

Call to Order

Call to Order/Roll Call

Chair, Kevin O’Handley called the meeting to order at 7:01pm and initiated roll call. Present in person were Yican Cao-Y, Aaron Buzay-Y, Bill Haskell-Y, Kevin O’Handley-Y, Kim Perry-Y, Paul MacKay-Y and Andrew McBrien-Y. Present remotely was Ken Russo-Y. Paula Colby-Clements was absent.

Also present were Chief Financial Officer, Patrick Lawlor and Town Moderator, Sheila Doherty. The meeting was videotaped and cablecast.

Introduction of new Finance Committee Member, Bill Haskell

Town Moderator, Sheila Doherty thanked Mr. John Barry for his ten years of service on the Finance Committee and introduced new Finance Committee Member, Bill Haskell. Mr. Haskell is finishing out Paul Russo’s term. His term will be from January 2023 to June 2023 at which point he will be eligible for reappointment.

Tax Classification Process and Tax Impact Discussion – Patrick Lawlor

Chief Financial Officer, Patrick Lawlor gave the committee a presentation on the Tax Classification process. The Select Board reviews the taxable property in Town and makes decisions based on what the tax rate will be which effectively will inform the average tax bill across all classifications, Residential, Commercial, Industrial and Personal Property. The first two tax bills that all taxpayers receive for quarters one and two are preliminary. They are estimates. Once the rate is set, that will determine the tax bills for quarters three and four. The modified ten-year average does not relate to this piece, it is based on new growth. \$1.9M is what we assume for the ten-year average as the budget is being built for Town Meeting. The Town does not tax to the levy limit, we tax to the levy limit less \$300K. A question was asked regarding the valuation of property and what happens if there is a recession. It could have a significant impact on the budget. The assessor’s office is keeping an eye on that.

Budget Process Update – Patrick Lawlor

Chief Financial Officer, Patrick Lawlor gave an update to the committee on the budget process. In August, Department heads submitted their CIP requests for FY2024-FY2028 and met Department wide to go through the process to determine what the Town is able to fund for Capital Improvement Plan. The CIP was released in November. The Town is currently in the operating budget process. Requests were submitted by Department Heads. Administration met with all Department heads today and will make decisions over the next couple of weeks. On February 1st, the budget will be released. There will be an increase in the Towns operating budget of 2.75% and 3.75% for the schools.

Liaison Updates

Aaron Buzay gave an update on the Andover High School building project. Birth rates were reviewed, and Andover schools are overcrowded. The town is not going for State subsidized funding to build this school. There are currently four design concepts. They are looking for community input and are giving tours of comparable schools in the State that would match some of the designs.

Upcoming Meetings

The next Finance Committee meeting will be held on Wednesday, January 25th and on Wednesday, February 8th at 7pm.

Review and Approval of Minutes from October 19, 2022, Quad Board Meeting

Upon motion duly made by Andrew McBrien and seconded by Paul MacKay it was voted to approve the minutes from the October 19, 2022, Quad Board Meeting. Ken Russo-Y, Yican Cao-Y, Aaron Buzay-Y, Kevin O’Handley-Y, Kim Perry-Y, Paul MacKay-Y and Andrew McBrien-Y. Motion passed 7-1-0.

Review and Approval of Minutes from November 30, 2022, Finance Committee Meeting

Upon motion duly made by Paul MacKay and seconded by Kim Perry it was voted to approve the minutes from the November 30, 2022, Finance Committee Meeting. Ken Russo-Y, Yican Cao-Y, Kevin O’Handley-Y, Kim Perry-Y, Paul MacKay-Y and Andrew McBrien-Y. Motion passed 6-2-0.

Adjournment

Upon motion duly made by Paul MacKay and seconded by Kim Perry it was unanimously voted to adjourn. Ken Russo-Y, Yican Cao-Y, Aaron Buzay-Y, Bill Haskell-Y, Kevin O’Handley-Y, Kim Perry-Y, Paul MacKay-Y and Andrew McBrien-Y Motion passed 8-0.

Documents:

Minutes from October 19, 2022, Quad Board Meeting, Minutes from November 30, 2022, Finance Committee Meeting, Tax Classification and Budget Process PowerPoint presentation.

Respectfully submitted,

Amy Salvi
Recording Secretary