

BOARD OF FINANCE
REGULAR MEETING
November 19, 2019 - 7:00 pm
Town Hall
MINUTES

Members Present: Elizabeth Charron, Meghan Bruce, David Scata, Diane Malozzi, Gregg LaFontaine, Vin Shea (Alternate), Michael Nintean (Alternate)

Members Absent: John Bendoraitis (Alternate)

Also Present: First Selectman, Kevin Cwikla, Betsy Petrie, Senior Accountant, Valerie Belles, Recording Secretary Laurie Bergeron

- A. Call to order** – L. Charron called the meeting to order at 7:00 pm. Vin Shea will sit for Kevin Cwikla's seat.
- B. Introduction of new members and new Senior Accountant, Valerie Belles** – Welcome to Gregg LaFontaine back to the BOF. L. Charron thanked P. Johnson and D. Geligoff for their service on the BOF. Congratulations to M. Bruce on her re-election. Thank you to Betsy Petrie for her tremendous job for the Town of Lebanon. Congratulations to K Cwikla on his election to First Selectman.
- C. Correspondence**
 - a. **Board of Education Expenditure Report**
 - b. **Email received on 11/18/19 from Chelsea Williams regarding utility field**
 - c. **Email received on 11/19/19 announcing Kevin Cwikla's resignation from the BOF**
- D. Minutes**
 - a. **Regular BOF Meeting on 10/15/2019** – M. Bruce **MOVED** to accept the minutes of the BOF Regular Meeting on 10/15/19. D. Scata **SECONDED**. No discussion. G. LaFontaine abstained. All others in Favor. **MOTION PASSED**
- E. Public Comments:** None
- F. Financial Report: Town Monthly Reports for Fiscal Year 2019-2020 Expenditures, Revenues, TIP/SIP, BOE Non-Lapsing Account, and Contingency Balance/Fund Balance:** Valerie reviewed anticipated revenues to be received. Review of TIP account. Betsy reviewed ongoing and upcoming projects.
- G. Old Business**
 - a. **Updates from Selectmen** – K. Cwikla provided updates to the BOF
 - b. **Update on FEMA** - \$100,000 received to date
 - c. **Audit Status for FY 18-19**
 - i. **Update on status** – Valerie reported that audit is moving along well
 - ii. **Consider and act on authorization for extension** – Need to decide and file by December 1, 2019. D. Scata **MOVED** to authorize the request for an extension. D. Malozzi **SECONDED**. No Discussion. All in Favor. **MOTION PASSED UNANIMOUSLY**
- H. New Business**
 - a. **Update from Fire Department** – Mark updated the BOF on substation project. L. Charron noted that the Long-Term Planning committee and Board of Selectmen need to meet with the Fire Department before bringing to BOF. Call volumes have increased over the last five years over 26%.
- I. Other** – L. Charron reported on a letter from Town Clerk regarding Kevin Cwikla's position. L. Charron reported that the Charter will go into effect December 1st and based on the new Charter the Board of Selectmen will appoint a replacement.

L. Charron said that the BOF will wait until December meeting to elect officers in anticipation of the open seat being filled. Also should talk about sub committees at that time.

Need to let Valerie know who wants paper copies of minutes prior to meeting. M. Bruce suggested that the agenda be printed prior to meeting for all.

J. Adjourn – Hearing no further business, L. Charron adjourned the meeting at 7:52 pm

Respectfully Submitted,
Laurie J. Bergeron

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