

**Town of Andover
Board of Selectmen**
Tuesday, January 25th, 2022 at 7:00 P.M.
Location: virtual Zoom meeting

Special Meeting Budget Workshop Minutes

1. Call to Order/Pledge of Allegiance

Jeff Maguire called the meeting to order at 7:02 P.M.

Members: First Selectman Jeff Maguire, Vice Selectman Adrian Mandeville, Scott Person, Jeff Murray, Paula King.
Finance Director Sherry Holmes

Board of Finance: Vice Chair Diane Choquette, Joanne Hebert.

Public: Kimberly Person, Liz Lokiec, Marcie Miner, Mike W.

2. Public Speak – None.

3. Budget Workshop for Fiscal Year 2022-2023 Proposed Town Budget

Members discussed the following potential budget modifications:

- American Rescue Act funding to be utilized for the proposed new Community Senior Center building.
- Adding another position to the Public Works crew for possible seasonal employment.
- Members requested contracts to be included in the budget documents from the AES Board of Education for transparency purposes.
- Sherry Holmes is working on a detailed list of grants that the Andover Elementary School receives.
- Members discussed the C.O.O.L. Program potentially operating through the town instead of independently with a staff member for the Recreation Department/C.O.O.L. and Social/Senior Services.
- Members requested an explanation of RHAM services through AHM Youth and Family Services.
- Sherry Holmes stated that the town's health insurance premium will have a 4% decrease next year and will provide a report soon.
- Members discussed draft excel spreadsheet of employee current salaries and potential increases.

Adrian Mandeville MOVED to increase the Library Clerks' salary to \$14.13 per hour starting July 1st, 2022.

Paula King SECONDED

MOTION CARRIED 5:0:0

Adrian Mandeville MOVED to increase the hourly rate by \$1 for the Transfer Station Attendants starting on July 1st 2022 and an additional \$1 in January, 2023.

Adrian Mandeville AMENDED the motion to increase the hourly rate by \$2 for the Transfer Station Attendants starting on July 1st, 2022.

Jeff Maguire SECONDED

MOTION CARRIED 5:0:0

Adrian Mandeville MOVED to add a Town Planner position for \$40 per hour for 4 hours a week.

Paula King SECONDED

Discussion: Scott Person stated that a Town Planner needs to be able to change zoning regulations.

Adrian Mandeville AMENDED the motion to add a Town Planner position for \$75 per hour for 4 hours per week at \$15k per year. Members agreed to confirm personnel request with Eric Anderson prior to motion.

NO VOTE TAKEN

Members requested for Eric Anderson to present at the next meeting regarding the recommended increase in hours of the Administrative Assistant position.

Members discussed potentially hiring a seasonal position for Public Works in the summer months.

Jeff Maguire requested a list of upcoming projects for Public Works in the next 10 years and a job description for the potential additional position.

Members requested for Sherry Holmes to add line items as a draft for potential personnel changes as recommended by Eric Anderson and discussed in the meeting, including a 3% increase for all other town employees.

Members stated that the AHM Youth and Family Services will be providing a budget presentation at the Board of Finance Regular Meeting on Wednesday, January 26th at 7:00 P.M.

4. Correspondence – None.

5. Public Speak

Marcie Miner inquired on the Public Works potential additional position.

Liz Lokiec inquired on the COOL Program.

Members agreed to create a discussion plan for the upcoming workshops including employee salaries and positions and capital funding for the next workshop on Monday, January 31st at 7:00 P.M. The budget workshop schedules for all boards is located on the town website budget page.

Sherry Holmes inquired if departments should prepare to present at the budget workshops. Members agreed to only invite staff members in order to explain need for potential increases.

6. Adjournment

Jeff Maguire MOVED to adjourn the Regular Meeting.

Paula King SECONDED

MOTION CARRIED 5:0:0

Jeff Maguire adjourned the meeting at 8:33 P.M.

*Please visit our town website at www.andoverct.org for upcoming VIRTUAL meetings with instructions on how to join. The following boards/commission Zoom Video Recordings are posted to the NEW Town of Andover, CT YouTube Channel: Board of Selectmen, Board of Finance, Board of Assessment Appeals, Inland Wetlands and Watercourses Commission, Planning and Zoning Commission, Zoning Board of Appeals. Like our www.facebook.com/townofandoverct page for community updates! Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson. ~~Amanda Gibson~~

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.