

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, JUNE 15, 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, Dennis Duplice, Frank Burzycki
Alternates: Leo MacDonald, Wayne Donaldson
MEMBERS ABSENT: Robert Dufort, Miles LaFemina (Alternate)
OTHERS PRESENT: Thomas W. Sparkman, First Selectman

Motion by F. Burzycki second by J. McCloud to seat W. Donaldson for Robert Dufort.

VOTE: UNANIMOUS, MOTION CARRIED

2. Reading of Previous Minutes

6/1/2016 – Motion by W. Donaldson second T. Wakely to approve.

VOTE: UNANIMOUS, MOTION CARRIED

6/18/2016 – Motion by W. Donaldson second T. Wakely to approve.

VOTE: UNANIMOUS, MOTION CARRIED

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

- a. Email, M. Zelasky to T. Sparkman re: line item transfer
- b. Memo, from M. LePine to M. Zelasky re: permission to dispose of 2012/2013 budget preparation paperwork. Motion by W. Donaldson second by T. Wakely to authorize M. LePine to dispose of 2012/2013 budget preparation paperwork. VOTE: UNANIMOUS, MOTION CARRIED
- c. Email, from M. LaFemina to M. Zelasky (cc T. Wakely) re: Draft Policy
- d. Email, from C. Johnson, Rec Chairman, to M. Zelasky (cc T. Sparkman) re: invitation to next Rec meeting 6/20/2016 8:00 PM
- e. Email, from C. Maynard, Treasurer to M. Zelasky re: Banking proposals (alternatives to Bank of America)
- f. Email, from CT Government Chief Financial Officers Education Department re: 2016/17 revenues
- g. Email, from L. St. Pierre, Bookkeeper re: line items of revenue/ new line item numbers assigned
- h. Email, from David Goldman, Yankee Institute re: analysis of budgets across all CT towns
- i. Email, from CT Council of Small Towns re: minimum budget requirements allowing towns to change budgets for 2016/2017
- j. Email, from T. Wakely to Ian Rogers, BoE Chairman re: request for number of Special Education students at Lisbon Central School, by grade
- k. Email, from M. Zelasky to Ian Rogers, BoE Chairman re: request for number of Special Education students at Lisbon Central School, by grade
- l. Email, from C. Maynard to M. Zelasky re: Special Education Cost Excess Cost Reimbursement
- m. Email, from Ian Rogers to M. Zelasky re: decline of Board's request for number of Special Education Students (per their attorney's advice)

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- n. Email, from M. LaFemina to M. Zelasky re: response to the decline of information by BoE
 - o. Email, from R. Dufort to M. Zelasky re: response to the decline of information by BoE
4. Bills and action thereon – NONE
5. Monthly Statements – Motion by J. McCloud second M. LaFemina to table.
VOTE: UNANIMOUS, MOTION CARRIED
- a. Treasurer's Report – Review (as of May 2016)
 - b. General Government – Review (July 2015 through May 2016)
 - c. Board of Education – Review (May 2016)
6. Reports
- a. Chairman's Report – NONE
7. Public Comment – NONE
8. Old Business
- a. Special Education Cost Excess Cost Reimbursement – Discussion. BoE Chairman Ian Rogers and Diana Cormier, LCS Business Manager, will be invited to clarify the spread sheet they sent the Board.
9. New Business
- a. Requests to Board of Education from the Board of Finance – Emails (l., m., n., o. from agenda item #3, "Correspondence", were read into the record.
 - b. Selectman's Requests
 - 1. Additional Appropriations Request – Elections – Motion by D. Duplice second by W. Donaldson to approve an additional appropriation to line item #52550 (Elections) of \$2,431.00.
VOTE: UNANIMOUS, MOTION CARRIED
 - 2. Line Item Transfer Request – Assessor's Clerk Wages – Motion by D. Duplice second by W. Donaldson to approve a line item transfer of \$1856.00 from line item #51443 (Computer Maintenance and Support) to line item #51412 (Assessor's Clerk's Wages).
VOTE: T. WAKELY ABSTAINS; MOTION CARRIED 5-0
 - 3. Line Item Transfer Request – Street Lighting – Motion by D. Duplice second by W. Donaldson to approve transfer of \$4200.00 to line item #60130 (Street Lighting) from line item #60143 (Town Equipment & Trucks).
VOTE: UNANIMOUS, MOTION CARRIED
 - 4. Line Item Transfer Request – Sanitation – Motion by W. Donaldson second by D. Duplice to approve transfer of \$796.00 to line item #60151 (Sanitation) from line item #60143 (Town Equipment & Trucks).
VOTE: UNANIMOUS, MOTION CARRIED

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5. Line Item Transfer Request – Resident Trooper Contract – Motion by D. Duplice second by W. Donaldson to approve transfer of \$32,890.00 to line item #55230 (Resident Trooper Contract) with \$25,000.00 from line item #52721 (Employee Insurance), and \$2890.00 from line item #52724 (Unemployment Compensation). VOTE: UNANIMOUS, MOTION CARRIED

6. Line Item Transfer Request – Assistant Town Clerk's Wages – Motion by W. Donaldson second by D. Duplice to approve line item transfer in the amount of \$67.00 to line item #51212 (Assistant Town Clerk's Wages) with \$67.00 from line item #52150 (Recycling Supplies & Expenses). VOTE: F. BURZYCKI ABSTAINS; MOTION CARRIED 5-0

7. Line Item Transfer Request – Social Security Medicare – Motion by D. Duplice second by W. Donaldson to approve line item transfer in the amount of \$4000.00 to line item #52722 (Social Security Medicare-Town Share) with \$4000.00 from line item #52741 (Town Hall Utilities). VOTE: UNANIMOUS, MOTION CARRIED

8. Line Item Transfer Request – Town Share Retirement Compensation – Motion by D. Duplice second by W. Donaldson to approve a line item transfer in the amount of \$4100.00 to line item #52727 (Town Share Retirement Compensation) with \$4100.00 to line item #60132 (Road Repair and Maintenance). VOTE: UNANIMOUS, MOTION CARRIED

9. Line Item Transfer Request – Bank Charges – Motion by D. Duplice second by W. Donaldson to approve line item transfer of \$1850.00 to line item #51551 (Bank Charges) with \$1850.00 from line item #52735 (Consulting Fees/Contracted Services). VOTE: UNANIMOUS, MOTION CARRIED

Motion by T. Wakely second W. Donaldson to add "Policies" under agenda item 10.a.

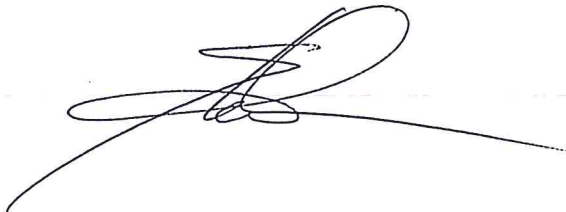
VOTE: UNANIMOUS, MOTION CARRIED

10. Any other business which may properly come before the Board
a. Policies – Discussion. Draft to be discussed at meeting #1, then final to be voted on at meeting #2. Draft to go out with agenda and in an email.

11. Public Comment – NONE

12. Adjournment – A motion was made by F. Burzycki second W. Donaldson to adjourn at 7:59 p.m.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Michael Zelasky, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 06/16/16 AT 2:20 pm
ATTEST: LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi, Asst