

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, MARCH 15, 2023
7:00 PM

1. Call to Order

The Regular Meeting of the Board of Finance was called to order by Wayne Donaldson, Chairman, at 7:00 pm.

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

MEMBERS ABSENT: Ken Washburn (Alt)

ALSO PRESENT: Thomas Sparkman, First Selectman

2. Reading of previous minutes -

Motion by M. Zelasky second by R. Baah to approve previous Regular Meeting minutes of 2/15/23 as presented.

VOTE UNANIMOUS, MOTION CARRIED

3. Correspondence – None

4. Bills and actions thereon – None

5. Monthly Statements

a. Treasurer's Report - Review

b. General Government -Review

c. Board of Education – S. Hull asks for clarification of the meaning of the parentheses in the Budget Report from the Board of Ed under Sped Excess Cost. "Budget overextended" was the answer.

d. CNR Report -M. Zelasky suggests to ask treasurer for this report or remove from agenda

6. Reports

Chairman's Report

a. Audit is still incomplete. Special funds revenue accounting from the BOE is under review. The Audit should be complete by the end of the month but with negative amounts from the BOE. The BOF Chairman had asked that a BOE representative attend this meeting but she was away and unavailable to attend. The Audit will need to be approved by the Committee before it can be submitted.

b. The Auditor was consulted regarding the need for compliance of the BOF Purchase Policy for the Capital Improvement Project underway under the direction of the FSBC. The Chairman reported that the Auditor concurred with the opinion that the FSBC was bound to comply with the BOF Purchase Policy. Legal Counsel was also consulted and the issue is currently under review.

7. Public Comment – None

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8. Old Business

a. Fire House Update –The groundbreaking took place and was well supported. The security fencing is being installed and some equipment is on site. Erosion in the back area of the retaining wall was found and needed attention right away.

b. 2023/2024 FY Budget – No Questions. Presentation to take place next week.

c. Lisbon Fire Department Audit – As there is no further action from the Board, M. Zelasky will draft a report to finalize this at the next meeting.

d. Annual Report Narrative FY 21/22 – No Report from the Fire Department or Tree Warden was received. Will be submitted to the printer once the Audit is complete.

9. New Business

a. 2023/2024 FY Board of Education Budget – Budget presentations, where a thorough review of these reports, statements and budgets are due to take place in one week.

b. Selectmen's Requests – Line Item Transfer in the amount of \$19,899.00 (For the record, the Selectman noted that the amount was incorrectly presented as \$19,900.00 and would be amended in the next Selectmen's Meeting) to line item #60141 (Town Garage Utilities), with \$8,300 from line item #60130 (Street Lighting), \$10,954 from line item #60142 (Town Garage Maintenance) and \$645 from line item #60151 (Sanitation). The request was needed for heating oil costs and rising fuel costs for all vehicles.

Motion by F. Burzycki second R. Baah to approve Line Item Transfer in the amount of \$19,899.00 as requested.

VOTE UNANIMOUS, MOTION CARRIED

10. Any other business which may properly come before the Board – None


11. Public Comment – None

12. Adjournment

Motion by F. Burzycki second by T. Wakely to adjourn at 7:16 PM

VOTE UNANIMOUS, MOTION CARRIED


Janet Lefevre, Clerk

RECEIVED FOR RECORD AT LISBON, CT
ON 03/17/23 AT 9:00am
ATTEST, MICHELLE GRANT, TOWN CLERK

Wayne Donaldson, Chairman