

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, MAY 17, 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 7:01 pm.

MEMBERS PRESENT: Wayne Donaldson, Michael Zelasky, Randall Baah, Frank Burzycki, Thomas Wakely Jr., Phillip Kinslow (Alt)

MEMBERS ABSENT: Susan Hull, Ken Washburn (Alt)

ALSO PRESENT: Thomas Sparkman, First Selectman, Robert Browne, Selectman, Jacob Tattersall, LCS Student Ambassador

Motion by T. Wakely second R. Baah to seat P. Kinslow (Alt) for S. Hull.

VOTE UNANIMOUS, MOTION CARRIED

2. Reading of previous minutes

Motion by F. Burzycki second by R. Baah to approve previous Regular Meeting minutes of 4/19/2023 as presented.

VOTE UNANIMOUS, MOTION CARRIED

3. Correspondence

a. Copy of a letter dated 5/1/23 from the State of Connecticut Office of Policy and Management with information about the Equalized Net Grand List.

b. Copy of memo dated 4/20/23 from Chairman W. Donaldson to First Selectman Sparkman regarding the approval of Line Item Transfers from the last meeting.

c. Memo, request for submissions, Lisbon Quarterly Newsletter due by 5/24/23.

d. Memo from First Selectman regarding Annual disclosure filing.

4. Bills and actions thereon

a. King & King, CPA \$4,100.00 dated 4/26/23 Invoice #20341 for audits.

Motion by F. Burzycki second P. Kinslow to pay the bill as presented.

VOTE UNANIMOUS, MOTION CARRIED

5. Monthly Statements

a. Treasurer's Report - Review

b. General Government -Review

c. Board of Education – Review

Chairman to look into the fact that the budget balance submitted by the Board of Ed is not matching the figure given by the auditor.

d. CNR Report -None

MINUTES
REGULAR MEETING
BOARD OF FINANCE
WEDNESDAY, MAY 17, 2023
7:00 PM Page 2

6. Reports

a. Chairman's Report

- i. Chairman sent request to Board of Ed for purchase orders and quotes that were presented for the audit. Chairman of the Board of Ed is compiling the information and will comply shortly. Attorney for the Board of Ed disputes the auditing of the Board of Ed budget but ultimately complied with the request for disclosure. An adjustment will be made in the audit, but a derogatory statement about the Board of Ed financial disclosure will be included. A corrective plan is necessary.
- ii. Fire Station Building Committee has agreed to review quotes in their meetings to become part of the record.
- iii. A response from the Town Attorney about a competitive bidding requirement as a policy as opposed to an ordinance, recommends "that any provision that related to goods for which bidding is not required is not to exceed \$25,000 in cost as per statute." A policy with a bid requirement does not have the same legal force and effect as an ordinance. A policy can be suspended or modified by resolution of the Board of Selectmen at any time.

7. Public Comment – None

8. Old Business

- a. Fire House Update – Much of the foundation work is complete. A decision was made to go with polished concrete floors. Annulli has agreed to review Fire Station Building Committee quotes.
- b. 2023/2024 FY General Government and Board of Education Budgets – passed at public vote.
- c. Purchase Policy - Public hearing to take place at 6:30 before the next regular meeting. Reference to ordinance will be removed from the existing policy wording and to formalize the changes in the not to exceed amount of \$20,000 for which bidding is not required.
- d. Annual Report Narrative FY 21/22 – Audit is finished, to be printed and available at next meeting.

9. New Business

- a. Suspense List – Motion by R. Baah second F. Burzycki to approve the suspense list submitted by the Tax Collector.
VOTE UNANIMOUS, MOTION CARRIED
- b. FY 23/24 Mill Rate – Motion by M. Zelasky second T. Wakely to set the mill rate at 23.43 \$227,439 will come from the general reserve fund in order to keep the mill rate increase to 1.2 points.
VOTE UNANIMOUS, MOTION CARRIED
- c. FY 21/22 Audit – previously discussed under Old Business item d.
- d. Selectmen's Request – Line item transfer in the amount of \$5500 to Line item #52726 (Deferred Compensation) from Line item #52733 (Insurance & Bonding) to fund up to a 5% match for a 457 plan for the municipal employees participating in the deferred compensation plan per union contract. It was the consensus of the board to approve the selectman's request to transfer \$5500 to Line Item #52726 (Deferred Compensation) from Line Item #52733 (Insurance & Bonding).

MINUTES
REGULAR MEETING
BOARD OF FINANCE
WEDNESDAY, MAY 17, 2023
7:00 PM Page 3

10. Any other business which may properly come before the Board –
A breakdown of ARPA funds requested by the Chairman.

11. Public Comment – None

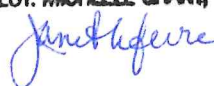
12. Adjournment

Motion by T. Wakely second by R. Baah to adjourn at 7:39 PM

VOTE UNANIMOUS, MOTION CARRIED


Janet Lefevre, Clerk

Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON, CT
ON 5/19/23 AT 9:31 AM
ATTEST. MICHELLE GRANT, TOWN CLERK
 Asst.