

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, JUNE 21, 2017

1. Call to Order

The Regular meeting of the Board of Finance was called to order by Michael Zelasky, Chairman,
at 7:00 P.M.

MEMBERS PRESENT: Michael Zelasky, Thomas Wakely, Frank Burzycki, Jim McCloud,
Alternates: Wayne Donaldson, Leo MacDonald

MEMBERS ABSENT: Robert Dufort, Dennis Duplice, Miles LaFemina (Alternate)

OTHERS PRESENT: Thomas W. Sparkman, First Selectman

Motion by F. Burzycki second by T. Wakely to seat Wayne Donaldson for Robert Dufort and Leo
MacDonald for Dennis Duplice.

VOTE: UNANIMOUS, MOTION CARRIED

2. Reading of Previous Minutes – Motion by W. Donaldson second by F. Burzycki to approve the
May 17, 2017 minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by W. Donaldson second by F. Burzycki to approve the June 7, 2017 minutes as
presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Email, from O'Connor Davies to Board of Finance re: Audit and Fraud Questionnaire
- b. Memo, from M. Zelasky to T. Sparkman dated 5/18/2017 re: Line Item Transfers of
5/17/2017
- c. Email, from M. Zelasky to Rice Morgan (OPM) re: Municipal Database Form

4. Bills – NONE

5. Monthly Statements

- a. Treasurer's Report – Review (as of May 2017)
- b. General Government – Review (July 2016 – May 2017)
- c. Board of Education – Review (May 2017)

6. Reports

- a. Chairman's Report – NONE

7. Public Comment – NONE

8. Old Business

- a. Veteran's Property Tax Exemption (tabled) – TABLED
- b. Ordinance for Purchase Policy Procedure – Discussion

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9. New Business

- a. LCS Underground Storage Tank Project – Ian Rogers, Board of Education Chairman, stated that the State wants both tanks replaced at the same time. Estimate: \$200,000.00 for removal and installation, not including engineer or environmental specialist. 100% must be received from town before they may submit for the state grant.

c. Selectman's Requests

BoF Line Item Activity – June 2017 Meeting

1. \$85.80 to line item #51212, Asst. Town Clerk's Wages, from Line Item #51251, Vital Statistics – Motion by W. Donaldson second by F. Burzycki to approve.

VOTE: T. WAKELY ABSTAINS, MOTION CARRIES

2. \$156.00 line item transfer, to line item #51115, Administrative Assistant's Wages, from Line Item #51114, Bookkeeper's Wage. Motion by W. Donaldson second by J. McCloud to approve.

VOTE: UNANIMOUS; MOTION CARRIES

3. \$4,250.00 line item transfer to Line Item #60130, Street Lighting from Line Item #52721, Employee Insurance - Motion by W. Donaldson second by J. McCloud to approve.

VOTE: UNANIMOUS; MOTION CARRIES

4. \$3,800.00 line item transfer to Line Item #52727, Town Share Retirement Compensation, from Line Item #52721, Employee Insurance - Motion by W. Donaldson second by J. McCloud to approve.

VOTE: UNANIMOUS; MOTION CARRIES

5. \$500.00 line item transfer to Line Item #70113, Nutrition Site Server's Wages, from Line Item #70112, Van Driver's Wages - Motion by W. Donaldson second by J. McCloud to approve.

VOTE: UNANIMOUS; MOTION CARRIES

BoS Line Item Activity 6/12/2017

1. \$500 line item transfer from Line Item #51351, Tax Refunds, to Line Item #51350, Supplies and Expenses – Motion by W. Donaldson second by F. Burzycki to approve.

VOTE: UNANIMOUS; MOTION CARRIES

2. \$426 line item transfer from Line Item #51443, Computer Maintenance & Support, to Line Item #51411, Assessor's Wages – Motion by W. Donaldson second by T. Wakely to approve.

VOTE: UNANIMOUS; MOTION CARRIES

3. \$1,500 line item transfer from Line Item #51431, Tax Mapping, and \$382 from Line Item #51443, Computer Maintenance & Support, totaling \$1,882 to LI #51412, Assessor's Clerk's Wages – Motion by W. Donaldson second by T. Wakely to approve.

VOTE: F. BURZYCKI ABSTAINS; MOTION CARRIES

4. \$3,021 line item transfer to Line Item #65134, Sewer Line Fees from Line Item #51443, Computer Maintenance & Support, Assessor – Motion by J. McCloud second by

- F. Burzycki to approve.

VOTE: UNANIMOUS; MOTION CARRIES

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10. Any other business which may properly come before the Board – NONE
11. Public Comment – NONE
12. Adjournment – Motion by F. Burzycki second by W. Donaldson to adjourn at 7:46 P.M.
VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Michael Zelasky, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 06/28/2017 AT 12:40 PM
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi