

Town of Andover Board of Finance
Special Meeting
Thursday, March 7, 2019
7:00 p.m. – Town Hall Administrator's Office
17 School Road
Minutes

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

Members Absent: Dan Warren

Others Present: Dennis Williams, Treasurer Barbara Griffin and Recording Secretary Linda McDonald

1. Call to order: The meeting was called to order at 7:07 p.m. and immediately moved to the Community Room.

2. Discuss and Act Upon Audit Contract:

B. Griffin reported that the firm of Mahoney Sabol, hired to complete the FY 2018 audit, missed their second extension request filing deadline to the State for submittal of the Town audit. A. Mandeville said he will contact the firm as to the status of the audit, with a possible opt-out for next fiscal year. B. Griffin said there is no contract with Mahoney Sabol.

A. Mandeville MOVED, pending his conversation with Mahoney Sabol, the town would opt out of the audit contract with Mahoney Sabol for next fiscal year and get clarification that the FY 2018 audit will be finished. R. England SECONDED. Discussion followed. MOTION CARRIED 6:0:0.

3. Discuss and Act Upon FY 2020 Budget:

The Board discussed the proposed Transfer Station increases for tipping and hauling fees. Consensus of the group was to request the Town Administrator to attend the next meeting on March 14 to explain the increase.

Fire Department – A. Mandeville reported that the Fire Chief withdrew the request for extra funds for officer and transport crew reimbursements in the FY 2020 Fire Department budget. Consensus of the group was to set a date to meet with Wallace Barton to discuss the Fire Commission budget.

The Board asked the Treasurer to provide the tax returns for the Andover Ambulance for years 2016, 2017, 2018.

Discussed followed on the reduction in ECS funding, increase in the RHAM school budget and enrollment ratios. A. Mandeville will research the student enrollment figures for Hebron elementary school and E. Shevchenko will research the student enrollment figures for Marlborough elementary school and report back to the board.

Consensus of the Board was to schedule a meeting with School Superintendent Dr. Doyen about ECS. A. Mandeville said he is expecting the BOF to receive workbooks from Dr. Doyen next week.

Discussion followed on the change in the Tax Collector position from part-time to full time without BOF approval.

The Board will confirm the FY 2020 State Trooper salary with the Town Administrator.

Discussion and possible action on the Connectivity Grant will be added to next week's BOF agenda.

Town meeting minutes will be checked to confirm \$20,000.00 was approved for track repair.

A. Mandeville suggested the Board move forward to have a legal expense line item in the BOF budget. Currently the Board must get permission from BOS for any legal expenditure.

A. Mandeville MOVED to add a line item for legal to the Board of Finance FY 2020 budget in the amount of \$5,000.00. E. Shevchenko SECONDED. MOTION CARRIED 6:0:0.

A. Mandeville will check on availability of Dr. Doyen to present to the Board, will have to add another special meeting.

The capital projects budget was discussed. Currently there is \$25,000.00 in the capital budget for a new shed at Transfer Station. B. Griffin discussed funding for the next revaluation.

A. Mandeville MOVED to add a line item for \$20,000.00 in 1305 (transfers) FY 2020 budget for a revaluation reserve fund. R. England SECONDED. MOTION CARRIED 6:0:0.

Discussion followed on reducing (drawing from) fund balance to pay for capital projects. B. Griffin will confirm that there are no recurring expenses in fund balance.

A. Mandeville MOVED to add line item to transfers 1305 to go into the fire engine fund for \$100,000.00. R. England seconded. Discussion followed on funding a tanker truck (rescue) to help with mutual aid.

A. Mandeville withdrew his motion.

4. Adjournment: The meeting was adjourned at 8:44 p.m.

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.