

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, MAY 18, 2016
7:00 P.M.

1. Call to Order

The regular meeting of the Board of Finance was called to order by Michael Zelazsky, Chairman, at 7:00 p.m.

MEMBERS PRESENT: Michael Zelasky, Thomas Wakely, Jim McCloud, Frank Burzycki
Alternates: Miles LaFemina, Leo MacDonald
MEMBERS ABSENT: Dennis Duplice, Robert Dufort, Wayne Donaldson (Alternate)
OTHERS PRESENT: Thomas W. Sparkman, First Selectman

Motion by F. Burzycki second T. Wakely to seat Miles Lafemina for Robert Dufort and Leo MacDonald for Dennis Duplice. VOTE: UNANIMOUS, MOTION CARRIED

2. Reading of Previous Minutes

4/20/2016 – Motion by F. Burzycki second J. McCloud to accept with the following correction: second "page 2" should be "page 3". VOTE: UNANIMOUS, MOTION CARRIED

4/13/2016 – Motion by M. LaFemina second J. McCloud to approve. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence (not covered in an agenda item below) -

- a. Memo, from CCM re: Educational Cost Sharing
- b. Memo, from Office of Policy and management re: General Fund
- c. Memo, O'Connor Davies re: pre-audit 2015/2016 Budget
- d. Memo, from M. Zelasky to Thomas Sparkman re: additional appropriations and transfers
- e. Email, from M. Zelasky to Chris Maynard, treasurer and Lynda ST. Pierre, Bookkeeper re: additional appropriations and book keeping entries
- f. Email, from M. Zelasky to Town Attorney re: reconsider motion
- g. Emails, from M. Zelasky to Town Attorney re: Review of Educational Capital Fund Project and Policy
- h. Email, from T. Wakely to Ian Rogers re: legalities of dealing with educational funds
- i. Email, from M. LaFemina to M. Zelasky re: update on legal issues, bylaws, and establish policy
- j. Memo, from CCM re: State Budget (numbers not yet released)
- k. Email, from W. Doanldson to M. Zelasky re: request for information
- l. Email, from Ian Rogers to M. Zelasky re: 2016/2017 BoE Budget with revisions
- m. Email, from Ian Rogers to M. Zelasky re: anticipation of excess funds from State

4. Bills and action thereon – NONE

MINUTES
REGULAR MEETING
BOARD OF FINANCE
WEDNESDAY, MAY 18, 2016
Page 2 (cont)

5. Monthly Statements – Motion by J. McCloud second M. LaFemina to table.

VOTE: UNANIMOUS, MOTION CARRIED

- a. Treasurer's Report
- b. General Government
- c. Board of Education

6. Reports

- a. Chairman's Report – NONE

7. Public Comment – NONE

8. Old Business

- a. Board of Education and General Budget Fiscal Year 2016/2017 Budgets – NONE

9. New Business

- a. Fiscal Year 2016/2017 Mill Rate – Discussion and Possible Adoption – Motion by T. Wakely second F. Burzycki to table (State numbers not available).

VOTE: UNANIMOUS, MOTION CARRIED

- b. Action to rescind prior motions and decisions regarding Capital Improvements from Special Meeting on March 24 (Item 1c) – Motion by M. LaFemina second F. Burzycki to rescind.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Action to rescind prior motions and decisions regarding the Educational Capital Projects Fund and Fund Policies due to concerns over inadequate advance public notice from the Special Meeting on April 13 (items 1b, 1c, 1d, 1e, 1f) – Motion by F. Burzycki second M. LaFemina to rescind.

VOTE: UNANIMOUS, MOTION CARRIED

- d. Action to rescind prior motions and decisions in which the Reconsider Motion was used at the Regular Meeting on April 20 (item 10a) – Motion by M. LaFemina second L. MacDonald to rescind.

VOTE: UNANIMOUS, MOTION CARRIED

- e. Educational Capital Funds Policy (Discussion and Adoption) – Motion by T. Wakely second J. McCloud to approve policy.

VOTE: L. MACDONALD, J. MCCLOUD, M. ZELASKY: YES; MOTION FAILS

- f. Selectman's Requests

1. Motion by M. LaFemina second L. MacDonald to approve transfer request to line item #52744 (Town Hall Computer) with \$4842.00 from Line item #52731 (Town Counsel) and \$4842.00 from line item #52732 (Town Engineer) for a total of \$9684.00.

VOTE: UNANIMOUS, MOTION CARRIED

2. Motion by L. MacDonald second M. LaFemina to approve additional appropriation request in the amount of \$657.00 to line item #52130 (Recycling Purchased Services).

VOTE: UNANIMOUS, MOTION CARRIED

MINUTES
REGULAR MEETING
BOARD OF FINANCE
WEDNESDAY, MAY 18, 2016
Page 3 (Old Business, cont)

- g. Suspense List – Motion by J. McCloud second L. MacDonald to approve 2012 Suspense List of \$10,120.61. VOTE: UNANIMOUS, MOTION CARRIED

Motion to add "Request for Policies and Standard Procedures" to agenda item #10a by M.LaFemina second T. Wakely. VOTE: UNANIMOUS, MOTION CARRIED

10. Any other business which may properly come before the Board
a. Request for Policies and Standard Procedure – Discussion. M. LaFemina to draft a bylaw on policies for next meeting.

Motion to add "Memo from Ian Rogers re: Excess Cost" to agenda item #10b by T. Wakely second M. LaFemina. VOTE: UNANIMOUS, MOTION CARRIED

- b. Memo from Ian Rogers re: Excess Cost – Discussion. \$57,980.00 being reimbursed by the State goes back into the General Fund. Motion by L. MacDonald second F. Burzycki to table. VOTE: UNANIMOUS, MOTION CARRIED

11. Public Comment – Ian Rogers, Chairman of the Board of Education, asked where the \$44,000.00 would come from, with their budget being reduced by that much? It was suggested that BoE would need to come back for an additional appropriation.

12. Adjournment – A motion was made by T. Wakely second F. Burzycki to adjourn at 8:05 p.m. VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Michael Zelasky, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 5/25/16 AT 7:12 pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi