

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL VIRTUAL MEETING
WEDNESDAY, JUNE 17, 2020
7:00 P.M.

1. Call to Order

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

MEMBERS PRESENT VIA CONFERENCE CALL:

Wayne Donaldson, Michael Zelasky, Randy Baah, Frank Burzycki, Ian Rogers,
Thomas Wakely, Jr.

OTHERS PRESENT VIA CONFERENCE CALL:

Thomas Sparkman, First Selectman and Robert Brown, Selectman

2. Reading of Previous Minutes

Motion by F. Burzycki second by T. Wakely, Jr. to approve the previous Regular Meeting minutes of 5/20/2020 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Memo to Board of Finance from Clerk to the Boards, dated 6/11/2020 re: approval to dispose of routine correspondence, August 2016 – June 2017.
- b. Copy, Memo to Chief Fiscal Officers from State of CT OPM, dated 5/26/2020 re: analysis of budget for FY 20/21.
- c. Copy, MOU from King, King & Associates, PC, dated 6/2/2020 re: contract for auditing services for year ending June 30, 2020.
- d. Copy, Letter from State of CT OPM, dated 6/15/2020 re: 2018 Equalized Net Grand List for the Town of Lisbon.

4. Bills and action thereon - NONE

5. Monthly Statements –

- a. Treasurer's Report - Review as of May 31, 2020
- b. General Government - Review and Discussion (May 2020)
- c. Board of Education Appropriation Transfers – Review for 2019/2020
- d. CNR Report – Review as of May 31, 2020

6. Reports

- a. Chairman's Report – NONE

7. Public Comment – NONE

8. Old Business - NONE

9. New Business

a. Selectmen's Requests

1. Request, Board of Selectmen – Line Item Transfer, Bookkeeper Wages – Motion to approve a line item transfer of \$1,358.00 to LI#51114 (Bookkeeper Wages) from LI#52728 (Employee Retirement Accrued Liability). Motion by R. Baah second by I. Rogers to approve line item transfer.

VOTE: UNANIMOUS, MOTION CARRIED

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2. Request, Board of Selectmen – Line Item Transfer, Administrative Assistant – Motion to approve a line item transfer of \$110.00 to LI#51115 (Administrative Assistant) from LI#52728 (Employee Retirement Accrued Liability). Motion by F. Burzycki second by I. Rogers to approve line item transfer.
VOTE: UNANIMOUS, MOTION CARRIED

3. Request, Town Clerk – Line Item Transfer, Assistant Town Clerk's Wages – Motion to approve line item transfer of \$314.00 to LI#51212 (Assistant Town Clerk's Wages) from LI#52728 (Employee Retirement Accrued Liability). Motion by R. Baah second by F. Burzycki to approve line item transfer. T. Wakely, Jr. recused himself from voting.
VOTE: T. WAKELY, JR. ABSTAINS, MOTION CARRIED

4. Request, Public Works – Line Item Transfer, Highway Department Wages – Motion to approve a line item transfer of \$6,696.00 to LI#60111 (Highway Department Wages) with \$5,600.00 from LI#52725 (Union Related Contingency) and \$1,096.00 from LI#52728 (Employee Retirement Accrued Liability). Motion by T. Wakely, Jr. second by I. Rogers to approve line item transfer.
VOTE: UNANIMOUS, MOTION CARRIED

5. Request, Senior Center – Line Item Transfer, Senior Coordinator – Motion to approve a line item transfer of \$110.00 to LI#70111 (Senior Coordinator) from LI#52728 (Employee Retirement Accrued Liability). Motion by F. Burzycki second by R. Baah to approve line item transfer.
VOTE: UNANIMOUS, MOTION CARRIED

6. Request, Senior Center, Line Item Transfer, Nutrition Site Server – Motion to approve a line item transfer of \$94.00 to LI#70113 (Nutrition Site Server) from LI#52728 (Employee Retirement Accrued Liability). Motion by F. Burzycki second by R. Baah to approve line item transfer.
VOTE: UNANIMOUS, MOTION CARRIED

10. Any other business which may properly come before the Board - NONE

11. Public Comment – NONE

12. Adjournment – Motion by T. Wakely, Jr. second by F. Burzycki to adjourn at 7:18 P.M.
VOTE: UNANIMOUS, MOTION CARRIED

APPROVED: _____
Wayne Donaldson, Chairman

Renee Williams
Renee Williams, clerk

RECEIVED FOR RECORD AT LISBON
CT ON 06/22/2020 AT 9:05am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Marjorie Wakely, Asst