

**Town of Andover Board of Finance
Special Meeting
Wednesday, April 26, 2017
Community Room, Town Hall
Minutes**

BOF Members: Present:

Dan Warren, Board Chair, Jeff Murray, Eric Shevchenko, Robert England, Georgette Conrad, Linda Fish

Absent: Adrian Mandeville

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 7:00PM

Agenda Item 2: Public Comment:
None

Agenda Item 3: Board of Finance Deliberations and Actions on FY18 Budget:

Dan Warren asks the First Selectman about the vote at the BOS Meeting regarding the Treasurers position.

Robert Burbank discusses the Treasures position and the need for the accounting system to be upgraded. He talks about the consultants recommendation and that was a full time position 30 hours/week at 45K salary.

Dan Warren asks if the BOS looked at additional costs to the position I.e social security,medical benefits,etc

Robert Burbank replies as to what the Board estimated that it would cost

Dan Warren expresses his concern that the salary has increased significantly over the past few years and increasing the salary line item may not be a guarantee to solve the problem in that office. He asks if the Town could use a consultant or contractor? Dan talks about the effects that this would have on the Town and he needs time to investigate.

Rob England asks if this is something that is temporary until the Town sorts things out and then they can drop back.

Robert Burbank replies that the consultant believes that this would take approximately two years and with the increase of work that is added to the position it could be a continuous situation.

Eric Shevchenko asks if this is something that the incoming Town Administrator should sort out?

Dan Warren replies that it certainly something that he/she would look into.

Cathy Desrosiers mentions her meeting with Linda regarding the operation systems

Dan Warren explains the situation and what has occurred and the effects of the turnover in that office. He states that there are many things that are being misinterpreted about that office.

Dan Warren and Cathy Desrosiers discuss the situation in the Treasures Office/Auditor

Robert Burbank would like to clarify what money is available to see if there is a qualified candidate to take the position. He also talks about what the Town has not completed due to a lack of someone in this position and the possible effects on the Town.

Dan Warren asks when the BOS will act on this?

Robert Burbank states that they would like to have treasurers from other Towns to do interviews with potential candidates they however need to have the salary prior to proceeding.

Dan Warren asks about when the candidate would start

Eric Shevchenko asks the First Selectman what has happened that over time that the Town now needs more money for this position.

Robert Burbank replies that there has been no Treasurer since 2016 and he explains the situation.

Dan Warren discusses the salary and how it is being dropped on the BOF at the last minute and the frustration that it will cause with taxation and the mill rate once the salary line item is added.

Robert Burbank talks about the previous situation with the treasurer and how she worked for both the School and the Town Hall and the money was taken out of a different Budget Line Item since there was an agreement in place on how to pay for this.

Georgette Conrad asks the First Selectman about the position being full time and could it eventually be cut back?

Robert Burbank replies that there is a potential to reduce the hours in the future however at this he can not say either way.

Dan Warren also responds to Georgette regarding the position and the qualifications that are required and it would be difficult to offer the job to someone and then cut it back. He again talks about the possibility of hiring a consultant/contractor to complete the necessary tasks.

Discussion among the Board Members about this position and what is required and how this salary could be fit into the proposed Budget

Dan Warren **Motions** to add to the FY17-18 Budget Department Number 109 40K and it will be called Budget Line Item FY18 Treasures Office Second.

Georgette Conrad **Seconded**

Motion Passed 5/1/0 Eric Shevchenko Opposed

Jeff Murray discusses the Town Administrator Line Item 102 and what salary the job was posted for with the cut in Salary prior to hearing the Governors budget.

Jeff Murray **Motions** that the 10K be reinstated to bring the salary back to 85K on line Item 102.

Georgette **Seconded**

Brief Discussion

Motion Passed/Unanimous 6/0/0

Eric Shevchenko talks about capital expenditures and how we are being cautious this year however he foresees in the future some emergency situation occur that require large capital expenditures that may suddenly arise if we do not plan on them. He gives several examples of were these could occur.

Agenda Item 4: Public Comment:

Julia Victoria comments on the budget (inaudible)

Dan Warren responds that the money can be moved with no problem

Julia Victoria inaudible (library budget budget numbers)

Dan Warren replies that they can speak on this topic after the meeting and if there is a discrepancy it will be taken care of. If it needs to be adjusted it will be.

Brief discussion between Dan and Julia on the situation

Cathy Palazzi asks if the residents/Town employees can get a copy of each budget

Dan Warren replies that it available in the Town Clerks Office in the volt and it is online

Jeff Murray talks about the Library budget

Inaudible name she comments on the 50K

Dan Warren responds that it may not be confirmed until June

Inaudible name she would like to see that if the money comes into the Town that she would see a decrease in taxes

Dan Warren explains what happened in previous years and what the BOF intentions are this year. He assures her that they are keeping track of it.

Mike Palazzi talks about the treasurer

Dan Warren explains the reasoning behind what the Town is doing regarding this position.

Eric Shevchenko mentions the RHAM Budget and encourages all to vote.

Agenda Item 5: Adjournment:

Dan Warren Motions to adjourn the Public Hearing Special Meeting at 8:10PM

Georgette Conrad Seconded

Motion Passed/Unanimous 6/0/0

Respectfully Submitted,

Sandra Nichols, Board Clerk

May 1, 2017