

AGENDA  
REGULAR MEETING  
BOARD OF FINANCE  
LISBON TOWN HALL  
WEDNESDAY, FEBRUARY 19, 2014  
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, Dennis Duplice, Jim McCloud, Thomas Wakely

MEMBERS ABSENT: Robert Dufort, Alternates Frank Burzycki, Michael Zelasky

OTHERS PRESENT: Thomas Sparkman, First Selectman  
Anthony Ladouceur, Student Ambassador

2. Reading of Previous Minutes

A motion was made by T. Wakely, seconded by J. McCloud, to accept the previous minutes as presented.

VOTE: UNANIMOUS MOTION CARRIED

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

1. Memo, Deborah Copp Johnson, Assessor, 1/31/14, Re: October 1, 2013 Grand List \$369,429,683 (+\$1,218,839)
2. Memo, Stephen E. Brown, LCS Service Learning Coordinator, Re: BoF Student Ambassadors (Anthony Ladouceur, Spencer Holzschlag)
3. C: Extension Request for Filing Financial and State Single Audits (2/28/14)
4. Deadline Notice - Town Newsletter (2/8/14)
5. Memo - Kathy Demsey, Interim Chief Financial Officer, ST CT Department of Education, 1/31/14, Re: 2013-14
6. Government Financial Update, Connecticut Conference of Municipalities (CCM), 2/6/14, Re: FY15 Governor's Proposed Midterm Budget Impact on: Lisbon

4. Bills and action there on - None

Monthly Exp. Report through January 2014, BAL.: LI #51730, Auditor - \$11,005; LI #51650 -\$1,250

5. Chairman's Report

Mr. Donaldson reported receiving a list of capital items from Randy Baah, Chair., Board of Education for suggestions from the Board of Finance on where they should be funded. He also reported that the contract with NFA is in process.

6. Student Ambassadors - No questions or comments.

7. Monthly Statements

The following monthly statements were distributed for review:

Treasurer's Report As of December 31, 2013

Board of Education January 2014 Financials

General Government through December 2013

There were no questions or comments.

8. Public Comment - None

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9. Old Business

a. Shooting Stars Special Revenue Account

Mr. Donaldson gave an overview of a meeting that he, First Selectman Sparkman, Marcia Marien, O'Connor Davies, Town Auditor and Kari Olson, Murtha Cullina LLP, Town Counsel, had at the Senior Center with the Shooting Stars on February 12, 2014 at which time the Shooting Stars' "books" were turned over to Mrs. Marien so that the town's audit could be completed. He advised that it was suggested that a committee be set up with some members of the Shooting Stars and BoF to go over the status of the organization. He noted that Town Counsel made it clear that they either separate from the town, at which time the funds revert to the town or that a special revenue account be set up to handle their funds. Dennis Duplice agreed to serve on the committee with Mr. Donaldson.

b. Tabled By-Law Changes

Mr. Wakely advised that he, Mr. Donaldson, and Town Counsel will meet next week on the Bylaw changes.

c. Financial Plan

Mr. Donaldson advised that this item is on hold and will be addressed after the policy manual.

d. Policy Manual

Mr. Donaldson made the policy documents available for Dr. Dufort who will be working on the project.

e. Annual Report.

Mr. Donaldson advised that all of the departments have turned in their narratives which are in the process of being correlated advising further that after receiving the audit it can go to the printers.

10. New Business

a. Selectmen's Requests

Mr. Sparkman explained the \$19,999 Additional Appropriation to Line Item #52735, Contract Services, needed due to unanticipated costs associated with the demolition of 510 River Road.

A motion was made by D. Duplice, seconded by J. McCloud, to approve a \$19,999 additional appropriation to Line Item #52735, Contracted Services.

VOTE: UNANIMOUS MOTION CARRIED

b. Printer - Annual Report

Mr. Donaldson reported contacting four vendors of which two did not respond, one requested information but did not submit a quote. The fourth, last year's printer, Minuteman Press, quoted a price that is \$13 higher than last year. Mr. McCloud suggested contacting the print shop at Connecticut College.

11. Agenda Planning - No discussion

12. Other Business - None

13. Public Comment - None

14. Adjournment

A motion was made by T. Wakely, seconded by D. Duplice, to adjourn at 7:19 p.m.

VOTE: UNANIMOUS MOTION CARRIED

  
Marlene LePine, clerk

APPROVED: \_\_\_\_\_  
Wayne Donaldson, Chairman

RECEIVED FOR RECORD AT LISBON  
CT ON 02/20/14 AT 10:17  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
