

Town of Andover
Board of Selectmen
Special Meeting – Budget Workshop Minutes
Monday, January 22nd, 2024 – 7:00pm
Location: virtual Zoom meeting

Members Present: First Selectman Jeff Maguire, Jeff Murray, Paula King, Scott Person, Anne Cremè
Town Administrator: Eric Anderson
Board of Finance: Joanne Hebert
Public Present: none

1. Call to Order/Pledge of Allegiance - Jeff Maguire called the meeting to order at 7:04pm. The Pledge was recited

2. Public Speak -none

3. Budget Workshop for Fiscal Year 2024-2025 Proposed Town Budget
a. Spending Priorities

Eric Anderson shared screen with provided information to the Board including a list of budget priorities broken down into functional areas, major cost drivers to the Town (personnel costs, healthcare, FICA), and major goals for the 2024-2025 year. Discussion on affordable housing development in Town, what areas are available, State compliance, State funding towards study, accessory apartments, and accessibility to transportation areas.

Board ranked budget priorities and discussed each focus area:

1. Education

- AES Capital Funding – upper parking lot project, plumbing repair in bathrooms in wing of School, older elevator (look to get quote on upgrades), roof leak. Asked BOE for 5–10-year Capital Plan with largest current issues and estimated costs – Eric Anderson will provide list to Board for review

2. Infrastructure (roads/bridges)

- Lake Road and Bausola culver project will require additional funding, roadwork, drainage, TRIP grant, Complete Streets program (10-year plan) – discussed traffic light/pathway @ Hendee Road to Rail Trail. Scott Person MOTIONED to keep the Traffic Light & Pathway @ Hendee Road to the Rail Trail as a future priority. Anne Cremè SECONDED. Discussion – on how to work with State to complete this project, review traffic data for Long Hill Road and Hendee Road. Scott Person RECINDED his motion.

3. Senior Services/Transportation, Recreation & Health

- Senior/Community Center Director position, full vs part-time, job responsibilities (Senior Transportation, Senior Lunches, recreation programs, AHM, rentals/special events, use of center, communications, directing advisory boards)
- Community Center hours, staff to man center, scheduling, event rentals (security deposit, set up and clean up), custodial line increase for cleaning fees for events in building
- Review Senior Transportation costs and trip usage
- Review full cost breakout for Senior/Community Center
- Town to put funding towards Veteran's Memorial Field amenities
- Look to eventually replace mini-van for Senior Transportation

4. Capital Improvements

- Wall repair at Public Works building – look to make more energy efficient

5. Town Operations, Safety, and Protective Services

- Health insurance cost increase, reviewing reports/summary sheet of program
- Animal Control Officer program will require additional funding when switch is made to 3-Town program
- AFD purchasing new truck and ambulance

- Continue tree removal
- Work on FEMA grant for back-up generator
- Community Center staff, Administrative Assistant role, look to implement project manager role – ideal responsibilities, project ideas, employee vs contractor, qualifications, and experience

6. Housing & Land Use

- Work with Town Planner on affordable housing compliance, location options, access for transportation

7. Sustainability

- Explore materials handling at Transfer Station, could potentially offset operation costs
- Motion sensor lighting to reduce costs, switching to ductless HVAC system – changing fuel source

Eric Anderson to provide working copy of budget for next workshop meeting – outstanding items include grand list, RHAM budget, AES budget. Discussed RHAM Levy – student enrollment drives cost. Look to set priorities for next meeting – review DPW and include Jay Tuttle.

4. Adjournment – Jeff Murray MOTIONED to adjourn the meeting at 9:07pm. Paula King SECONDED. MOTION CARRIED 5:0:0