

**Town of Andover
Board of Finance**

Wednesday, January 26th 2022 at 7:00 P.M.

Location: virtual Zoom meeting

Regular Meeting Minutes

1. Call to Order/Pledge of Allegiance
Marc Brinker called the meeting to order at 7:00 P.M.
Members: Chair Marc Brinker, Vice Chair Diane Choquette, Robert England, Linda Fish, Curt Dowling, Joanne Hebert, Louise Goodwin.
AHM Youth and Family Services: Tressa Giordano, Brendan Shea.
Public: Liz Lokiec, Kimberly Person.
Community Voice Channel: Nick Lavigne
2. Public Speak – None.
3. Additions/Deletions of Agenda Items – None.
4. AHM Budget for Fiscal Year 2022-2023
Presentation by Tressa Giordano, Executive Director and Brendan Shea, Treasurer.
AHM provided the following for the board: Budget Draft, Municipal Formula, Budget Comparison from 2021-2022.
AHM is requesting a 4% increase from last year (\$88,684.00) for a new total of \$92,179.00. Members agreed to discuss and decide at a future meeting during the Budget Workshops.
5. Town Administrator's Report – Eric Anderson provided budget notes for the board to review.
6. Finance Department Report
 - a. Town Budget Summary
 - b. Revenue Summary
 - c. TAR Spending
 - d. Over Expenditure Report

Diane Choquette addressed discrepancies in the presented expenditure report.
Members discussed the need for clarification on reports.
7. Budget Transfers
 - a. Budget Transfers/Supplemental Appropriations
 - b. Over Expenditure Requests

Eric Anderson provided an Over Expenditure Request report including the following two requests needing approval from the Board of Finance:
0301-435 Vehicle Maintenance with \$10,000 additional funds.
0111-438 Equipment Maintenance Tax Collector with \$6,124 additional funds.
Members agreed to wait until the next Regular Meeting when Eric Anderson is present.
8. Old Business
 - a. Community Senior Center Building Committee
Diane Choquette shared that the last Regular Meeting had the revised site plan with a presentation from the architect. The committee is expecting final plans to be reviewed at the next meeting.
 - a. Town Hall Electrical Upgrades
Members agreed to discuss at the next meeting when Eric Anderson is present.
9. New Business
Discuss and act upon the following:
 - a. Recreation Commission Request for Safety Vests
Board of Finance received a request from Selectman Jeff Murray for \$1,200 be transferred from General Fund and into the Recreation Commission.

Diane Choquette MOVED for the Recreation Commission to spend \$1,200 to fund safety vests to help with pedestrian safety.
Curt Dowling SECONDED
Discussion: Members agreed to discuss the possible creation of Recreation Commission fund at the upcoming Budget Workshop.
MOTION CARRIED 7:0:0

b. 2022-2023 Proposed Town Budget

Members reviewed Eric Anderson's budget notes. Members shared that upcoming Budget Workshops dates are listed on the town website budget page for the Fiscal Year 2022-2023 Proposed Town Budget, along with the Board of Selectmen and Board of Education.

10. Approval of Meeting Minutes

a. Wednesday, December 15th 2021 Regular Meeting Minutes

Louise Goodwin MOVED to approve the Wednesday, December 15th 2021 Regular Meeting Minutes.

Robert England SECONDED

MOTION CARRIED 6:0:1 Marc Brinker abstained

11. Liaison Reports – None.

12. Board Open Discussion

Members discussed details and potential improvements of the financial reports.

Members requested a report from IT on how the financial software is protected on the school server.

Marc Brinker shared that the Board of Finance received a letter from Andover Elementary School Board of Education Chair Gerry Crème with a request to utilize funds from the 2% non-lapsing account to cover the costs of an unexpected special education outplacement. Members to discuss at the next meeting.

13. Public Speak – None.

14. Adjournment

Joanne Hebert MOVED to adjourn the meeting.

Louise Goodwin SECONDED

MOTION CARRIED 7:0:0

Marc Brinker adjourned the meeting at 8:46 P.M.

*Please visit our town website at www.andoverct.org for upcoming VIRTUAL meetings with instructions on how to join. The following boards/commission Zoom Video Recordings are posted to the NEW Town of Andover, CT YouTube Channel: Board of Selectmen, Board of Finance, Board of Assessment Appeals, Inland Wetlands and Watercourses Commission, Planning and Zoning Commission, Zoning Board of Appeals. Like our www.facebook.com/townofandoverct page for community updates! Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson. *Amanda Gibson*

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