterling Town Hall  
Attention: First Selectman  
1183 Plainfield Turnpike  
Sterling, CT 06377



Dear First Selectman,

Senior Resources Agency on Aging is proud to support aging with dignity throughout 56 towns of Eastern Connecticut, including yours. As a private non-profit organization authorized by the Older Americans Act of 1965 and state statute, we help people by providing access to information and services that empower adults to remain in their community. This year, we have created an Annual Report which shows many of the programs we provide and work with that impact so many individuals. Please check it out through the QR code above.

Through our involvement at the federal, state, and local level we work to enhance the quality of life for older adults and caregivers. We work with a strong network of community-based agencies to offer a wide range of services and support, always seeking to fill the gaps in services that are needed by aging adults. Some of these services include Congregate and Home-delivered meals, Caregiver Support, Respite care, Medicare counseling, Benefits Screening and Application Assistance, Money Follows the Person Nursing Home transition, Healthy Living Classes, Community Resource funding, Transportation, and much more. We offer free and unbiased information to all older adults and those that care about them. We support Commissions on Aging and similar groups with education and advocacy guidance. We offer ongoing training and support to municipal agents and service agencies. We work with colleagues across the state and the country to ensure that best practices, good information and fiscally responsible care is provided to all residents.

For example, some services provided to residents of your town in fiscal year 2025 included case management, congregate and home-delivered meals, caregiver respite, benefits counseling, and transportation at a value of \$31,044.10. Medicare counseling and Nursing Home transition and most Healthy Living Classes are not included in this value assessment.

We look forward to continuing work with your town, residents, and community partners. You and your staff are encouraged to participate in our free training and collaborative meetings and there is helpful information available on our website and social media. The enclosed pages include a few highlights of upcoming events being offered, in-person, virtually and in hybrid formats.

Healthy regards and Happy New Year,

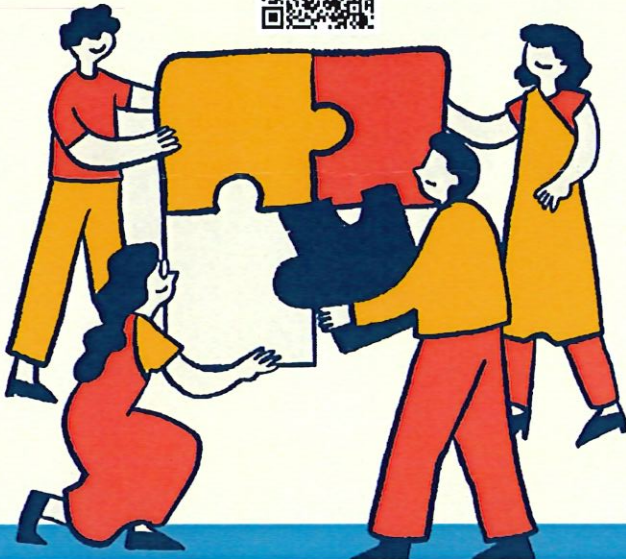
A handwritten signature in black ink, appearing to read "Alison Dvorak", written in a cursive style.

Alison Dvorak, Executive Director



## Let's COACT together! Commissions on Aging CT

**Register for Zoom meeting  
1/16/26, 3-4:30 pm**



Join us and jump start your life with one  
of our FREE workshops!

We offer a wide variety:

**LiveWELL**  
with chronic pain,  
Diabetes, chronic  
condition

Healthy  
Bowels,  
Healthy  
Bladder - join  
Mind Over  
Matter!

Win a great  
prize and  
play  
**BINGO**

We encourage you to take  
charge of your life and sign up  
for one of our FREE workshops.  
All workshops are beneficial  
for Caregivers, family  
members, and friends!  
Contact Lori Rygielski at  
860-383-1538 for more  
information.

**Senior Resources**  
AGENCY ON AGING



## New to Medicare? Know your options!

Topics Covered:

- An overview of the Medicare Program
- Employment and Insurance beyond the age of 65?
- How to avoid penalties: Understanding enrollment timelines
- Exploring your Medicare options
- Making Medicare more affordable through assistance programs
- Reporting Medicare fraud

**Monthly webinars**

**2nd Wednesday's**

**10 a.m. - 12 p.m.**

**Scan QR code to register**



Navigating Medicare

CHOICES/SHIP  
provides free  
unbiased information  
and does not sell  
insurance



Presented by:



**Laura Crews**  
Senior Resources Agency on Aging  
Director of Benefits Access

**Senior Resources**  
AGENCY ON AGING

This flyer is supported by the Administration for Community Living (ACL), U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$1,339,660 with 100 percent funding by ACL/HHS. Approximately 40% SHIP, 30% MPPA, 30% SMP. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by ACL/HHS, or the U.S. Government.



**"Preventing elder abuse starts with collaboration"**

M-Team brings together professionals working with older adults to confidentially  
discuss cases, develop solutions, and promote Elder Justice.  
On Zoom or in person, from 8:30am - 9:30 am

**Thursday, January 8, 2026:** Senior Resources, 19 Ohio Ave., Suite 2, Norwich, CT 06360

**Tuesday, February 3, 2026:** Sheltering Arms, 165 McKinley Ave, Norwich, CT, 06360; Gold Room

**Thursday, March 5, 2026:** The Creamery Brook Village, 36 Vina Lane, Brooklyn, CT 06234

**Tuesday, April 7, 2026:** Clinton Senior Connection, 54 East Main Street, Clinton, CT 06413

**Thursday, May 7, 2026:** Senior Resources, 19 Ohio Ave. Suite 2, Norwich, CT 06360



If you have any questions, please contact  
**Christine Foster**  
Service Navigator/ Elder Justice Coordinator  
Senior Resources Agency on Aging  
19 Ohio Avenue, Suite 2  
Norwich, CT 06360  
Tel: 860-887-3561 ext. 117 | Direct: 860-222-8925  
cfoster@seniorresourcesec.org





Cable TV Advisory Council of Eastern Connecticut  
PO Box 50  
Waterford, CT 06385

January 5, 2026

Mr. Jack Joslyn  
Town of Sterling  
PO Box 157  
Oneco, CT 06373-0157

Dear First Selectman Cooper,

As one of nine municipalities within the Breezeline cable TV franchise, I want to remind you about the Cable TV Advisory Council. Connecticut State Statute 16-331 establishes cable television advisory councils. PURA Regulation Section 16-333-25 specifies that each municipality within the franchise region shall appoint members to the advisory council. Appointed members may be residents, employees or elected officials. Some municipalities have appointed their I.T. Manager. The advisory council members are active partners supporting the designated Community Access Provider programming and operations and an advisory agent for community interests in communications with the Cable Television company about policies, products, and services.

The senior elected official may appoint one member to represent Sterling. Your municipality's Board of Education may appoint one member to represent the Board of Education. If the Board of Education does not appoint a member, the senior elected official may appoint a member to represent the Board of Education. Open advisory council positions are shown at the bottom of this page. Additional information can be found at [eltownhall.com/cac](http://eltownhall.com/cac). Applicable PURA Regulations are reproduced on the back of this letter.

Additionally, we ask that your municipality's website include a link to the Cable TV Advisory Council pages (<https://eltownhall.com/government/boards-commissions/cable-tv-advisory-council/>) in the section that lists your boards and commissions and a link to the page explaining Community Access Television (<https://eltownhall.com/community/community-access-tv/>) in the section that lists information about community services available to all residents.

Sincerely,

*Michael J. Meinz*

Michael Meinz, Chair  
Cable TV Advisory Council of Eastern Connecticut  
[MikeMeinz@yahoo.com](mailto:MikeMeinz@yahoo.com)

Members from Sterling:

|      |                    |
|------|--------------------|
| OPEN | Municipality       |
| OPEN | Board of Education |

**Cable TV Advisory Council of Eastern Connecticut**  
**PO Box 50**  
**Waterford, CT 06385**

**PURA Regulation Section 16-333-25. Appointment of advisory council members**

The members of each advisory council shall be appointed as follows:

(a) The chief elected official of each town in the franchise area shall appoint one or more members who are residents of said town in accordance with the population of said town as determined by the most recent United States census in the following manner:

- (1) In towns having a population of less than 5,000 – one member.
- (2) In towns having a population of at least 5,000 but less than 20,000 – two members.
- (3) In towns having a population of at least 20,000 but less than 50,000 – three members.
- (4) In towns having a population of 50,000 or more – four members.

Insofar as is possible said appointments should reflect and be representative of the cultural, educational, ethnic and economic makeup of the population inhabiting said towns.

(b) The board of education in each town in the franchise area shall appoint one member of the advisory council. Such member shall reside in said town or be a member of said board of education, or be employed by said board of education.

(c) One member shall be appointed to the advisory council in each franchise area to represent all of the libraries of general public use located in the towns within that franchise. In the town in the franchise area having the largest population therein, as determined by the most recent United States census, the public library board charged with oversight and management of the town's public library as defined by Section 11-24a(b) of the General Statutes shall appoint the advisory council member. In the event there is no public library board in charge of the public library in that town, or if the library of general public use in that town, is a private eleemosynary library, or if no library in either category is located in that town, then said advisory council member shall be appointed by the chief elected official of said town. The advisory council member appointed hereunder shall be either a library board member or a professional library staff employee of a public library or a private eleemosynary library of general public use in a town within the franchise area.

(d) The franchisee shall appoint one member, who shall possess some expertise in the field of cable television and who shall serve without vote on the advisory council.

(e) Appointment of advisory council members pursuant to subsections (a) through (d), of this section, shall be subject to the following limitations:

- (1) No paid employee of a nonprofit organization providing community access operations may serve on an advisory council.
- (2) No employee of a CATV company, its subsidiaries or affiliates may serve on an advisory council except in the position of franchise representative serving without vote.
- (3) At least one seat, but no more than 25 percent of the total seats to which appointments may be made to an advisory council may be filled by persons who also are members of a board of directors of a nonprofit organization providing community access operations.
- (4) Advisory council members who also serve as a member of a board of directors of a nonprofit organization providing community access operations shall recuse themselves from voting on any financial matters related to their access organization.

**PURA Regulation Section 16-333-26. Term of advisory council members**

Each member of the advisory council shall serve for a term of two (2) years from the first day of July in the year in which such member is appointed. If an advisory council member has three consecutive unexcused absences or does not attend 50 percent of meetings duly noticed and held within a 12-month period, then the member will be deemed to have resigned from the council.



# PLAINFIELD-KILLINGLY PROBATE COURT (27)

JANUARY 1, 2026

## AGENDA

Review Proposed Budget 7/1/2026 to 06/30/2027

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### PLAINFIELD-KILLINGLY PROBATE COURT (27)

ALLOCATED PROBATE BUDGET – FISCAL YEAR 07/01/2025 – 06/30/2026

|            |                    |
|------------|--------------------|
| Canterbury | \$ 2,732.40        |
| Killingly  | \$ 9,580.68        |
| Plainfield | \$ 8,077.86        |
| Sterling   | <u>\$ 1,931.58</u> |
|            | \$22,322.52        |

PROPOSED PROBATE BUDGET – FISCAL YEAR 07/01/2026 – 06/30/2027

|            |                    |
|------------|--------------------|
| Canterbury | \$ 2,642.64        |
| Killingly  | \$ 9,248.20        |
| Plainfield | \$ 7,841.08        |
| Sterling   | <u>\$ 1,872.52</u> |

**TOTAL PROPOSED PROBATE BUDGET**      **\$21,674.64**



**PROPOSED BUDGET - FISCAL YEAR 07/01/2026-06/30/2027**

| <u>PROBATE EXPENSES</u>            | <b>2025-2026</b>   | <b>2026-2027</b>   | <u><b>+/-</b></u>  |
|------------------------------------|--------------------|--------------------|--------------------|
| Telephone/Repairs                  | \$ 3,500.00        | \$ 3,500.00        | \$                 |
| Postage                            | \$ 5,000.00        | \$ 4,500.00        | \$ (500.00)        |
| Office Supplies                    | \$ 3,000.00        | \$ 3,000.00        | \$                 |
| Copier Lease (New Contract 2/2023) | \$ 2,775.00        | \$ 2,775.00        | \$                 |
| Cleaning Service                   | \$ 1,950.00        | \$ 1,950.00        | \$                 |
| Laserfiche, WebEx, ISP             | \$ 5,812.50        | \$ 5,182.50        | \$                 |
| InfoShred Doc. Destruction         | \$ 217.14          | \$ 217.14          | \$                 |
| Dues/Subscriptions                 | \$ 550.00          | \$ 550.00          | \$                 |
|                                    | <b>\$22,174.64</b> | <b>\$21,674.64</b> | <b>( \$500.00)</b> |

**ADDITIONAL NEEDED EXPENDITURE 2026-2027**

\$ .00

**TOTAL PROBATE BUDGET**

**\$21,674.64**

**BUDGET BY TOWN AND POPULATION**

**FISCAL YEAR 07/01/2026-06/30/2027**

|                             |                         |                       |
|-----------------------------|-------------------------|-----------------------|
| Total Population            | 41,547 @ .52 per capita |                       |
| Canterbury                  | 5,082 x .52             | \$ 2,642.64           |
| Killingly                   | 17,785 x .52            | \$9,248.20            |
| Plainfield                  | 15079 x .52             | \$7,841.08            |
| Sterling                    | 3,601 x .52             | <u>\$1,872.52</u>     |
| <b>TOTAL PROBATE BUDGET</b> |                         | <b>\$21,674.64</b>    |
|                             |                         | <b>(FY 2026-2027)</b> |



All parties have accepted the proposed budget for the fiscal year July 1, 2026 through June 30, 2027.

Dated this            day of            , 2026

TOWN OF Plainfield

By

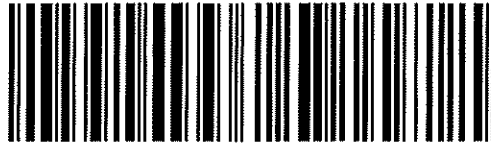
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Kevin Cunningham, First Selectman



MICHAEL N GUIMOND  
STATE OF CONNECTICUT -  
DEEP  
79 ELM ST  
HARTFORD CT 06106-1650

**USPS CERTIFIED MAIL**



9414 8098 9864 3077 3149 39

LINCOLN A. COOPER  
TOWN OF STERLING  
PO BOX 157  
1183 PLAINFIELD PIKE  
ONECO CT 06373-0157

PITNEY BOWES  
**\$8.86**  
US POSTAGE  
FIRST-CLASS  
028W0002311068  
2000474459  
ZIP 06106  
JAN 08 2026









SENT CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

January 12, 2026

Town of Sterling  
1183 Plainfield Pike  
P.O. Box 157  
Oneco, CT 06373

Attn: Lincoln A. Cooper, 1st Selectman

Re: Notification of Required Dam Inspection  
STERLING POND DAM, STERLING  
CT Dam ID#: 13601; Hazard Class: C  
Inspection Frequency: 2 Yr.  
Last Inspection date: 9/19/2024  
Registered: Yes CDR Issue Date: 6/28/1994  
Registration #: 201205152

Dear Dam Owner(s):

This letter serves to notify you that your dam is due for a regulatory inspection during the 2026 calendar year. The Department of Energy and Environmental Protection (DEEP) Dam Safety Program is contacting you because information in DEEP's records indicates that you own property containing all or a portion of the STERLING POND DAM. Pursuant to section 22a-409(c) of the Connecticut General Statutes (CGS), the Commissioner of DEEP is required to notify dam owners of this inspection requirement each January in the year the inspection is due.

DEEP Dam Safety records indicate that there is/are 1 dam owner(s). The Dam Safety Program has also sent this notification letter to all other known owners of this dam (if any). The Dam Safety Program recommends that you coordinate all dam-related activities with the other owners. If you are no longer a current owner or have sold the property, please contact the Dam Safety Program at the phone number or email address provided below. By law, individuals selling land containing a dam are required to notify the Commissioner of the sale.

A "regulatory" inspection is an inspection conducted in accordance with section 22a-409-2 of the Regulations of Connecticut State Agencies (RCSA). The inspection must be performed by a professional engineer licensed in the state of Connecticut and must take place on or before December 31, 2026. If there is significant growth of trees and brush on the dam, the vegetation should be cut and removed prior to the inspection to ensure full access and visibility of all areas of the dam. Vegetation

removal is covered under the GP-014 (non-filing) general permit. Please refer to the GP-014 permit on the DEEP Dam Safety webpage for authorized activities and conditions.

Inspection procedures are available on the DEEP Dam Safety webpage at <https://portal.ct.gov/DEEP/Water/Dams/Dam-Inspections>. In the "Dam Inspections" section of the website please find the owner-responsible inspection information, fact sheets on hiring an engineer, instructions, and the inspection report template which must be used. Failure to follow the instructions and use the most recent template may result in report rejection.

The Dam Safety Program recommends that you attend the inspection with your engineer and participate in all stages of the process. Dam owners should use this opportunity to discuss with their engineer all necessary maintenance and engineering items required at the dam and contact the Dam Safety Program to inquire about the permitting requirements for completing the work. Dam owners are required to sign the completed report indicating that they have reviewed it. The report should be submitted to DEEP within 60 days of the inspection, however, the statute allows until March 15, 2027 before it is considered late. The report should be submitted by emailing a PDF to: [DEEP.DamSafety@ct.gov](mailto:DEEP.DamSafety@ct.gov). Dam Safety Program staff will review the inspection report and respond if it is acceptable or if any changes are required. Dam Safety staff will also be able to respond to any questions about the required permitting.

You should be aware that a failure to complete the inspection required by CGS section 22a-409(c) may trigger the injunction provisions of CGS section 22a-6(3), and you may be subject to a penalty pursuant to RCSA sections 22a-6b-1 through 15.

If you have any questions or feel that you may have received this notification in error, please contact the Dam Safety Program at 860-424-3706 or [DEEP.DamSafety@ct.gov](mailto:DEEP.DamSafety@ct.gov). Please include the CT Dam ID# in all communications.

Sincerely,



Anna Laskin  
Supervising Civil Engineer  
Dam Safety Program



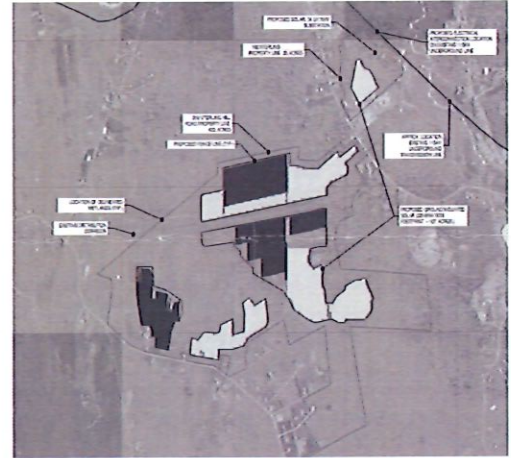
# Husky Solar

## PROJECT DESCRIPTION

- Husky Solar is a solar project located at 318 Sterling Hill Road, 166 Sterling Road and 0 Sugar Brook Road in Sterling and Plainfield Connecticut.
- The 50 MW AC system will generate enough electricity to power 6,692 average homes for a year.

## BENEFITS TO STERLING AND PLAINFIELD

- Increased new annual municipal tax revenues with no additional burden on town services.
- Strengthened renewable energy resources that produce electricity locally with zero pollution.



## ACHIEVING THE 100% ZERO CARBON TARGET BY 2040 & ENVIRONMENTAL BENEFITS

- As a Class I Renewable Energy Source, Husky Solar will help support the goals set forth in Governor Lamont's September 2019 Executive Order No. 3 100% zero carbon target for the electricity sector by 2040.
- Once operational, the project will offset the equivalent of 38,643 metric tons of CO<sub>2</sub> annually, equal to the emissions from 4,348,238 gallons of gasoline consumed, or to the carbon sequestered by 638,962 tree seedlings grown for 10 years.
- This project was awarded as part of a CT DEEP competitive solicitation:
  - "These selections, which are designed to take advantage of federal clean energy tax credits before they expire, will improve the reliability of the state and region's electric grid, save Connecticut ratepayers money on energy supply and capacity market costs by bringing new affordable generation online, and increase the state's electricity supply with clean, emission-free resources. These projects were selected through a collaborative, competitive, multistate solicitation for new zero-carbon energy resources and are expected to come online before the end of 2030." - CT DEEP News Release, 12/18/25
- When completed, the project will use an estimated 202 acres out of a total 517 acres across multiple parcels, leaving the balance of the parcels to continue their prior land use characteristics.

## APPROVAL PROCESS

Verogy requires approval from the Connecticut State Siting Council, which has jurisdiction over projects like Husky Solar. We will also be working closely with municipal departments in Plainfield and Sterling throughout the development of this project. Husky Solar will also obtain a General / SWPP Permit from CT DEEP, as well as a Self Verification from the U.S. Army Corps of Engineers.



# Husky Solar One cont...

## ESTIMATED PROJECT CALENDAR

|        |      |   |
|--------|------|---|
| WINTER | 2025 | Design phase completed                              |
| WINTER | 2026 | Application submitted to Connecticut Siting Council |
| SUMMER | 2027 | Construction Begins                                 |
| SPRING | 2029 | Project Completion                                  |

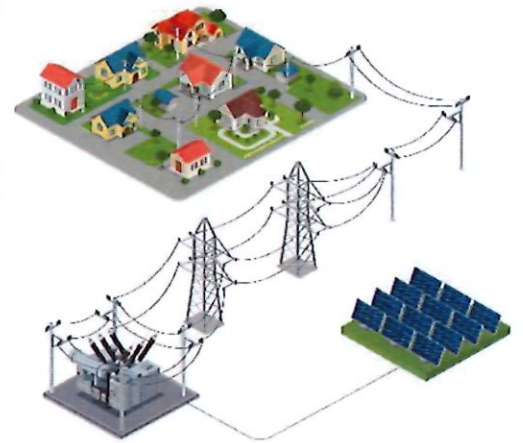
## CONTACT US

Verogy is committed to keeping members of the Husky community informed about our projects, please feel free to contact us with questions or concerns. Residents with questions about the approval process can contact Verogy's Director of Development, Bryan Fitzgerald at [development@verogy.com](mailto:development@verogy.com) or 203-257-3375.

### PROJECT CONTACT:

Bryan Fitzgerald  
Director of Development  
[development@verogy.com](mailto:development@verogy.com)  
203-257-3375

**FOR MORE  
INFO ON THIS  
PROJECT:**



## SOLAR ENERGY 101

1. Solar panels collect energy from the sun.
2. Inverters convert DC electricity to AC electricity.
3. Electricity is delivered to the circuit that connects to the substation through utility infrastructure.
4. Power is delivered to residential and business consumers through the local grid.

## ABOUT VEROGY

Verogy is a Connecticut-based solar developer focused on commercial, industrial and small utility scale projects. Built on over 100 years of combined industry experience, the professionals at Verogy have developed, financed and constructed hundreds of solar projects across the United States.

# HUSKY SOLAR

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**TOWN OF STERLING**

**PO BOX 157**

**ONECO, CT 06377**

Re: Husky Solar

Dear TOWN OF STERLING :

I am writing to introduce you to Verogy. We are a West Hartford-based energy development and construction company focused on developing, building and operating solar and other energy generating resources. Our team has decades of experience in the development, financing, construction, and management of solar energy projects. We are excited to announce that we're currently pursuing a new solar project in Plainfield and Sterling. In addition to this letter, you will receive an official notice from our attorney that indicates our intent to file an application to the Connecticut Siting Council.

The proposed project, Husky Solar, is proposing to construct a 50-megawatt AC solar system, a 34.5KV/115KV substation, and a 115KV 3-breaker ring bus switching station located on approximately 202 acres across multiple parcels, including:

- between Sterling Road in Sterling and Sterling Hill Road in Plainfield,
- on Sterling Road, in Sterling, and
- on two parcels on Sugar Brook Road in Plainfield, Connecticut.

Additionally, Husky Solar will be an economic contributor to the towns, generating new property tax revenues and creating jobs in the region.

Enclosed is a fact sheet with additional information and we have established a project website (<https://www.verogy.com/husky-solar/>) which will be updated with the latest project information and available as a resource for you throughout this process.

We are having a community meeting at the Plainfield Town Hall on January 14<sup>th</sup> at 6PM (8 Community Avenue, Plainfield, CT 06374), where we will introduce the project, and have a Q&A period. We are looking forward to investing in Plainfield and Sterling and appreciate your feedback as we finalize designs on the Husky Solar project.

The Verogy team looks forward to connecting with neighbors as we work to develop Husky Solar. If you have any questions, please feel free to reach out.

Sincerely,

Bryan Fitzgerald

Co-Founder, Director of Development

[Verogy](#) | 124 LaSalle Road, 2<sup>nd</sup> Floor, West Hartford, CT 06107



**TOWN OF STERLING**  
**RECREATION PROGRAM COUNSELOR**

|                        |  |
|------------------------|--|
| Department:            | <b>Recreation</b>  |
| Reports to:            | <b>Recreation Director and Recreation After School Coordinator/Summer Camp Coordinator</b> |
| Supervision            | <b>None</b>  |
| Position Status:       | <b>Non-Exempt</b>  |
| Weekly Hours:          | <b>Varies by Program Schedule</b>  |
| Salary Classification: |  |
| Date Approved          | <b>October 2025</b>  |

**Position Summary/Purpose:**

The purpose of this position is to provide direct supervision, guidance, and support to children participating in the Town of Sterling's **After School Program** and **Summer Camp Program**. Recreation Program Support Staff are responsible for ensuring a safe, engaging, and inclusive environment for all participants.

This position works under the direction of the **Recreation Director and Recreation After School Coordinator/Summer Camp Coordinator** and is focused solely on child interaction and activity facilitation. No administrative or clerical responsibilities are included in this role.

**Essential Job Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Supervise and actively engage with children during daily program activities, including games, crafts, sports, free play, and enrichment activities.
- Ensure a safe and respectful environment by enforcing program rules and behavior expectations.
- Assist in leading group activities as directed by the Coordinator.
- Help transition children between program areas (indoor/outdoor, activity to activity, arrival and dismissal).
- Report any behavioral concerns, incidents, or injuries to the Coordinator promptly.
- Monitor children for health, safety, and well-being throughout the program day.
- Assist with cleaning up activity areas and returning materials to designated storage.

**Other Functions:**

- Provide general support to ensure smooth program operation as directed by supervisory staff.
- Participate in staff meetings and training sessions.
- Perform similar or related work as required or as situations dictate.

**Minimum Required Qualifications:**

### Education, Training and Experience:

The qualifications required would generally be acquired with a High School Diploma or enrollment in high school (minimum age 16). Experience working with children in a group setting (e.g., babysitting, camps, classroom assistance, youth sports) is preferred.

### Special Requirements:

- Must pass a background check and any applicable youth program clearances.
- CPR/First Aid Certification preferred (training may be provided).
- Must be able to maintain appropriate boundaries and professionalism when working with children.

### **Knowledge/Skills/Abilities**

- Ability to interact with children in a positive, patient, and engaging manner.
- Strong communication and teamwork skills.
- Ability to follow directions from supervisors and respond appropriately in emergency situations.
- Physical ability to participate in active play and outdoor recreation.
- Dependability and a willingness to be flexible to meet program needs.
- Ability to maintain confidentiality and uphold safety protocols.

### **Job Environment:**

- Work is performed in both indoor and outdoor settings, including school buildings, playgrounds, fields, and recreation facilities.
- Regular contact with children, staff, and parents/guardians.
- May involve moderate physical activity, standing for long periods, and exposure to seasonal weather conditions.
- Must be comfortable working in a busy and sometimes noisy group environment.

### **Physical and Mental Requirements:**

#### Work Environment

|   | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|---|------|-----------|------------|----------|
| Outdoor weather conditions              |      |           | X          |          |
| Work in high, precarious places         | X    |           |            |          |
| Work with toxic or caustic chemical     | X    |           |            |          |
| Work with fumes or airborne particles   | X    |           |            |          |
| Non weather related – extreme heat/cold |      | X         |            |          |
| Work near moving mechanical parts       | X    |           |            |          |
| Risk of electrical shock                | X    |           |            |          |
| Vibration                               | X    |           |            |          |

#### Physical Activity

|                     | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|---------------------|------|-----------|------------|----------|
| Standing            |      |           | X          |          |
| Walking             |      |           | X          |          |
| Sitting             |      | X         |            |          |
| Talking and hearing |      |           |            | X        |



|  |  |   |   |   |
|--|--|---|---|---|
| Using hands/fingers to handle/feel             |  |   |   | X |
| Climbing or balancing                          |  | X |   |   |
| Stooping, kneeling, crouching, and/or crawling |  | X |   |   |
| Reaching with hands and arms                   |  |   | X |   |
| Bending, pulling, and/or pushing               |  | X |   |   |
| Running/playing with Children                  |  |   | X |   |

#### Lifting Requirements

|                  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|------------------|------|-----------|------------|----------|
| Up to 10 pounds  |      |           | X          |          |
| Up to 25 pounds  |      | X         |            |          |
| Up to 50 pounds  | X    |           |            |          |
| Up to 75 pounds  | X    |           |            |          |
| Up to 100 pounds | X    |           |            |          |
| Over 100 pounds  | X    |           |            |          |

#### Noise Levels

|  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|--|------|-----------|------------|----------|
| Very Quiet (forest, isolation booth)     |      | X         |            |          |
| Quiet (library, private office)          |      |           | X          |          |
| Moderate noise (computer, light traffic) |      |           |            | X        |
| Loud Noise (heavy equipment/traffic)     | X    |           |            |          |
| Very Loud (jack hammer work)             | X    |           |            |          |

#### **Vision Requirements:**

- ☒ X ☐ Close vision (i.e. clear vision at 20 inches or less)
- ☒ X ☐ Distance vision (i.e. clear vision at 20 feet or more)
- ☒ X ☐ Color vision (i.e. ability to identify and distinguish colors)
- ☒ X ☐ Peripheral vision (i.e. ability to observe an area that can be seen up and down or left and right while the eyes are fixed on a given point)
- ☒ X ☐ Depth perception (i.e. three dimensional vision, ability to judge distances and spatial relationships)

*(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions of this position.)*

## TOWN OF STERLING

### **RECREATION AFTER SCHOOL/SUMMER CAMP COORDINATOR**

|                        |   |
|------------------------|---|
| Department:            | <b>Recreation</b>                           |
| Reports to:            | <b>Recreation Director</b>                  |
| Supervision            | <b>Seasonal Camp and After School Staff</b> |
| Position Status:       | <b>Non-Exempt</b>                           |
| Weekly Hours:          | <b>Varies by Season (20-29 hours/week)</b>  |
| Salary Classification: |   |
| Date Approved          | <b>October 2025</b>                         |

#### **Position Summary/Purpose:**

The purpose of this position is to coordinate the day-to-day operations of the Town of Sterling's **after school program** during the school year and **summer camp program** during the summer. The Coordinator is responsible for program planning, supervision of seasonal staff, managing participant safety, and providing administrative support to the Recreation Director.

This position plays a vital role in ensuring the successful delivery of youth recreation services in the community. The Coordinator works under the general supervision of the Recreation Director and exercises independent judgment in managing assigned programs.

#### **Essential Job Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Plan and implement engaging, age-appropriate daily activities for the after school and summer camp programs.
- Supervise and schedule seasonal staff, including counselors and program aides.
- Monitor participant attendance, safety, and behavior; respond to incidents in accordance with department protocols.
- Communicate regularly with parents/guardians, school personnel, and Recreation Department staff regarding program updates, concerns, or issues.
- Provide administrative support to the Recreation Director, including data entry, participant registration, staff paperwork, scheduling, and supply ordering.
- Assist with promotion of after school and summer camp programs via flyers, school newsletters, town website, and social media.
- Ensure facilities used are clean, organized, and maintained in a safe condition.
- Maintain records related to attendance, incidents, and staffing; prepare reports as needed.
- Assist in the preparation of program budgets and tracking of expenses.

#### **Other Functions:**

- Support other town-sponsored recreational events or programs as needed.
- Attend staff meetings and training sessions.
- Perform similar or related work as required, directed, or as the situation dictates.

#### **Minimum Required Qualifications:**

### Education, Training and Experience:

The qualifications required would generally be acquired with a High School Diploma or equivalent; some college coursework in education, recreation, or related field preferred. At least one year of experience working with children in a group setting required. Supervisory or program coordination experience strongly preferred.

### Special Requirements:

- CPR/First Aid Certification required (or ability to obtain within 3 months).
- Must pass a background check and be fingerprinted per state childcare licensing requirements.
- Valid driver's license preferred.

### **Knowledge/Skills/Abilities**

- Ability to plan and lead structured recreational and enrichment activities for children.
- Strong interpersonal skills; ability to communicate with children, parents, staff, and supervisors in a clear, friendly, and professional manner.
- Ability to supervise and motivate seasonal staff.
- Ability to prioritize, multitask, and remain calm in emergency or unexpected situations.
- Organizational skills for recordkeeping, scheduling, and supply management.
- Basic computer skills (email, Word, Excel, Google Docs).
- Knowledge of safety protocols related to youth programming and summer camp operations.
- Ability to work independently and exercise sound judgment.

### **Job Environment:**

- Work is performed in indoor and outdoor settings, including classrooms, playgrounds, gyms, and fields.
- Frequent interaction with children, parents, staff, and members of the public.
- May require early morning, after school, or full-day summer hours.
- May involve moderate physical activity, including walking, standing, bending, or lifting.
- Errors could result in injury to participants, delay in services, or poor public relations.

### **Physical and Mental Requirements:**

#### Work Environment

|   | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|---|------|-----------|------------|----------|
| Outdoor weather conditions              |      |           | X          |          |
| Work in high, precarious places         | X    |           |            |          |
| Work with toxic or caustic chemical     | X    |           |            |          |
| Work with fumes or airborne particles   | X    |           |            |          |
| Non weather related – extreme heat/cold |      | X         |            |          |
| Work near moving mechanical parts       | X    |           |            |          |
| Risk of electrical shock                | X    |           |            |          |
| Vibration                               | X    |           |            |          |

### Physical Activity

|  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|--|------|-----------|------------|----------|
| Standing                                       |      |           | X          |          |
| Walking  |      |           | X          |          |
| Sitting  |      |           |            | X        |
| Talking and hearing                            |      |           |            | X        |
| Using hands/fingers to handle/feel             |      |           |            | X        |
| Climbing or balancing                          |      | X         |            |          |
| Stooping, kneeling, crouching, and/or crawling |      | X         |            |          |
| Reaching with hands and arms                   |      |           |            | X        |
| Bending, pulling, and/or pushing               |      | X         |            |          |
| Other - Driving                                |      | X         |            |          |

### Lifting Requirements

|                  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|------------------|------|-----------|------------|----------|
| Up to 10 pounds  |      |           | X          |          |
| Up to 25 pounds  |      | X         |            |          |
| Up to 50 pounds  | X    |           |            |          |
| Up to 75 pounds  | X    |           |            |          |
| Up to 100 pounds | X    |           |            |          |
| Over 100 pounds  | X    |           |            |          |

### Noise Levels

|  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|--|------|-----------|------------|----------|
| Very Quiet (forest, isolation booth)     |      | X         |            |          |
| Quiet (library, private office)          |      |           | X          |          |
| Moderate noise (computer, light traffic) |      |           | X          |          |
| Loud Noise (heavy equipment/traffic)     |      | X         |            |          |
| Very Loud (jack hammer work)             | X    |           |            |          |

### **Vision Requirements:**

- ☒ X Close vision (i.e. clear vision at 20 inches or less)
- ☒ X Distance vision (i.e. clear vision at 20 feet or more)
- ☒ X Color vision (i.e. ability to identify and distinguish colors)
- ☒ X Peripheral vision (i.e. ability to observe an area that can be seen up and down or left and right while the eyes are fixed on a given point)
- ☒ X Depth perception (i.e. three dimensional vision, ability to judge distances and spatial relationships)

*(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions of this position.)*

## **TOWN OF STERLING**

### **RECREATION DIRECTOR**

|                        |                           |
|------------------------|---------------------------|
| Department:            | <b>Recreation</b>         |
| Reports to:            | <b>Board of Selectman</b> |
| Supervision            | <b>NA</b>                 |
| Position Status:       | <b>Non-Exempt</b>         |
| Weekly Hours:          | <b>30 (in office)</b>     |
| Salary Classification: |                           |
| Date Approved          | <b>October 2025</b>       |

#### **Position Summary/Purpose:**

The purpose of this position is to plan, coordinate, and administer recreational programs, events, and services for the Town of Sterling. The Recreation Director is responsible for managing recreational facilities, coordinating youth and adult programming, and supervising seasonal and part-time staff. The position also oversees operations of the after-school and summer camp programs through the support of a Recreation After School Coordinator/Summer Camp Coordinator.

The Recreation Director works under the general direction of the **Board of Selectmen** and is expected to exercise independent judgment and initiative in performing the duties of the position. The Director is responsible for enhancing the quality of life for residents through accessible and inclusive recreational opportunities.

#### **Essential Job Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Plan, organize, and implement recreational programs and community events for all age groups, including seasonal sports leagues, educational activities, holiday events, and fitness or wellness programming.
- Oversee and maintain the scheduling and usage of town-owned recreational spaces, including fields, courts, and indoor facilities.
- Supervise the Recreation After School Coordinator/Summer Camp Coordinator, who assists with administrative duties and manages program-specific operations.
- Recruit, hire, train, and supervise seasonal staff and volunteers as needed for programming and special events.
- Develop, submit, and manage the department's annual budget; track revenues and expenditures; make purchasing decisions for program supplies and equipment.
- Promote programs using the town's website, social media, newsletters, printed materials, and public announcements.
- Respond to inquiries and concerns from residents, participants, and parents in a timely, respectful, and solutions-oriented manner.
- Monitor and evaluate programs, services, and staff performance; recommend and implement programmatic improvements.

- Prepare reports and updates for the Board of Selectmen regarding programming, facility usage, staffing, and fiscal operations.
- Ensure safety procedures and liability protocols are in place and followed during all programs and events.
- Coordinate with other town departments, schools, and outside organizations for joint initiatives or facility use.

**Other Functions:**

- Perform similar or related work as required, directed, or as the situation dictates.
- Continue professional development and stay current on recreation trends, safety guidelines, and community needs.
- Support town-wide events and collaborate with other departments as needed to promote a unified public service mission.

**Minimum Required Qualifications:**

**Education, Training and Experience:**

The qualifications required would generally be acquired with an Associate's or Bachelor's Degree in Recreation Management, Public Administration, Education, or a related field, along with 2 or more years of experience in community programming, recreation, or municipal services; or any equivalent combination of education, experience, and training. Supervisory and budget management experience preferred.

**Special Requirements:**

- Must possess or obtain CPR/First Aid certification within six months of hire.
- Must pass a background check.
- Valid driver's license required.

**Knowledge/Skills/Abilities**

- Strong organizational skills and attention to detail.
- Working knowledge of recreational programming principles, safety standards, and liability concerns.
- Ability to communicate effectively with residents, staff, volunteers, and public officials.
- Proficiency with office software (Microsoft Office, Google Workspace) and digital marketing platforms (website and social media).
- Ability to manage multiple programs simultaneously and meet deadlines.
- Knowledge of municipal budgeting and purchasing procedures.
- Ability to work independently with minimal supervision.
- Strong interpersonal and leadership skills.
- Ability to evaluate programming effectiveness and adapt to changing community needs.
- Ability to lift or carry program supplies and equipment as needed.

**Job Environment:**

- Administrative and supervisory work performed in an office environment with field work

as needed at recreational sites and events.

- Frequent interruptions during daily activities from staff, residents, or phone/email inquiries.
- Requires operation of standard office equipment, computers, and recreational supplies.
- Makes regular contact with the general public, town officials, program participants, vendors, school personnel, and community groups.
- Errors could result in disruption of service, poor public relations, financial loss, or safety risks to participants.
- Access to confidential participant or staff information may occur.

### **Physical and Mental Requirements:**

#### Work Environment

|   | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|---|------|-----------|------------|----------|
| Outdoor weather conditions              |      | X         |            |          |
| Work in high, precarious places         | X    |           |            |          |
| Work with toxic or caustic chemical     | X    |           |            |          |
| Work with fumes or airborne particles   | X    |           |            |          |
| Non weather related – extreme heat/cold |      | X         |            |          |
| Work near moving mechanical parts       | X    |           |            |          |
| Risk of electrical shock                | X    |           |            |          |
| Vibration                               | X    |           |            |          |

#### Physical Activity

|  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|--|------|-----------|------------|----------|
| Standing                                       |      |           | X          |          |
| Walking  |      |           | X          |          |
| Sitting  |      |           |            | X        |
| Talking and hearing                            |      |           |            | X        |
| Using hands/fingers to handle/feel             |      |           |            | X        |
| Climbing or balancing                          |      | X         |            |          |
| Stooping, kneeling, crouching, and/or crawling |      | X         |            |          |
| Reaching with hands and arms                   |      |           |            | X        |
| Bending, pulling, and/or pushing               |      | X         |            |          |
| Other - Driving                                |      | X         |            |          |

#### Lifting Requirements

|                  | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|------------------|------|-----------|------------|----------|
| Up to 10 pounds  |      |           | X          |          |
| Up to 25 pounds  |      | X         |            |          |
| Up to 50 pounds  | X    |           |            |          |
| Up to 75 pounds  | X    |           |            |          |
| Up to 100 pounds | X    |           |            |          |
| Over 100 pounds  | X    |           |            |          |

#### Noise Levels

|                                      | None | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
|--------------------------------------|------|-----------|------------|----------|
| Very Quiet (forest, isolation booth) |      | X         |            |          |
| Quiet (library, private office)      |      |           | X          |          |

|  |   |   |   |  |
|--|---|---|---|--|
| Moderate noise (computer, light traffic) |   |   | X |  |
| Loud Noise (heavy equipment/traffic)     |   | X |   |  |
| Very Loud (jack hammer work)             | X |   |   |  |

**Vision Requirements:**

- ☒ X ☐ Close vision (i.e. clear vision at 20 inches or less)
- ☒ X ☐ Distance vision (i.e. clear vision at 20 feet or more)
- ☒ X ☐ Color vision (i.e. ability to identify and distinguish colors)
- ☒ X ☐ Peripheral vision (i.e. ability to observe an area that can be seen up and down or left and right while the eyes are fixed on a given point)
- ☒ X ☐ Depth perception (i.e. three dimensional vision, ability to judge distances and spatial relationships)

*(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions of this position.)*



**ORDINANCE PROHIBITING STREET TAKEOVERS AND RELATED RECKLESS  
ACTIVITIES**

**BE IT ORDAINED**, that the Town of Sterling does hereby adopt the following ordinance:

**§\_\_-1. PURPOSE**

The purpose of this ordinance is to promote the public health, safety, and welfare by prohibiting and penalizing the organization, participation in, or spectating of street takeovers within the Town of Sterling. Street takeovers pose a serious threat to public safety, interfere with the normal flow of traffic, and disrupt community order. This ordinance is adopted pursuant to the authority granted by Public Act 25-80.

**§\_\_-2. DEFINITIONS**

For this ordinance, the following definitions shall apply:

- A. "All-terrain vehicle" means a self-propelled vehicle designed to travel over unimproved terrain and which has been determined by the State of Connecticut Commissioner of Motor Vehicles to be unsuitable for operation on the public highways and is not eligible for registration under Chapter 246 of the Connecticut General Statutes.
- B. "Dirt bike" means a two-wheeled motorized recreational vehicle designed to travel over unimproved terrain and not designed for travel on a highway as defined in Connecticut General Statutes § 14-1.
- C. "Mini-motorcycle" means a vehicle that (1) has not more than three wheels in contact with the ground, (2) has a manufactured seat height of less than twenty-six inches measured at the lowest point on top of the seat cushion without the rider, and (3) is propelled by an engine having a piston displacement of less than 50 c.c.
- D. "Motorcycle" means a two- or three-wheeled motor vehicle capable of transporting or carrying one or more persons, such as a dirt bike, trail bike, motor-cross, endurance, or a flat-track.
- E. "Participate" means to operate or ride in a vehicle involved in a street takeover.
- F. "Organize" means to arrange, promote, or facilitate a street takeover event, including through social media or other communication platforms.
- G. "Spectate" means to be present at the location of a street takeover and observe the event, regardless of whether they arrived intending to do so.
- H. "Street Takeover" means the unlawful and willful act of impeding or blocking the normal flow of traffic on a public street, highway, or parking lot to engage in, facilitate, or spectate activities

such as reckless driving, vehicle stunts, street racing, burnouts, doughnuts, or any similar activity.

### **§\_\_-3. PROHIBITED CONDUCT**

It shall be unlawful for any person to:

- A.** Organize, promote, facilitate, or participate in a street takeover.
- B.** Recklessly operate a motor vehicle during a street takeover.
- C.** Attend or spectate a street takeover with the intent to observe or encourage the event.
- D.** Without limitation, any person acting in violation of this ordinance where such violation causes damage to private or municipal property, the person shall be liable for civil damages to fully repair or replace the same. This includes damage to trees, shrubs, open space, fences or other property.

### **§\_\_-4. PENALTIES**

#### **A. Fines:**

- 1. First offense: Fine not exceeding **\$1,000**
- 2. Second offense: Fine not exceeding **\$1,500**
- 3. Each subsequent offense: Fine not exceeding **\$2,000**

#### **B. Vehicle Seizure and Forfeiture:**

- 1. In addition to any fine herein, any all-terrain vehicle, mini-motorcycle, or motorcycle used in violation of this Ordinance shall become subject to impoundment, and to confiscation by and forfeiture to the Town of Sterling . The **Sterling Police Department** or any authorized State Police officer is hereby authorized to confiscate any all-terrain vehicle, mini-motorcycle, or motorcycle used in violation of this Ordinance, and to hold same as evidence in any related criminal proceeding, pending disposition.
- 2. If the Town of Sterling confiscates an all-terrain vehicle, mini-motorcycle, or motorcycle used in violation of this ordinance, it may conduct the procedure set forth in Connecticut General Statutes § 54-33g and sell it at a municipally conducted public auction.
- 3. If the Town of Sterling confiscates a dirt bike, mini-motorcycle, or other similar unauthorized vehicle, and such vehicle remains unclaimed for more than 90 days, the Town of Sterling may destroy the vehicle in accordance with state law.

## DRAFT Street Takeover Ordinance

4. Vehicles used in repeated offenses may be forfeited to the State of Connecticut under applicable law.
5. Any vehicle impounded only may be released to the owner upon proof of registration, subject to payment of any and all fines, towing and storage fees

### §\_\_-5. ENFORCEMENT

The **Sterling Police Department** shall be authorized to enforce the provisions of this ordinance. Officers may issue citations, seize vehicles, and initiate proceedings for license suspension, vehicle forfeiture, and vehicle destruction in accordance with applicable law.

### §\_\_-6. SEVERABILITY

If any provision of this ordinance is found to be invalid or unenforceable by a court of competent jurisdiction, such provision shall be severed, and the remainder of the ordinance shall remain in full force and effect.

### §\_\_-7. EFFECTIVE DATE

This ordinance shall take effect fifteen (15) days after publication in accordance with the Connecticut General Statutes.





# **Town of Sterling**

## **Department of Public Works**

### **Snow and Ice Control Policy**

#### **1. PURPOSE**

The purpose of this policy is to establish clear guidelines for snow and ice control operations within the Town of Sterling. This policy defines service expectations, operational responsibilities, materials used, and procedures followed to maintain safe travel conditions on Town roadways and at facilities during winter weather events.

#### **2. POLICY STATEMENT**

The Town of Sterling is committed to maintaining safe and passable roadways and public facilities during winter weather conditions to the greatest extent reasonably possible. Snow and ice control operations are conducted to support public safety, emergency access, and the orderly movement of vehicle and pedestrian traffic.

While the Town strives to restore roadways to bare and dry pavement as soon as practical following the end of a storm, it is neither feasible nor reasonable to maintain bare pavement continuously during an active winter event. Weather conditions, pavement temperature, traffic volume, storm duration, and other variables significantly affect winter maintenance operations. As such, operational decisions rely on professional judgment and experience.

The Town shall utilize snow and ice control materials responsibly and efficiently, applying only the amount necessary to restore safe travel conditions while minimizing environmental and infrastructure impacts.

#### **3. SCOPE OF SERVICES**

Snow and ice control services are provided for the following Town assets and locations:

##### **A. Roadways**



- Improved Town roads
- Unimproved Town roads, where conditions allow
- Town and State roadway intersections
- Roads designated for contractor service

#### **B. Parking Areas**

- Town Hall
- Library
- Public Works facilities
- Recreation areas
- School properties (contracted, with Town emergency assistance as needed)

#### **C. Emergency Access**

- Fire hydrants
- Emergency water access points
- Critical access routes as identified by emergency services

#### **D. Sidewalks**

- Designated sidewalks in the Town Center and other priority areas

#### **E. Bus Turnarounds**

- School bus turnarounds designated by the Town and school district

### **4. SERVICE DELIVERY MODEL**

Snow and ice control services within the Town of Sterling are provided through a coordinated combination of Town personnel and private contractors.

- **Sterling Department of Public Works (DPW)** employees are responsible for plowing and treating the central portion of the Town, including assigned municipal roads and facilities.
- **Approved private contractors** are responsible for snow and ice control operations in the northern and southern sections of the Town, in accordance with contractual agreements and Town standards.



All operations are conducted concurrently during storm events. Route assignments and service boundaries may be adjusted by the First Selectman or their designee to address changing conditions, emergencies, or operational needs.

## 5. SNOW AND ICE CONTROL METHODS

### A. Mechanical Snow Removal

Plowing is the primary method of snow removal and is the most effective and environmentally responsible approach for clearing roadways. Plowing operations are conducted continuously during snow events and supplemented by material application as necessary.

### B. Deicing and Anti-Icing Materials

The Town primarily uses **treated sodium chloride (salt)** to assist with ice control and snow removal. Salt is most effective at temperatures above 20°F, with reduced effectiveness at lower temperatures.

Salt is applied to:

- Reduce bonding between snow and pavement
- Maintain snow in a plowable condition
- Prevent ice and hard-pack formation

Salt is not intended to replace plowing operations.

## 6. MATERIAL APPLICATION GUIDELINES

Salt application rates vary based on weather conditions, pavement temperature, traffic, and storm characteristics. Typical application rates are as follows:

| Conditions            | Temperature | Approximate Application Rate               |
|-----------------------|-------------|--|
| Freezing rain / sleet | Variable    | Up to 300 lbs per lane mile                |
| Snow                  | ≥ 20°F      | Approximately 250 lbs per lane mile        |
| Snow (critical areas) | < 20°F      | Increased rates on hills and intersections |

\*Actual rates may vary based on field conditions and operator judgment.

All spreading equipment is calibrated regularly to ensure accurate application and minimize waste.

## 7. OPERATIONAL PRACTICES

- Material application speeds shall be controlled to maintain effective placement, not exceeding 20 mph.
- Initial salt application timing is critical and may occur early in a storm to prevent pavement bonding.
- During freezing rain events, snow or sleet may be left in place temporarily to reduce the formation of glare ice.
- Special attention is given to hills, curves, intersections, and high-risk areas.

## **8. PLOWING OPERATIONS**

- For light snow events or short-duration squalls, plowing may begin immediately.
- For storms exceeding approximately two inches, plowing generally begins after initial accumulation and continues throughout the storm.
- Following storm cessation, a final cleanup pass is conducted, with additional material applied as needed to address residual conditions.

Operations are conducted in a consistent and impartial manner throughout the Town.

## **9. EMERGENCY RESPONSE**

Snow and ice control resources may be redirected to emergency situations only at the direction of the First Selectman or their designee. Immediate roadway obstructions that pose a safety hazard may be addressed without prior authorization.

## **10. SNOWBANK MANAGEMENT**

After significant snowfall or multiple storms, the Town may perform snowbank widening and pushback operations to:

- Create space for future snow storage
- Reduce meltwater runoff and refreeze hazards
- Improve sightlines at intersections and driveways
- Maintain uniform roadway edges

## **11. DRIVEWAYS**

Property owners are responsible for clearing snow from their own driveways. Snow deposited by plowing operations into driveways is unavoidable. Residents are encouraged to delay final driveway cleanup until Town plowing operations are complete.

## **12. UNIMPROVED ROADS AND BUS TURNAROUNDS**

Unimproved roads and bus turnarounds may not be plowed during snowfalls of approximately two inches or less when surfaces are unfrozen, to prevent damage. In such cases, up to two inches of snow may remain.

### **13. RIGHT-OF-WAY REQUIREMENTS**

#### **A. Snow Placement**

Placing snow or ice onto Town roadways or rights-of-way by private individuals or contractors is prohibited.

#### **B. Obstructions**

Vehicles, equipment, or personal property may not be placed within the Town right-of-way, as such obstructions interfere with snow removal and create safety hazards.

#### **C. Mailboxes**

Mailboxes located within the Town right-of-way are the responsibility of the property owner. Damage caused by snow displacement during plowing is not intentional and is generally unavoidable. The Town is not responsible for repair or replacement.

Residents are encouraged to install snow stakes prior to ground freeze to help identify pavement edges. Stakes should be visible, non-obstructive, and placed within the right-of-way as guides only.

### **14. MATERIALS FOR RESIDENT USE**

The Town provides materials for resident use. Each household is entitled to one five-gallon bucket of salt from the salt shed.

### **15. RESOURCES**

Snow and ice control operations are supported by:

- Town of Sterling Public Works equipment
- Full-time and part-time DPW personnel
- Approved contractors

Town vehicles engaged in snow operations are marked and utilize amber and green warning lights. These vehicles have the right-of-way while performing official duties.

### **16. OPERATIONAL PROCEDURES**

#### **Pre-Season**

- Inspect and service equipment

- Procure and store materials
- Perform roadside maintenance
- Conduct employee and contractor training

#### **Pre-Storm**

- Load equipment
- Inspect drainage infrastructure
- Monitor weather forecasts
- Prepare staffing and supplies

#### **Active Storm**

- Execute assigned routes
- Apply materials as needed
- Clear priority areas, hydrants, sidewalks, and parking facilities
- Observe required safety and rest periods

#### **Post-Storm**

- Address freeze/refreeze conditions
- Perform equipment maintenance
- Respond to resident concerns as directed by First Selectman

### **17. POLICY REVIEW**

This policy shall be reviewed annually and updated as necessary. Any revisions shall be documented and approved by the Board of Selectmen.

### **18. COMMUNICATION**

This policy shall be distributed to all Town employees and contractors involved in snow and ice control operations. Questions regarding implementation shall be addressed prior to the start of winter operations.

**Adopted by:** Town of Sterling Board of Selectmen

**Effective Date:**



The Professional's Source

# Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

Phone: 800-947-8003  
212-239-7503

Fax: 800-858-5517  
212-239-7759

Email: Education: emailbids@bhphoto.com  
Corporate: corporatesales@bhphoto.com

Fed Gov: federsales@bhphoto.com  
State and Local: biddept@bhphoto.com

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Prices Are Valid Until:

02/14/26

Quote No.: 1126716454

Reference No.: R250402-OMNIA

Sold To: Sara Sleboda  
Town Of Sterling  
Pob 157  
Attn: Accounts Payable  
ONECO, CT 06373

Ship To:  
Town Of Sterling  
1183 Plainfield Pike  
Attn: Cory Luba  
STERLING, CT 06377

Bill Phone: (860)564-2904 Ext.:101  
Work Phone: (860)564-2904 Ext.:101

(860)564-2904

| Date     |         | Customer Code  | Terms | Salesperson | Ship Via                     |            |        |
|----------|---------|--|-------|-------------|------------------------------|------------|--------|
| 01/15/26 |         | CT324310   | N/A   | WB          | FDX GROUND                   |            |        |
| Line No  | Qty Ord | Item Description   |       |             | SKU# MFR#                    | Item Price | Amount |
| 1        | 2       | UBIQUITI POWER DISTRIBUTION PROFESSIONAL/REG<br>Country of Origin: VIETNAM<br><br>In Stock - while supplies last.        |       |             | UBUSPPDUPRO<br>(USP-PDU-PRO) | 277.61     | 555.22 |
| 2        | 3       | LOGITECH M240 SILENT BLUETOOTH MOUSE - GRAPHITE/REG<br>Country of Origin: VIETNAM<br><br>In Stock - while supplies last. |       |             | LOM240SBMG<br>(910-007113)   | 19.86      | 59.58  |
| 3        | 1       | APC BE1050G3 BACK-UPS/REG<br>Country of Origin: VIETNAM<br><br>In Stock - while supplies last.                           |       |             | APBE1050G3<br>(BE1050G3)     | 150.88     | 150.88 |
| 4        | 2       | AXIS M2036-LE 4MP OD NTWRK BULLET CAM/BLACK/REG<br>Country of Origin: THAILAND   |       |             | AXM2036LEBK<br>(02134-001)   | 421.88     | 843.76 |

Continued on Next Page ...



The Professional's Source

# Government, Education, and Corporate Department

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Quote No.: 1126716454

| Date                  |         | Customer Code  | Terms | Salesperson | Ship Via                        |            |          |
|-----------------------|---------|--|-------|-------------|---------------------------------|------------|----------|
|                       |         | CI324310   | N/A   | Slsm        | FDX GROUND                      |            |          |
| Line No               | Qty Ord | Item Description   |       |             | SKU# MFR#                       | Item Price | Amount   |
|                       |         | In Stock - while supplies last.  |       |             |                                 |            |          |
| 5                     | 2       | AXIS M2036-LE 4MP OD NTWRK BULLET CAM/WHITE/REG<br>Country of Origin: SWEDEN   |       |             | AXM2036LEWH<br>(02125-001)      | 421.88     | 843.76   |
|                       |         | In Stock - while supplies last.  |       |             |                                 |            |          |
| 6                     | 1       | AXIS M3126-LVE 4MP TURRET CAMERA/2.4mm BLK/REG<br>Country of Origin: CHINA   |       |             | AXM3126LVEBK<br>(02919-001)     | 497.05     | 497.05   |
|                       |         | In Stock - while supplies last.  |       |             |                                 |            |          |
| 7                     | 5       | AXIS M3086-V 4MP NETWORK MINI DOME CAMERA/REG<br>Country of Origin: MEXICO   |       |             | AXM3086V<br>(02374-001)         | 365.50     | 1,827.50 |
|                       |         | In Stock - while supplies last.  |       |             |                                 |            |          |
| 8                     | 2       | APC SMART-UPS X 2200VA RACK/TOWER-100-127V/REG<br>Country of Origin: UNITED STATES                                       |       |             | APSX2200RMLV<br>(SMX2200RMLVUS) | 2,244.20   | 4,488.40 |
|                       |         | Special Order. 7-14 Business Days  |       |             |                                 |            |          |
|                       |         | PLEASE NOTE: -----<br>**** Please reference your quote number on all PO's ****<br>**** ALL PRICES ARE LISTED IN USD **** |       |             |                                 |            |          |
| Payment Type -<br>N/A |         |  |       |             | - Amount                        | Sub-Total: | 9,266.15 |
|                       |         |  |       |             |                                 | Shipping:  | 103.23   |
|                       |         |  |       |             |                                 | Total:     | 9,369.38 |

Customer Copy

Page 2 of 2

BNH\_quote





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## QUOTE CONFIRMATION

CORY LUBA,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

[Convert Quote to Order](#)

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL       |
|---------|------------|-----------------|------------|-------------------|
| PSLL711 | 1/8/2026   | SYNOLOGY NVR    | 25003462   | <b>\$1,579.20</b> |

| QUOTE DETAILS   |     |         |            |            |
|---|-----|---------|------------|------------|
| ITEM  | QTY | CDW#    | UNIT PRICE | EXT. PRICE |
| <a href="#">Synology Disk Station DS425+ - NAS server</a><br>Mfg. Part#: DS425+<br>Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)                         | 1   | 8427724 | \$578.52   | \$578.52   |
| <a href="#">Synology Plus Series HAT3300 - hard drive - 6 TB - SATA 6Gb s</a><br>Mfg. Part#: HAT3300-6T<br>Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01) | 3   | 7535865 | \$209.08   | \$627.24   |
| <a href="#">SYNOLOGY CLP4-E VIRTUAL LIC</a><br>Mfg. Part#: CLP4-E<br>Electronic distribution - NO MEDIA<br>Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01) | 2   | 8535083 | \$186.72   | \$373.44   |

**SUBTOTAL** \$1,579.20

**SHIPPING** \$0.00

**SALES TAX** \$0.00

**GRAND TOTAL** **\$1,579.20**

| PURCHASER BILLING INFO   | DELIVER TO  |
|--|---|
| <b>Billing Address:</b><br>TOWN OF STERLING<br>ACCTS PAYABLE<br>1183 PLAINFIELD PIKE<br>ONECO, CT 06373-<br><b>Phone:</b> (860) 564-2728<br><b>Payment Terms:</b> Net 30 Days-Govt State/Local | <b>Shipping Address:</b><br>TOWN OF STERLING<br>CORY LUBA<br>1183 PLAINFIELD PIKE<br>ONECO, CT 06373-<br><b>Phone:</b> (860) 564-2728<br><b>Shipping Method:</b> DROP SHIP-GROUND |
| <b>Please remit payments to:</b>   |   |



## Sales Contact Info

**Ramon Vargas** | (855) 822-1394 | [ramon.vargas@cdwg.com](mailto:ramon.vargas@cdwg.com)

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**BOS 12/31/2025-1/15/2026****FY25-26 Vouchers**

| <b>Voucher #</b> | <b>Date</b> | <b>Fund</b> | <b>Amount</b>       | <b>Purpose</b>      |
|------------------|-------------|-------------|---------------------|---------------------|
| 1273             | 1/6/2026    | General     | \$16,995.08         | Town Weekly Payroll |
| 1274             | 1/9/2026    | General     | \$197.21            | ADP                 |
| 1278             | 1/7/2026    | Sewer       | \$380.72            | Eversource          |
| 1279             | 1/7/2026    | Incubator   | \$260.00            | Impact Fire         |
| 1280             | 1/7/2026    | Water       | \$1,683.44          | Eversource          |
| 1281             | 1/7/2026    | Library     | \$438.65            | See attached        |
| 1282             | 1/7/2026    | General     | \$113,813.59        | See attached        |
| 1283             | 1/13/2026   | General     | \$3,171.53          | Library Payroll     |
| 1284             | 1/13/2026   | General     | \$15,947.81         | Town Weekly Payroll |
| 1285             | 1/16/2026   | General     | \$152.66            | ADP                 |
| 1289             | 1/8/2026    | Water       | \$166.70            | Breezeline          |
| 1290             | 1/12/2026   | General     | \$194.63            | Breezeline          |
| 1291             | 1/14/2026   | Water       | \$4,184.87          | Whitewater          |
| 1292             | 1/14/2026   | Library     | \$629.79            | See attached        |
| 1293             | 1/14/2026   | General     | \$25,475.63         | See attached        |
| <b>Total:</b>    |             |             | <b>\$183,692.31</b> |                     |

## Town of Sterling

### Voucher Supplement Account Summary

Voucher Batch Number: 1281

01/07/2026

Fiscal Year: 2025-2026

| Vendor Remit Name | Vendor # | Account                                 | Description                         | Amount   |
|-------------------|----------|---|-------------------------------------|----------|
| Modern Marketing  |          | 019.5.00.00.4501.56400<br>Check #: 1399 | Library-Books, Periodicals & Videos | \$235.71 |
|                   |          |   | Vendor Total:                       | \$235.71 |
| Penworthy         |          | 019.5.00.00.4501.56400<br>Check #: 1400 | Library-Books, Periodicals & Videos | \$202.94 |
|                   |          |   | Vendor Total:                       | \$202.94 |
|                   |          |   | Grand Total:                        | \$438.65 |

End of Report

## Town of Sterling

### Voucher Supplement Account Summary

Voucher Batch Number: 1282

01/07/2026

Fiscal Year: 2025-2026

| Vendor Remit Name                      | Vendor # | Account   | Description                               | Amount     |
|--|----------|---|---|------------|
| Actionair Systems, Inc.                |          | 001.5.01.41.4184.54300<br><b>Check #: 55207</b> | Town Hall-Heat & Air Conditioner Repairs  | \$2,307.20 |
|  |          |   | Vendor Total:                             | \$2,307.20 |
| Adam M. Brais                          |          | 001.4.00.00.0000.41110<br><b>Check #: 55208</b> | Current Taxes                             | \$41.54    |
|  |          |   | Vendor Total:                             | \$41.54    |
| CAAO                                   |          | 001.5.01.41.4131.53010<br><b>Check #: 55209</b> | Assessor-Professional Affiliations        | \$90.00    |
|  |          |   | Vendor Total:                             | \$90.00    |
| CF Lessee K5 LLC                       |          | 001.5.01.41.4184.56220<br><b>Check #: 55210</b> | Town Hall-Electricity                     | \$426.24   |
|  |          |   | Vendor Total:                             | \$426.24   |
| Clean Restroom Rentals Inc.            |          | 001.5.01.45.4503.54102<br><b>Check #: 55211</b> | Recreation-Portable Toilets               | \$146.00   |
|  |          | 001.5.01.45.4505.54102<br><b>Check #: 55211</b> | Recreation-Portable Toilets               | \$146.00   |
|  |          |   | Vendor Total:                             | \$292.00   |
| CWPM, LLC                              |          | 001.5.01.45.4505.54101<br><b>Check #: 55212</b> | Recreation-Parks & Grounds-Refuse Removal | \$104.50   |
|  |          |   | Vendor Total:                             | \$104.50   |
| Dept-Energy & Environmental Protection |          | 001.4.00.00.0000.44103<br><b>Check #: 55213</b> | Zoning and Subdivision Fees               | \$232.00   |
|  |          | 001.4.00.00.0000.44106<br><b>Check #: 55213</b> | Wetlands Fees                             | \$0.00     |

# Town of Sterling

## Voucher Supplement Account Summary

Voucher Batch Number: 1282

01/07/2026

Fiscal Year: 2025-2026

| Vendor Remit Name               | Vendor # | Account   | Description  | Amount      |
|---------------------------------|----------|---|--|-------------|
|                                 |          | 001.4.00.00.0000.44210<br><b>Check #: 55213</b> | Excavation Permits                                 | \$0.00      |
|                                 |          |   | Vendor Total:                                      | \$232.00    |
| Doris Desjardins                | Dor0119  | 001.5.02.43.4307.56248<br><b>Check #: 55214</b> | Snow & Ice Removal–Sand                            | \$3,240.00  |
|                                 |          |   | Vendor Total:                                      | \$3,240.00  |
| Dorsey Landscaping & Stonewalls |          | 001.5.02.43.4307.53400<br><b>Check #: 55215</b> | Snow & Ice Removal–Contractual, Temp & Occastional | \$20,340.00 |
|                                 |          |   | Vendor Total:                                      | \$20,340.00 |
| Econo Signs, LLC.               | Eco0127  | 001.5.02.43.4303.56290<br><b>Check #: 55216</b> | Highway & Streets–Traffic Control Signs            | \$108.28    |
|                                 |          |   | Vendor Total:                                      | \$108.28    |
| Equipment Specialists           |          | 001.5.02.43.4313.56010<br><b>Check #: 55217</b> | Hwy Equip. Maintenance–Equip Maintenance Supplies  | \$359.15    |
|                                 |          |   | Vendor Total:                                      | \$359.15    |
| Eversource                      | Eve0136  | 001.5.01.41.4184.56220<br><b>Check #: 55218</b> | Town Hall–Electricity                              | \$3,251.24  |
|                                 |          | 001.5.02.43.4303.56220<br><b>Check #: 55218</b> | Highway & Streets–Electricity                      | \$236.56    |
|                                 |          | 001.5.02.43.4397.56220<br><b>Check #: 55218</b> | Highway Garage–Electricity                         | \$281.19    |
|                                 |          |   | Vendor Total:                                      | \$3,768.99  |
| Gannett New England LocaliQ     |          | 001.5.01.41.4117.55400<br><b>Check #: 55219</b> | Administration–Advertising and Legal Notices       | \$1,035.48  |
|                                 |          |   | Vendor Total:                                      | \$1,035.48  |



# Town of Sterling

## Voucher Supplement Account Summary

Voucher Batch Number: 1282

01/07/2026

Fiscal Year: 2025-2026

| Vendor Remit Name                   | Vendor # | Account   | Description                               | Amount     |
|-------------------------------------|----------|---|---|------------|
| Gary Smith                          |          | 001.4.00.00.0000.41110<br><b>Check #: 55220</b> | Current Tax<br>es                         | \$52.62    |
|                                     |          |   | Vendor Total:                             | \$52.62    |
| James R Creamer Jr                  |          | 001.4.00.00.0000.41110<br><b>Check #: 55221</b> | Current Tax<br>es                         | \$206.10   |
|                                     |          |   | Vendor Total:                             | \$206.10   |
| Mary Silvestri                      | Mar0237  | 001.5.01.45.4503.53901<br><b>Check #: 55222</b> | Recreation–Recreation Programs            | \$240.00   |
|                                     |          |   | Vendor Total:                             | \$240.00   |
| Matthew R Camodeo                   |          | 001.4.00.00.0000.41110<br><b>Check #: 55223</b> | Current Tax<br>es                         | \$24.75    |
|                                     |          |   | Vendor Total:                             | \$24.75    |
| Microbac Laboratories, Inc.         | Mic0248  | 001.5.01.41.4184.53400<br><b>Check #: 55224</b> | Town Hall–Contractual–Water Testing/Qtrly | \$212.75   |
|                                     |          |   | Vendor Total:                             | \$212.75   |
| Northeastern Council of Governments | Nor0270  | 001.5.01.42.4207.53900<br><b>Check #: 55225</b> | Medical Intercept Program                 | \$964.00   |
|                                     |          |   | Vendor Total:                             | \$964.00   |
| Plainfield-Killingly Probate Court  | Pla0292  | 001.5.01.41.4161.53010<br><b>Check #: 55226</b> | Probate–Professional Affiliations         | \$1,931.58 |
|                                     |          |   | Vendor Total:                             | \$1,931.58 |
| Point Software                      |          | 001.4.00.00.0000.42201<br><b>Check #: 55227</b> | Building Permits                          | \$230.00   |

## Town of Sterling

### Voucher Supplement Account Summary

Voucher Batch Number: 1282

01/07/2026

Fiscal Year: 2025-2026

| Vendor Remit Name                | Vendor # | Account   | Description                       | Amount      |
|----------------------------------|----------|---|-----------------------------------|-------------|
| Vendor Total:                    |          |   |                                   | \$230.00    |
| Quality Data Service, Inc.       | Qua0298  | 001.5.01.41.4135.53510<br><b>Check #: 55228</b> | Revenue Collector-Data Processing | \$824.16    |
| Vendor Total:                    |          |   |                                   | \$824.16    |
| Russell Bonner                   |          | 001.5.01.41.4184.54301<br><b>Check #: 55229</b> | Town Hall-Building Maintenance    | \$175.00    |
| Vendor Total:                    |          |   |                                   | \$175.00    |
| State of Connecticut             |          | 001.4.00.00.0000.42251<br><b>Check #: 55230</b> | Marriage Licenses                 | \$340.00    |
| Vendor Total:                    |          |   |                                   | \$340.00    |
| State of Connecticut-DAS         | Sta0359  | 001.4.00.00.0000.42201<br><b>Check #: 55231</b> | Building Permits                  | \$573.25    |
| Vendor Total:                    |          |   |                                   | \$573.25    |
| State of Connecticut-DEEP        |          | 001.4.00.00.0000.42241<br><b>Check #: 55232</b> | Sport Licenses                    | \$40.00     |
| Vendor Total:                    |          |   |                                   | \$40.00     |
| Sterling Community School        | Ste0367  | 001.5.01.41.4185.53300<br><b>Check #: 55233</b> | Central Supplies-IT Service       | \$16,147.50 |
| Vendor Total:                    |          |   |                                   | \$16,147.50 |
| Towne Engineering, Inc.          | Tow0403  | 001.5.01.43.4305.53010<br><b>Check #: 55234</b> | Engineering                       | \$2,822.50  |
| Vendor Total:                    |          |   |                                   | \$2,822.50  |
| Treasurer, State of Connecticut. |          |   |                                   |             |

## Town of Sterling

### Voucher Supplement Account Summary

Voucher Batch Number: 1282

01/07/2026

Fiscal Year: 2025-2026

| Vendor Remit Name                      | Vendor # | Account   | Description                       | Amount       |
|--|----------|---|-----------------------------------|--------------|
|  |          | 001.4.00.00.0000.42252<br><b>Check #: 55235</b> | Community Investment              | \$1,800.00   |
|  |          | 001.4.00.00.0000.42253<br><b>Check #: 55235</b> | MERS                              | \$1,178.00   |
|  |          |   | Vendor Total:                     | \$2,978.00   |
| Treasurer, State of Connecticut..      |          | 001.4.00.00.0000.42254<br><b>Check #: 55236</b> | Historic Preservation             | \$320.00     |
|  |          |   | Vendor Total:                     | \$320.00     |
| Tyche Planning & Policy Group, LLC     |          | 001.5.01.41.4151.53400<br><b>Check #: 55237</b> | Land Use-Contractual-Town Planner | \$2,000.00   |
|  |          |   | Vendor Total:                     | \$2,000.00   |
| Venture Communications & Security LLC. | Ven0424  | 001.5.01.41.4184.54302<br><b>Check #: 55238</b> | Town Hall-Fire/Security Service   | \$1,280.00   |
|  |          |   | Vendor Total:                     | \$1,280.00   |
| Voluntown/Sterling Transfer Station    |          | 001.5.01.43.4317.55010<br><b>Check #: 55239</b> | Transfer Station                  | \$50,106.00  |
|  |          |   | Vendor Total:                     | \$50,106.00  |
|  |          |   | Grand Total:                      | \$113,813.59 |

End of Report

# Town of Sterling

## BOS Budget to Actual FYE26

From Date: 7/1/2025

To Date: 1/31/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

☐ Include All Encumbrances

| Account Number         | Description                          | GL Budget    | Range To Date | YTD         | Balance      | Encumbrance | Budget Balance | % Bud    |
|------------------------|--------------------------------------|--------------|---------------|-------------|--------------|-------------|----------------|----------|
| 001.5.01.41.4103.51625 | BOF-Recording Secretary              | \$2,000.00   | \$500.00      | \$500.00    | \$1,500.00   | \$700.00    | \$800.00       | 40.00%   |
| 001.5.01.41.4103.53400 | BOF-Fixed Asset Services             | \$4,500.00   | \$0.00        | \$0.00      | \$4,500.00   | \$0.00      | \$4,500.00     | 100.00%  |
| 001.5.01.41.4103.53410 | BOF-General Government Audit         | \$48,000.00  | \$0.00        | \$0.00      | \$48,000.00  | \$48,000.00 | \$0.00         | 0.00%    |
| 001.5.01.41.4103.55400 | BOF-Advertising and Legal Noti       | \$3,000.00   | \$0.00        | \$0.00      | \$3,000.00   | \$0.00      | \$3,000.00     | 100.00%  |
| 001.5.01.41.4103.58002 | BOF-Referendum Expenses              | \$2,200.00   | \$0.00        | \$0.00      | \$2,200.00   | \$0.00      | \$2,200.00     | 100.00%  |
|                        | Department: Board of Finance - 4103  | \$59,700.00  | \$500.00      | \$500.00    | \$59,200.00  | \$48,700.00 | \$10,500.00    | 17.59%   |
| 001.5.01.41.4111.51620 | BOS-Salary                           | \$76,143.00  | \$40,307.58   | \$40,307.58 | \$35,835.42  | \$35,456.06 | \$379.36       | 0.50%    |
| 001.5.01.41.4111.51625 | BOS-Recording Secretary              | \$600.00     | \$207.12      | \$207.12    | \$392.88     | \$392.88    | \$0.00         | 0.00%    |
| 001.5.01.41.4111.53010 | BOS-Professional Affiliations        | \$8,000.00   | \$5,092.72    | \$5,092.72  | \$2,907.28   | \$0.00      | \$2,907.28     | 36.34%   |
| 001.5.01.41.4111.53200 | BOS-Meetings                         | \$0.00       | \$0.00        | \$0.00      | \$0.00       | \$20.00     | (\$20.00)      | 0.00%    |
|                        | Department: Selectmen - 4111         | \$84,743.00  | \$45,607.42   | \$45,607.42 | \$39,135.58  | \$35,868.94 | \$3,266.64     | 3.85%    |
| 001.5.01.41.4117.51610 | Administration-Regular Payroll       | \$67,860.00  | \$25,607.51   | \$25,607.51 | \$42,252.49  | \$42,252.49 | \$0.00         | 0.00%    |
| 001.5.01.41.4117.51620 | Administration-Part Times Wage       | \$0.00       | \$1,953.44    | \$1,953.44  | (\$1,953.44) | \$1,549.28  | (\$3,502.72)   | 0.00%    |
| 001.5.01.41.4117.53010 | Administration-Professional Af       | \$0.00       | \$2,130.00    | \$2,130.00  | (\$2,130.00) | \$0.00      | (\$2,130.00)   | 0.00%    |
| 001.5.01.41.4117.53400 | Administration-Payroll Service       | \$9,100.00   | \$3,236.79    | \$3,236.79  | \$5,863.21   | \$3,998.60  | \$1,864.61     | 20.49%   |
| 001.5.01.41.4117.53510 | Administration-Bookkeeping Upd       | \$10,000.00  | \$0.00        | \$0.00      | \$10,000.00  | \$10,000.00 | \$0.00         | 0.00%    |
| 001.5.01.41.4117.55400 | Administration-Advertising and       | \$2,000.00   | \$4,065.21    | \$4,065.21  | (\$2,065.21) | \$0.00      | (\$2,065.21)   | -103.26% |
| 001.5.01.41.4117.55500 | Administration-Printing and Pu       | \$0.00       | \$671.64      | \$671.64    | (\$671.64)   | \$0.00      | (\$671.64)     | 0.00%    |
| 001.5.01.41.4117.55800 | Administration-Mileage               | \$8,500.00   | \$3,359.44    | \$3,359.44  | \$5,140.56   | \$5,140.56  | \$0.00         | 0.00%    |
|                        | Department: Administration - 4117    | \$97,460.00  | \$41,024.03   | \$41,024.03 | \$56,435.97  | \$62,940.93 | (\$6,504.96)   | -6.67%   |
| 001.5.01.41.4131.51610 | Assessor-Regular Payroll             | \$67,588.00  | \$36,393.28   | \$36,393.28 | \$31,194.72  | \$31,194.72 | \$0.00         | 0.00%    |
| 001.5.01.41.4131.53010 | Assessor-Professional Affiliat       | \$550.00     | \$410.00      | \$410.00    | \$140.00     | \$25.00     | \$115.00       | 20.91%   |
| 001.5.01.41.4131.53200 | Assessor-Meetings                    | \$700.00     | \$300.00      | \$300.00    | \$400.00     | \$0.00      | \$400.00       | 57.14%   |
| 001.5.01.41.4131.53510 | Assessor-Data Processing             | \$25,000.00  | \$21,290.24   | \$21,290.24 | \$3,709.76   | \$0.00      | \$3,709.76     | 14.84%   |
| 001.5.01.41.4131.53520 | Assessor-Mapping-GIS Updates         | \$10,000.00  | \$4,300.00    | \$4,300.00  | \$5,700.00   | \$5,700.00  | \$0.00         | 0.00%    |
| 001.5.01.41.4131.55400 | Assessor-Advertising and Legal       | \$250.00     | \$1,289.76    | \$1,289.76  | (\$1,039.76) | \$0.00      | (\$1,039.76)   | -415.90% |
| 001.5.01.41.4131.55800 | Assessor-Mileage                     | \$300.00     | \$0.00        | \$0.00      | \$300.00     | \$300.00    | \$0.00         | 0.00%    |
| 001.5.01.41.4131.56400 | Assessor-Books and Periodicals       | \$2,100.00   | \$0.00        | \$0.00      | \$2,100.00   | \$0.00      | \$2,100.00     | 100.00%  |
|                        | Department: Assessor - 4131          | \$106,488.00 | \$63,983.28   | \$63,983.28 | \$42,504.72  | \$37,219.72 | \$5,285.00     | 4.96%    |
| 001.5.01.41.4135.51610 | Revenue Collector-Regular Payr       | \$49,200.00  | \$26,601.36   | \$26,601.36 | \$22,598.64  | \$22,598.64 | \$0.00         | 0.00%    |
| 001.5.01.41.4135.51620 | Revenue Collector-Part Times W       | \$12,000.00  | \$8,087.50    | \$8,087.50  | \$3,912.50   | \$2,312.50  | \$1,600.00     | 13.33%   |
| 001.5.01.41.4135.53010 | Revenue Collector-Professional       | \$150.00     | \$20.00       | \$20.00     | \$130.00     | \$0.00      | \$130.00       | 86.67%   |
| 001.5.01.41.4135.53200 | Revenue Collector-Meetings           | \$100.00     | \$60.00       | \$60.00     | \$40.00      | \$0.00      | \$40.00        | 40.00%   |
| 001.5.01.41.4135.53220 | Revenue Collector-Professional       | \$1,620.00   | \$350.00      | \$350.00    | \$1,270.00   | \$0.00      | \$1,270.00     | 78.40%   |
| 001.5.01.41.4135.53510 | Revenue Collector-Data Process       | \$13,260.00  | \$10,673.69   | \$10,673.69 | \$2,586.31   | \$5,675.84  | (\$3,089.53)   | -23.30%  |
| 001.5.01.41.4135.53900 | Revenue Collector-Motor Vehicl       | \$250.00     | \$0.00        | \$0.00      | \$250.00     | \$0.00      | \$250.00       | 100.00%  |
| 001.5.01.41.4135.55400 | Revenue Collector-Advertising        | \$3,300.00   | \$0.00        | \$0.00      | \$3,300.00   | \$0.00      | \$3,300.00     | 100.00%  |
| 001.5.01.41.4135.55800 | Revenue Collector-Mileage            | \$2,700.00   | \$698.60      | \$698.60    | \$2,001.40   | \$2,001.40  | \$0.00         | 0.00%    |
|                        | Department: Revenue Collector - 4135 | \$82,580.00  | \$46,491.15   | \$46,491.15 | \$36,088.85  | \$32,588.38 | \$3,500.47     | 4.24%    |
| 001.5.01.41.4137.51610 | Treasurer-Wages                      | \$56,238.00  | \$43,313.00   | \$43,313.00 | \$12,925.00  | \$25,725.00 | (\$12,800.00)  | -22.76%  |
| 001.5.01.41.4137.55800 | Treasurer-Mileage                    | \$600.00     | \$249.50      | \$249.50    | \$350.50     | \$350.50    | \$0.00         | 0.00%    |
| 001.5.01.41.4137.58100 | Treasurer-Bank Fees                  | \$0.00       | \$12.00       | \$12.00     | (\$12.00)    | \$0.00      | (\$12.00)      | 0.00%    |
|                        | Department: Treasurer - 4137         | \$56,838.00  | \$43,574.50   | \$43,574.50 | \$13,263.50  | \$26,075.50 | (\$12,812.00)  | -22.54%  |
| 001.5.01.41.4139.53020 | Legal-Town Attorney                  | \$20,000.00  | \$29,394.83   | \$29,394.83 | (\$9,394.83) | \$0.00      | (\$9,394.83)   | -46.97%  |
|                        | Department: Legal - 4139             | \$20,000.00  | \$29,394.83   | \$29,394.83 | (\$9,394.83) | \$0.00      | (\$9,394.83)   | -46.97%  |

# Town of Sterling

## BOS Budget to Actual FYE26

From Date: 7/1/2025

To Date: 1/31/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

☐ Include All Encumbrances

| Account Number         | Description                             | GL Budget   | Range To Date | YTD         | Balance      | Encumbrance | Budget Balance | % Bud    |
|------------------------|---|-------------|---------------|-------------|--------------|-------------|----------------|----------|
| 001.5.01.41.4147.51610 | Town Clerk-Regular Payroll              | \$55,451.00 | \$29,944.45   | \$29,944.45 | \$25,506.55  | \$25,506.55 | \$0.00         | 0.00%    |
| 001.5.01.41.4147.51620 | Town Clerk-Part Times Wages             | \$12,000.00 | \$8,746.19    | \$8,746.19  | \$3,253.81   | \$3,253.81  | \$0.00         | 0.00%    |
| 001.5.01.41.4147.53010 | Town Clerk-Professional Affili          | \$450.00    | \$185.00      | \$185.00    | \$265.00     | \$0.00      | \$265.00       | 58.89%   |
| 001.5.01.41.4147.53200 | Town Clerk-Meetings                     | \$0.00      | \$520.00      | \$520.00    | (\$520.00)   | \$0.00      | (\$520.00)     | 0.00%    |
| 001.5.01.41.4147.53220 | Town Clerk-Professional Develo          | \$2,500.00  | \$295.00      | \$295.00    | \$2,205.00   | \$0.00      | \$2,205.00     | 88.20%   |
| 001.5.01.41.4147.53400 | Town Clerk-Historic Preservati          | \$5,500.00  | \$913.00      | \$913.00    | \$4,587.00   | \$0.00      | \$4,587.00     | 83.40%   |
| 001.5.01.41.4147.53510 | Town Clerk-Data Processing              | \$16,500.00 | \$9,542.81    | \$9,542.81  | \$6,957.19   | \$10,332.00 | (\$3,374.81)   | -20.45%  |
| 001.5.01.41.4147.55400 | Town Clerk-Advertising and Leg          | \$550.00    | \$2,702.78    | \$2,702.78  | (\$2,152.78) | \$0.00      | (\$2,152.78)   | -391.41% |
| 001.5.01.41.4147.55800 | Town Clerk-Mileage                      | \$350.00    | \$154.28      | \$154.28    | \$195.72     | \$195.72    | \$0.00         | 0.00%    |
| 001.5.01.41.4147.56400 | Town Clerk-Books & Vitals               | \$150.00    | \$0.00        | \$0.00      | \$150.00     | \$0.00      | \$150.00       | 100.00%  |
| 001.5.01.41.4147.56900 | Town Clerk-Dog Licenses                 | \$125.00    | \$0.00        | \$0.00      | \$125.00     | \$35.00     | \$90.00        | 72.00%   |
| 001.5.01.41.4147.58100 | Town Clerk-State Dog Report             | \$2,000.00  | \$1,626.50    | \$1,626.50  | \$373.50     | \$0.00      | \$373.50       | 18.68%   |
|                        | Department: Town Clerk - 4147           | \$95,576.00 | \$54,630.01   | \$54,630.01 | \$40,945.99  | \$39,323.08 | \$1,622.91     | 1.70%    |
| 001.5.01.41.4149.51620 | Elections-Part Times Wages              | \$38,362.00 | \$22,034.40   | \$22,034.40 | \$16,327.60  | \$20,461.60 | (\$4,134.00)   | -10.78%  |
| 001.5.01.41.4149.53010 | Elections-Professional Affilia          | \$220.00    | \$565.00      | \$565.00    | (\$345.00)   | \$170.00    | (\$515.00)     | -234.09% |
| 001.5.01.41.4149.53220 | Elections-Professional Develop          | \$1,000.00  | \$0.00        | \$0.00      | \$1,000.00   | \$0.00      | \$1,000.00     | 100.00%  |
| 001.5.01.41.4149.54300 | Elections-Equipment Maintenanc          | \$5,987.00  | \$2,641.00    | \$2,641.00  | \$3,346.00   | \$0.00      | \$3,346.00     | 55.89%   |
| 001.5.01.41.4149.55400 | Elections-Advertising and Lega          | \$3,205.00  | \$434.00      | \$434.00    | \$2,771.00   | \$0.00      | \$2,771.00     | 86.46%   |
| 001.5.01.41.4149.55500 | Elections-Printing & Publicati          | \$4,550.00  | \$902.50      | \$902.50    | \$3,647.50   | \$0.00      | \$3,647.50     | 80.16%   |
| 001.5.01.41.4149.55800 | Elections-Mileage                       | \$250.00    | \$0.00        | \$0.00      | \$250.00     | \$0.00      | \$250.00       | 100.00%  |
| 001.5.01.41.4149.56010 | Elections-Office Supplies               | \$2,000.00  | \$30.85       | \$30.85     | \$1,969.15   | \$0.00      | \$1,969.15     | 98.46%   |
|                        | Department: Registrar of Voters - 4149  | \$55,574.00 | \$26,607.75   | \$26,607.75 | \$28,966.25  | \$20,631.60 | \$8,334.65     | 15.00%   |
| 001.5.01.41.4151.53400 | Land Use-Contractual-Town Plan          | \$46,500.00 | \$13,680.00   | \$13,680.00 | \$32,820.00  | \$6,000.00  | \$26,820.00    | 57.68%   |
|                        | Department: Land Use - 4151             | \$46,500.00 | \$13,680.00   | \$13,680.00 | \$32,820.00  | \$6,000.00  | \$26,820.00    | 57.68%   |
| 001.5.01.41.4153.51625 | Planning Dept.-Recording Secre          | \$2,700.00  | \$750.00      | \$750.00    | \$1,950.00   | \$2,450.00  | (\$500.00)     | -18.52%  |
| 001.5.01.41.4153.53020 | Planning Dept.-Legal Fees               | \$15,000.00 | \$0.00        | \$0.00      | \$15,000.00  | \$0.00      | \$15,000.00    | 100.00%  |
| 001.5.01.41.4153.53220 | Planning Dept.-Professional De          | \$200.00    | \$20.00       | \$20.00     | \$180.00     | \$0.00      | \$180.00       | 90.00%   |
| 001.5.01.41.4153.55400 | Planning Dept.-Advertising and          | \$3,000.00  | \$233.20      | \$233.20    | \$2,766.80   | \$0.00      | \$2,766.80     | 92.23%   |
|                        | Department: Planning - 4153             | \$20,900.00 | \$1,003.20    | \$1,003.20  | \$19,896.80  | \$2,450.00  | \$17,446.80    | 83.48%   |
| 001.5.01.41.4155.51625 | Zoning Bd Appeals-Recording Se          | \$500.00    | \$200.00      | \$200.00    | \$300.00     | \$1,000.00  | (\$700.00)     | -140.00% |
| 001.5.01.41.4155.53220 | Zoning Bd Appeals-Professional          | \$300.00    | \$0.00        | \$0.00      | \$300.00     | \$0.00      | \$300.00       | 100.00%  |
| 001.5.01.41.4155.55400 | Zoning Bd Appeals-Advertising           | \$1,500.00  | \$0.00        | \$0.00      | \$1,500.00   | \$0.00      | \$1,500.00     | 100.00%  |
|                        | Department: Zoning/Appeals Board - 4155 | \$2,300.00  | \$200.00      | \$200.00    | \$2,100.00   | \$1,000.00  | \$1,100.00     | 47.83%   |
| 001.5.01.41.4161.53010 | Probate-Professional Affiliati          | \$2,000.00  | \$1,931.58    | \$1,931.58  | \$68.42      | \$0.00      | \$68.42        | 3.42%    |
|                        | Department: Probate - 4161              | \$2,000.00  | \$1,931.58    | \$1,931.58  | \$68.42      | \$0.00      | \$68.42        | 3.42%    |
| 001.5.01.41.4163.51620 | Inland/Wetlands-Part Times Wag          | \$13,180.00 | \$6,448.59    | \$6,448.59  | \$6,731.41   | \$6,731.41  | \$0.00         | 0.00%    |
| 001.5.01.41.4163.51625 | Inland/Wetlands-Recording Secr          | \$1,200.00  | \$200.00      | \$200.00    | \$1,000.00   | \$1,000.00  | \$0.00         | 0.00%    |
| 001.5.01.41.4163.53010 | Inland/Wetlands-Professional A          | \$100.00    | \$0.00        | \$0.00      | \$100.00     | \$65.00     | \$35.00        | 35.00%   |
| 001.5.01.41.4163.53220 | Inland/Wetlands-Professional D          | \$300.00    | \$0.00        | \$0.00      | \$300.00     | \$0.00      | \$300.00       | 100.00%  |
| 001.5.01.41.4163.55400 | Inland/Wetlands-Advertising an          | \$1,500.00  | \$106.00      | \$106.00    | \$1,394.00   | \$0.00      | \$1,394.00     | 92.93%   |
|                        | Department: Inlands/Wetlands - 4163     | \$16,280.00 | \$6,754.59    | \$6,754.59  | \$9,525.41   | \$7,796.41  | \$1,729.00     | 10.62%   |
| 001.5.01.41.4173.51620 | Economic Development-Part Time          | \$12,000.00 | \$5,711.10    | \$5,711.10  | \$6,288.90   | \$6,040.30  | \$248.60       | 2.07%    |
| 001.5.01.41.4173.51625 | Economic Development-Recording          | \$600.00    | \$316.46      | \$316.46    | \$283.54     | \$1,132.14  | (\$848.60)     | -141.43% |

# Town of Sterling

## BOS Budget to Actual FYE26

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

From Date: 7/1/2025

To Date: 1/31/2026

☐ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

☐ Include All Encumbrances

| Account Number         | Description  | GL Budget    | Range To Date | YTD          | Balance       | Encumbrance  | Budget Balance | % Bud    |
|------------------------|--|--------------|---------------|--------------|---------------|--------------|----------------|----------|
| 001.5.01.41.4173.53200 | Economic Development-Meetings                      | \$200.00     | \$0.00        | \$0.00       | \$200.00      | \$0.00       | \$200.00       | 100.00%  |
|                        | Department: Econ. Dev. Economic Development - 4173 | \$12,800.00  | \$6,027.56    | \$6,027.56   | \$6,772.44    | \$7,172.44   | (\$400.00)     | -3.13%   |
| 001.5.01.41.4184.51620 | Town Hall-Part Time Payroll                        | \$10,900.00  | \$5,698.84    | \$5,698.84   | \$5,201.16    | \$5,201.16   | \$0.00         | 0.00%    |
| 001.5.01.41.4184.53400 | Town Hall-Contractual-Water Te                     | \$1,000.00   | \$425.50      | \$425.50     | \$574.50      | \$574.50     | \$0.00         | 0.00%    |
| 001.5.01.41.4184.54101 | Town Hall-Refuse Removal                           | \$2,000.00   | \$1,162.78    | \$1,162.78   | \$837.22      | \$0.00       | \$837.22       | 41.86%   |
| 001.5.01.41.4184.54300 | Town Hall-Heat & Air Condition                     | \$0.00       | \$2,307.20    | \$2,307.20   | (\$2,307.20)  | \$0.00       | (\$2,307.20)   | 0.00%    |
| 001.5.01.41.4184.54301 | Town Hall-Building Maintenance                     | \$15,000.00  | \$12,800.78   | \$12,800.78  | \$2,199.22    | \$0.00       | \$2,199.22     | 14.66%   |
| 001.5.01.41.4184.54302 | Town Hall-Fire/Security Servic                     | \$3,100.00   | \$2,967.40    | \$2,967.40   | \$132.60      | \$0.00       | \$132.60       | 4.28%    |
| 001.5.01.41.4184.56220 | Town Hall-Electricity                              | \$17,000.00  | \$11,209.67   | \$11,209.67  | \$5,790.33    | \$3,369.60   | \$2,420.73     | 14.24%   |
| 001.5.01.41.4184.56225 | Town Hall-Telephone, Internet                      | \$5,000.00   | \$983.46      | \$983.46     | \$4,016.54    | \$0.00       | \$4,016.54     | 80.33%   |
|                        | Department: Town Hall - 4184                       | \$54,000.00  | \$37,555.63   | \$37,555.63  | \$16,444.37   | \$9,145.26   | \$7,299.11     | 13.52%   |
| 001.5.01.41.4185.53300 | Central Supplies-IT Service                        | \$30,000.00  | \$62,513.44   | \$62,513.44  | (\$32,513.44) | \$0.00       | (\$32,513.44)  | -108.38% |
| 001.5.01.41.4185.53900 | Central Supplies-Equipment Ren                     | \$5,200.00   | \$3,325.13    | \$3,325.13   | \$1,874.87    | \$1,874.87   | \$0.00         | 0.00%    |
| 001.5.01.41.4185.55301 | Central Supplies-Postage                           | \$7,000.00   | \$2,497.17    | \$2,497.17   | \$4,502.83    | \$1,673.88   | \$2,828.95     | 40.41%   |
| 001.5.01.41.4185.56010 | Central Supplies-Office Suppli                     | \$16,000.00  | \$9,520.96    | \$9,520.96   | \$6,479.04    | \$351.52     | \$6,127.52     | 38.30%   |
| 001.5.01.41.4185.56500 | Central Supplies-Office Equipm                     | \$2,000.00   | \$4,760.91    | \$4,760.91   | (\$2,760.91)  | \$151.71     | (\$2,912.62)   | -145.63% |
|                        | Department: Central Supplies & Services - 4185     | \$60,200.00  | \$82,617.61   | \$82,617.61  | (\$22,417.61) | \$4,051.98   | (\$26,469.59)  | -43.97%  |
| 001.5.01.41.4199.51620 | Bd Assessment Appeals-Part Tim                     | \$900.00     | \$0.00        | \$0.00       | \$900.00      | \$0.00       | \$900.00       | 100.00%  |
| 001.5.01.41.4199.55400 | Bd Assessment Appeals-Advertis                     | \$300.00     | \$0.00        | \$0.00       | \$300.00      | \$0.00       | \$300.00       | 100.00%  |
|                        | Department: Board of Assessment Appeals - 4199     | \$1,200.00   | \$0.00        | \$0.00       | \$1,200.00    | \$0.00       | \$1,200.00     | 100.00%  |
|                        | Function: General Government - 41                  | \$875,139.00 | \$501,583.14  | \$501,583.14 | \$373,555.86  | \$340,964.24 | \$32,591.62    | 3.72%    |
| 001.5.01.42.4207.53900 | Medical Intercept Program                          | \$12,000.00  | \$6,354.00    | \$6,354.00   | \$5,646.00    | \$5,646.00   | \$0.00         | 0.00%    |
|                        | Department: EMS - 4207                             | \$12,000.00  | \$6,354.00    | \$6,354.00   | \$5,646.00    | \$5,646.00   | \$0.00         | 0.00%    |
| 001.5.01.42.4213.51620 | Building Dept.-Part Times Wage                     | \$22,000.00  | \$12,955.64   | \$12,955.64  | \$9,044.36    | \$9,044.36   | \$0.00         | 0.00%    |
| 001.5.01.42.4213.53010 | Building Dept.-Professional Af                     | \$250.00     | \$65.00       | \$65.00      | \$185.00      | \$0.00       | \$185.00       | 74.00%   |
| 001.5.01.42.4213.53220 | Building Dept.-Professional De                     | \$0.00       | \$25.00       | \$25.00      | (\$25.00)     | \$0.00       | (\$25.00)      | 0.00%    |
| 001.5.01.42.4213.55800 | Building Dept.-Mileage                             | \$2,080.00   | \$1,120.00    | \$1,120.00   | \$960.00      | \$960.00     | \$0.00         | 0.00%    |
|                        | Department: Building - 4213                        | \$24,330.00  | \$14,165.64   | \$14,165.64  | \$10,164.36   | \$10,004.36  | \$160.00       | 0.66%    |
| 001.5.01.42.4215.53010 | Animal Control                                     | \$20,000.00  | \$14,976.84   | \$14,976.84  | \$5,023.16    | \$0.00       | \$5,023.16     | 25.12%   |
|                        | Department: Animal control - 4215                  | \$20,000.00  | \$14,976.84   | \$14,976.84  | \$5,023.16    | \$0.00       | \$5,023.16     | 25.12%   |
| 001.5.01.42.4219.51620 | Fire Marshal-Part Times Wages                      | \$18,547.00  | \$9,094.74    | \$9,094.74   | \$9,452.26    | \$9,094.74   | \$357.52       | 1.93%    |
| 001.5.01.42.4219.53010 | Fire Marshal-Professional Affi                     | \$500.00     | \$239.29      | \$239.29     | \$260.71      | \$0.00       | \$260.71       | 52.14%   |
| 001.5.01.42.4219.53200 | Fire Marshal-Meetings                              | \$200.00     | \$0.00        | \$0.00       | \$200.00      | \$0.00       | \$200.00       | 100.00%  |
| 001.5.01.42.4219.53220 | Fire Marshal-Professional Deve                     | \$500.00     | \$0.00        | \$0.00       | \$500.00      | \$0.00       | \$500.00       | 100.00%  |
| 001.5.01.42.4219.55800 | Fire Marshal-Mileage                               | \$1,500.00   | \$0.00        | \$0.00       | \$1,500.00    | \$0.00       | \$1,500.00     | 100.00%  |
| 001.5.01.42.4219.56400 | Fire Marshal-Books                                 | \$500.00     | \$0.00        | \$0.00       | \$500.00      | \$0.00       | \$500.00       | 100.00%  |
| 001.5.01.42.4219.58269 | Fire Marshal-Awards                                | \$300.00     | \$200.00      | \$200.00     | \$100.00      | \$0.00       | \$100.00       | 33.33%   |
|                        | Department: Fire Marshal - 4219                    | \$22,047.00  | \$9,534.03    | \$9,534.03   | \$12,512.97   | \$9,094.74   | \$3,418.23     | 15.50%   |
| 001.5.01.42.4223.51620 | Civil Preparedness-Part Times                      | \$2,400.00   | \$2,400.01    | \$2,400.01   | (\$0.01)      | \$0.00       | (\$0.01)       | 0.00%    |
|                        | Department: Civil Preparedness - 4223              | \$2,400.00   | \$2,400.01    | \$2,400.01   | (\$0.01)      | \$0.00       | (\$0.01)       | 0.00%    |
|                        | Function: Public Safety - 42                       | \$80,777.00  | \$47,430.52   | \$47,430.52  | \$33,346.48   | \$24,745.10  | \$8,601.38     | 10.65%   |



# Town of Sterling

## BOS Budget to Actual FYE26

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

☐ Include All Encumbrances

From Date: 7/1/2025

To Date: 1/31/2026

| Account Number         | Description                            | GL Budget    | Range To Date | YTD          | Balance      | Encumbrance | Budget Balance | % Bud    |
|------------------------|--|--------------|---------------|--------------|--------------|-------------|----------------|----------|
| 001.5.01.43.4305.53010 | Engineering                            | \$40,000.00  | \$10,212.50   | \$10,212.50  | \$29,787.50  | \$21,787.50 | \$8,000.00     | 20.00%   |
|                        | Department: Engineering - 4305         | \$40,000.00  | \$10,212.50   | \$10,212.50  | \$29,787.50  | \$21,787.50 | \$8,000.00     | 20.00%   |
| 001.5.01.43.4317.55010 | Transfer Station                       | \$104,030.00 | \$100,212.01  | \$100,212.01 | \$3,817.99   | \$0.00      | \$3,817.99     | 3.67%    |
| 001.5.01.43.4317.55200 | Transfer Station-Insurance             | \$2,472.00   | \$0.00        | \$0.00       | \$2,472.00   | \$2,400.00  | \$72.00        | 2.91%    |
|                        | Department: Waste Collection - 4317    | \$106,502.00 | \$100,212.01  | \$100,212.01 | \$6,289.99   | \$2,400.00  | \$3,889.99     | 3.65%    |
| 001.5.01.43.4327.53400 | Care of Soldiers Graves                | \$6,800.00   | \$0.00        | \$0.00       | \$6,800.00   | \$0.00      | \$6,800.00     | 100.00%  |
| 001.5.01.43.4327.58263 | Cemetery Association                   | \$0.00       | \$4,460.00    | \$4,460.00   | (\$4,460.00) | \$3,600.00  | (\$8,060.00)   | 0.00%    |
|                        | Department: Cemetery - 4327            | \$6,800.00   | \$4,460.00    | \$4,460.00   | \$2,340.00   | \$3,600.00  | (\$1,260.00)   | -18.53%  |
|                        | Function: Public Works - 43            | \$153,302.00 | \$114,884.51  | \$114,884.51 | \$38,417.49  | \$27,787.50 | \$10,629.99    | 6.93%    |
| 001.5.01.44.4209.53900 | Ambulance Service                      | \$20,000.00  | \$22,090.00   | \$22,090.00  | (\$2,090.00) | \$0.00      | (\$2,090.00)   | -10.45%  |
|                        | Department: Ambulance - 4209           | \$20,000.00  | \$22,090.00   | \$22,090.00  | (\$2,090.00) | \$0.00      | (\$2,090.00)   | -10.45%  |
| 001.5.01.44.4401.58252 | Northeast District Department          | \$37,533.20  | \$37,533.20   | \$37,533.20  | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58253 | Day Kimball Homecare                   | \$1,000.00   | \$1,000.00    | \$1,000.00   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58254 | Quinebaug Valley Senior Citize         | \$1,000.00   | \$1,000.00    | \$1,000.00   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58255 | Quinebaug Valley Youth Service         | \$3,784.16   | \$3,784.16    | \$3,784.16   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58256 | United Services                        | \$2,683.50   | \$2,683.50    | \$2,683.50   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58257 | Eastern Ct. Conservation Agenc         | \$500.00     | \$500.00      | \$500.00     | \$0.00       | \$500.00    | (\$500.00)     | -100.00% |
| 001.5.01.44.4401.58258 | Community Kitchens                     | \$1,500.00   | \$1,500.00    | \$1,500.00   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58259 | Sexual Assault Crisis Center           | \$400.00     | \$400.00      | \$400.00     | \$0.00       | \$400.00    | (\$400.00)     | -100.00% |
| 001.5.01.44.4401.58261 | TVCCA                                  | \$3,166.00   | \$3,166.00    | \$3,166.00   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58262 | Last Green Valley                      | \$500.00     | \$500.00      | \$500.00     | \$0.00       | \$500.00    | (\$500.00)     | -100.00% |
| 001.5.01.44.4401.58263 | Access Agency                          | \$1,000.00   | \$1,000.00    | \$1,000.00   | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58265 | Agricultural Commission                | \$500.00     | \$500.00      | \$500.00     | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
| 001.5.01.44.4401.58266 | Sterling Family Day                    | \$500.00     | \$500.00      | \$500.00     | \$0.00       | \$0.00      | \$0.00         | 0.00%    |
|                        | Department: Public Health Admin - 4401 | \$54,066.86  | \$54,066.86   | \$54,066.86  | \$0.00       | \$1,400.00  | (\$1,400.00)   | -2.59%   |
|                        | Function: Health & Welfare - 44        | \$74,066.86  | \$76,156.86   | \$76,156.86  | (\$2,090.00) | \$1,400.00  | (\$3,490.00)   | -4.71%   |
| 001.5.01.45.4503.51610 | Recreation-Regular Payroll             | \$47,513.00  | \$17,360.49   | \$17,360.49  | \$30,152.51  | \$30,152.51 | \$0.00         | 0.00%    |
| 001.5.01.45.4503.51620 | Recreation-Part Times Wages            | \$120,715.00 | \$82,131.20   | \$82,131.20  | \$38,583.80  | \$38,691.05 | (\$107.25)     | -0.09%   |
| 001.5.01.45.4503.53010 | Recreation-Professional Affili         | \$300.00     | \$0.00        | \$0.00       | \$300.00     | \$0.00      | \$300.00       | 100.00%  |
| 001.5.01.45.4503.53901 | Recreation-Recreation Programs         | \$17,600.00  | \$13,135.78   | \$13,135.78  | \$4,464.22   | \$0.00      | \$4,464.22     | 25.36%   |
| 001.5.01.45.4503.54102 | Recreation-Portable Toilets            | \$3,600.00   | \$1,293.00    | \$1,293.00   | \$2,307.00   | \$692.00    | \$1,615.00     | 44.86%   |
| 001.5.01.45.4503.54303 | Recreation-Grounds Facilities          | \$0.00       | \$70.65       | \$70.65      | (\$70.65)    | \$0.00      | (\$70.65)      | 0.00%    |
| 001.5.01.45.4503.55400 | Recreation-Advertising & Legal         | \$750.00     | \$0.00        | \$0.00       | \$750.00     | \$0.00      | \$750.00       | 100.00%  |
| 001.5.01.45.4503.55800 | Recreation-Mileage                     | \$650.00     | \$0.00        | \$0.00       | \$650.00     | \$650.00    | \$0.00         | 0.00%    |
| 001.5.01.45.4503.56010 | Recreation-Supplies Offices            | \$1,000.00   | \$165.35      | \$165.35     | \$834.65     | \$0.00      | \$834.65       | 83.47%   |
| 001.5.01.45.4503.56100 | Recreation-Sports Supplies             | \$1,000.00   | \$0.00        | \$0.00       | \$1,000.00   | \$0.00      | \$1,000.00     | 100.00%  |
| 001.5.01.45.4503.56260 | Recreation-Gasoline                    | \$1,000.00   | \$67.10       | \$67.10      | \$932.90     | \$0.00      | \$932.90       | 93.29%   |
|                        | Department: Recreation - 4503          | \$194,128.00 | \$114,223.57  | \$114,223.57 | \$79,904.43  | \$70,185.56 | \$9,718.87     | 5.01%    |
| 001.5.01.45.4505.54101 | Recreaton-Parks & Grounds-Refu         | \$700.00     | \$686.21      | \$686.21     | \$13.79      | \$0.00      | \$13.79        | 1.97%    |
| 001.5.01.45.4505.54102 | Recreation-Portable Toilets            | \$3,600.00   | \$958.00      | \$958.00     | \$2,642.00   | \$442.00    | \$2,200.00     | 61.11%   |
| 001.5.01.45.4505.54303 | Recreation-Grounds Maintenance         | \$2,300.00   | \$417.00      | \$417.00     | \$1,883.00   | \$0.00      | \$1,883.00     | 81.87%   |
| 001.5.01.45.4505.56260 | Recreation-Parks & Grounds-Gas         | \$500.00     | \$90.34       | \$90.34      | \$409.66     | \$0.00      | \$409.66       | 81.93%   |
|                        | Department: Parks - 4505               | \$7,100.00   | \$2,151.55    | \$2,151.55   | \$4,948.45   | \$442.00    | \$4,506.45     | 63.47%   |

# Town of Sterling

## BOS Budget to Actual FYE26

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

From Date: 7/1/2025

To Date: 1/31/2026

☐ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

☐ Include All Encumbrances

| Account Number         | Description                              | GL Budget    | Range To Date | YTD          | Balance       | Encumbrance  | Budget Balance | % Bud    |
|------------------------|--|--------------|---------------|--------------|---------------|--------------|----------------|----------|
| 001.5.01.45.4599.55600 | Memorial & Veterans Day                  | \$1,100.00   | \$0.00        | \$0.00       | \$1,100.00    | \$0.00       | \$1,100.00     | 100.00%  |
|                        | Department: Other Culture and Rec - 4599 | \$1,100.00   | \$0.00        | \$0.00       | \$1,100.00    | \$0.00       | \$1,100.00     | 100.00%  |
|                        | Function: Culture and Recreation - 45    | \$202,328.00 | \$116,375.12  | \$116,375.12 | \$85,952.88   | \$70,627.56  | \$15,325.32    | 7.57%    |
| 001.5.01.48.4899.58300 | Debt Service-Financial Advisor           | \$400.00     | \$0.00        | \$0.00       | \$400.00      | \$0.00       | \$400.00       | 100.00%  |
| 001.5.01.48.4899.58310 | Debt Service-Principal                   | \$370,000.00 | \$370,000.00  | \$370,000.00 | \$0.00        | \$0.00       | \$0.00         | 0.00%    |
| 001.5.01.48.4899.58320 | Debt Service-Interest                    | \$55,800.00  | \$31,600.00   | \$31,600.00  | \$24,200.00   | \$0.00       | \$24,200.00    | 43.37%   |
|                        | Department: Other Debt Service - 4899    | \$426,200.00 | \$401,600.00  | \$401,600.00 | \$24,600.00   | \$0.00       | \$24,600.00    | 5.77%    |
|                        | Function: Debt Service - 48              | \$426,200.00 | \$401,600.00  | \$401,600.00 | \$24,600.00   | \$0.00       | \$24,600.00    | 5.77%    |
| 001.5.01.50.5000.52200 | Employee Benefits-SS & Medicar           | \$76,021.50  | \$41,727.55   | \$41,727.55  | \$34,293.95   | \$28,185.70  | \$6,108.25     | 8.03%    |
| 001.5.01.50.5000.52300 | Employee Benefits-Retirement C           | \$15,000.00  | \$0.00        | \$0.00       | \$15,000.00   | \$0.00       | \$15,000.00    | 100.00%  |
| 001.5.01.50.5000.52600 | Employee Benefits-Unemployment           | \$2,000.00   | \$5,844.00    | \$5,844.00   | (\$3,844.00)  | \$0.00       | (\$3,844.00)   | -192.20% |
| 001.5.01.50.5000.52800 | Employee BenefitMedical, Denta           | \$210,000.00 | \$111,333.25  | \$111,333.25 | \$98,666.75   | \$78,350.77  | \$20,315.98    | 9.67%    |
| 001.5.01.50.5000.52801 | Employee Benefits-Life Insuran           | \$400.00     | \$186.55      | \$186.55     | \$213.45      | \$169.85     | \$43.60        | 10.90%   |
|                        | Department: Other - 5000                 | \$303,421.50 | \$159,091.35  | \$159,091.35 | \$144,330.15  | \$106,706.32 | \$37,623.83    | 12.40%   |
| 001.5.01.50.5500.55200 | Municipal Insurance                      | \$61,100.00  | \$52,367.60   | \$52,367.60  | \$8,732.40    | \$1,704.60   | \$7,027.80     | 11.50%   |
|                        | Department: Muni Insurance - 5500        | \$61,100.00  | \$52,367.60   | \$52,367.60  | \$8,732.40    | \$1,704.60   | \$7,027.80     | 11.50%   |
|                        | Function: Other - 50                     | \$364,521.50 | \$211,458.95  | \$211,458.95 | \$153,062.55  | \$108,410.92 | \$44,651.63    | 12.25%   |
| 001.5.02.43.4303.51610 | Highway & Streets-Regular Payr           | \$226,438.00 | \$121,039.80  | \$121,039.80 | \$105,398.20  | \$105,398.20 | \$0.00         | 0.00%    |
| 001.5.02.43.4303.51630 | Highway & Streets-Overtime               | \$12,000.00  | \$9,738.19    | \$9,738.19   | \$2,261.81    | \$2,261.81   | \$0.00         | 0.00%    |
| 001.5.02.43.4303.53010 | Highway & Streets-Professional           | \$0.00       | \$1,200.00    | \$1,200.00   | (\$1,200.00)  | \$0.00       | (\$1,200.00)   | 0.00%    |
| 001.5.02.43.4303.53400 | Highway & Streets-Contractual            | \$30,000.00  | \$0.00        | \$0.00       | \$30,000.00   | \$0.00       | \$30,000.00    | 100.00%  |
| 001.5.02.43.4303.54425 | Highway & Streets-Tree Removal           | \$25,000.00  | \$8,400.00    | \$8,400.00   | \$16,600.00   | \$0.00       | \$16,600.00    | 66.40%   |
| 001.5.02.43.4303.54440 | Highway & Streets-Equipment Re           | \$7,000.00   | \$463.31      | \$463.31     | \$6,536.69    | \$324.13     | \$6,212.56     | 88.75%   |
| 001.5.02.43.4303.54500 | Highway & Streets-Road Resurfa           | \$200,000.00 | \$178,845.00  | \$178,845.00 | \$21,155.00   | \$0.00       | \$21,155.00    | 10.58%   |
| 001.5.02.43.4303.54501 | Highway & Streets-Roads & Brid           | \$10,000.00  | \$25,006.65   | \$25,006.65  | (\$15,006.65) | \$0.00       | (\$15,006.65)  | -150.07% |
| 001.5.02.43.4303.56220 | Highway & Streets-Electricity            | \$6,000.00   | \$1,905.08    | \$1,905.08   | \$4,094.92    | \$2,094.92   | \$2,000.00     | 33.33%   |
| 001.5.02.43.4303.56290 | Highway & Streets-Traffic Cont           | \$5,000.00   | \$2,777.08    | \$2,777.08   | \$2,222.92    | \$0.00       | \$2,222.92     | 44.46%   |
| 001.5.02.43.4303.56901 | Highway & Streets-Safety Equip           | \$3,000.00   | \$1,787.36    | \$1,787.36   | \$1,212.64    | \$0.00       | \$1,212.64     | 40.42%   |
|                        | Department: Highways and Streets - 4303  | \$524,438.00 | \$351,162.47  | \$351,162.47 | \$173,275.53  | \$110,079.06 | \$63,196.47    | 12.05%   |
| 001.5.02.43.4307.53400 | Snow & Ice Removal-Contractual           | \$100,000.00 | \$41,490.00   | \$41,490.00  | \$58,510.00   | \$0.00       | \$58,510.00    | 58.51%   |
| 001.5.02.43.4307.54300 | Snow & Ice Removal-Equipment M           | \$6,000.00   | \$1,226.65    | \$1,226.65   | \$4,773.35    | \$0.00       | \$4,773.35     | 79.56%   |
| 001.5.02.43.4307.56248 | Snow & Ice Removal-Sand                  | \$15,000.00  | \$5,508.00    | \$5,508.00   | \$9,492.00    | \$0.00       | \$9,492.00     | 63.28%   |
| 001.5.02.43.4307.56249 | Snow & Ice Removal-Winter Salt           | \$40,000.00  | (\$4,365.93)  | (\$4,365.93) | \$44,365.93   | \$0.00       | \$44,365.93    | 110.91%  |
| 001.5.02.43.4307.56470 | Snow & Ice Removal-Snow Plow B           | \$4,000.00   | \$1,453.23    | \$1,453.23   | \$2,546.77    | \$0.00       | \$2,546.77     | 63.67%   |
|                        | Department: Snow and Ice Removal - 4307  | \$165,000.00 | \$45,311.95   | \$45,311.95  | \$119,688.05  | \$0.00       | \$119,688.05   | 72.54%   |
| 001.5.02.43.4313.54300 | Hwy Equip. Maintenance-Equip &           | \$20,000.00  | \$11,803.41   | \$11,803.41  | \$8,196.59    | \$0.00       | \$8,196.59     | 40.98%   |
| 001.5.02.43.4313.56010 | Hwy Equip. Maintenance-Equip M           | \$3,000.00   | \$3,647.98    | \$3,647.98   | (\$647.98)    | \$0.00       | (\$647.98)     | -21.60%  |
| 001.5.02.43.4313.56100 | Hwy Equip. Maintenance-Hand To           | \$3,000.00   | \$769.52      | \$769.52     | \$2,230.48    | \$0.00       | \$2,230.48     | 74.35%   |
| 001.5.02.43.4313.56260 | Hwy Equip. Maintenance-Gasolin           | \$2,500.00   | \$136.52      | \$136.52     | \$2,363.48    | \$0.00       | \$2,363.48     | 94.54%   |
| 001.5.02.43.4313.56262 | Hwy Equip. Maintenance-Motor O           | \$1,000.00   | \$0.00        | \$0.00       | \$1,000.00    | \$0.00       | \$1,000.00     | 100.00%  |
| 001.5.02.43.4313.56263 | Hwy Equip. Maintenance-Paint &           | \$750.00     | \$108.86      | \$108.86     | \$641.14      | \$0.00       | \$641.14       | 85.49%   |

# Town of Sterling

## BOS Budget to Actual FYE26

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

☐ Include All Encumbrances

From Date: 7/1/2025

To Date: 1/31/2026

| Account Number         | Description                                      | GL Budget      | Range To Date  | YTD            | Balance        | Encumbrance  | Budget Balance | % Bud   |
|------------------------|--|----------------|----------------|----------------|----------------|--------------|----------------|---------|
|                        | Department: Vehicle/Equipment Maintenance - 4313 | \$30,250.00    | \$16,466.29    | \$16,466.29    | \$13,783.71    | \$0.00       | \$13,783.71    | 45.57%  |
| 001.5.02.43.4397.54301 | Highway Garage-Building Repair                   | \$4,000.00     | \$106.35       | \$106.35       | \$3,893.65     | \$0.00       | \$3,893.65     | 97.34%  |
| 001.5.02.43.4397.56010 | Highway Garage-Custodian Suppl                   | \$1,000.00     | \$1,612.24     | \$1,612.24     | (\$612.24)     | \$0.00       | (\$612.24)     | -61.22% |
| 001.5.02.43.4397.56220 | Highway Garage-Electricity                       | \$3,000.00     | \$1,791.94     | \$1,791.94     | \$1,208.06     | \$1,208.06   | \$0.00         | 0.00%   |
| 001.5.02.43.4397.56225 | Highway Garage-Telephone, Inte                   | \$1,500.00     | \$1,362.41     | \$1,362.41     | \$137.59       | \$1,120.39   | (\$982.80)     | -65.52% |
| 001.5.02.43.4397.56241 | Highway Garage-Propane                           | \$8,000.00     | \$1,406.55     | \$1,406.55     | \$6,593.45     | \$0.00       | \$6,593.45     | 82.42%  |
|                        | Department: Highway Garage - 4397                | \$17,500.00    | \$6,279.49     | \$6,279.49     | \$11,220.51    | \$2,328.45   | \$8,892.06     | 50.81%  |
|                        | Function: Public Works - 43                      | \$737,188.00   | \$419,220.20   | \$419,220.20   | \$317,967.80   | \$112,407.51 | \$205,560.29   | 27.88%  |
| 001.7.01.45.4501.58250 | Library  | \$95,500.00    | \$95,500.00    | \$95,500.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
|                        | Department: Libraries - 4501                     | \$95,500.00    | \$95,500.00    | \$95,500.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
|                        | Function: Culture and Recreation - 45            | \$95,500.00    | \$95,500.00    | \$95,500.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| 001.7.01.49.4900.57150 | Revaluation                                      | \$19,000.00    | \$19,000.00    | \$19,000.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| 001.7.01.49.4900.57200 | Facilities Maintenance                           | \$15,000.00    | \$15,000.00    | \$15,000.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| 001.7.01.49.4900.57300 | Equipment  | \$37,500.00    | \$37,500.00    | \$37,500.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| 001.7.01.49.4900.57320 | Buses & Vans                                     | \$135,000.00   | \$135,000.00   | \$135,000.00   | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| 001.7.01.49.4900.57340 | IT-Hardware                                      | \$10,000.00    | \$10,000.00    | \$10,000.00    | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| 001.7.01.49.4900.57350 | IT-Technology Software                           | \$1,000.00     | \$1,000.00     | \$1,000.00     | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
|                        | Department: Capital Outlay - 4900                | \$217,500.00   | \$217,500.00   | \$217,500.00   | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
|                        | Function: Capital Outlay - 49                    | \$217,500.00   | \$217,500.00   | \$217,500.00   | \$0.00         | \$0.00       | \$0.00         | 0.00%   |
| <b>Grand Total:</b>    |  | \$3,226,522.36 | \$2,201,709.30 | \$2,201,709.30 | \$1,024,813.06 | \$686,342.83 | \$338,470.23   | 10.49%  |

End of Report