

MINUTES  
REGULAR MEETING  
BOARD OF FINANCE  
LISBON TOWN HALL  
WEDNESDAY, FEBRUARY 18, 2015  
7:00 P.M.

1. Call to Order

The regular meeting of the Board of Finance was called to order by Wayne Donaldson, Chairman, at 7:00 p.m.

MEMBERS PRESENT: Wayne Donaldson, Robert Dufort, Jim McCloud, Thomas Wakely,  
(Vacancy) Franks Burzycki, Alternate

MEMBERS ABSENT: Dennis Duplice; Michael Zelasky, Alternate (Alternate Vacancy)

A motion was made by J. McCloud, seconded by T. Wakely, to seat Frank Burzycki for the vacancy.

VOTE: UNANIMOUS MOTION CARRIED

2. Reading of Previous Minutes

A motion was made by T. Wakely, seconded by F. Burzycki, to approve the previous minutes.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence (not covered in the agenda items below)

1. Letter, Thomas Sparkman, First Selectman, 2/11/15, Re: Shooting Stars (proposed ordinance to handle fund raising proceeds via a special revenue account)
2. Newsletter Deadline Notice - 2/13/15
3. C: Memo-Wayne Donaldson, Chair., Board of Finance to Thomas Sparkman, First Selectman, 1/22/15, Re: BoF Actions 01/21/14

4. Bills and action there on

1. \$445, O'Connor Davies, #207379, 9/30/14, Re: 9/9/14 - due to/from schedule; 9/10/14-due to forms and transfers in/out

A motion was made by J. McCloud, seconded by R. Dufort, to pay the bill.

VOTE: UNANIMOUS MOTION CARRIED

5. Chairman's Report

Mr. Donaldson reported that he has been advised that insurance costs may be increased by as much as 20%. He also reported speaking with Marcia Marien (O'Connor Davies, Town Auditor) regarding the Board of Education policy ( internal controls for child care program)

6. Student Ambassadors - No Questions/Comments

7. Monthly Statements

The following statements were distributed for review. There were no questions or comments.

1. Treasurer's Report - As of December 30, 2014
2. Board of Education January 2015 Financial Statement
3. General Government Through January 2015

8. Public Comment - None  
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A motion was made by J. McCloud, seconded by T. Wakely, to reorder the agenda for the after school programs (Old Business b. After School Child Care Program Policy).

VOTE: UNANIMOUS MOTION CARRIED

9. Old Business

b. After School Child Care Program Policy

A draft of a child care procedure submitted by the Board of Education (to replace the Board of Finance internal control procedure policy for the After School Child Care Program) was distributed for review.

9. Old Business

a. Financial Plan

Mr. Donaldson distributed a draft of the financial plan "Town of Lisbon Financial Plan 2015 - 2035" for review.

10. New Business

a. Selectmen's Request(s) - None

b. Additional Appropriation - Line Item #51630, Auditor

A motion was made by T. Wakely, seconded by F. Burzycki, to draft a letter to the finance department asking them to make sure they have approval from boards and commissions before making payments after which a brief discussion, including First Selectman Sparkman, was held.

VOTE: UNANIMOUSLY OPPOSED MOTION DENIED

A motion was made by T. Wakely, seconded by F. Burzycki, to approve an additional appropriation of \$1,645 to Line Item #51630, Auditor.

VOTE: UNANIMOUS MOTION CARRIED

11. Agenda Planning - No Discussion

12. Other Business

A motion was made by, T. Wakely, seconded by F. Burzycki, to add Shooting Stars Special Revenue Ordinance.

VOTE: UNANIMOUS MOTION CARRIED

a. Shooting Stars Special Revenue Ordinance

1. Letter, Thomas Sparkman, First Selectman, 2/11/15, Re: Shooting Stars (w/"An Ordinance Creating the Lisbon Shooting Stars Special Revenue Fund")

A motion was made by J. McCloud, seconded by R. Dufort, to approve (the ordinance).

VOTE:      OPPOSED      T. Wakely  
                 IN FAVOR      All Others

MOTION CARRIED

A motion was made by T. Wakely, seconded by F. Burzycki, to add "School Budget Information" to the agenda.

VOTE: UNANIMOUS MOTION CARRIED

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b. School Budget

A brief discussion was held regarding the process of requesting additional information, i.e. individual staff, corresponding education, salaries and benefit packages, if needed after reviewing the budget.

13. Public Comment - None

14. Adjournment

A motion was made by T. Wakely, seconded by Frank Burzycki, to adjourn at 7:45 p.m.

VOTE: UNANIMOUS MOTION CARRIED

  
Marlene Lefine, clerk

APPROVED: \_\_\_\_\_  
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON  
CT ON 02/20 AT 2015  
ATTEST. LAURIE TIROCCHI TOWN CLERK  
