

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, FEBRUARY 20, 2019
7:00 P.M.

1. Call to Order

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

MEMBERS PRESENT: Michael Zelasky, Frank Burzycki, Randy Baah, Wayne Donaldson,
Miles LaFemina, Gail Gwiazdowski (ALT), Thomas Wakely (ALT)

MEMBERS ABSENT: Dennis Duplice, Philip Kiley (ALT)

OTHERS PRESENT: Thomas Sparkman, First Selectman
Lara Carroll, Gage Weber, LCS Student Ambassadors

Motion by F. Burzycki second by R. Baah to seat Gail Gwiazdowski for Dennis Duplice.

VOTE: UNANIMOUS, MOTION CARRIED

2. Reading of Previous Minutes

Motion by W. Donaldson second by F. Burzycki to approve the previous minutes of 1/16/2019 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by W. Donaldson second by R. Baah to add the following for clarification to the Special Meeting Minutes of 2/6/2019: "The Board was disappointed that the Audit was sent to the State by PKF O'Connor Davies without prior approval of the Board of Finance" and to omit "Jim McCloud" from the "Members Present" list.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Memo: from Chairman Zelasky to First Selectman re: actions of last meeting
- b. Email, from T. Sparkman to Town Attorney re: RFP late proposal. Attorney recommended not to open.
- c. Email, to O'Connel Pace & Co. re: Late submittal
- d. Email, from member Philip Kiley re: he will not be available to the Board until after April
- e. Copy: Report, from Angel Johnstone, Town Assessor to Chris Maynard, Town Treasurer re: 2018 Grand List (\$378,942,225.00 - 1.18% increase over previous year)

4. Bills and action thereon

- a. PKF O'Connor Davies, \$3000.00 inv#406629, dated 1/31/2019 re: Jan 2019 Progress billing for 6/30/18 audit. Motion by W. Donaldson second by M. LaFemina to pay.

VOTE: UNANIMOUS, MOTION CARRIED

5. Monthly Statements

- a. Treasurer's Report – Review (as of January 31, 2019)
- b. General Government – Review (July 2018 - January 2019)
- c. Board of Education – Review (January 2019)
- d. CNR Report – NONE

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6. Reports

- a. Chairman's Report – NONE

7. Public Comment – NONE

8. Old Business

- a. Auditor Contract / RFP – Motion by M. LaFemina second by W. Donaldson to contract with King, King & Associates as Town Auditor. VOTE: UNANIMOUS, MOTION CARRIED
- b. BoF Line Item Budget – Motion by W. Donaldson second by R. Baah to approve \$17,050.00 for LI#51630, Auditor. VOTE: UNANIMOUS, MOTION CARRIED
BoF Line Item Budget – Motion by M. LaFemina second by W. Donaldson to approve \$1,500.00 for LI#51630, Supplies & Expenses. VOTE: UNANIMOUS, MOTION CARRIED
- c. Pension Obligation – NONE
- d. Annual Report – Electronic copy of audit plus reports from cost centers to go to printer next week.
- e. Incinerator – Brief update. It was the consensus of the Board that the First Selectman should continue with his strategy with negotiations.
- f. Purchase Policy – Mr. Zelasky outlined some changes to the policy. He is to attend the next Commission on Aging meeting to clarify the Purchase Policy, after which the Board will either vote for or against the changes to the policy as outlined.

9. New Business

- a. Audit Presentation by O'Connor Davies – O'Connor Davies was not present, and had previously asked to postpone the presentation to another time.
- b. Acceptance & Approval of 2017/2018 Audit Report – Motion by M. LaFemina second by G. Gwiazdowski to accept and approve the 2017/2018 Audit Report and send O'Connor Davies a memo stating that a representative will not be needed for a presentation. VOTE: W. DONALDSON, R. BAAH NO; MOTION CARRIED 4-2
- c. Selectmen's Requests
 - i. Additional Appropriation to Line Item #70143, Senior Van, in the amount of \$1000.00.
Motion by M. LaFemina second by W. Donaldson to approve. VOTE: UNANIMOUS, MOTION CARRIED
 - ii. Line item transfer in the amount of \$1500.00 from Line Item #85001, Capital Improvements, to Line item # 60142, Town Garage Maintenance. Motion by W. Donaldson second by M. LaFemina to approve. VOTE: UNANIMOUS, MOTION CARRIED
 - iii. Additional Appropriation to Line Item #51351, Tax Refunds, in the amount of \$7000.00.
Motion by M. LaFemina second by W. Donaldson to approve. VOTE: UNANIMOUS, MOTION CARRIED

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Motion by M. LaFemina second by W. Donaldson to add "Fire Department" to agenda item 10.a.

VOTE: UNANIMOUS, MOTION CARRIED

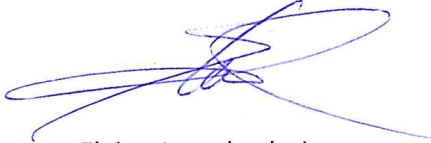
10. Any other business which may properly come before the Board

- a. Fire Department – Motion by M. LaFemina second by W. Donaldson to re-affirm previous approval of funding from the October 2018 meeting. VOTE: W.DONALDSON, NO; MOTION CARRIED 5-1

11. Public Comment – A resident stood to ask questions regarding the proposed Fire Department Project.

12. Adjournment – Motion by M. LaFemina second by W. Donaldson to adjourn at 8:17 P.M

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Michael Zelasky, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 2/27/19 AT 10:00pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
