

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

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

1. Call to Order/Pledge – Jeff Maguire called the meeting to order at 7:22pm. The Pledge was recited.

2. Public Speak – none

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

Jay Tuttle attending meeting to further discuss Public Works budget, and Personnel Costs for the Town - consider Executive Session to discuss salary information.

Jay Tuttle shared screen with budget information, attended CIP meeting – members moved to accept proposals presented for new equipment purchase including new snowblower - will use excess funds from current year budget to purchase. Compactor replacement – spending no more than \$3700 per CIP – current jackhammer is 20 years old, showing wear and tear, some parts are no longer available through the manufacturer, issues with carburetor -will get total that CIP approved for all new equipment purchases. Board discussion on concerns of spending down equipment fund. Large ticket item equipment purchases include new roadside mower and 20-ton equipment trailer. Priced out equipment through government leasing company – reviewed cost over the next 5 years and leasing options. Total cost is \$240,000~ (\$37,000 for trailer and \$203,000 for mower) – payments would be around \$56,000 per year. Reviewed time frame and delivery of equipment, could bring old equipment to auction to help offset cost. Discussion on annual payment for all new equipment that has been or will be purchased is around \$119,372 – Capital Equipment Fund is funded with \$125,000 annually. Reviewed plan for other equipment and/or vehicle purchases within the coming years – can review other line items where funding could be used to pay towards new jackhammer/compactor purchase. Concerns with leaving Capital Equipment Fund at low balance to cover maintenance or other repairs throughout the year – will need to go to Town meeting for approval to purchase the two new pieces of equipment. Shared warranty information for tractor and mower – and other potential purchase options or saving funds towards purchase over time.

Jeff Maguire MOTIONED to authorize the acquisition of the new trailer and mower for a total not to exceed \$245,000 to be leased over a 5-year term and require to be brought to Town meeting for approval prior to purchase. Scott Person SECONDED. MOTION CARRIED 3:2:0 with Paula King and Jeff Murray voting against.

Roadwork Budget – guardrail replacement, have around 1200ft left of Long Hill Road to finish. \$40,000 to be allocated in budget. Chip sealing on roads that was not completed last year (Wheeling, Pine Ridge, Shadblow, Dogwood, Wood Fern, Hutchinson, Times Farm, Old Coventry). Current chip seal contract is honoring price from last year of \$152,094. Reviewed 2nd quote from additional contractor, which is \$30,000 more.

Scott Person MOTIONED to allow Jay Tuttle to choose the chip seal contractor. Jeff Maguire SECONDED.

Discussion – need to ensure proper material is used to prevent excessive dust, expressed concerns and reviewed pros and cons of both contractors, scheduling for project.

Jeff Maguire MOTIONED to move forward with Comer as the contractor for chip sealing to be completed before June 30th, 2024. Paula King SECONDED. MOTION CARRIED 4:1:0 with Anne Cremè voting against.

Jeff Maguire MOTIONED to enter into Executive Session to discuss salaries and compensation, inviting Eric Anderson and Joanne Hebert at 8:55pm. Paula King SECONDED. MOTION CARRIED 5:0:0

Returned from Executive Session at 9:41pm.

Jeff Maguire MOTIONED to increase all non-union pay rates by 4% with the following exceptions: the Children's Librarian increase hourly rate to \$19.32 and increase Ellie Skoog's Senior Transportation Driver position hourly rate to \$20.94. Scott Person SECONDED. MOTION CARRIED 5:0:0

Jeff Maguire MOTIONED to provide a performance bonus of \$1500 in the current Fiscal Year to Mr. William Bell for exceptional upkeep of the Town Hall. Paula King SECONDED. MOTION CARRIED 5:0:0

Eric Anderson will provide an updated budget summary before the budget is passed onto the Board of Finance.

4. Adjournment – Paula King MOTIONED to adjourn the meeting at 9:43pm. Anne Cremè SECONDED. MOTION CARRIED 5:0:0