

# LEBANON BOARD OF FINANCE

## MINUTES - 4/10/08

**Members Present:** Liz Charron, Gregg LaFontaine, Linda Finelli, Betsy Petrie, Glen Coutu, Svea Meyer (alt), Chuck Haralson (alt), Phil Johnson (alt)

**Absent:** Lori Wesolowski

**Guests:** Tom Valone, John Bendoritis

A. **Call to order:** Liz Charron, Chairman, called the meeting to order at 7:30pm.

B. **Approval of Previous Meeting Minutes:**

- a. **February 14<sup>th</sup>:** G. LaFontaine questioned some of the wording regarding the rescinding of past motions made and what they related to. Recommended that the rescinded motions have the date they were made added to the minutes (ie the motion of ... dated mm/dd/yy). **Motion:** to accept with recommended corrections by G. LaFontaine, Second: G. Coutu. Motion passed unanimously.
- b. **March 6<sup>th</sup>:** Motion to add March 6<sup>th</sup> Minutes to the agenda by L. Finelli, Second: G. Coutu. Motion passed unanimously. Motion to accept and approve by G. Coutu, Second: L. Finelli. Motion passed unanimously.
- c. **March 13<sup>th</sup>:** Motion to accept and approve by L. Finelli, Second: C. Haralson. Motion passed unanimously.
- d. **March 20<sup>th</sup>:** Motion to accept and approve by G. Coutu, Second: L. Finelli. Motion passed 4 yea, 1 abstention (??).
- e. **March 25<sup>th</sup>:** Motion to accept and approve by G. LaFontaine, Second: C. Haralson. Motion passed 4 yea, 1 abstention (??).
- f. **March 27<sup>th</sup>:** Motion to accept and approve by B. Petrie, Second: C. Haralson. Motion passed 4 yea, 1 abstention (??).

C. **Correspondence:** None

D. **Monthly Expenditure/Payment of Bills:** Discussion initiated by G. Coutu regarding the distribution of the Department Report to the departments. All present agreed it was a good idea to distribute, but unsure of best version to distribute, detail vs summary. T. Valone commented that if summary version was sent, then questions by the departments would probably cause him to distribute a detailed report anyway. He also commented that it would not be much more work to run and distribute the detailed report instead of the summary report. Decided that T. Valone would distribute detail reporting to the departments. G. Coutu noted that the Insurance Account (#418) was over budget and was concerned about another bill needing to be paid would severely over spend the budget. T. Valone questioned if all 4 bills have been paid or if another was still due. **T. Valone to investigate.** C. Haralson noted that Snow Removal Account (#433) was over budget. J. Bendoritis explained costs incurred are based on a per event basis.

E. **Old Business:** Motion by G. Coutu to address Item 2 on the agenda prior to Item 1, Second: L. Finelli. Motion passed unanimously. L. Charron presented a new format for the reporting of the Capital\Non-Recurring Fund. She mentioned that there was a missed eliminated item of \$3296 causing the Cap\NR amount on the budget to be reduced. L. Charron explained that the far right column is the summary of the approved expenditures for the 08-09 budget and funded by the unexpended track funds. G. Coutu suggested that the second column from the right be changed to read "Proposed BOF FY08-09 Apportionment". Discussion on whether to split the BOE funded projects out separately or include in the total column and note the reduction from the use of the track left-over and the end of the schedule. Decision to include the BOE Cap\NR items in the "Proposed BOF FY08-09 Apportionment" column and

add a paydown line with the reduction of \$124k. C. Haralson suggested wording of "unspent balance" be used.

Secondary discussion initiated by L. Finelli regarding BOE budget and cut. L. Charron mentioned that this was Item 1 of the agenda. L. Finelli expressed concern and disappointment that BOE budget was only cut by \$100K. She mentioned she had been approached by people in town asking why the BOE budget was cut so little. L. Charron mentioned that BOE budget contained large increases relating to Special Ed and larger utility costs. B. Petrie also responded that BOE had already reduced their initial budget by \$300 – \$400K before presenting to the BOF. L. Charron stated that any further reduction at this time would be unfair since the BOE was present when the budget was set and is not present. G. Coutu added that we pay \$800k in maintenance personnel and yet the schools and grounds are in bad shape. S. Meyer added that even with the BOE budget as is, the MIL rate increase is historically inline. *L. Finelli motioned to cut the BOE budget by \$400K, second G. Coutu.* G. Coutu agreed with additional cuts to the BOE budget should occur, but felt \$400k was too much. He believed the increase should be more along the trends displayed on page 12 of the BOE proposal. G. LaFontaine stated that the BOE budget should stand as determined on April 3<sup>rd</sup>. L. Charron believed the 1.0 Mil increase is reasonable. S. Meyer said that the budget should go to town input as is but if town feels the BOE budget is too high, we (the BOF) must react appropriately. Vote on the motion called. 2 yea, 4 opposed (G. LaFontaine, B. Petrie, L. Charron, C. Haralson). Motion failed.

*Motion to rescind the motion of the Special Meeting of April 3<sup>rd</sup> to present the CapWR of \$1.1M by G. Coutu, second: C. Haralson. Motion passed unanimously. Motion to rescind the motion of the Special Meeting of April 3<sup>rd</sup> to present the town budget of \$22.9M by G. Coutu, second: G. LaFontaine. Motion passed unanimously. Motion passed unanimously. Motion to have the BOF propose the use the unspent appropriation for the track replacement in the amount of \$124k to fund the BOE Cap/NR budget items for 08/09 by G. LaFontaine, second: C. Haralson. Motion passed 4 yea, 2 opposed (L. Finelli, G. Coutu). Motion to move to Agenda Item F by G. Coutu, Second: L. Finelli. Motion passed unanimously.*

- F. **New Business:** G. LaFontaine made a *motion to present at Public Hearing on Monday April 21<sup>st</sup>, 2008 a Capital Reserve and Non-Recurring Expense allocation of \$1,076,302 for the FY2008-2009 budget appropriation as outlined in Attachment B. Second by C. Haralson.* C. Coutu inquired with B. Petrie if the exhaust system at the FSC accurate. She advised that it was. Motion passed 4 yea, 2 opposed (L. Finelli, G. Coutu).

B. Petrie made a *motion to present at Public Hearing on Monday, April 21<sup>st</sup>, 2008 a proposed 2008-2009 budget for the Town of Lebanon of \$22,906,133 for the General Town Government, Board of Education and Special Revenue Funds with Revenue Estimates of \$9,016,971, and an estimated mil rate of 27.8 as outlined in Attachment A. Second by G. LaFontaine.* Motion passed 4 yea, 2 opposed (L. Finelli, G. Coutu). It was requested and recommended that the Board of Selectmen present plans for the use of the \$14k allocated for the library after the budget is established.

- G. **Other:** Fund Balance: *Motion to add Fund Balance Guidelines originally presented on 3/27/08 to agenda and act and move on them by G. Coutu, Second: L. Finelli. Motion passed unanimously.* G. LaFontaine presented revised Fund Balance Guidelines for review and discussion. Some minor wording revisions were made. *Motion to accept revised guidelines dated 3/27/08 by G. Coutu, Second: L. Finelli. Motion passed unanimously.* G. LaFontaine presented 2 versions of guidelines, one with-out work process notes and one with. Decided to include version with-out notes.

*Motion to add Board of Selectmen Code of Ethics to the agenda by L. Finelli, Second: G. Coutu.* L. Charron was concerned that if adopted would stifle the volunteering in town and cause a mass exodus from the boards and committees. G. Coutu said he would issue a motion in opposition to the BOS COE Proposal. L. Charron felt a motion may not be needed that individual opposition at the town meeting may suffice. Motion by L. Finelli stating *that the Board of Finance does not support the adoption of the proposed Code of Ethics by the Board of Selectmen as written, Seconded by B. Petrie.* Motion passed unanimously.

- H. **Motion to Adjourn:** Motion to adjourn by B. Petrie, second by L. Finelli. Motion passed unanimously.