

MINUTES  
REGULAR MEETING  
BOARD OF FINANCE  
LISBON TOWN HALL  
WEDNESDAY, NOVEMBER 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 7:01 p.m.

MEMBERS PRESENT: Wayne Donaldson, Jim McCloud, Thomas Wakely  
Alternate Franks Burzycki, Dennis Duplice  
MEMBERS ABSENT: Robert Dufort, Alternate Michael Zelasky  
OTHERS PRESENT: Haylie Burgess

A motion was made by T. Wakely, seconded by J. McCloud, to seat Frank Burzycki, for the vacancy.

VOTE: UNANIMOUS MOTION CARRIED

2. Reading of Previous Minutes

A motion was made by T. Wakely, seconded by J. McCloud, to approve the previous minutes with a correction under Monthly Statements, to the Board of Education Financial Statement dates which should read "September 14/15 and September 13/14" VOTE: UNANIMOUS MOTION CARRIED

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

1. Thank-you card w/discount offers, Minuteman Press

4. Bills and action there on - None

5. Chairman's Report

Mr. Donaldson discussed the background of the scheduled (11/3/14) then canceled special meeting regarding the Shooting Stars Special Revenue Account.

6. Student Ambassadors - No Questions/Comments

7. Monthly Statements

The following monthly statements were distributed for review: General Government through October 2014; Treasurer's Report as of October 30, 2014; Board of Education October 2014 Financial Statement.

8. Public Comment - None

9. Old Business

a. Shooting Stars Special Revenue Account - Discussion

After advising that the Selectmen voted not to go to a town meeting with the proposed ordinance, for the Shooting Stars special revenue account, a discussion was held regarding how to proceed. Mr. Duplice arrived during the discussion.

b. Financial Plan

Mr. Donaldson advised that he is still waiting for the Recreation Committee numbers then noted that he will contact the chairman.

c. Policy Manual

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Page 2 Old Business, c. Policy Manual contd.

1. After School Child Care Program - Internal Control Procedures  
A motion was made by T. Wakely, seconded by D. Duplice, to approve  
Mr. Wakely withdrew his motion as did Mr. Duplice his second. Mr. Donaldson tabled this item.

10. New Business

a. LCS Window Replacement

Mr. Donaldson advised that this item was addressed at the special meeting on November 14th.

b. Selectmen's Requests

1. \$2,000 Additional Appropriation to Line Item #55351, Building Inspector's Supplies & Expenses, needed due to un-budget mileage reimbursements.

A motion was made by D. Duplice, seconded by F. Burzycki, to approve a \$2,000 Additional Appropriation to Line Item #55351, Building Inspector's Supplies & Expenses.

VOTE: UNANIMOUS MOTION CARRIED

2. \$1,560 Additional Appropriation to Line Item #52728, Employee Retirement Accrued Liability, needed due to unbudgeted administrative charges.

A motion was made by D. Duplice, seconded by F. Burzycki, to approve a \$1,560 Additional Appropriation to Line Item #52728, Employee Retirement Accrued Liability.

VOTE: UNANIMOUS MOTION CARRIED

3. \$14,000 Additional Appropriation to Line Item #52733, Insurance and Bonding, needed due to costs associated with the refinancing of the Bond anticipation notes and an increase in insurance premiums

4. \$19,500 Additional Appropriation, Line Item #52732, Town Engineer, needed due to unanticipated costs associated with the HVAC system planning, the community track repair, and fire house renovations.

A motion was made by T. Wakely, seconded by J. McCloud, to approve a \$19,500 Additional Appropriation to Line Item #52732, Town Engineer.

VOTE: UNANIMOUS MOTION CARRIED

c. Annual Report

Mr. Donaldson volunteered to be responsible for the report (FY2013/14).

d. BoF Fiscal Year 2015/16 Budget

Mr. Donaldson tabled this item.

11. Agenda Planning - None

12. Other Business

A motion was made by T. Wakely, seconded by D. Duplice, to add "Special Meetings" to the agenda.

VOTE: UNANIMOUS MOTION CARRIED

a. Special Meetings

It was the general consensus of the board members that they be provided with more information, other than just an agenda, about the subject of special meetings called by the Chairman.

13. Public Comment - None

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14. Adjournment

A motion was made by T. Wakely, seconded by F. Burzycki, to adjourn at 7:45 p.m.

VOTE: UNANIMOUS MOTION CARRIED

  
Marlene LePine, clerk

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

RECEIVED FOR RECORD AT LISBON  
CT ON 11/20/14 AT 12:45pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
