

Town of Andover
Board of Selectmen
Special Meeting – Budget Workshop
Minutes Thursday, February 23rd, 2023
– 7:00pm Location: Virtual Zoom
meeting

Members Present: First Selectman Jeff Maguire, Adrian Mandeville, Scott Person, Jeff Murray and Paula King
Town Administrator: Eric Anderson
Public Works Supervisor: Jay Tuttle
Board of Finance: Joanne Hebert
Economic Development Commission: Catherine Magaldi-Lewis

1. Call to Order/Pledge of Allegiance

Jeff Maguire called the meeting to order at 7:07pm. The Pledge was recited.

2. Public Speak

Catherine Magaldi-Lewis- Advocating for a Town Planner for the POCD
Joanne Hebert – none

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

Eric Anderson sent the Board information on items that are driving the changes to the budget – shared screen to review.

The Grand List is up 2.4% - can increase spending by \$238,500 with no change to the mill rate.

Revenue Changes – fewer houses being sold is resulting in less Town Clerk's fees, less building is resulting in less building permit fee revenue. The ECS (Educational Cost Sharing) is down \$63,135. The Town is also not receiving the DMV Car Tax Rebate this year

Expense Changes – RHAM LEVY decreasing by \$450,000 minimum, AES budget is unknown at the moment

Funds –

DPW Capital Equipment – fund \$125,000
Andover Fire Department – fund \$100,000
Town Building Maintenance – fund \$60,000
Bunker Hill Bridge – fund \$0
Bridge & Culvert – fund \$100,000
Tree Fund – fund \$75,000
Roadwork Fund – fund \$330,000
Town Aid Road – grant funded
Reval – fund \$16,500

POCD – fund \$5,000 – may be short, need to explore further

Funds decrease around \$110,000.

Other expense changes include personnel expenses, Public Works Supervisor salary, Town Clerk's salary, a temporary Public Works employee, overtime for snow removal, First Selectman's salary, bills for early voting, diesel, and an increase in the AHM budget.

Jay Tuttle (DPW Supervisor) spoke to inform Board members of roadwork plans for the upcoming fiscal year. Looking to shim, chip seal, and preserve around 5.5 miles of road including Long Hill, Skinner Hill, Wheeling, Pine Ridge, Shadblow, Dogwood, Wood Fern, Hutchinson, Times Farm, Old Coventry & Hendee

Estimates for roadwork costs include \$221,000 (chip sealing), \$110,000 (1000 tons of asphalt), \$98,000 (labor), \$25,000 (striping), \$43,000 (drainage work), \$14,000 (catch basin cleaning), and other miscellaneous items (WeatherWorks contract) totaling around ~\$562,300

The Board and Jay discussed what work can be done this year with the funding available – is more funding needed? Potential to receive funds from the TRIP grant. Jay will put together a list of things that need to be done – things that were not done last year should be a priority this year, can fund top items on the list.

Next discussion item were priorities and the Town Administrator's wants. Filling the open Finance Department positions, purchasing a smaller vehicle for Senior Transportation – will try to purchase from current year's budget but will put into next year's budget as a precaution.

Town Planner – Eric and Jed Larson are meeting with the primary candidate to discuss doing both the Town Planner job and the POCD (Plan of Conservation and Development)

Scott Person MOTIONED to add a line item to the 2023-2024 FY budget of \$30,000 for a part-time Town Planner.

Discussion – there will be a presentation on the Town Planner at a future budget meeting. No action taken on the motion presented.

Andover Museum – can use the Town Building Maintenance fund or it can be funded separately, to satisfy SHPO, there must be an agreement in writing and funding source for the museum before the Center Street project is started.

Community Garden – looking to have a small line item in the budget. If the Town will fund this there can also be a small line item added for the 175th Anniversary Committee – will discuss more at next regularly scheduled meeting. New potential garden location – need to work the logistics out

Community Center build timeline – looking to begin building by June 1st 2023 – need final design, final contract, and Planning & Zoning permits – there are two more meetings, then the building committee meets

Items for next meeting: have a timeline for the Town Planner, and add the Town Administrator's requested items to the budget. Eric will send an updated spreadsheet to the Board following this meeting – next Budget workshop will review department requests

4. Adjournment

Jeff Murray MOTIONED to adjourn the meeting at 8:24pm. Scott Person SECONDED. MOTION CARRIED 5:0:0

Joanne Hebert also commented on the open Finance Department position before the meeting ended.