

Date: January 10, 2011
To: Members Lebanon Board of Finance
From: Liz Charron, Chairman
Subject: Regular Meeting

The Lebanon Board of Finance will hold a regular meeting on Thursday, January 13, 2011. The meeting will be called to order at **7:30 PM** in the town hall.

Agenda

- A. Call to order.
- B. Election of Officers for 2011
- C. Minutes of previous meetings: December 9, 2010 Regular Meeting
- D. Correspondence
 - 1. 2009 – 10 Audit – to be distributed at meeting
 - 2. email from Mr Jestreby – sent to BOF members with response on 1/6/2011
- E. Monthly Expenditures/Revenues/Payment of Bills
 - 1. Board of Education – revenues and expenditures
 - 2. Town
- F. Ongoing Business
 - 1. Finance Office
 - a) Consider and act on recommendation from the Finance Functions Subcommittee regarding the Town Accountant position in the Finance Office.
 - b) If changes to Town Accountant position are supported, then:
 - 1. Consider and act on authorizing an over expenditure in the Finance Office in the current FY to support changes
 - 2. Provide feedback on a new job description for the Town Accountant
 - 3. Consider and act on selecting members from the Board of Finance for the search committee
 - c) Consider and act on new procedures (drafts distributed at December meeting)
 - 2. 2011 – 12 Budget Process Update
- G. New Business
 - 1. Consider and act on a proposal by the PZC and Conservation Commission for a new approach for obtaining funding for open space.
 - 2. Consider and act on a request to release \$40,000 from the Open Space Account (which has a balance of \$150K) at the next Town Meeting for appraisals, surveys and legal fees associated with open space preservation.
 - 3. Consider and act on accepting an Agricultural Viability grant for \$25,000.

4. Discuss the Capital Projects ordinance.
5. Consider and act on closing the following bank accounts that are no longer used:

Tree Account	2610
Old Housing REHAB Grant	4697
Senior Center Account	0216
Old Housing REHAB Grant	3903
Old Small Cities Grant	8390
6. Consider and act on closing a CD upon renewal and a money market account for the Capital Fund and utilizing the town's interest earning cash accounts.
7. Discuss findings in the audit of 2009 – 10 fiscal year.

H. Other

I. Adjourn.