

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, OCTOBER 19, 2022
7:00 P.M.

1. Call to Order

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

MEMBERS PRESENT: Wayne Donaldson, Michael Zelasky, Randy Baah, Frank Burzycki, Susan Hull, Thomas Wakely

MEMBERS ABSENT: Kenneth Washburn (ALT)

OTHERS PRESENT: Thomas W. Sparkman, First Selectman

2. Reading of Previous Minutes

Motion by R. Baah second by F. Burzycki to approve the Regular Meeting minutes of 9/21/2022 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

a. Copy, Letter, from Chairman Donaldson to John Cingranelli, Fire Chief dated 9/28/2022 re: Second request for Fire Station financial and payroll information.

c. Memo, to Thomas W. Sparkman, First Selectman re: Board of Finance Actions 9/22/2022

4. Bills and action thereon – NONE

5. Monthly Statements

a. Treasurer's Report – Review as of September 2022

b. General Government – Review as of September 2022

c. Board of Education – Review as of September 2022

d. CNR Report – NONE

6. Reports

a. Chairman's Report – Chairman Donaldson gave a brief report regarding discussions with the Auditor and the potential need for a preliminary investigation of the Fire Station's finances. He noted that the Fire Chief is in communication with him and hopes to have the information soon. Randy Baah, Susan Hull and Michael Zelasky have agreed to make up the sub-committee for review of the Fire Department's finances.

7. Public Comment – NONE

8. Old Business

a. Fire House – Update – Chairman Donaldson, who is also a member of the Fire Station Building Committee, reported that the bids have been opened for the construction of the Fire Station and are upwards of \$2.4 million over the originally projected amounts, leaving them with a deficit of approximately \$800,000.00. As of this time, the bid has not yet been awarded. He also reported that the Clerk to the Works was awarded to Construction Advocacy Professionals, LLC for what averages out to 20 hours per week of on-site work.

9. New Business

a. 2023/2024 Budget Schedule – Motion by M. Zelasky second by F. Burzycki to approve as presented (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

Board of Finance 2023-24 Budget Meeting Schedule

Meetings will be held at 7:00PM
Town hall meeting room unless otherwise noted.

January 6, 2023 General Government budgets provided to the First Selectman. (Excludes BoE budget)

March 10, 2023 General Government and Board of Education budgets due to the Board of Finance.

March 15, 2023 (Town Hall) - regular meeting

March 22, 2023 (Town Hall) - General Government and Board of Education budget presentation to the Board of Finance. Discussion and possible vote.

March 29, 2023 (Town Hall) - Budget discussion and possible vote.

April 4, 2023 (LCS Cafeteria) - Public Hearing on both budgets.*

April 12, 2023 (Town Hall) - Discussion and possible vote on both budgets.

April 19, 2023 (Town Hall) - Regular Meeting.

May 1, 2023(LCS Cafeteria) - Annual Town Meeting

➤ Per ordinance it is the first Monday of May

➤ The Capital and Non-Recurring account will be voted on at the meeting.

➤ The General Government and Board of Education Budgets will not be voted on at the meeting except to send the budgets to referendum.

Approximately 1-2 weeks later - Referendum on the General Government and Board of Education Budgets.

Approximately 1-2 weeks later - Mill Rate Set.

All dates are subject to change. Please contact Town Hall (860) 376-3400 or Wayne Donaldson lisbon.bof.chairman@hotmail.com to confirm dates.

- Budgets will be available in the Town Clerk's office five (5) days prior to the Public Hearing.

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Page 2 (cont)

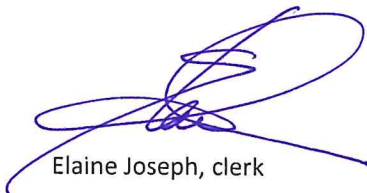
- b. Selectman's Requests – Mr. Sparkman explained the need to discontinue funding the tax refund line item (51351) and instead allow the Treasurer to pay tax refunds out of line item #41000. The use of line item #51351 will be eliminated and will show a minimum balance going forward. Motion by S. Hull second by R. Baah to approve the First Selectman's request to have tax refunds come out of line item #41000 and to discontinue the funding of line item #35351 from here forward. VOTE: UNANIMOUS, MOTION CARRIED

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

11. Public Comment – NONE

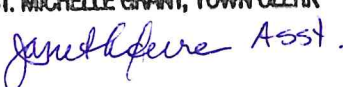
12. Adjournment – Motion by T. Wakely second by R. Baah to adjourn at 7:23 P.M.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON, CT
ON 10/21/2022 AT 9:08 AM
ATTEST. MICHELLE GRANT, TOWN CLERK
 Asst.