

**Town of Andover**

**Board of Finance**

Wednesday, March 23th 2022 at 7:00 P.M.

Location: virtual Zoom meeting

**Regular Meeting and Budget Workshop Minutes**

**1. Call to Order/Pledge of Allegiance**

Vice Chair Diane Choquette called the meeting to order at 7:01P.M. The Pledge of Allegiance was recited.

Members Present: Vice Chair Diane Choquette, members Louise Goodwin, Linda Fish, Joanne Hebert, Robert England in at 7:02, Curt Dowling in at 7:50.

Members Absent: Chair Marc Brinker

Others Present: Town Administrator Eric Anderson, Finance Director Sherry Holmes, DPW Director Robert Jay Tuttle

**2. Public Speak – None.**

**3. Additions/ Deletions of Agenda Items None**

**4. Town Administrators report None**

**5. Finance Department Report**

- a. A. Sherry Holmes presented the town general Ledger trial balance, Expenditure Report, Revenue Summary, and Check register. These documents were available in the packet.
- b. Board of finance discussed and recommended CIP consider a new vehicle storage facility for senior transportation No motion was made.

**6. Budget Transfers**

- a. Budget Transfers/ Supplemental Appropriations Discussion lead by Sherry Holmes on significant overages No requests.
- b. Over expenditure Reports

**7. Old Business**

- a. Community Center Update Diane Choquette gave a quick update on the upcoming meeting on Saturday April 9<sup>th</sup> at 10 AM final site plan has be received and posted to the towns website.

**8. New Business**

- a. The town administrator informed the BOF that he had prepared an application for the federal local bridge program and gave the BOF a copy for information purposes. It will be voted on by the Board of Selectman. no action necessary by BOF.
- b. Presentation on 2022-02023 budget

- i. Jay Tuttle Presented the Public works portion of the Andover Town Budget. Mr Tuttle also discussed details of current expenditures from TAR and Road work accounts as well as plans and cost estimates for the upcoming roadwork season. Discussed annual maintenance vs roadwork and drainage work.
- ii. This included a letter asking that the money received from scrap steel be credited to the department tool account. Discussion of spending the money refunded from scrap metal. Finance director wants to put it in miscellaneous revenue then reconcile it at the end of the year. This was acceptable to the finance board, no motion was made.
- iii. Also Provided in the packet was an explanation for the estimation for fuel costs for public works and Senior Transportation, as well as a summary of senior transportation showing a significant increase in medial trips over the last 3 years.
- iv. The town administrator discussed the methodology used to determine the cost for Library payroll- provided in the packet.

#### **9. Approval of the Minutes**

Motion to approve the minutes from the Wed, February 23, Regular Meeting, Wednesday March 2<sup>nd</sup> Special Meeting budget workshop. Wednesday March 9th Special Meeting budget workshop, Wednesday March 16 Special Meeting budget workshop.

**Motion Made By Robert England Seconded By Louise Godwin Motion Caries 5/0/1 Curt Dowling Abstaining**

#### **10. Liaison Reports**

#### **11. Board Open Discussion** Membership discussion of the following items:

Need to make decisions next meeting. Summary of Funds. Discuss areas of biggest increases. Top 5 items. Document Mil rate increases.  
Priorities for cutting. Current balances for capital funds,

#### **12. Public speak** – Resident comment Marci Minor submitted an email asked about school budget answered by Joanne Hebert.

#### **13. Adjournment**

Joanne Hebert Moved to Adjourn the meeting, Seconded by Robert England

Motion Caried 6/0/0 Diane Choquette Adjourned the meeting at 9:41

Submitted by Eric Anderson

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