

Town of Andover Board of Finance  
Special Meeting  
Wednesday, April 10, 2019  
7:00 p.m. – Community Room  
17 School Road  
Minutes

Members Present: Eric Shevchenko, Adrian Mandeville, Rob England, Dave Hewett, Linda Fish, Dan Warren, Jeff Murray

Others Present: Town Administrator Joseph Higgins, Treasurer Barbara Griffin, Journal Inquirer reporter Christopher McDermott, Andover Elementary School Superintendent Sally Doyen, RHAM Superintendent Patricia Law, Wallace Barton, Michael Palazzi, Laura Edwards, Selectman Cathleen Desrosiers, Andover Volunteer Fire Department Chief Ron Mike, Recording Secretary Linda McDonald, Fire Marshal Michael Lester, Deputy Fire Marshal Stephen Postemsky, Board of Education Chair Shannon Loudon, Curt Dowling and others.

1. Call to order: The meeting was called to order at 6:40 p.m. The Pledge of Allegiance was recited.
2. Discuss and Act Upon FY 2020 Budget:

2.a Andover Elementary School Budget Presentation:

Superintendent S. Doyen presented an overview of the Andover Elementary School proposed FY2020 budget, which reflects a 2.16% decrease. A highlight budget sheet distributed at the meeting will be posted to Town website.

2.b RHAM Budget Presentation:

RHAM Superintendent Patricia Law presented an overview of the RHAM proposed FY2020 budget. Budget books were distributed to BOF members. She spoke about the strategic plan and mission developed for the schools to meet the needs of the students for post high school readiness and security issues. This budget reflects a 2.86% increase. A referendum vote on the operating and capital budgets will be held on May 7, 2019.

2.c Fire Commission Budget Proposal:

R. Mike presented an overview of the billing costs associated with the fire department ambulance, including insurance costs. Discussion followed on the proposed purchase of a tanker. Currently the Town relies on mutual aid for water. The tanker would help support fighting a fire until mutual aid arrives with extra water.

2.d Fire Marshal Budget Presentation:

M. Lester addressed the reasons for the proposed increases in the Fire Marshal and Deputy Fire Marshal salary lines. He explained the costs for the NFPA code book and other work-related subscriptions should be split with Columbia. Upon request from the

BOF, M. Lester said he would document and submit time spent on inspections. There were no changes made to this proposed budget.

2.e Other Budget Considerations:

J. Higgins spoke to cuts made to the Town budget at the BOF 3/27/19 meeting. Discussion followed.

0102-Town Administrator: D. Warren MOVED to increase (0102-580) Mileage to \$1,600.00 as approved by the Board of Selectmen and documented in the 2/11/19 minutes. R. England SECONDED. Motion carried 6:1:0 with A. Mandeville opposed.

0301 - Public Works: R. England MOVED to increase (0301-xxx) Salary-Temp PW to \$5,000.00 and decrease (0301-xxx) Salary-OT PW to \$2,500.00. J. Murray SECONDED. MOTION CARRIED 7:0:0.

D. Warren MOVED to approve the budget with amendments made at the meeting tonight. There was no second to the motion. D. Warren left the meeting at 8:40 p.m.

0701-Transfer Station: A. Mandeville MOVED to increase (0701-481) Bulky Waste by \$5,000.00. J. Murray SECONDED. MOTION CARRIED 6:0:0.

Discussion followed on the Town Engineer consulting fees and the recommendation of using 3-year look back during FY2021 budget discussions.

0301 - Public Works: R. England MOVED to increase (0301-435) Vehicle Maintenance from \$12,000.00 to \$20,000.00. There was no second.

0143 – Andover Senior Transportation: A. Mandeville MOVED to increase (0143-100) Salaries-Drivers/Dispatch by \$2,500.00 to \$15,107.00 based on information from the Senior Transportation Coordinator that a driver will be added in FY2020. R. England SECONDED. MOTION CARRIED 6:0:0.

0143– Andover Senior Transportation: A. Mandeville MOVED to increase (0143-380) Dial-A-Ride Mileage from \$500.00 to \$1,000.00. R. England SECONDED. MOTION CARRIED 6:0:0.

CIP discussion:

Discussion followed on funding the following capital projects:

\$25,000.00 for Transfer Station repairs over two years  
\$25,000.00 for Technology upgrades to Town Hall over two years  
\$39,000.00 for Ford F250 replacement truck  
\$412,000.00 for fire department tanker  
for a total of \$501,000.00.

Discussion followed on funding capital projects for a Community Center and road paving. The \$25,000.00 for technology upgrades to Town Hall was removed from consideration.

R. England MOVED to fund the following in 1101 (Capital Expenditures):

\$39,000.00 for Ford F250 replacement truck- create new line item  
\$412,000.00 for fire department tanker - create a fire engine fund line item 412  
\$200,000.00 for road improvements- line item 451

J. Murray SECONDED. Discussion followed.

R. England MOVED to amend the motion as follows:

\$39,000.00 for Ford F250 replacement truck- create new line item  
\$200,000.00 for road improvements- line item 451  
for a total of \$239,000.00

A. Mandeville SECONDED. MOTION CARRIED 6:0:0.

R. England MOVED to fund the following capital projects in 1305 (Fund Transfers):

\$25,000.00 for Transfer Station repairs- create new line item  
\$250,000.00 for Multi use Community Center –new line item 907  
\$412,000.00 for fire department tanker – new line item 412  
for a total of \$687,000.00

E. Shevchenko SECONDED. MOTION CARRIED 6:0:0.

A. Mandeville MOVED that the BOF has agreed to use fund balance to fund the previous two motions totaling \$926,000.00. R. England SECONDED. MOTION CARRIED 6:0:0.

A. Mandeville MOVED to send the budget as discussed and approved tonight to Town Meeting. D. Hewett SECONDED. MOTION CARRIED 6:0:0.

3. Discuss and Act Upon FY 19 Budget Transfers:

A. Mandeville MOVED to approve the budget transfer of \$9,500.00 from (1-100-03-0301-100) Salary-Public Works to (1-100-01-0111-100) Salary-Tax Collector. R. England SECONDED. MOTION CARRIED 6:1:0 with D. Warren opposed.

A. Mandeville MOVED to approve the budget transfer of \$2,500.00 from (1-100-01-0147-365) Custodian Cleaning Service to (1-100-01-0129-531) Town Office Building Postage. E. Shevchenko SECONDED. MOTION CARRIED 7:0:0.

4. Adjournment: A. Mandeville MOVED to adjourn the meeting at 9:50 p.m. R. England SECONDED. MOTION CARRIED 6:0:0.

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.