

**Lebanon Board of Finance**

**Minutes of April 15, 2014**

**Regular Meeting**

Members present: Liz Charron, Chairman, Greg Lafontaine, Betsy Petrie, Phil Johnson, Meghan Bruce

Alternates present: Diane Malozzi

Absent: David Scata, Ed Tylor, Joan Merritt

Also present

Selectmen: Joyce Okonuk, Linda Finelli

Board of Education: Stephen Nelson, Al Vertfeuille

Veronica Calvert, Finance Director, Phil Chester, Town Planner

**Item A. Call to Order**

The meeting was called to order at 7:00 p.m. by Liz Charron. Alternate Diane Malozzi will sit for David Scata

**Item B.**

**Executive Session – Executive session to discuss personnel legal negotiations.**

**Meghan Bruce made a motion to enter into Executive Session at 7:01 p.m. to discuss personnel legal negotiations with members of the Board of Finance present and selectmen Joyce Okonuk and Linda Finelli. Seconded by Phil Johnson. Executive Session ended at 7:20 and meeting returned to regular agenda.**

**Item C. Minutes**

Betsy Petrie made a motion to accept the minutes of March 13, 2014 Special Meeting. Seconded by Phil Johnson. Motion passed unanimously.

Phil Johnson made a motion to accept the minutes of March 18, 2014 Special Meeting. Seconded by Meghan Bruce. Motion passed unanimously.

Phil Johnson made a motion to accept the minutes of March 18, 2014 Regular Meeting. Seconded by Greg Lafontaine. Correction noted to change heading to Public Hearing. Motion passed unanimously.

Greg Lafontaine made a motion to accept the minutes of March 25, 2014 Special Meeting. Seconded by Betsy Petrie. Motion passed with Diane Malozzi abstaining.

Phil Johnson made a motion to accept the minutes of March 27, 2014 Special Meeting. Seconded by Meghan Bruce. Motion passed unanimously.

Meghan Bruce made a motion to accept the minutes of March 31, 2014 Subcommittee Meeting. Seconded by Diane Malozzi. Motion passed unanimously.

Phil Johnson made a motion to accept the minutes of March 31, 2014 Special Meeting. Seconded by Meghan Bruce. Motion passed unanimously.

Meghan Bruce made a motion to accept the minutes of the April 10, 2014 Public Hearing. Seconded by Greg Lafontaine. Motion passed with Diane Malozzi abstaining.

#### **D. Correspondence**

None

#### **E. Public Comments**

Stephen Nelson, Chairman Board of Education would like to see the Board of Education proposed budget increased.

#### **F. Quarterly Board of Education Report for Fiscal Year 2013-2013 Expenditures**

Questions were asked about the line items for transportation and insurance. Al Vertefeuille noted that the increase in transportation is due to a transporting a special education student, and adding an additional kindergarten bus run; He will check on the insurance line item. Final numbers should be close to current budget. The Board decided to review this at the next regular meeting when Janet Tyler and can respond.

#### **G. Quarterly Town Reports for Fiscal Year 2013-2014 Expenditures, Revenue, TIP/SIP, Contingency Balance, and Fund Balance.**

Veronica Calvert noted that she anticipates that heating oil line items will run over budget. Account #445 Human Services has the potential to run over. Joyce Okonuk explained the situations with some properties that have had health orders and some homes need to be demolished. Expenditures and revenues were reviewed. Contingency balance was reviewed. School building projects were reviewed. Question if Tax Collector has spent all the funds authorized to over spend and will some be needed for next year.

#### **H. New Business**

1. Consider and act on prior year balances for Capital roads and bridge projects

Liz Charron explained how LoCip funds were used for roads and bridges. The auditor has recommended that the balances in roads & bridges be cleared out.

Betsy Petrie made a motion that the Board of Selectmen be requested to call a Town Meeting for the purpose of transferring \$101,601.47 from Fund Balance to Capital Roads & Bridges and closing out prior year project deficits, funds to come from Fund Balance. Seconded by Greg Lafontaine. Motion passed unanimously

2. Consider and act on finalized 2014-2015 budget proposal

Liz Charron discussed options for the budget. Discussion of comments that were made at the recent public hearing regarding the Board of Education budget. Declining enrollment in the district was discussed. The bay heaters at the Fire Department were discussed.

Phil Johnson made a motion to increase the Board of Education proposed budget by another \$91,000.00 from the Board of Finance's proposed budget for FY20 14-15. Seconded by Liz Charron. Vote – Yea - Liz Charron, Phil Johnson. Nay – Meghan Bruce, Diane Malozzi, Betsy Petrie, Greg Lafontaine. Motion failed.

Greg Lafontaine made a motion to increase the Board of Education budget by \$260,000.00 over last year's FY2013-14 budget. Seconded by Phil Johnson. Yea – Greg Lafontaine, Phil Johnson, Liz Charron. Nay – Meghan Bruce, Betsy Petrie, Diane Malozzi. Motion failed.

Phil Johnson made a motion to increase the Board of Education budget to \$238,000.00 over last year's FY2013-14 budget. Seconded by Betsy Petrie. Vote – Yea – Greg Lafontaine, Phil Johnson, Liz Charron, and Betsy Petrie. Nay – Meghan Bruce, Diane Malozzi. Motion passes.

Gregg Lafontaine made a motion to request the Board of Selectmen to bring to the Annual Town Meeting a proposed 2014-2015 budget for the Town of Lebanon of \$24,041,480.00 to include General Town Government, Board of Education and Special Revenue accounts and capital expenditures with projected revenue of \$7,444,208 and an estimated mil rate of 28.2 as outlined in the document exhibit dated April 15, 2014. This will represent an increase the amount to be raised by taxes of 2.16%. Seconded by Meghan Bruce. Motion passed unanimously.

Meghan Bruce made a motion to recommend that the Board of Selectmen adjourn the Town Meeting to a referendum. Seconded by Diane Malozzi. Vote – Yea – Phil Johnson, Meghan Bruce, Diane Malozzi, Nay – Greg Lafontaine, Betsy Petrie, Abstain – Liz Charron. Motion failed.

3. Discuss with Board of Selectmen the process for setting salaries for town employees

Topic was postponed to a future meeting. No action taken.

4. Discuss and act upon funding the recommendations of personnel legal negotiations

No action taken.

5. Discuss and act upon accepting a \$2,995.00 grant from the Department of Agriculture's CT Grown Joint Venture Grant Program for the Lebanon Farmer's Market as recommended by the Board of Selectmen.

Phil Chester discussed the grant. This is a matching grant. Funds for the matching have been obtained from donations from local businesses, sales of the VIP buttons, and \$500 from the Economic Development Commission budget.

Betsy Petrie made a motion to accept and expend the \$2,995.00 grant from the Department of Agriculture CT Grown Joint Venture Grant Program. Seconded by Meghan Bruce. Motion passed unanimously.

6. Discuss and act upon accepting a \$15,000.00 grant from the Department of Agriculture Ag Viability Grant Program to promote the preservation and growth of Lebanon's agriculture as recommended by the Board of Selectmen.

Phil Chester explained this grant and that it is an in kind matching grant which would be Phil's work on this grant.

Betsy Petrie made a motion to accept, authorize and expend up to \$15,000.00 of the Department of Agriculture Ag Viability Grant. Seconded by Meghan Bruce. Motion passed unanimously.

7. Discuss and act upon bringing to the Annual Town Meeting for consideration a purchase and sale agreement between the Town of Lebanon and Edward D. Keefe for one (1) acre of land located at 903 Exeter Road, for the sum of one-hundred thousand dollars (100,000.00) as requested by the Board of Selectmen.

Joyce Okonuk gave some background history on this piece of property. Phil Chester discussed the negotiations that have been ongoing with the owner. Board of Education would have to maintain the property. A possible use of the land would be for parking.

Betsy Petrie made a motion to request the Board of Selectmen to bring to a Town Meeting the authorization and purchase of the one (1) acre of land at 903 Exeter Road from Edward D. Keefe for the sum of one-hundred thousand dollars (100,000.00) with funds to come from Fund Balance. Discussion followed regarding this piece of property. Motion passed with Meghan Bruce voting nay.

Meghan Bruce made a motion to add to agenda discussion and possible action of the school building projects balances. Seconded by Phil Johnson. Motion passed unanimously

8. Discuss and act on school building project balances

Liz Charron explained the history behind these project balances. They have been discussed with the State and the numbers are not known. Liz will work with Janet Tyler and Glen Coutu to see if we can get final numbers from the state so we can bring this to a town meeting in the near future.

Betsy Petrie made a motion to add to the agenda discussion and action on over expending account #445 up to \$41,500.00. Seconded by Megan Bruce. Motion passed unanimously.

9. Discuss and act on over expending account #445 by up to \$41,500.00.

Joyce Okonuk distributed a list of properties that are under health orders to be cleaned up and some houses demolished. Discussion of placing liens on these properties. Betsy Petrie made a motion to authorize over expenditure in account #445 by up to \$41,500.00 to comply with health orders and possible demolition of houses on properties on list provided by the First Selectmen. Greg Lafontaine seconded. Motion passed unanimously.

Greg Lafontaine made a motion to adjourn the meeting. Seconded by Meghan Bruce. Motion passed unanimously. Meeting adjourned at 9:45 p.m.

**Respectfully Submitted,**

**Kathleen E. Chapman**

**Board of Finance Clerk**