

MINUTES
REGULAR MEETING
BOARD OF FINANCE
LISBON TOWN HALL
WEDNESDAY, OCTOBER 17, 2018
7:00 P.M.

1. Call to Order

The regular meeting of the Board of Finance was called to order by Michael Zelasky, Chairman, at 7:02 p.m.

MEMBERS PRESENT: Michael Zelasky, Frank Burzycki, Randy Baah, Miles LaFemina, Wayne Donaldson, Gail Gwiazdowski (ALT), Philip Kiley (ALT)

MEMBERS ABSENT: Dennis Duplice, Thomas Wakely (ALT)

OTHERS PRESENT: Thomas Sparkman, First Selectman

Motion by F. Burzycki second by W. Donaldson to seat Gail Gwiazdowski for Dennis Duplice.

VOTE: UNANIMOUS, MOTION CARRIED

2. Reading of Previous Minutes

Motion by W. Donaldson second by F. Burzycki to approve the previous minutes of 9/19/2018.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Memo, from Clerk to the Boards re: disposition of materials (Chairman Zelasky to authorize the disposition of materials).
- b. Email, from First Selectman Thomas Sparkman to Chairman Zelasky re: Procedural Requirements for voting on the Fire Department.
- c. Email, from Chairman Zelasky to the Board members re: no need to vote on the firehouse bond.

4. Bills and action thereon

- a. O'Connor Davies, \$2500.00, inv #387454, 9/30/2018 re: 2018 Audit. Motion by M. LaFemina second W. Donaldson to pay (51630).

VOTE: UNANIMOUS, MOTION CARRIED

5. Monthly Statements

- a. Treasurer's Report – Review (as of September, 2018)
- b. General Government – Review (July 2018 - September 2018)
- c. Board of Education – Review (September 2018)
- d. CNR Report – NONE

6. Reports

- a. Chairman's Report – NONE

7. Public Comment – James Labonne of 12 Club House Road Extension, asked how the subject of the fire house (possible vote to rescind the positive motion to "recommend that the town appropriate \$11 million for the planning, design, constructing and equipping of the new fire station to be located at 25 Newent Road, and authorize the bonds and note by the town in the same amount to finance the appropriation", made at the Board of Finance July 19, 2018 regular meeting) got on the agenda.

TOWN OF LISBON

2019 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 16

July 17

February 20

August 21

March 20

September 18

April 17

October 16

May 15

November 20

June 19

December 18

The above meetings will be held at 7:00 o'clock P m in the

TOWN HALL in Lisbon.

Signed: Michael Zelasky 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 1, 2018 a schedule of the regular meetings to be held in 2019.

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Page 2 (Public Comment, cont)

Chairman Zelasky explained that the Board did not have the information regarding the incinerator at that time, on July 19th.

Robert Browne of Preston Allen Road commented that the incinerator was 2 years out from now, and that the Board could change the mill rate between now and then. He also reminded the Board that the firehouse could take five years to build and the \$11 million will not be needed all at once.

8. Old Business

- a. Purchase Policy and Procedures – Discussion regarding drafts. P. Kiley questioned if it was the intent of the policy to only allow the three credit cards listed (suggested they should instead be used as examples). Page 3: \$500 - \$1000: "\$1000" should be "\$2500"; page 5 (exemptions): what is the process for getting "single" or "sole purpose" approved?
- b. Auditor Contract – Going Out to Bid – Chairman Zelasky to send RFP to Board
- c. Pension Obligation – waiting on audit

9. New Business

- a. New Firehouse – Discussion and possible vote to rescind the positive motion to "recommend that the town appropriate \$11 million for the planning, design, constructing and equipping of the new fire station to be located at 25 Newent Road, and authorize the bonds and note by the town in the same amount to finance the appropriation", made at the Board of Finance July 19, 2018 regular meeting – No action taken.
- b. 2019 Meeting Schedule – to be held every third Wednesday of the month at 7:00 P.M. (no vote – Chairman Zelasky to authorize. See attached.) January 16; February 20; March 20; April 17; May 15; June 19; July 17; August 21; September 18; October 16; November 20; December 18.
- c. 2019-2020 Budget Schedule – Chairman Zelasky to revise
- d. Selectmen's Requests - NONE

10. Any other business which may properly come before the Board - NONE

11. Public Comment – James Labonne stood again to remind the Board that he had sent letters to all the cost centers in 2014, when the estimate for a new firehouse was \$5 million. Now in 2018, the price is climbing, and the longer we wait, the more expensive it will be.

12. Adjournment – Motion by W. Donaldson to adjourn the meeting at 7:40 P.M

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Michael Zelasky, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 10/24/18 AT 9:30am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
