

**Andover Board of Finance
Regular Monthly Meeting
Wednesday, March 22, 2017
Community Room, Town Hall
Minutes**

BOF Members: Present:

Dan Warren, Board Chair, Linda Fish, Rob England, Adrian Mandeville, Eric Shevchenko (arrived at 7:06),Georgette Conrad (arrived at 7:10)

Absent: Jeff Murray

Town Officials Present: None

Staff Present:

Sandra Nichols, Board Clerk

Other Attendees: Jeff Maguire

Agenda Item 1: Call to Order: Dan Warren, Board Chair, called the meeting to order at 7:03PM

Agenda Item 2: Pledge of Allegiance

Agenda Item 3: Public Comment: None

Agenda Item 4: Additions/Deletions

Dan Warren Motions to add the Talbot Property to the Agenda under 9a (changed to 8a).

Rob England Seconded

Motion Passed/Unanimous ~~4~~0/0

Agenda Item 5: Approval of Minutes of February 22 and March 13,2017

Dan Warren Motioned to approve the February 22 and March 13, 2017 meeting minutes.

Adrian Mandeville Seconded

Motion Passed/Unanimous ~~5~~0/0

Agenda Item 6: Selectman's Report:

None

Agenda Item 6a. Auditor Update:

Dan Warren updates the Board on the progress of the Audit. He informs the Board that the temporary Treasurer will be out for a period of time and still requires information. Dan shows the Board the Budget report that he received on March 20 from the First Selectman which he will send out to the Board. The proposed budget would result in a tax increase of more than \$900,000 (11%).

Discussion on the audit and the Budget Report that the Chairman received. The Board discusses the format and how they would like to see it presented. The Board also recommends that this be sent to the BOS prior to their Meeting next week.

Agenda Item 7:

Dan Warren Motions to reduce Line Item 1-100-04-043-375- Resident State Trooper to Zero in the FY18 Budget.

Eric Shevchenko Seconded

Discussion on this Line Item and how it would effect the Town

Dan Warren shares information that he received from Jay Linddy in regards to how many Towns in CT have resident troopers and who do not. 29 towns have no resident troopers and rely solely on barracks coverage, as would Andover with no resident trooper. He states that if the Governor's proposal goes through the Town it will transfer 100% of the cost to the Town that would equate to \$203k.

Motion Passed/Unanimous 6/0/0

Dan Warren Motions to eliminate Town Office Administrative Position Line Items: 1-100-01-0807-120 (Assistant Assessor), 1-100-01-0117-120 (Assistant Town Clerk) and 1-100-01-0807-120 ((Building Department Clerk) from the FY18 Budget and create the necessary Budget Line items in the FY18 Budget to transition these positions into an administrative pool under the direct management of the Town Administrator and request BOS to present these numbers at the March 29th Meeting.

Rob England Seconded

Discussion on these positions/cross training and benefits

Motion Passed/Unanimous 6/0/0

Adrian Mandeville Motions to reduce appropriate Budget Line Items to reflect a reduction in the Town Office hours to 29 hours per week and request BOS present these numbers at the March 29th Meeting.

Dan Warren Seconded

Discussion on the Town Hall hours and where the holidays fall (comparison to other Town Halls)

Dan Warren recommends Tuesday through Friday and the BOS will make the final determination.

Discussion on how much to do at one time, should it all be done at once?

Rob England Motions to table this discussion until the March 29th Meeting.

Dan Warren Seconded

Motion Passed/Unanimous 6/0/0

Georgette Conrad Motions to reduce Budget Line Item 1-100-01-141-215 to reflect transition of all non-public works Town employees to high deductible health plan starting July 1, 2017 and create Budget Line Item for 100% of the deductible contribution to health care savings account for FY18. Request BOS present these numbers at the March 29th Meeting.

Adrian Mandeville Seconds

Discussion on this motion. It is noted that all Andover Elementary School (AES) employees are on the high deductible plan and currently 50% of the deductible is funded by the Town and AES employees pay 16% of the premium with the Town picking up the rest.

Approximately 50% of Hebron town employees and 40% of Marlborough (other towns in the insurance consortium with Andover) are on the high deductible plan. 0% of Andover Town employees are currently on the high deductible plan.

Dan Warren Modifies the motion to add the following:

The budget line items should reflect a 12% premium contribution required by the Town employees to the health care plan.

Motion stands

Motion Passed/Unanimous 6/0/0

Dan Warren Motions to off-set principal and interest on AES Debt in FY18 Budget from unassigned General Fund. Request BOS present accurate FY18 interest figure at March 29th Meeting.

Rob England Seconds

Discussion on the motion

Motion Passed/Unanimous 6/0/0

Adrian Mandeville requests that the Board discusses reducing the Public Works Budget Line Item.

Discussion on the PW crew, their activities and the benefit to the Town. The Board agrees to bring this topic up with the BOS.

Agenda Item 8: Liaison Report:

Eric Shevchenko speaks about the RHAM Budget. He mentions IT and Special Ed. Programs. He explains the sudden surge in the Special Ed. Program as six new student have enrolled at approx. 100K each. He notes that this was unexpected at the meeting he attended and it had to be tabled for discussion. Eric did make his suggestions to the Board on how to minimize increases in expenditures. He informs the Board that there is a RHAM Budget Meeting on April 3, 2017 in the auditorium.

Discussion on the RHAM Budget and the Special Education Students

Linda Fish reports on the library; windows measured and no raises for employees. AHM had a maple fest activity and they are unsure about the Marlborough and AHM Budget.

Agenda Item 8a. Talbot Property:

Discussion on the property and the development rights. The topography of the property also discussed. No Action

Agenda Item 9: Public Comment:

None

Agenda Item 10: Adjournment:

Adrian Mandeville Motions to adjourn at 8:32PM

Linda Fish Seconded

Motion Passed/Unanimous 6/0/0

The next scheduled BOF meeting is on Wednesday, March 29, 2017 at 7:00 pm at the Town Hall Community Room.

Respectfully Submitted,
Sandra Nichols, Board Clerk
March 27, 2017