

**Lebanon Board of Finance**  
**Regular Meeting**  
**February 20, 2024, at 7:00 pm**  
Town Hall Conference Room (in-person) and via Zoom

A recording of this meeting is posted on the town website.

**Members Present:** Mike Ninteau (Chair), Philip Johnson (Vice-Chair), Diane Malozzi (Secretary), Justine Spielman, Harold Nelson

**Alternates Present:** John Noblet, Gisele Russo

**Absent:** Gregg Lafontaine, Hayley Messier (Alternate)

**Also present:** Kevin Cwikla, First Selectman; Hayley Wagner, Finance Director

**1.0 Call to Order** – M. Ninteau called the meeting to order at 7:08 pm  
G. Russo to sit for G. LaFontaine

**2.0 Correspondence**

a) **BOE January 31, 2024, Financial Reports**

**3.0 Public Comments** – Jay Schall, Club House Rd., Lebanon Fire Chief – Commented regarding the Long-Term Planning Committee.

**4.0 Consent Agenda**

a) **Minutes – Regular BOF meeting January 16, 2024**

b) **Audit Extension filed through FHMS through February 29, 2024**

*P. Johnson MOVED to accept the Consent Agenda as presented. H. Nelson SECONDED.*

MOTION CARRIES: 6:0

**5.0 Town-wide Updates:**

**5.1 BOE Update with Superintendent Gonzalez** – No Update

**5.2 Town Update with First Selectman Cwikla** – K. Cwikla updated the BOF on Community Center, asbestos removal at Town Hall, snow removal budget and tree removal project. A firm has been hired to conceptualize a new building. K. Cwikla said that they are trying to keep everything at the current site due to its central location in the Town.

**6.0 Fiscal Year 2023-2024 Financial Reports:**

**6.1 Expenditures** – P. Johnson asked about the remaining Health Department budget. H. Wagner said that this is a paid quarterly. J. Spielman inquired about different reporting for clarity. H. Wagner will look into it to see if she can come up with something within the software.

**6.2 Revenues** – H. Wagner reported that school tuitions are starting to come in. Property taxes seem to be on que. Investments are steadily growing.

**6.3 Town Improvement Plan (TIP)** – H. Wagner noted error in reporting row under Fire Marshall.

**6.4 School Improvement Plan (SIP)** – Deposit for Stage Lighting

**6.5 BOE non-lapsing** – M. Ninteau said a notification was received from A. Gonzales regarding legislation that the State changed the school age from 21 to 22 years old. A group home in town has one individual that falls into this new age. BOE has received a bill in the amount of

\$49,000.00 for this student. Funds may come from the non-lapsing account.

## **7.0 New Business:**

### **7.1 Approve invoice from CLA (auditors)**

*P. Johnson MOVED to pay the progress billing invoice #2 in the amount of twenty-one thousand dollars and no cents, (\$21,000.00), to CLA. J. Spielman SECONDED.*

MOTION CARRIES 6:0

Before moving to the next item on the agenda, H. Nelson brought up information he saw that addresses conflict of interest.

*H. Nelson MOVED that for this budget cycle that the Lebanon Board of Finance operate under the guideline that any committee member or alternate entity that offers a budget to this body be required to abstain from the final vote regarding the budget for that entity. J. Spielman SECONDED.*

*D. Malozzi MOVED to postpone the motion from H. Nelson until the March 19, 2024 Board of Finance, regular meeting. H. Nelson SECONDED.*

MOTION CARRIES: 5:1

P. Johnson opposed.

### **7.2 Review the following Fiscal Year 2024-2025 small static budgets:**

- a) **Department 403 – Probate Court** – minor decrease in budget
- b) **Department 408 – Board of Assessment** – remains flat
- c) **Department 412 – Town Report** – remains flat
- d) **Department 434 – Streetlights** – remains flat
- e) **Department 445 – Human Services** – Contractual salary increase, donation line added for \$500.00
- f) **Department 448 – United Services** – remains flat
- g) **Department 455 – Special Events** – remains flat
- h) **Department 464 – Zoning Board of Appeals** – minor increase
- i) **Department 465 – Economic Development** – remains flat
- j) **Department 480 – Employee Benefits** – Increases in health insurance and MERS as determined by the State.
- k) **Department 490 – Debt Service** – two bonds; Roads / Bridges and Library
- l) **Transfers – 325<sup>th</sup> Anniversary** – K. Cwikla reported a \$10,000 request for Committee to begin working on this event in July 2025.

## **8.0 Subcommittee Updates and Actions – Consider and act on assignments to subcommittees**

### **8.1 Policies & Procedures**

NO ACTION TAKEN

### **8.2 Long-Term Planning**

NO ACTION TAKEN

### **8.3 Audit**

NO ACTION TAKEN

### **8.4 School Study – H. Nelson and J Spielman are added to this committee.**

## **9.0 Other**

J. Spielman asked about updates to the budget pages. H. Wagner said she will notify the BOF as she receives changes made by the departments.

## **10.0 Adjourn**

Hearing no further business, M. Nintean adjourned the meeting at 8:16 pm

Recording ends.

Respectfully submitted,  
Diane Malozzi  
BOF Secretary

Laurie J. Bergeron  
Recording Secretary

February 23, 2024

*Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.*