

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, AUGUST 16, 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, Thomas Wakely Jr., Randall Baah, Phillip Kinslow (Alt)

MEMBERS ABSENT: Michael Zelasky, Frank Burzycki, Susan Hull

ALSO PRESENT: Thomas Sparkman, First Selectman, Robert Browne, Selectman

Motion by T. Wakely second R. Baah to seat P. Kinslow for F. Burzycki.

VOTE UNANIMOUS, MOTION CARRIED

2. Reading of previous minutes

Motion by R. Baah second by P. Kinslow to approve the Special Meeting minutes of 7/20/2023 as presented.

VOTE UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy of letter dated 8/9/23 from King & King to bookkeeper with audit requirements
- b. Copy of email from OPM Re: Acceptance of Municipal Spending Cap Budget Information
- c. Memo dated 8/16/23 from Clerk to the Boards requesting permission to dispose of certain records from F/Y 2019/2020. Motion by T. Wakely second R. Baah to dispose of requested records.

VOTE UNANIMOUS, MOTION CARRIED

d. Memo dated 7/21/23 confirming approval of selectman's requests of Line Item transfers from special meeting of 7/20/23.

e. Notification of deadline for Submission for the Fall Town Newsletter

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
- i. Discussion of the terms of the contract with the current auditor and the need for a new auditor

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contract to go out for bid. Chairman to request to have King & King present the audit at the November BOF meeting with any issues brought to the attention of the Board.

ii. Information requested from the Board of Education has not been received to the satisfaction of the Chairman and may have to be requested through the FOI guidelines.

7. Public Comment – None

8. Old Business

a. Fire House Update –Details about the Tower for antenna are not finalized. Options and costs associated with 800 meg system the State is considering and tying into an existing tower in Norwich are being reviewed. Construction is on schedule. There have been no building delays or significant change orders.

b. Purchase Policy – Review and possible action thereon

Motion by R. Baah second T. Wakely to approve the Purchase Policy as presented.

VOTE UNANIMOUS, MOTION CARRIED

9. New Business

a. Fire House, Additional Bonding-Discussion and possible action thereon.

The need for Additional Bonding is projected in December. The Selectman will consult with Financial Advisor regarding the \$5 million dollar bond rate projections and options for reductions in the impact of the Bond payments on the taxpayers. Arpa funds have been applied to some of the expenses.

b. New Fire Apparatus – Discussion and possible action thereon.

At the recommendation of the Treasurer, it was advised to rescind the motion to pay off the balance of the Fire truck because the interest earned on the money invested is greater than the savings realized by paying the debt early.

Motion by R. Baah second T. Wakely to rescind the previous motion to pay off the fire truck at the recommendation of the Treasurer.

VOTE UNANIMOUS, MOTION CARRIED

c. Selectmen's Request

i. Line item transfer in the amount of \$959.00 to Line item #55351 (Building Inspector Supplies & Expenses) from Line item #55351 (Building Inspector Wages) to fund mileage reimbursement request from the last fiscal year.

Motion by R. Baah second T. Wakely to approve this line item transfer.

VOTE UNANIMOUS, MOTION CARRIED

The Selectman informed the Board of a policy recommended by the auditors to comply with CGS regarding ACH payments due to the State of Connecticut Department of the Treasury. The Chairman asked for the policy to be reviewed at the next meeting.

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

11. Public Comment – None

12. Adjournment

Motion by T. Wakely second by P. Kinslow to adjourn at 8:02 PM

VOTE UNANIMOUS, MOTION CARRIED


Janet Lefevre, Clerk

Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON, CT
ON 8/21/23 AT 10:33 am.
ATTEST. MICHELLE GRANT, TOWN CLERK

