

Town of Andover

Board of Finance

Budget Public Hearing and Regular Meeting Minutes

Wednesday, April 26th, 2023 – 7:00pm

Location: Virtual Zoom Meeting

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

Town Administrator: Eric Anderson

Board of Education: Gerry Cremè, Superintendent Valerie Bruneau, Terri Smith

Planning & Zoning Commission: Jed Larson, Anne Cremè

Board of Selectmen: Paula King

Economic Development Commission: Elaine Buchardt, Catherine Magaldi-Lewis

Library Board: Dianne Grenier

Public Present: Julia Haverl

Budget Public Hearing

1. Call to Order/Pledge of Allegiance

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

2. Receive Comments from the Public

Marc Brinker shared screen and gave an overview of key changes to the budget over last year.

Education cost: decrease (RHAM) around \$500,000 – less Andover students enrolled, AES increase around \$184,000 (4%)

Treasurer/Finance Office: decrease in wages and benefits, staff restructuring

Town Planner: increase to budget, added position. Funding around \$36,000

Transfer Station: decrease in costs, alternate years of brush pile removal

Resident State Trooper: decrease around \$30,000, overbudgeted in the past

Fund Accounts: Fire Engine Fund – increase for new apparatus purchase, Public Works Equipment Fund – increase, Road Improvement Fund – increase, Bunker Hill Bridge Fund – no funding, Town Wide Building Maintenance Fund – earmarking funds for bleacher replacement at AES

Reviewed overall summary of increases and decreases. Increase by taxation .8%. Mill rate decreasing 1.22%

Elaine Buchardt – expressed thanks for addition of the Town Planner position and funding for ‘Welcome to Andover’ sign

Anne Cremè – none

Catherine Magaldi-Lewis – none

Dianne Grenier – thanked Board for their hard work, would like to see all members of meeting have video on during Zoom meetings

Jed Larson – thanked Board of Finance and Board of Selectmen in support of a Town Planner
Julia Haverl – thanked Board for hard work, discussed funding for Community Center
Paula King – none
Terri Smith – none, here to support AES budget
Superintendent Valerie Bruneau – none
Gerry Cremè – listening in

Elaine Buchardt asked where budget meeting materials will be available.

Eric Anderson also commented that he sent the updated budget he received for the Council of Small Towns (COST).

3. Close or Continue the Public Hearing

Louise Goodwin MOTIONED to close the Public Hearing at 7:24pm. Robert England SECONDED. MOTION CARRIED 7:0:0

4. Adjournment

Regular Meeting Agenda

1. Call to Order/Pledge of Allegiance

Marc Brinker called the meeting to order at 7:26pm. The Pledge was recited.

2. Public Speak – none

3. Additions, Deletions, or Changes to the Agenda – add meeting minutes' approval to next agenda

4. Old Business

a. Motion to Approve a budget for the May 2nd Town-wide Budget Meeting

Discussion – ECS funding revenue increase around \$60,000; putting away some funds in the Bridge & Culvert fund contingent on being accepted into the State/Local Bridge Program.

Joanne Hebert MOTIONED to add \$60,000 back into the ECS funding revenue line item bringing the total to \$2,004,782 (level funding from 2022-2023). Linda Fish SECONDED. MOTION CARRIED 7:0:0

Reviewed budget spreadsheet to make sure any changes were reflected in the numbers – discussed conversation to be had regarding Treasurer position, salary and expectations.

Estimated budget numbers:

Expenditures - \$12,480,713

Revenue - \$2,490,532

Abatement - \$35,000

Raised by Taxation - \$9,955,181

Mill Rate – 31.33 – decrease of 1.84%

Louise Goodwin MOTIONED to accept the budget as stands for the May 2nd meeting. Brian Briggs SECONDED. MOTION CARRIED 7:0:0

b. Review Budget to Actual

No provided in packet – no significant concerns with current budget. Audit for previous Fiscal Year is mostly wrapped up – handful of items left, waiting on Actuary.

c. Draft Review of Policy on Financial Reports

Eric Anderson has been speaking with the Auditor regarding financial controls for reconciliations.

5. New Business – none

6. Administrator's Report

Eric Anderson has been working on many grant applications – waiting to hear back. Received a letter from CIRMA that they are offering a 3-year rate stabilization – should discussed with Board of Selectmen as well to have signed agreement before the end of the Fiscal Year.

7. Liaison Reports- none

8. Board Open Discussion

Discussion on continuing virtual meetings versus in-person or hybrid. Also discussed logistics for Town budget meeting on May 2nd.

9. Correspondence - none

10. Public Speak

Catherine Magaldi-Lewis- none

Dianne Grenier – commented on hybrid meeting set up

Gerry Cremè- thanked Marc and Board members for their time dedicated to the Town

Julia Haverl – none

Superintendent Valerie Bruneau – none

11. Adjournment - Robert England MOTIONED to adjourn the meeting at 8:13pm. Joanne Hebert SECONDED. MOTION CARRIED 7:0:0

Housekeeping items – having a clear budget message at Town budget meeting