

**LEBANON BOARD OF FINANCE**  
**REGULAR MEETING**  
**August 27, 2019**  
**Minutes**

**Members Present:** Liz Charron, Meghan Bruce, Kevin Cwikla, Diane Malozzi, Phil Johnson, David Geligoff (Alternate), Michael Nintean (Alternate)

**Members Absent:** David Scata, Vin Shea (Alternate)

**Also Present:**

- Betsy Petrie, Board of Selectman
- Bob Sirpenski, BOE Business Manager
- Bob Angeli, Superintendent
- Jason Nowosad, BOE Chairman & Building Officer

1. **Call to order** – L. Charron called the meeting to order at 7:00 PM. M. Nintean to sit for D. Scata.

2. **Correspondence**

- a. Letter from CT Dept. of Education regarding Minimum Budget Requirement
- b. Letter from Superintendent Robert Angeli regarding FY2019 budget
- c. Board of Education Expenditure Report, July 2019
- d. Letter from Stephen T. Hopkins, CPA, regarding FY18-19 audit

3. **Minutes**

- a. Regular BOF Meeting on 07/16/2019 – P. Johnson **MOVED**, M. Bruce **SECONDED** to approve the minutes. **MOTION PASSES** with 4 ayes and M. Nintean and K. Cwikla abstaining.
- b. Board of Finance Subcommittee Meeting 07/25/2019
- c. Board of Finance Subcommittee Meeting 07/29/2019

4. **Public Comments**

- Nicole McGilicuddy spoke in support of the utility/soccer field.
- Jennifer Maddox spoke in support of the utility/soccer field.
- Chris Frank spoke in support of the utility/soccer field.
- Chelsea Williams spoke in support of the utility/soccer field.

5. **Financial Report: Town Monthly Reports for Fiscal Year 2018-2019 Expenditures, Revenues, TIP/SIP, BOE Non-Lapsing Account, and Contingency Balance/Fund Balance** – Discussed the revenue and end-of-year account closures. B. Sirpenski provided the Board details on the accounts with large surpluses (over \$10,000) and accounts with deficits. B. Sirpenski also provided context and details about the BOE deficit and efforts made to address budget headwinds.

6. **Old Business**

- a. Update on FEMA process – B. Petrie provided the Board a copy of a letter to residents on the FEMA process delays. The letter will be included in this month's Lebanon Life.
- b. Update on solid waste recycling fees – B. Petrie explained that Willimantic Waste has changed the terms for recycling. Previously, Willimantic Waste would pay \$5 per ton of recyclables; moving forward, the Town will pay \$40 a ton instead. The total estimated impact to revenue and

the operating expenses is \$10,000; there will be a decrease in the solid waste revenue and an increase in costs.

- c. Discuss and act upon recreation needs – B. Petrie and J. Nowosad presented updates on the baseball dugouts and utility field estimates. Current estimates are:
- \$40,000 for replacement of the dugouts on Aspinall Field 1
  - \$8,000 for engineering costs to understand and scope the drainage issues on Aspinall Field 2
  - \$2,900 has been expended to get an updated engineering rendering for a utility field at Aspinall/LES
  - \$160,000-\$200,000 for construction of the utility field (150' x 225') and drainage
- The Board decided that action on these items should be after end-of-year adjustments. Further discussion and action will be taken in New Business, 7a.
- d. Update from Selectmen on other Town matter – No update

## 7. New Business

- a. *Discuss and act on: end of year adjustments and capital expenditures for Fiscal Year 2018-2019* – The Board revisited the exhibit with the accounts with deficits in FY18-19. M. Bruce **MOVED**, K. Cwikla **SECONDED** to transfer \$110,142.00 to the following accounts with funds to come from Contingency (Account 100-00-490-5741) :
- \$27,827.00 to Account 100-00-400-5310 (Legal General Counsel)
  - \$13,600 to Account 100-00-407-5610 (Tax Collector – Advertising)
  - \$86.00 to Account 100-00-408-5610 (BD Assessment – Advertising)
  - \$13,193.00 to Account 100-00-430-5230 (DPW – Supplies and Repairs Vehicles)
  - \$69,020.00 to Account 100-00-490-5492 (Transfer – Board of Education Expense)

### **MOTION PASSES UNANIMOUSLY.**

The Board moved discussion to the FY18-19 surplus. ECS revenue exceeded the initial budget estimates (known to the Board). A municipal stabilization grant was also received. Total revenue, with a deficit in school tuition, was roughly \$660,000. Additional surpluses were also realized on the town operating/expense budget. The Board heard comments during the public comment in support of a utility/soccer field. J. Nowosad also requested the Board consider funds be transferred to the School Improvement Plan (SIP).

K. Cwikla **MOVED**, P. Johnson **SECONDED** a motion to request the Board of Selectman to call a special town meeting to allocate \$408,000 for the following projects with funds to come from Fund Balance:

- \$40,000 for Aspinall Field 1 Dugouts
- \$8,000 for Aspinall Field 2 Drainage Engineering
- \$200,000 for construction of a utility field at Aspinall/LES
- \$160,000 for School Improvement Plan

The Board discussed the motion on the table. Concerns were brought forward about unknown projects (i.e., DPW Salt Shed, Library) and total cost of ownership on a new field. Support was voiced by a few members to fund retroactively for the School Improvement Plan; others were concerned there were not specific projects, and full BOE support still needed to be received. **MOTION FAILS 2-4**, with K. Cwikla and P. Johnson ayes, M. Nintean, M. Bruce, D. Malozzi and L. Charron nays.

K. Cwikla **MOVED**, P. Johnson **SECONDED** a motion to request the Board of Selectman to call a special town meeting to allocate \$348,000 for the following projects with funds to come from Fund Balance:

- \$40,000 for Aspinall Field 1 Dugouts
- \$8,000 for Aspinall Field 2 Drainage Engineering

- \$200,000 for construction of a utility field at Aspinall/LES
- \$100,000 for School Improvement Plan

The Board discussed the motion on the table. The discussion continued from the previous motion. Concerns remained on the SIP funding. Questions were asked about funding the dugouts, as the project is ready to be executed; the Board agreed it was not prudent to hold multiple town meetings for funding. The Board also discussed the opportunity to fund a larger capital item, like the utility field in a year with a larger surplus such as this. **MOTION FAILS 3-3**, with K. Cwikla, L. Charron and P. Johnson ayes, M. Nintean, M. Bruce, D. Malozzi nays.

**8. Adjourn** – Hearing no further business, L. Charron adjourned the meeting at 8:42 PM.

Respectfully Submitted,  
Meghan Bruce  
Secretary

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