

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, SEPTEMBER 19, 2012
7:00 P.M.

1. Call to order

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

MEMBERS PRESENT: Wayne Donaldson, Eric Lotreck, Kenneth Mahler, Jim McCloud,
Lauren Sylvestre, Thomas Wakely,
Alternates: Dennis Duplice, Frank Burzycki

OTHERS PRESENT: Spencer Holzschlag, Student Ambassador

Immediately after Mr. Donaldson noted that Frank Burzycki would be sitting in for Lauren Sylvestre, Mrs. Sylvestre arrived at which time Mr. Burzycki stepped down.

2. Reading of Previous Minutes

a. 07/18/12 Reg. Mtg.

A motion was made by K. Mahler, seconded by J. McCloud, to accept the minutes as presented.

VOTE: UNANIMOUS MOTION CARRIED

b. 08/23/12 Special Mtg.

A motion was made by K. Mahler, seconded by E. Lotreck, to accept the minutes as presented.

VOTE: UNANIMOUS MOTION CARRIED

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

1. Flyers, Murtha Cullina: Employment Law 2012, 10/11 & 10/16, Hftd.; Sexual Harassment, 10/24 & 10/25, Hftd.

2. c: Letter to Ann M. Buonocore, Buena Vista Real Estate Co., 7/27/12, Re: Hoydila Property (Purchase approved at Town Mtg.)

3. Memo, Municipal Finance Services, ST of CT Office of Policy & Management, 8/6/12, Re: Corrective Action Plan w/Letter, Thomas W. Sparkman, First Selectman, 8/16/12, Re: Corrective Action Plan, MW-07-1, MW-08-1

4. 2012 CCM (Connecticut Conference of Municipalities) Convention and Exposition Notice, 10/23/12, Hftd.

5. c: Memo, Wayne Donaldson, Chair., BoF, to All Department Heads and Cost Centers, Re: Year End Figures (thanking everyone for their efforts.)

4. Bills and action there on

Board of Finance Profit & Loss Budget vs. Actual through August 2012, BAL: LI #51630, Auditor-\$21,644; LI #51650, Supplies & Expenses-\$1,350

-Statement, Marcia Marien, CPA, Partner, O'Connor Davies, Town Auditor, 8/31/12-(\$982.50) pro bono work, re: Lisbon Shooting Stars, Special Revenue Fund or Separate Nonprofit

5. Chairman's Report

After referring to a letter from Sally Keating, Superintendent of Schools & Randall Baah, Chair., BoE, Re: Negotiations with the Lisbon Education Association, Mr. Donaldson reported attending the negotiation meetings. He also reported on being contacted several times by a LCS student's parent regarding the parent's dissatisfaction concerning how a lunch money overpayment was resolved.

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6. Student Ambassadors

Mr. Donaldson welcomed returning Student Ambassador, Spencer Holzschlag.

7. Monthly Statements

- General Government, Profit & Loss Budget vs. Actual (3): through June 2012; July; through August 2012
- Treasurer's Reports: As of June 30, 2012 ; As of July 1, 2012
- BoE Financial Statements: 9/4/12-FY2011/12 & 9/4/12-FY2012/13

8. Public Comment - None

9. Old Business

a. Shooting Stars

Mr. Donaldson reported meeting with Marcia Marien, CPA, Partner, O'Connor Davies, Town Auditor, and the Shooting Stars at which time the Shooting Stars agreed to having a Special Revenue Fund set-up to handle their fund raising proceeds. Mr. Donaldson noted that a draft is in process.

b. Bidding Review

The Board reviewed a sheet "Bidding Review - Town of Lisbon" compiled by Frank Burzycki. After a brief discussion, a motion was made by E. Lotreck, seconded by J. McCloud, to table.

VOTE: UNANIMOUS MOTION CARRIED

10. New Business:

a. Selectmen's Requests

A motion was made by T. Wakely, seconded by J. McCloud, to move this item to the end of the agenda to go into Executive Session.

VOTE: UNANIMOUS MOTION CARRIED

b. RFP Auditing Services

A motion was made by K. Mahler, seconded by T. Wakely, to authorize the Chairman to create an RFP (for auditing services) for review at the next meeting.

VOTE: UNANIMOUS MOTION CARRIED

11. Agenda Planning - Discussion

12. Other Business - None

13. Public Comment - None

10. New Business:

a. Selectmen's Requests

At 7:41 p.m. a motion was made by T. Wakely, seconded by J. McCloud, to go into Executive Session with the Board and the First Selectman.

VOTE: UNANIMOUS MOTION CARRIED

The Executive Session ended at 8:12 p.m. at which time a motion was made by K. Mahler, seconded by E. Lotreck, to authorize the Selectmen to proceed with the purchase of the property discussed in Executive Session.

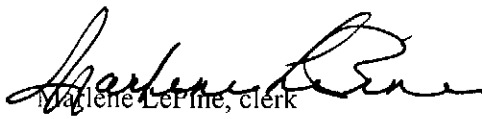
VOTE: UNANIMOUS MOTION CARRIED

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14. Adjournment

A motion was made by L. Sylvestre, seconded by E. Lotreck, to adjourn at 8:15 p.m.

VOTE: UNANIMOUS MOTION CARRIED


Maureen Lepine, clerk

APPROVED: _____
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 09/24/12 AT 11:45 am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
