

**Andover Board of Finance
Regular Meeting Minutes
Wednesday, February 22, 2017
Community Room, Town Hall Office Building
17 School Road, Andover, CT**

BOF Members: Present:

Dan Warren, Board Chair, Jeff Murray, Eric Shevchenko,
Robert England, Adrian Mandeville, Linda Fish

Absent: Georgette Conrad

Town Officials Present: Robert Burbank, First Selectman

Staff Present:

Sandra Nichols, Board Clerk

Other Attendees: Attachment #1

Agenda Item 1: Call to Order: Dan Warren, Board Chair, called the meeting to order at 7:05PM

Agenda Item 2: Pledge of Allegiance

Agenda Item 3: Public Comment:

Cathy Palazzi reads a letter to the Board of Finance from the Registrar of Voters (attachment #2) regarding raises.

Agenda Item 4: Additions or Deletions to the Agenda:

None

Agenda Item 5: Approval of Minutes of January 25, 2017 :

Eric Shevchenko Motions to Approve the January 25, 2017 Minutes as presented.

Rob England Seconded

Motion Passed/Unanimous 6/0/0

Agenda Item 6: Budget Requests:

A. Town Clerk:

Carol Lee talks about the CCM Salaries and the increases. She request a 4% raise for the Assistant Town Clerk and explains that she has not received one since she started and is doing a very good job. Carol also requests a 3% increase for Elected Officials (Town Clerk) and references attachment #3 that shows what Town Clerks are making in Towns of the similar population. Lastly she requests additional funding for necessary training and explains why.

Discussion on training and the Certification required

B. Library

Julie Victoria Discusses the proposed Library Budget for 2017-2018 (attachment #4)

Discussion on the Revenue and other items on attachment #4

C. ROV/Elections/Fire Commission

Wally Barton talks about the request of a 3% increase in the Fire Dept. Budget. He outlines the items that have increased and explains why.

Discussion on the Fire Dept. 2017-2018 Budget request and the Policies and Procedures that are required to be in place according to the Town Charter.

Wally Barton speaks next on the Registrar of Voters. He requests an increase in the Budget for training which he discusses along with the travel that is required to attend this training. Wally states that there has been an increase in the hours that the Registrars are putting in and the amount of hours that are required. He then talks about the rest of the increases in the Budget that they are requesting.

Discussion among the Board Members and Mr. Barton on the Registrars Budget requests

Agenda Item 7: Selectman's Report:

Robert Burbank hands to the Board the Governor's Proposed FY18 State Budget: Impact on Towns and Cities (available at ccm.ct.org) which he discusses how this will effect Andover in regards to there Budget. He also hands out an article from The CT Mirror from 2/10/2017, "Legislators begin to push back on Malloy's new Budget".

Discussion among the Board Members and Bob Burbank on the impact this will have on the Town's Budget for FY 2017-2018.

Bob Burbank talks about the snow removal budget and updates them on the Times Farm Bridge Project.

Discussion among the Board Members and Bob Burbank on these two topics.

Agenda Item 8: Audit Update:

Dan Warren updates the Board on the Audit issues and the new progress

Discussion on the Audit and the open Treasurer's position among the Board and the First Selectman

Linda Fish asks the First Selectman what the BOS decided on raise. He responds that the BOS voted that there would be no increases in FY2017-2018

Discussion among all on raises and salaries.

Agenda Item 9: Liaison Reports:

Dan Warren hands out to the Board the Andover Board of Education's Proposed 2017-2017 Budget for their review. He states that it will be presented at the next Budget Workshop and briefly talks about it. No Discussion

Linda Fish mentions AHM however there is no update. She then discusses the Teen Center and the issues that it is having and what they are proposing to do.

Dan Warren updates the Board on CIP and three requests: Public Works Dept. for equipment, The Rec. Commission for the field and the Fire Dept. for the heating system upgrade and the removal of an old tank

Agenda Item 10: Public Comment:

None

Agenda Item 11: Adjournment:

Dan Warren Motions to adjourn at 8:30PM

Robert England Seconded

Motion Passed 5/0/1 Aidrian Mandeville abstained

Next Budget Workshop will be held March 13, 2017.

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