

LEBANON BOARD OF FINANCE
REGULAR MEETING
Hybrid- Zoom/Town Hall
April 18, 2023 - 7:00 pm

MINUTES

Members Present: Liz Charron (Chair), Meghan Scott (Vice Chair), Diane Malozzi, (Secretary), Gregg Lafontaine, and Philip Johnson.

Alternates Present: Mike Ninteau, Haley Messier, and AJ Dunnack.

Absent: David Scata

Also present: Kevin Cwikla, First Selectman; Hayley Wagner, Finance Director; Andrew Gonzalez, Superintendent.

1.0 Call to Order

A quorum being present L. Charron called the meeting to order at 7:14 pm.

M. Ninteau to sit for David Scata.

H. Messier to sit for M. Scott.

NOTE: Meeting began late due to technical difficulties with members logging on as panelists.

M. Scott joins meeting at 7:16pm as panelist.

2.0 Correspondence

Lease information from H. Wagner – emailed to BOF on 4/1/2023.

3.0 Minutes

3.1 Regular meeting - 3/21/2023

M. Ninteau MOVED to approve the minutes of the March 21, 2023 regular meeting G. Lafontaine SECONDED.

MOTION CARRIED: 6:0

3.2 Special Meeting - 3/28/2023

Under Item 3 Dept. 433, the sentence is corrected to read; Snow removal was lowered from \$295,611.00 to \$ 250,000.00 with the intention to fund with surpluses from FY22- 23 as needed.

M. Ninteau MOVED to approve the minutes of the 3/28/2023 special meeting with corrections.

P. Johnson SECONDED.

MOTION CARRIED 6:0

3.3 Special Meeting - 3/30/2023

Under Item 3.1, paragraph 2, the sentence is corrected to read; L. Charron adjusted the proposed Solid Waste budget by \$70,000.00 and adjusted the proposed Solid Waste revenue by \$70,000.00.

Under paragraph 9 the sentence is corrected to read; D. Scata said tuition revenue is a projection that historically actuals have been less.

Paragraph 9 sentence is added that was erroneously omitted: L. Charron pointed out they have exceeded the budget for the past few years.

M. Ninteau MOVED to approve the minutes of March 30, 2023 special meeting with corrections.

P. Johnson SECONDED.

MOTION CARRIED 6:0

4.0 Public Comment

None

5.0 Town-wide Updates -

- 5.1 BOE update with Superintendent**– A. Gonzalez updated the BOF with end of year updates with activities and projected expenses. M. Nintean asked if the information he previously requested concerning what the town actually receives for out-of-town student tuition is more, equal to, or less than the cost of providing maintenance for the school building space needed. A. Gonzalez said, no, he does not yet have the figures. He explained the many variables that could affect exact figures. G. Lafontaine suggested that through a possible study using outside entities to see if other ideas as to cost are brought forward. M. Nintean said he would like to be included in that process.
- 5.2 Town update with First Selectman** - K. Cwikla updated the BOF with contract negotiations, solid waste costs, paving, community center and pavilion roofing projects and finalizing the budget. L. Charron inquired as to whether the budget will be sent to referendum. K. Cwikla commented that they are not sure at this point. G. Lafontaine and D. Malozzi stressed that it is imperative that townspeople know that the budget will be voted on at the Town Meeting and there will not be a referendum. P. Johnson suggested maybe a postcard mailing notifying townspeople would suffice.

6.0 Financial Reports

Fiscal Year 2022-2023 Expenditures, Revenues, TIP/SIP, BOE non-lapsing.

The Board reviewed the monthly finance reports with H. Wagner.

7.0 New Business

7.1 Discuss Public Hearing

The Board discussed comments heard at the public hearing on April 17, 2023.

H. Wagner said Police Services is seeing an increase in revenue due to Eversource activity in running new wires along the roadside poles.

7.2 Discuss and act on budget proposal for FY24, including but not limited to: Feedback from Public

The Board reviewed the leasing information provided by H. Wagner. Pay off one truck now and lease the two new trucks for 2 – 3 years or spread the lease out longer with less appropriation per year.

L. Charron said the investment income has been favorable this year. She thought it may have been budgeted low. By increasing the revenue from investment income to \$170,000.00 the mill rate would be 29.0.

G. LaFontaine MOVED to request the Board of Selectman bring to the Annual Town Meeting a proposed FY2023-2024 budget for the Town of Lebanon of twelve million seven hundred forty seven thousand two hundred forty two dollars (\$28,747,242.00) to include General Town Government, Board of Education, Special Revenue accounts and capital expenditures with projected revenue of seven million, three hundred forty one thousand, four hundred eighty one dollars (\$7,341,481.00) and the remainder to be raised by taxes with an estimated mil rate of 29.0 as outlined in the document exhibit dated April 18, 2023. M. Scott SECONDED.

MOTION CARRIED 6:0

7.3 Discuss and act on non-binding advisory questions to include on the ballot if the budget is sent to referendum.

M. Ninteau MOVED to request the Town Clerk to put the following non-binding advisory questions on the ballot if the proposed budget for the fiscal year 2023-2024 is adjourned to referendum from the Annual town meeting. P. Johnson SECONDS.

In your opinion, which of the following best describes the proposed Board of Education budget of \$_____ for the fiscal year 2023-2024.

- Too low
- Too high
- Acceptable

In your opinion, which of the following best describes the proposed Town of Lebanon budget of \$_____ for town operations, debt services, capital and contingency for the fiscal year 2023-2024.

- Too low
- Too high
- Acceptable

MOTION CARRIED 6:0

7.4 Discuss presentation of budget at annual public hearing.

L. Charron and M. Scott will prepare and present budget at annual public hearing.

7.5 Set tentative meeting date if budget does not pass

Will be added to the meeting to be scheduled for Tuesday May 2, 2023 at 7:00 pm.

7.6 Discuss and act TIP funding for pavilion roof repair – K. Cwikla updated the BOF on the pavilion roof repairs.

M. Ninteau MOVED to authorize the BOS to spend up to \$15,0000 from tip for purposes of replacing the roof at the Lazur Pavilion. M. Scott SECONDED.

MOTION CARRIED 6:0

8.0 Subcommittees Updates and Actions

8.1 Policies & Procedures

- Discuss and act on Capital and Non-Recurring Policy & Procedures
- Discuss and act on Capital Assets Policy & Procedures

NO ACTION TAKEN

8.2 Long Term Planning

M. Scott asked for a meeting to be set up with the BOS to discuss items on the Long-Term Planning agenda. K. Cwikla will contact BOS and get back to L. Charron and M. Scott with potential dates.

8.3 Audit

H. Wagner said there is a draft of the audit expected by next week. The draft will be the basis for the annual report and will be noted in the report.

9.0 Other

None

10.0 Adjourn

L. Charron, hearing no objection, adjourned the meeting at 8:10 pm.

Respectfully submitted,
Laurie Bergeron,
Recording Secretary
Diane Malozzi, Secretary
Board of Finance
April 21, 2023

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