

Town of Andover Board of Finance  
Regular Meeting  
Wednesday, May 22, 2019 – 7:00 PM  
Town Hall Community Room, 17 School Road

MINUTES

Members Present: Eric Shevchenko, Adrian Mandeville, Rob England, Dave Hewett, Linda Fish

Members Absent: Dan Warren, Jeff Murray

Others Present: Treasurer Barbara Griffin, Recording Secretary Linda McDonald, and three members of the audience.

1. Call to Order/Pledge of Allegiance: A. Mandeville called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

2. Public Comment: No public comment.

3. Addition/Deletion of Agenda items: None

4. FY 2020 Budget

Discuss and Act Upon:

4.a FY 2020 Budget Deliberations

4.b Set Mill Rate:

The FY 2020 budget passed at referendum on May 21. R. England MOVED to set the mill rate at 34.99. A. Mandeville SECONDED. MOTION CARRIED 5:0:0.

5. Administrative Update

5.a FY18 Audit: A. Mandeville reported the audit is not yet completed. The auditor, Mahoney Sabol and Co. LLP, must request another extension from the Office of Policy and Management as the current extension approval from the State has expired. Discussion followed. A. Mandeville said the auditor has not responded to the board's request to audit fiscal year 2019 for the Town.

A. Mandeville MOVED to go to an RFP if there is no answer from Mahoney Sabol & Co. about continuing as auditor for fiscal year 2019 by June 7, 2019. D. Hewett SECONDED. Discussion followed. MOTION CARRIED 5:0:0.

5.b Transfers:

A. Mandeville MOVED to approve the following transfers:

- Transfer of \$3,500.00 from Salt (1-100-03-0303-646) to Old Town Hall (1-100-11-1101-xxx)
- Transfer of \$1,813.50 from OT-Snow Removal (1-100-03-0303-130) to Wages-Building Department (1-100-08-0807-100)
- Transfer of \$2,500.00 from Salary-Town Administrator (1-100-01-0102-100) to Salary – Tax Collector (1-100-01-0111-100)
- Transfer of \$14,375.00 from Non-Recurring - Capital funds (1-100-13-1305-902) to Contingency (1-100-13-1305-899)

R. England SECONDED. MOTION CARRIED 5:0:0.

5.c Treasurer's Report: B. Griffin reported she anticipates a \$100,000.00 deficit in revenue for this fiscal year, but many departments will have surpluses to end out the year that will go into fund balance.

A. Mandeville requested the Treasurer to work on for the June 18 meeting:

- Add a notes column to the budget spreadsheet
- Create a separate sheet for major funds and balances
- Create a TAR worksheet on budget as to what was spent out of fund – B. Griffin responded there is a detailed report she can compile and will work with A. Mandeville on this project.

6. Approve Minutes

6.a April 23, 2019 Regular Meeting Minutes:

A. Mandeville MOVED to approve the April 23, 2019 regular meeting minutes as presented. R. England SECONDED. MOTION CARRIED 5:0:0.

7. Adjournment: The meeting was adjourned at 7:34 p.m.

Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

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