

**Andover Board of Finance
Regular Meeting/Budget Workshop
Monday, February 12, 2018
Community Room, Town Hall**

Minutes

BOF Members: Present:

Dan Warren, Board Chair, Linda Fish, Rob England, Eric Shevchenko, Dave Hewitt

Absent: Jeff Murray, Adrian Mandeville

Town Officials Present: None

Staff Present: Sandra Nichols, Board Clerk

Other Attendees: None

Agenda Item 1: Call to Order: Dan Warren, Board Chair, called the meeting to order at 7:04PM

Agenda Item 2: Pledge of Allegiance

Agenda Item 3: Public Comment: None

Agenda Item 4: Additions/Deletions:
None

Agenda Item 5: Administrative Update:

5A. Dept. 145 Expenditures:

Dan Warren mentions that a number of line items in the budget were changed from the approved budget in the Seniors programs Budget unilaterally from Sept. 19th and October 18th. He states that he advised Joe Higgins that someone is going into the accounting software and changing budget line items. Dan states that this needs to be addressed since this should not be accessed to make changes without the BOF/BOS knowing about/authorizing these changes to the approved budget. Dan will update the Board on the answer to how this occurred in the approved budget as soon as he hears back from Joe.

Brief Discussion on this issue

5B. Dept. 107 Expenditures:

Dan Warren talks about the Legal Dept. Budget line Item. He states that he wrote a letter to the BOS about the over expenditures in the budget line item of approximately \$10-15K over budget, however the meeting was canceled last week therefore he did not have the opportunity to address it. There needs to be more financial control regarding the budget. This may have to be escalated to the Town Attorney.

Discussion on the issue regarding the control of the budget and who has this control and the procedures/what is in the Charter

Agenda Item 6: FY19 Budget :

6a. Municipal Aid Estimates

6b. Local BOE Budget

6c. Budget Goals for Departments

6d. Other Budget Business

Dan Warren goes over the spreadsheet that he sent to the Board members that takes the FY18 budget and projects it to the FY19 budget would look. He discusses different line items and how they would effect the Town with any increases. Dan states that he is looking for a baseline on the budget for FY19. Dan looked at what could be lost in municipal aid and different capital expenditures that may change. He also mentions the mill rate/grand list and the significant increase that the Town could see. Dan notes the two recommendation that Beth Baurer made regarding the mill rate; that it should reflect the actual tax collection rates, past reflected 100% and reflect the Grand List, BAA appeals including vehicles that should be broken out of the value of the mill and put it as revenue. Dan notes that these are just a suggestion.

Dan Warren asks the Board for their input/recommendations on the budget.

Discussion among the Board members on the Budget

Linda Fish asks about the funding for roads, specifically Townsend Road

Dan Warren replies that that would be from Town Aid Road money and that can only be used for specific things and it does not expire if not used. Dan discusses this topic.

General discussion on the budget including RHAM

Dan Warren states that his hope for this meeting is to come up with a reasonable target for the mill rate and what they can come up with for capital expenditures.

Discussion on the Resident State Trooper

Dan Warren points out an error under the revenue section of the spread sheet, MRSA which would increase the projected mill rate to 35.26

Discussion on the Mill Rate and budget line items possible reductions/projected increases, State aid, education expenses.

Dave Hewitt brings up the transfer station and the revenue that that could generate for the Town.

Discussion on the transfer station and how to proceed to collect revenue for the Town the boat registration also discussed briefly

Continued discussion on the trooper and the money in the budget and how to proceed; put question at the Town Meeting when the budget is approved or disapproved. Possibilities discussed on how the BOF should handle the State Trooper line item. Budget will still have be approved by the BOS.

Dan Warren asks for the Boards ideas for reduction, discussion on ideas (AES/trooper).

Discussion on all the ideas brought up in the Meeting

Dan Warren states that for now the target Mill Rate is 34.5 instead of 32.5. He then asks Eric if he would like to speak on Capital expenditures.

Eric Shevchenko talks about what CIP has discussed and what information that hen budget information that they have received from the Town on expenditures. Communication at this time is key.

Discussion on the budget, the documents/spread-sheets that accompany the budget for all funds in order for everyone to understand.

Eric Shevchenko expands the discussion on Capital Expenditures including the fire dept. Equipment and snow removal equipment.

Discussion on funds that are available for equipment and other items/library

Dan Warren would like to see money invested to improve the quality of life in Andover

Discussion with Eric regarding CIP's thoughts on spending and where the BOF stands on spending. Lengthy discussion on spending and the budget.

Eric Shevchenko continues to discuss in detail what is going on in the schools and what the needs are.

Agenda Item 7: Approval of Minutes:

Dave Hewitt **Motions** to approve the October 25, 2017 and the January 24, 2018 Minutes as presented.

Linda Fish **Seconded**

Motion Passed/ Unanimous 5/0/0

Agenda Item 8: Public Comments:

None

Agenda Item 9: Adjournment:

Dan Warren **Motions** to adjourn at 8:31 PM

Rob England **Seconded**

Motion Passed/Unanimous 5/0/0

Respectfully Submitted,
Sandra Nichols, Board Clerk

***These Minutes are submitted as required by the Freedom of Information Act and are not official until formally approved by the Board.**