

**Town of Andover**  
**Board of Finance**  
Special Meeting Budget Workshop Minutes  
Wednesday, March 20<sup>th</sup>, 2024 – 7:00pm  
Location: virtual Zoom meeting

Members Present: Marc Brinker, Joanne Hebert, Bill Desrosiers, Brian Briggs, Kimberly Person, Robert England, Louise Goodwin

Town Administrator: Eric Anderson

Board of Education: Superintendent Valerie Bruneau, Celeste Willard, Gerry Cremè, Shannon Loudon

Public Present: Anne Cremè

**1. Call to Order/Pledge of Allegiance** – Marc Brinker called the meeting to order at 7:00pm. The Pledge was recited.

**2. Public Speak –**

Gerry Cremè – in support of Superintendent and AES budget

Shannon Loudon - in support of Superintendent and AES budget

Superintendent Valerie Bruneau – in support of AES budget

**4. Budget Workshop for Fiscal Year 2024-2025 Proposed Town Budget (moved up in meeting agenda order)**

**a. AES budget review** – Budget shared on screen; Celeste Willard presented proposed budget to Board. Increases in budget include: contractual salary increases (Teachers, SpEd instructional), Summer School (ESY) due to increase in providers and mandates, non-certified staff – contract is up for negotiation; increase is based on prior contract negotiations, increase in Administrative staff salary, Superintendent salary and Business Manager salary, benefits increase (health insurance cost), Board Clerk increase, mandated SpEd services increase (testing, new equipment, service providers). Grant funding to cover psychological services increase. Contract signed for HVAC services – increase, EastConn IT services contract – previously covered by grant; now using general fund, transportation contract signed with DATTCO for 5 years – increase of \$6,500, SpEd transportation increase of \$1,500.

Decreases in budget include outplacement (-\$96,000), \$0 increase for supplies – utilize grant funding towards supplies. Reviewed utilities and fuel oil cost.

Overall increase of \$113,267.69 or 2.67%

**b. Commission questions** – questions including any anticipated staffing changes or enrollment increases (Joanne Hebert). Class sizes are not growing rapidly as enrollment is increasing each month.

**c. Review discussion of AES budget proposal to include grants and other revenue** – look to have spreadsheet listing that AES receives in grant funding

**3. Audit Review and Corrective Action Plan discussion with AES** – Corrective Action Plan to be submitted up to 30 days after audit is submitted. Look to potentially have meeting between Board of Finance, Board of Selectmen, Board of Education and auditor to review audit.

**5. Open Discussion**

**a. Review/Discussion of Policy on Capital Expenditures** – table item for now, Robert England to continue working with Board of Education on policy

Board Open Discussion – reviewed topics for next Budget Workshop meeting. Eric Anderson updated Board on decrease in RHAM budget – reducing RHAM’s overall budget to \$4,150,106 for Operating and Capital, minus the \$119,000 which will be reduced from the Levy amount. This will create a small decrease to Andover’s mill rate.

**6. Adjournment** – Robert England MOTIONED to adjourn the meeting at 7:42pm. Kimberly Person SECONDED. MOTION CARRIED 7:0:0