

MINUTES  
BOARD OF FINANCE  
REGULAR MEETING  
LISBON TOWN HALL  
WEDNESDAY, MAY 18, 2011  
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 pm.

MEMBERS PRESENT: Michael Zelasky, Thomas Wakely, Lauren Sylvestre, Robert Browne,  
Kenneth Mahler, Eric Lotreck, Dennis Duplice, W. Donaldson

MEMBERS ABSENT: Theodore Koziol

OTHERS PRESENT: First Selectman Tom Sparkman

Student Ambassadors: Joyce Yuen, Margaret Lewerk, Eric Place, M. Gagnon

2. Reading of previous minutes:

A motion was made by D. Duplice second by T. Wakely, R. Browne abstained, to accept the minutes of the Regular Meeting as presented.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence –

- a. Letter, from State of Connecticut, Department of Education, dated 5/13/2011 re: 2010-2011 Education Revue Update
- b. Memo, from Marien Company LLC, dated 5/9/2011, re: No fee increase
- c. Data, 2009 Net Grand List for ENGL Calculations, dated 4/21/2011
- d. Memo, Lisbon Quarterly, re: submissions

4. Bills and action thereon - NONE

5. Chairman Report – Chairman Zelasky stated that he spoke to Clerk to the Boards re: keeping Lisbon budget prep work for five years.

6. Student Ambassadors - NONE

7. Monthly Statements

- a. Treasurer's Report – written statement for March
- b. Lisbon Board of Education Report for April  
R. Browne questioned Line Item 51300 - Veterinarian: Do we still pay for a vet even though we are now regional? T. Sparkman stated that the \$346.65 was actually "income".

8. Public Comment – Bob Duford stated that as a taxpayer, he thanked the committee, and the Board of Education and appreciated the efforts of all involved for passing the budget.

9. Old Business

- a. Finance Suggestion Box – Keep on agenda for next month
- b. Purchase Order Policy – no comment yet
- c. CCHS – T. Wakely had questions about an article in the newspaper – could they save and make money with community connections? And are they raising the tuition to \$9000.00 per student? To which the answer from the Board of Ed was "yes". He also asked if there wasn't a plan in place in the event the budget goes into the red? The board answered that they would have to reduce staff if that

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were to happen, just like any business. D. Duplice asked a similar question, and T. Wakely questioned if layoffs would affect the accreditation, to which the answer was "not if it was a gradual layoff". A question was also asked in regards to the lease, to which the answer was that it was a "year by year" lease. W. Donaldson questioned who would be liable in the event of a deficit? R. Browne of the BoF answered that it would be the responsibility of the Board of Ed. The representatives from the Board of Ed agreed that they would be financially responsible. They also stated that they have run for three years without a deficit. K. Mahler asked if Community Connections was a franchise overseen by a company? To which the answer was "yes". He then questioned if the program were to fail, would they be able to pull out of their lease? The answer was "not sure".

10. New Business

- a. Board of Education Financial Report – Randy Baah of the Board of Education stated that the board must review the report first and will only send the "bottom line" to the Board of Finance. W. Donaldson asked if the information was public record, to which the answer was "Yes". He then asked why was it that the Board of Finance couldn't just have the report? M. Zelasky also doesn't understand why they can't just have all the numbers. D. Duplice stated this had never been an issue with the previous board.

- b. Selectman's Request

1. Assessor, Line Item Transfer - Supplies & Expenses

\$2,000 line item transfer from Line Item #51451, Personal Property, to Line Item #51450, Supplies & Expenses. Motion made by D. Duplice second by R. Browne to transfer

VOTE: UNANIMOUS MOTION CARRIED

2. P & Z, Line Item Transfer - Purchased Services

\$661 line item transfer from Line Item # 52728, Empl. Ret. Accrued Liability, to Line Item #51730, Purchased Services. Motion made by D. Duplice second by T. Wakely to transfer

VOTE: UNANIMOUS MOTION CARRIED

3. Board of Selectmen, Line Item Transfer - Town Share Retirement Compensation

\$3,000 line item transfer from Line Item #52726, Deferred Compensation, to Line Item #52727, Town Share Retirement Compensation; \$1,500 from Line Item #52725, Union Related Contingency, to Line Item #52727, Town Share Retirement Compensation; \$2,000 from Line Item #52746, Town Hall Postage, Line Item #52727, Town Share Retirement Compensation; \$815 line item transfer from Line Item #60151, Sanitation, Line Item #52727, Town Share Retirement Compensation. (Total \$7,315 to Line Item #52727, Town Share Retirement Compensation.) Motion made by D. Duplice second by R. Browne to transfer

VOTE: UNANIMOUS MOTION CARRIED

4. Board of Selectmen, Line Item Transfer - Town Engineer

\$7,500 line item transfer from Line Item #65131, Public Health Nursing, to Line Item #52732, Town Engineer, needed due to increased activity (road/drainage projects; residential and commercial development) Motion made by D. Duplice second by L. Sylvestre to transfer

VOTE: UNANIMOUS MOTION CARRIED

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5. Board of Selectmen, Line Item Transfer - Town Hall Maintenance  
\$2,000 line item transfer from Line Item #60151, Sanitation, to Line Item #52742, Town Hall Maintenance, needed due to additional services not anticipated (rug cleaning and roof leaking repairs)  
Motion made by D. Duplice second by L. Sylvestre to transfer

VOTE: UNANIMOUS MOTION CARRIED

6. Board of Selectmen, Line Item Transfer - Advertising & Communications  
\$1,300 line item transfer from Line Item #65131, Public Health Nursing, to Line Item #52751, Advertising and Communications, needed due to additional costs associated with printing of the Town newsletter and meeting notices. Motion made by D. Duplice second by T. Wakely to transfer

VOTE: UNANIMOUS MOTION CARRIED

7. Fire Marshal, Line Item Transfer – Wages  
\$750 line item transfer from Line Item #65132, Health Department, to Line Item #55312, Fire  
Motion made by D. Duplice second by R. Browne to transfer

VOTE: UNANIMOUS MOTION CARRIED

8. Board of Selectmen, Line Item Transfer - Town Garage Utilities, \$5,000 line item transfer from Line Item #52733, Insurance and Bonding, to Line Item #60141, Town Garage Utilities, needed for increased heating and fuel costs. Motion made by D. Duplice second by L. Sylvestre to transfer

VOTE: UNANIMOUS MOTION CARRIED

9. Board of Selectmen, Line Item Transfer - Town Equipment and Trucks, \$9,000 line item transfer from Line Item #52733, Insurance and Bonding, to Line Item #60143, Town Equipment and Trucks, needed due to increased costs associated with routine vehicle maintenance as well as major work on payloaders. Motion made by D. Duplice second by R. Browne to transfer

VOTE: UNANIMOUS MOTION CARRIED

10. Board of Selectmen, Line Item Transfer - Sewer Line Fees,  
\$1,000 line item transfer from Line Item #65132, Health Department, from Line Item #65134, Sewer Line Fees, needed due to increased costs from Sprague Water and Sewer Authority (Versailles Rd.)  
Motion made by D. Duplice second by L. Sylvestre to transfer

VOTE: UNANIMOUS MOTION CARRIED

11. Board of Selectmen, Additional Appropriation in the amount of \$88,000.00 from CNR Designated Capital Projects to CNR Designated Public & Safety Vehicles  
Motion made by D. Duplice second by R. Browne to transfer

VOTE: UNANIMOUS MOTION CARRIED

11. Agenda Planning - Special Meeting scheduled for June 1, 2011

12. Other Business –

R. Browne asked to add “Conflict of Interest” and D. Duplice asked to add “Summer Schedule” to the agenda.

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Page 4. Other Business cont.

A motion was made by D. Duplice second by L. Sylvestre to add items to the agenda.

VOTE: UNANIMOUS MOTION CARRIED

- a. Summer Schedule – will not meet in the months of July and August.
- b. Conflict of Interest – R. Browne stated the Board of Education does not vote to approve the minutes but votes to send them to the Board of Finance for review.

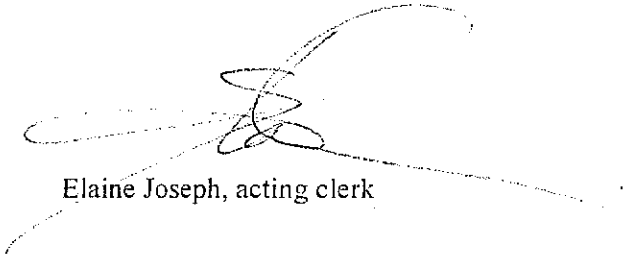
13. Public Comment - NONE

14. Adjournment -- Motion was made by R. Browne second by D. Duplice to adjourn at 8:26 pm.

VOTE: UNANIMOUS MOTION CARRIED

APPROVED: \_\_\_\_\_

Michael Zelasky, Chairman



Elaine Joseph, acting clerk

RECEIVED FOR RECORD AT LISBON.  
CT ON 5-25-2011 AT 6:15 PM  
ATTEST. BETSY M. BARRETT, TOWN CLERK