

**Lebanon Board of Finance  
Minutes of March 11, 2010  
Regular Meeting**

Members Present: Glen Coutu, Vice-Chairman; David Geligoff, Chuck Haralson (alt)  
Phil Johnson (alt)

Members Absent: Liz Charron, Chairman; Gregg Lafontaine; Betsy Petrie; Lori  
Wesolowski; Susan Zickmann (alt)

**Item A. Call to Order**

The meeting was called to order at 7:46 p.m. by Glen Coutu, Vice-Chairman.  
C. Haralson was appointed to vote in place of L. Charron.  
P. Johnson was appointed to vote in place of B. Petrie.

**Item B. Minutes of previous meetings**

P. Johnson moved to accept the February 11, 2010 Regular Meeting Minutes. C.  
Haralson seconded the motion. Motion passed unanimously.

D. Geligoff moved to accept the March 4, 2009 Special Meeting Minutes. C. Haralson  
seconded the motion. Motion passed with 3 ayes and 1 abstention: P. Johnson.

**Item C. Correspondence**

Correspondence will be discussed under E. Ongoing Business.

**Item D. Monthly Expenditures/Revenues/Payment of Bills**

Jim Day submitted to the Board an Excel spreadsheet of projected expenditures and  
revenue. Account 4384: School Tuition has a shortfall of 271,852. Account 4385:  
Investment Income is projected to be \$5,000 by the end of the fiscal year. Overall it is  
projected that there will be a \$90,000 shortfall in revenues.  
There is anticipated to be approximately \$140,000 in unexpended expenditures by the  
end of the fiscal year. The overall budget is positive. A report will be generated monthly  
showing the changes throughout the year so adjustments can be made at that time instead  
of at year end.

**E. Ongoing Business**

1. Discuss Amston Lake Sewer Project.  
Amston Lake sewer project timeline and resolution was received by the Board.  
G. Coutu felt the full Board should be present in discussing the matter and a  
special meeting will be held on March 16<sup>th</sup> at 7:30 at the Lebanon Town Hall.
2. Update on ordinance for a split budget vote.  
No discussion or action taken and will be added to next month's agenda.
3. Consider and act on the budget process for 2010-11FY.  
No discussion or action taken and will be added to next month's agenda.

4. Update from Financial Functions Subcommittee.

Selectman John Bendoraitis questioned the timeframe of the subcommittee's final report. No further discussion or action was taken and will be added to next month's agenda when the full Board is present.

#### **F. New Business**

P. Johnson moved to take up F.2. Review TIP fund to understand the administration of the fund and if it is meeting the goals we established a few years ago. D. Geligoff seconded the motion. Motion passed unanimously.

2. Review TIP fund to understand the administration of the fund and if it is meeting the goals we established a few years ago.

The Board reviewed the TIP fund usage for the 2008-09 FY and 2009-10 FY with Selectman John Bendoraitis. The TIP fund is broken down into four categories: Building and Grounds: discretionary and nondiscretionary; and Furniture, Fixtures, and Equipment: discretionary and nondiscretionary. It was suggested to include in the report additional comments explaining what the money was used for. This will be added to next month's agenda for further discussion.

P. Johnson moved to return to the regular order of the agenda. D. Geligoff seconded the motion. Motion passed unanimously.

1. Consider and act on accepting the Municipal Energy Efficiency and Conservation Block Grant in the amount of \$46,294.

The grant administered by the Department of Energy in the amount of \$46,294 would be used to replace as many of the windows in the old wing of the elementary school that it could. Based on an initial estimate, it would be approximately 16 out of the 32 windows. Concerns of air quality and asbestos caulk on the old windows and abatement issues were discussed.

P. Johnson moved to accept the Municipal Energy Efficiency and Conservation Block Grant in the amount of \$46,294. C. Harlason seconded the motion. Motion passed with 3 ayes and 1 nay.

3. Consider and act on developing a process for documenting policies established by the Board of Finance.

No discussion or action taken and will be added to next month's agenda for the full Board to be present.

#### **Item H. Adjourn.**

C. Harlason moved to adjourn. Motion seconded by P. Johnson. Motion passed unanimously. Meeting was adjourned at 9:31.

Respectfully submitted,

Diana Drake  
Recording Secretary