

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, OCTOBER 18, 2023
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, Randy Baah, Frank Burzycki, Susan Hull, Thomas Wakely,
Philip Kinslow (ALT)

MEMBERS ABSENT: Michael Zelasky

OTHERS PRESENT: Thomas W. Sparkman, First Selectman
Jacob Tattersall, LCS Student Ambassador

Motion by F Burzycki second by R. Baah to seat Philip Kinslow for Michael Zelasky.

VOTE: UNANIMOUS, MOTION CARRIED

2. Reading of Previous Minutes

Motion by S. Hull second by R. Baah to approve the September 20, 2023 regular meeting minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Letter, from S&P Global Ratings dated 10/16/2023 re: General Obligation Bonds
- b. Letter, from Munistat dated 10/13/2023 re: Disclosure of Conflicts of Interest
- c. Copy, email from Mike Zelasky to First Selectman dated 9/25/2023 re: resignation as BoF representative member of the FSBC effective immediately
- d. Copy, Letter to Randy Baah from Board of Selectmen dated 9/29/2023 re: Appointment as BoF representative to FSBC
- e. Memo re: America 250 / CT

4. Bills and action thereon

- a. King, King & Associates, CPAs, \$4000.00, inv#20660 dated 8/31/2023. Motion to pay by T. Wakely
second by F. Burzycki.

VOTE: UNANIMOUS; MOTION CARRIED

5. Monthly Statements

- a. Treasurer's Report – Review as of September 2023
- b. General Government – Review as of September 2023
- c. Board of Education – Review as of September 2023
- d. CNR Report – NONE

6. Reports

- a. Chairman's Report – Chairman Donaldson reported on the recent Board of Education meeting. He noted a concern that the FY 23/24 heating fund may not be adequate with current fuel prices. He also noted that the Auditor has informed him of State requirements for the Board of Education to be transparent with the auditor regarding their line item transfers.

7. Public Comment – NONE

TOWN OF LISBON

2024 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 <u>17</u>	July <u>17</u>
February <u>21</u>	August <u>21</u>
March <u>20</u>	September <u>18</u>
April <u>17</u>	October <u>16</u>
May <u>15</u>	November <u>20</u>
* June <u>26</u>	December <u>18</u>

The above meetings will be held at 7 o'clock P m in the
Town Hall in Lisbon.

Signed:

[Signature]

Secretary

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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Page 2 (cont)

8. Old Business

- a. Fire House – Update – Chairman Donaldson, gave a brief update, noting that the project is on schedule.
- b. Fire House, Additional Bonding – Discussion and possible action thereon – It is noted for the record that Susan Caron, a representative from Munistat Services, Inc., was present to answer questions. Motion by S. Hull second by T. Wakely to go with "Option 1" of the "Proposed Level Principal Structures", limiting the amount of bonding to meet the \$13 million dollar budget amount and that the bond premium be rolled back into the bond to reduce the total bond amount. VOTE: UNANIMOUS; MOTION CARRIED

It is noted for the record that it was the consensus of the Board to establish a subcommittee consisting of P. Kinslow, R. Baah and S. Hull, for review of LER Quarterly Financial Reports.

- c. Auditor, Request for Proposals – Discussion and possible action thereon - Motion by R. Baah second by S. Hull to approve the bid package for auditor. VOTE: UNANIMOUS; MOTION CARRIED

9. New Business

- a. FY 24/25 Budget Request - TABLED
- b. 2024 Schedule of Meetings – Motion by P. Kinslow second by T. Wakely to approve the 2024 Schedule of Meetings for every third Wednesday of the month at 7:00 PM but move June's meeting to June 26th (see attached). VOTE: UNANIMOUS; MOTION CARRIED
- c. Selectman's Requests
 - i. Additional Appropriation of \$19,900.00 to #52733 (Insurance and Bonding) – Motion by R. Baah second by T. Wakely approve. 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 to adjourn at 8:01 P.M. VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON, CT
ON 10/24/23 AT 9:03 am
ATTEST. MICHELLE GRANT, TOWN CLERK
