

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, SEPTEMBER 21, 2022
7:00 PM

1. Call to Order

The Regular Meeting of the Board of Finance was called to order by Michael Zelasky, Vice - Chairman, at 7:01 pm.

MEMBERS PRESENT: Michael Zelasky, Randy Baah, Frank Burzycki, Susan Hull, Thomas Wakely Jr.,
MEMBERS ABSENT: Wayne Donaldson, Ken Washburn (Alt)
ALSO PRESENT: Thomas Sparkman, First Selectman

2. Reading of previous minutes -

Motion by F. Burzycki second by R. Baah to approve previous Regular Meeting minutes of 8/17/22.

VOTE UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Email from Chairman Donaldson dated 9/7,2022 to Vice-Chairman M. Zelasky regarding his absence from this regular meeting.
- b. Copy of letter from Chairman Donaldson dated 8/19/2022 to Fire Chief Cingranelli for detailed accounting request regarding Recruitment and Retention, Paid Staff Both Ambulance and Fire, Payroll Information and an accounting of all revenue and expenses by category. Along with a list of questions regarding mutual aid calls. Basic information requested by 9/21/22.

4. Bills and actions thereon- None

5. Monthly Statements

- a. Treasurer's Report - Review
- b. General Government -Review
- c. Board of Education - Review
- d. CNR Report -None

No comments were offered after review of the monthly statements.

6. Reports

- a. Chairman's Report – None

7. Public Comment – None

8. Old Business

- a. Fire House Update – The contract for Clerk of the Works will be opened on Friday 9/23

9. New Business

- a. Selectman's Request dated 9/12/2022 for Additional Immediate Appropriation in the amount of \$19,900.00 to Line Item #52726 (Deferred Compensation) Benefit 5% Match of base pay offered to

TOWN OF LISBON

2023 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes §1-225, notice is hereby given that the regularly scheduled meeting of the

BOARD OF FINANCE
(Name of Board/Commission/Committee)

will be held on the following dates:

January 18

July 19

February 15

August 16

March 15

September 20

April 19

October 18

May 17

November 15

June 21

December 20

The above meetings will be held at 7:00 o'clock p m in the

TOWN HALL in Lisbon.

Signed:

Michael J. Kelly

Chairman

Secretary

Chairman and Secretary of all administrative and executive boards, commissions, agencies, bureaus or other bodies must file with the Town Clerk no later than January 31st of each year a schedule of the regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairman and Secretary of these respective bodies file with the Town Clerk not later than December 1st of the current year, a schedule of regular meetings to be held in the following calendar year.

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employees in the new M.E.U.I. contract negotiations not previously offered. First Selectman Sparkman informed the Board there will be a need for an additional line item transfer at the end of the year to cover the total expense of this employee benefit projected to be \$26,598.62 in total. This amount was not anticipated when the budget was set. It was clarified that this money was being appropriated from the general fund.

Motion by R. Baah second by F. Burzycki to approve the additional \$19,900.00 immediately.

VOTE UNANIMOUS, MOTION CARRIED

Selectman Sparkman mentioned that the Tax Collector was questioning line item #51351 in the budget for tax refunds when they should be coming from line item #41100. He explained that this is not a true and accurate representation of what the tax collection rate is. The Selectman will be following up with King & King in regards to this matter.

Motion by T. Wakely second by R. Baah to add 2023 meeting schedule to the agenda as New Business

VOTE UNANIMOUS, MOTION CARRIED

b. The schedule was presented to hold Regular Board of Finance Meetings the third Wednesday of each month in the 2023 calendar year starting January 18th.

Motion by R. Baah second by T. Wakely to approve the 2023 regular meeting schedule as presented.

VOTE UNANIMOUS, MOTION CARRIED

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

a. T. Wakely raised awareness of the school approving a treasurer's position to oversee a donation recently received. It was unclear if this was going to be a board member or a hired outsider. It was requested that the Chairman look into and clarify this.

11. Public Comment – None

12 Adjournment

Motion by F. Burzycki second by T. Wakely to adjourn at 7:15 PM

VOTE UNANIMOUS, MOTION CARRIED


Janet Lefevre, Clerk

Michael Zelasky, Vice Chairman
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON, CT
ON 9/23/22 AT 9:11
ATTEST: MICHELLE GRANT, TOWN CLERK
