

Lebanon Board of Finance
Regular Meeting - remotely via Zoom.
June 21, 2022
MINUTES

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

Members Present: Liz Charron (Chair), Meghan Scott (V-Chair), Diane Malozzi (Secretary),
and Gregg Lafontaine.

Alternates Present: Mike Nintean, Haley Messier.

Members Absent: David Scata, Philip Johnson. Tony Tyler (alternate).

Others Present: Kevin Cwikla (First Selectman), Hayley Wagner (Finance Director)

Recording starts.

1.0 Call to order

A quorum being present L. Charron called the meeting to order at 7:01 pm.

M. Nintean to sit for P. Johnson. H. Messier to sit for D. Scata

2.0 Correspondence

Board of Education May financial statement.

3.0 Minutes

3.1 Approval of minutes

a.) Regular BOF meeting 5/17/2022

M. Scott MOVED to approve minutes of the 5/17/2022 BOF special meeting. G. Lafontaine SECONDED.
MOTION CARRIED 6:0

b.) Special BOF meeting 5/25/2022

The meeting was cancelled.

NO ACTION TAKEN

c.) Special BOF meeting 6/1/2022

M. Scott MOVED to approve minutes of the 6/1/2022 BOF special meeting. M. Nintean SECONDED.
MOTION CARRIED 6:0

d.) Special BOF meeting 6/8/2022

M. Scott MOVED to approve minutes of the 6/8/2022 BOF special meeting. G. Lafontaine SECONDED.
MOTION CARRIED 6:0

4.0 Public Comments

None

5.0 Financial Reports

5.1 Reports for Fiscal year 2021-2022 Expenditures, Revenues, Town Improvement Plan, School Improvement Plan, Board of Education Non-Lapsing Account

H. Wagner reviewed the financial reports with the Board. Three departments are expected to come in over budget. Legal due to ongoing litigation and other issues. Solid waste due to increase in disposal fees to have recycling and refuse removed from the transfer station. Resident State Trooper due to a change in personnel after the budget was approved.

Revenue increases over what was originally budgeted; in Police Services approximately \$22,000.00, in Snow plowing approximately \$8,000.00, CIRMA equity distribution payment of approximately \$9,892.00 and the VO-AG program collected more than budgeted with those funds going to the Board of Education.

L. Charron asked if notes could be added to the reports indicating brief description of issue and meeting date it was discussed. H. Wagner said yes that can be done in the comment section.

6.0 New Business

6.1 Discuss and act on bid for audit services.

M. Scott said interviews with the firms that submitted bids for audit services are complete. She said all the firms did not include the Fire Department in their service. H. Wagner said CLA (CliftonLarsonAllen) is a firm she is familiar with having worked with them in the past. M. Scott said the first year would be \$54,600.00, going up each year to year five at \$60,995.00

M. Scott MOVED to authorize the acceptance of the bid by CLA for audit services for the next five years beginning with the fiscal year 2021-22. M. Nintean SECONDED.

MOTION CARRIED 6:0

6.2 Budget for 2022-2023 fiscal year

a) Discuss results of referendum if available

No Discussion.

b) Consider and act on the next steps.

L. Charron said a special meeting will be scheduled on June 28, 2022 to finalize or continue the budget process depending on the referendum results.

7.0 Sub committees

a) Policies & Procedures

D. Malozzi answered some questions from the previous meeting regarding the Board of Education Non-Lapsing Account.

b) Shared Services

No Report

c) Long Term Planning

No Report

d) Audit

No Report

8.0 Other

9.0 Adjourn

Hearing no further business L. Charron adjourned the meeting at 7:36pm.

Recording ends.

Respectfully Submitted,
Diane Malozzi
Secretary, Lebanon Board of Finance
June 23, 2022