

**Town of Andover  
Board of Finance  
Regular Meeting**  
Wednesday, May 25<sup>th</sup> 2022 at 7:00 P.M.  
Location: virtual Zoom meeting

Budget Public Hearing and Special Meeting Budget Workshop Minutes

**Budget Public Hearing**

Members: Chairman Marc Brinker, Vice Chair Diane Choquette, Joanne Hebert, Robert England, Louise Goodwin, Linda Fish

Members Absent: Curt Dowling

Town Administrator: Eric Anderson, Board Clerk: Marina Pandolfi

Assistant Finance Officer: Marina Pandolfi

Public Present: Kimberly Person

1. Call to Order/Pledge of Allegiance-

Marc Brinker called the meeting to order at 7:00pm  
The Pledge of Allegiance was recited.

2. Public Speak - none

3. Additions/Deletions of Agenda Items

Joanne Hebert MOTIONED to add Agenda Item 9c – discussion and approval of Wednesday, April 20<sup>th</sup>, 2022 Special Meeting Budget Workshop minutes. Diane Choquette SECONDED. MOTION CARRIED 6:0:0

4. Town Administrator's Report

Eric Anderson updated the Board on Town offices and departments.

Assessor Office – additional server license will need to be purchased for the Vision Government Solutions Software  
Transfer Station – transfer station permit sales will increase through the end of the fiscal year. Will also be switching to a new textile recycling company, CMRK Inc.

Departments, Boards and Commissions – have until 6/3/2022 to make any purchases in the current budget  
Building, PZC, & Land Use – Point & Pay is up and running as well as Permitlink. Town Engineer Brandon Hanfield will no longer be servicing Municipal clients, RFQ out for engineering services.

Public Works – RFP out for portions of Shoddy Mill Road and Long Hill Road repair, Town has been added to bid lists for treated and untreated salt.

Connectivity Grant project – hoping to be completed in the next 3 weeks

Board of Selectmen asked Eric to look into panic buttons for Town Hall/staff.

The Affordable Housing presentation is now on YouTube.

5. Finance Department Reports

- a. Town Budget Summary
- b. Revenue Summary
- c. TAR Spending
- d. Over Expenditure Report

Marina Pandolfi reviewed any questions with the Board surrounding the reports. Went over expenditure lines that have a negative number – due to refunds received and posted into the account. Marina will also add a tab to the Funds Excel sheet for the Community Center to track expenses. Also went over Revenue line items.

6. Budget Transfers

- a. Budget Transfers/Supplemental Appropriations
- b. Over Expenditure Report

Discussion amongst Board, Eric Anderson and Marina Pandolfi regarding budget transfers. Reviewed proposed budget transfer Excel sheet. No action taken – will wait until June meeting.

7. Old Business – none

8. New Business

Discuss and act upon the following:

- a. FY 2022-2023 Proposed Town Budget

No action taken – quick discussion about the Town Budget meeting – great turnout from residents. Town Budget Referendum Tuesday, June 7<sup>th</sup>, 2022 from 6am to 8pm at Town Hall.

9. Approval of Meeting Minutes

- a. Wednesday, April 27<sup>th</sup>, 2022 Regular Meeting Minutes

Diane Choquette MOTIONED to approve the Wednesday, April 27<sup>th</sup>, 2022 Regular Meeting Minutes. Louise Goodwin SECONDED. MOTION CARRIED 6:0:0

- b. Wednesday, May 18<sup>th</sup>, 2022 Special Meeting Budget Workshop Minutes

Louise Goodwin MOTIONED to approve the Wednesday, April 27<sup>th</sup>, 2022 Regular Meeting Minutes. Diane Choquette SECONDED. MOTION CARRIED 6:0:0

- c. Wednesday, April 20<sup>th</sup>, 2022 Special Meeting Budget Workshop Minutes

No action taken – Board members will review minutes, wait for any changes and approve at the next meeting

10. Liaison Reports –

Diane Choquette updated the Board on the Community Center – getting ready to put out RFP for design build

11. Board Open Discussion - none

12. Public Speak

Kimberly Person - none

13. Adjournment

Robert England MOTIONED to adjourn the meeting at 8:19pm. Joanne Hebert SECONDED. MOTION CARRIED 6:0:0

\* 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](https://www.facebook.com/townofandoverct) page for community updates! Helpfully submitted by the Board Clerk Marina Pandolfi. Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.