

Lebanon Board of Finance
Regular Meeting May 16, 2023 at 7:00 pm
Town Hall Conference Room (in-person) and via Zoom

MINUTES

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

Recording begins.

Present in person: Liz Charron (Chair), Diane Malozzi (Secretary), Philip Johnson. Alternate: Mike Ninteau. Gregg Lafontaine joined at 7:14 pm.

Present virtually: Meghan Scott (Vice-Chair), Haley Messier (Alternate)

Absent: David Scata, AJ Dunnack (Alternate).

Also Present: Kevin Cwikla (First Selectman), Hayley Wagner (Finance Director) Andrew Gonzalez (Superintendent).

1.0 Call to order.

Having established a quorum, L. Charron called the meeting to order at 7:00 pm.
M. Ninteau to sit for D. Scata. H. Messier to sit for G. Lafontaine.

2.0 Correspondence

Email from L. Charron concerning budget balances.

7:03 pm. M. Scott notes that G. Lafontaine is on line as attendee instead of as a panelist. No audio established at this time.

3.0 Minutes to discuss and approve

3.1 Public Hearing 4/17/2023

One correction: Add Philip Johnson to members present.

*M. Ninteau MOVED to approve the minutes of the Public Hearing on the April 17, 2023 with one correction.
D. Malozzi SECONDED.*

MOTION CARRIED: 5:0

H. Messier abstained.

3.2 Regular BOF meeting 4/18/2023

P. Johnson MOVED to approve the minutes of the regular Board of Finance meeting on April 18, 2023. M. Ninteau SECONDED.

MOTION CARRIED: 6:0

3.3 BOF Special Meeting 5/2/2023

P. Johnson MOVED to approve the minutes of the Board of Finance special meeting on May 2, 2023. M. Ninteau SECONDED.

MOTION CARRIED: 6:0

4.0 Public Comments

Recreation Director S. Tremblay, Hillcrest Heights: concerning playscape.

5.0 Town-wide Updates

5.1 BOE update with Superintendent Gonzalez

A. Gonzalez updated the BOF with current budget figures, noting overages in fuel and oil and transportation. Two excess cost share grants were budgeted for but only one will be received. Revenue from Medicaid billing is \$11,000.00 over what was budgeted. He expects the BOE to come in under budget by approximately \$30,000.00.

5.2 Town update with First Selectman Cwikla

K. Cwikla said the property proposed as a site for a new DPW facility has been sold to another bidder. Expecting \$50,000.00 from ARPA funds for a study of other viable options for the DPW.

7:14pm. G. Lafontaine is seated in person for remainder of the meeting.

6.0 Financial Reports: Fiscal Year 2022-2023 Expenditures, Revenues, TIP/SIP, BOE non-lapsing

The Board reviewed the reports with H. Wagner. L. Charron reviewed departments that are projected to be overbudget. Board members raised concerns over fringe benefits budget and some others. H. Wagner said the budget is what is in existence at the time of approval, but actuals change during the budget cycle.

7.0 New Business

7.1 Consider and act on authorizing the BOS to expend up to \$11,000 from TIP to paint the exterior of Town Hall.

M. Nintean MOVED to authorize the Board of Selectman to expend up to \$11,000.00 eleven thousand dollars and no cents from the Town Improvement Fund for exterior painting of the Town Hall. P. Johnson SECONDED.

MOTION CARRIED: 6:0

7.2 Consider and act on an Auditor Appointment for the 6/30/23 audit.

M. Bruce MOVED to appoint CliftonLarsonAllen as auditor for the June 30, 2023 audit as per the second year of the five-year contract. G. Lafontaine SECONDED.

MOTION CARRIED: 6:0

8.0 Subcommittees Updates and Actions

8.1 Policies & Procedures

a. Discuss and act on Capital and Non-Recurring Policy & Procedures

D. Malozzi presented draft of Non-Recurring Policy & Procedures for thoughts and comments. Discussion ensued regarding integrating Long Term Planning with the Non-Recurring Policy & Procedures. The committee will work on incorporating suggestions and present to BOF at next meeting.

NO ACTION TAKEN.

b. Discuss and act on Capital Assets Policy & Procedures

The Board reviewed the draft with the committee.

NO ACTION TAKEN.

8.2 Long Term Planning

M. Scott said the committee has not met. The BOF and BOS will work together to meet. The committee will have a better understanding of excess funds after the audit is presented.

8.3 Audit

H. Wagner said an audit draft should be available next week. There were some minor

issues with Board of Education grants. She said she has updated Fund Balance from the draft.

9.0 Other

D. Malozzi MOVED to add to the agenda; consider and act on abolishing the Board of Finance Electronic Meeting policy that was adopted on June 20, 2017. P. Johnson SECONDED.

MOTION CARRIED: 6:0

9.1 Consider and act on abolishing the Board of Finance Electronic policy adopted on June 20, 2022.

D. Malozzi said the State of CT legislature adopted into law a house bill under Freedom of Information for electronic meetings on April 22, 2022. The BOF policy does not comply with the law.

M. Ninteau MOVED to abolish the Board of Finance Electronic Meeting policy adopted on June 20, 2017, as it is not in compliance with the Connecticut Freedom of Information legislation. G. Lafontaine SECONDED.

MOTION CARRIED: 6:0

M. Ninteau MOVED to add to the agenda; Consider & act on appointing interested members to a committee as representatives of the Board of Finance for the Board of Education feasibility study. M. Scott SECONDED.

MOTION CARRIED: 6:0

9.2 Consider and Act on appointing members to a committee as representatives for the Board of Education feasibility study.

G. Lafontaine MOVES to appoint M. Ninteau, D. Scata and L. Charron as representatives for the Board of Finance for the Board of Education feasibility study. P. Johnson SECONDED.

MOTION CARRIED: 6:0

10.0 Adjourn

L. Charron hearing no objection adjourned the meeting at 7:57 pm.

Recording ends.

Respectfully Submitted,
Laurie Bergeron, Recording Secretary
Diane Malozzi, Secretary
Lebanon Board of Finance
May 18, 2023

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