

**Board of Selectmen
Special Meeting
November 24, 2020 — 5:00 PM
MINUTES
TELECONFERENCE**

Members Present: First Selectman Kevin Cwikla, Selectmen Kathleen Smith, Robin Chesmer, and Betsy Petrie-McComber

Others Present: Valerie Belles (Senior Accountant); Bernard Dennler (Administrative Assistant/Teleconference Host)

1.0 Call to Order

K. Cwikla called the meeting to order at 5:01 PM.

2.0 Discuss 2020-2021 budget planning

V. Belles went over the FY 2020-2021 budget planning calendar as approved by the Board of Finance. B. Petrie asked if the boards and commissions have already received the calendar and if V. Belles is doing the background work for those groups in developing their budgets, such as determining salary adjustments, contractual obligations, etc. V. Belles confirmed the boards and commissions have received the calendar and she is providing information to be plugged into their individual budgets.

K. Smith asked if the Selectmen should meet in the first two weeks in December to discuss capital requests. V. Belles said that would be a great time to start reviewing the capital requests. B. Petrie pointed out not all capital items come to the Board of Selectmen, such as capital requests from the Board of Education. She said in her experience requests from the Senior Center and the LVFD also did not go through the Board of Selectmen and instead went straight to Board of Finance. K. Smith noted the Board of Selectmen has met with the BOF Long-Term Planning Subcommittee and the Selectmen discussed the need to meet again during the process.

The Selectmen agreed to meet with Long-Term Planning Subcommittee when the members are available.

V. Belles reviewed the setup of the budget books and the process for TIP. K. Smith requested that V. Belles present an updated TIP spreadsheet. They discussed TIP thresholds. B. Dennler read from the TIP Policy which states funds over \$40,000 shall be considered in the Capital Fund. B. Petrie said she believes this is not a set rule historically and that some items may still be funded by the Board of Finance out of TIP that are over \$40,000.

B. Petrie mentioned that she anticipates there will be a request from the Fire Department for funding for SCBA replacements.

The Selectmen agreed to meet again at 6:00 PM on December 15.

3.0 Discuss initial 2020-2021 capital requests

Initial capital requests were not yet available.

NO ACTION TAKEN

B. Petrie MOVED to enter Executive Session and to invite Catherine Marrion to participate. K. Smith SECONDED.

MOTION CARRIED 4:0

4.0 Executive Session: Discussion regarding Lebanon Green Litigation/Attorney-Client Communication

Executive Session began at 5:39 PM. Executive Session ended at 6:15 PM.

5.0 Adjourn

The meeting adjourned at 6:15 PM.

Respectfully submitted,
Bernard W. Dennler III
Administrative Assistant