

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, NOVEMBER 20, 2013
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, Dennis Duplice, Jim McCloud
Thomas Wakely, (vacancy)
Alternates Frank Burzycki, Michael Zelasky, (vacancy)

OTHERS PRESENT: Thomas Sparkman, First Selectman, Spencer Holzschlag, Student
Ambassador

A motion was made by D. Duplice, seconded by J. McCloud, to seat Frank Burzycki.

VOTE: UNANIMOUS MOTION CARRIED

2. Reading of Previous Minutes

A motion was made by D. Duplice, seconded by J. McCloud, to approve the previous minutes as presented.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence (not covered in an agenda item below)

1. c: Letter, Thomas Sparkman, First Selectman, to W. David LeVasseur, Acting Undersecretary, Intergovernmental Policy Division, ST CT Office of Policy, 11/7/13, Re: Corrective Action Plan for Material Weakness- June 30, 2012 Audit
2. c: Extension Request for Filing Financial and State Single Audits - 11/20/13, Re: 6/30/13 Audit Statements
3. Letter, Leonora J. Szruba, Chair., Lisbon Commission on Aging, 11/4/13, Re: Bill Paying Procedures

4. Bills and action there on - None

5. Chairman's Report

Mr. Donaldson reported that there are on-going discussions with NFA regarding proposed tuition increases. He also advised that the town may be receiving grant funds regarding school safety.

6. Student Ambassadors - No Comments/Questions

7. Monthly Statements

The Treasurer's Report as of October 31, 2013; the General Government Statement - July through October 2013; and the Board of Education Financial Statement - October 31, 2013, were distributed for review.

8. Public Comment - None

9. Old Business

- a. Shooting Stars Special Revenue Account

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Page 2 Old Business a. contd.

A motion was made by D. Duplice, seconded by T. Wakely, to move this item to the end of the meeting to go into Executive Session. VOTE: UNANIMOUS MOTION CARRIED

b. Tabled By Law Changes

A motion was made by T. Wakely, seconded by D. Duplice, to send the last proposed change to Town Counsel. VOTE: UNANIMOUS MOTION CARRIED

c. Financial Plan - No Discussion

d. Policy Manual - Discussion

e. Reconsideration of approved invoice to for correction of amount approved.

Mr. Donaldson explained that the Board, at the October meeting, approved \$13,795 to O'Connor Davies LLP, Town Auditor, for Fieldwork Procedures advising that the amount was incorrect; the correct amount is \$11,795.

A motion was made by D. Duplice, seconded by T. Wakely, to reconsider the amount approved which should be \$11,795. VOTE: UNANIMOUS MOTION CARRIED

10. New Business

a. FY2014/15 Board of Finance Budget

A motion was made by D. Duplice, seconded by T. Wakely, to budget \$14,000 for Line Item #51630, Auditor. VOTE: UNANIMOUS MOTION CARRIED

A motion was made by D. Duplice, seconded by J. McCloud, to budget \$1,500 for Line Item #51650, Supplies & Expenses. VOTE: UNANIMOUS MOTION CARRIED

b. Selectmen's Requests

\$1,500 additional appropriation to Line Item #55351, Supplies & Expenses - Building Inspector needed due to unbudgeted mileage reimbursement.

A motion was made by D. Duplice, seconded by F. Burzycki, to approve a \$1,500 additional appropriation to Line Item #55351, Supplies & Expenses - Building Inspector.

VOTE: UNANIMOUS MOTION CARRIED

A motion was made by D. Duplice, seconded by J. McCloud, to add "Farm Abatement" to the agenda. VOTE: UNANIMOUS MOTION CARRIED

c. Farm Abatement

Farm Abatement, Wildowski - 20 Nygren Rd.

A motion was made by D. Duplice, seconded by J. McCloud, to table.

VOTE: UNANIMOUS MOTION CARRIED

A motion was made by T. Wakely, seconded by J. McCloud, to add "Election of Officers" to the agenda. VOTE: UNANIMOUS MOTION CARRIED

d. Election of Officers

Chairman - A motion was made by T. Wakely, seconded by D. Duplice, to nominate Wayne Donaldson. There were no other nominations. VOTE: UNANIMOUS MOTION CARRIED

Vice Chairman - A motion was made by W. Donaldson, seconded by F. Burzycki, to nominate Tom Wakely. There were no other nominations. VOTE: UNANIMOUS MOTION CARRIED

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11. Agenda Planning - No Discussion

12. Other Business - None

13. Public Comment - None

9. a. Shooting Stars Special Revenue Account

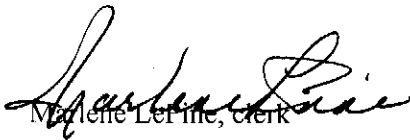
A motion was made by T. Wakely, seconded by D. Duplice, to go into Executive Session to discuss potential litigation. VOTE: UNANIMOUS MOTION CARRIED

The Board went into Executive Session at 7:37 p.m. returning to the regular meeting at 8:12 p.m.

14. Adjournment

A motion was made by D. Duplice, seconded by F. Burzycki, to adjourn at 8:12 p.m.

VOTE: UNANIMOUS MOTION CARRIED


Marlene Lefine, Clerk

APPROVED: _____
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 11/21/13 AT 10:35am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
