

Town of Andover
Board of Finance
Special Meeting Budget Workshop Minutes
Wednesday, April 12th, 2023- 7:00pm
Location: Virtual Zoom meeting

Members Present: Marc Brinker, Joanne Hebert, Robert England, Linda Fish, Louise Goodwin, Brian Briggs

Members Absent: Bill Desrosiers

Town Administrator: Eric Anderson

Town Clerk/Recreation Commission: Carol Lee

Board of Selectmen: Adrian Mandeville

1. Call to Order/Pledge of Allegiance

Marc Brinker called the meeting to order at 7pm. The Pledge was recited.

2. Public Speak

Adrian Mandeville – addressing Town Clerk salary, would like Board to review additional tasks the Town Clerk takes on in her office

3. Budget Workshop for Fiscal Year 2023-2024 Proposed Town Budget

Carol Lee discussed condition of bleachers in the AES gymnasium, plastic is breaking and is dangerous for children or anyone using them. The Recreation Commission is looking to eliminate the Recreation Commission budget line item for a scheduler and move elsewhere to fund the replacement of the bleachers. Board discussed usage of the bleachers; the Town could fund this as a Capital expense.

Discussion on the vision for the potential scheduler position – more so funds could be used to fund extra tasks (making flyers, publicizing events, doing tasks outside the normal job functions)

Joanne Hebert MOTIONED to remove the \$10,000 Recreation Commission budget line item for the scheduler position. Louise Goodwin SECONDED. MOTION CARRIED 6:0:0

Robert England MOTIONED to increase the Town Building Maintenance fund budget to \$108,000 with \$13,000 earmarked towards the total replacement of the bleachers in the AES gym. Joanne Hebert SECONDED. MOTION CARRIED 6:0:0

The Board entered Executive Session at 7:34pm – invited Carol Lee in.

Board Returned from Executive Session.

Marc Brinker MOTIONED to bifurcate the Town Clerk's salary into 2-line items; line 117-100-51000 Town Clerk Salary funded at \$55,000, and to add an additional budget line item for Town Clerk Supplemental Salary at \$6,000. This additional line is solely designated to candidates with 10+ years' experience in a similar Town Clerk position. Louise SECONDED. MOTION CARRIED 6:0:0

Election(s) budget line items – Board members spoke with registrars regarding funding in budget for early voting costs; Registrars believe they should be ok with funding in proposed budget.

Discussion on Fund accounts – Capital Fund, Tree Fund – Public Works working on cleaning up area between Town Hall and AES. Bridge & Culvert Fund – application being submitted for Federal/Local Bridge program.

No update on quote for new Fire Apparatus purchase from Fire Commission – need to fund Fire Engine Equipment fund to cover lease payment and other obligations

Robert England MOTIONED to fund the Fire Engine Equipment Fund at \$125,000. Brian Briggs SECONDED. MOTION CARRIED 5:1:0 with Joanne Hebert voting against.

With this change the mill rate will decrease to 31.53

Additionally discussed key points for Town Budget hearing – meeting is the same day as the RHAM Budget Referendum

4. Adjournment

Louise Goodwin MOTIONED to adjourn the meeting. Robert England SECONDED. MOTION CARRIED 6:0:0