

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

MICHAEL LENSAK, MAYOR
JANIS MC GOVERN, DEPUTY MAYOR
DOLORES BLACKBURN
JACK BURKE
TOM WALSH

March 09, 2015

BUDGET WORKSHOP 6:30 P.M.

The regular meeting of the Andover Township Committee was called to order at 6:35 P.M. by Mayor Lensak, followed by a salute to the flag.

ROLL CALL: Present: Ms. Blackburn, Mr. Burke, Ms. Mc Govern, Mr. Walsh, Mayor Lensak
Also, present: Ms. Francisco, Deputy Clerk, Ms. Magura, CFO

OPEN PUBLIC MEETING STATEMENT Statement of compliance with Chapter 231, P. L. 1975 was made by Mayor Lensak.

2015 Municipal Budget Workshop:

Mr. Walsh stated that he and Ms. Blackburn met with the Township's Auditor Ray Sarinelli and together they were able to trim the budget in the following areas: Township Engineering cut 10,000, Planning/Master Plan reduce by \$4,750. Dispatch Services reduce by \$8,000 from PT/OT. The Office of Emergency Management budget item, cut by \$4,000; DPW reduce by \$45,000, that money can come from Open Space budget, provided detailed records for maintenance are kept and they cut \$5,000 from the DPW O/T budget. The seniors agreed to cut the donation of \$1,000 from their budget. They found they could cut \$1000 Park Maintenance, from budget. The budget for electricity actually increased by \$10,000. They also discussed that they are able to cut \$30,000 for reserve for uncollected taxes.

The Township's CFO, Gail Magura added that the Capital Budget cut of \$77,000 was discussed, at the previous meeting. She also reported the debt service is going down by \$200,000 due to bonding. \$60,000 of that is for road equipment. She explained that the savings would be in the 2016 budget as the bond is paid down. Mr. Walsh added that the new contract for garbage services next year would need to be considered at the end of this year.

A lengthy discussion ensued among the committee members regarding DPW staffing and the pros and cons of adding a new person for seasonal work. The need for part time, full time and/or hiring an outside contractor as well as how Open Space Funds are appropriated.

It was at the advice of the Township's CFO to table the introduction of the 2015 Municipal budget if they the Committee were not ready. It was the consensus of the committee to table the introduction until the next meeting and request the DPW Supervisor attend for further discussion, as to the needs of the Road Department.

PUBLIC PORTION:

Mayor Lensak opened the discussion to the public.

Mayor Lensak, recognized resident Diane Gillespie and she asked the following questions. How many budget work sessions is the town going to have? Ms. Gillespie said, she liked it when the department heads requested their budget at public budget meetings. She had questions regarding the building Maintenance Worker and the Clerk's Salary and Wages line items. She said she has compared all the budgets from 2002 to the present. Mr. Walsh explained that the maintenance work is for all of the buildings and it is a full time position, and if that person plowed in the past, it was outside of the full time hours.

The CFO explained the lines have shifted over the years to include several jobs under the Clerk's Salary and Wages that have been under separate positions, such as the Board of Health Secretary, which is now under the Clerk's budget. The Deputy Clerk explained the \$187,000 in Clerk's Salary line item now covers four people in the Clerk's Office not one.

She also saw that there is increase in the Finance budget. Ms. Magura explained the increase is to cover the cost for courses for a new CFO. Ms. Gillespie asked, is it standard for towns to pay for education/training for municipal employees? Ms. Magura also explained the policy in place for reimbursement of fees for education if someone has left the employ of the town and that the training and certification for most municipal work are not offered to those not sponsored or already working in a town. Ms. Gillespie also commented that The Zoning Officer line item increased to \$18,000. Mr. Walsh explained that was due to the increase in the number of hours the Zoning Officer is working. Mr. Walsh also explained the road signs budget increased due to the conditions of the signs and replacing missing signs.

The Police Chief, Gil Tagliatella also requested time at the next session to discuss the dispatcher's budget, specifically the overtime cuts that mentioned earlier.

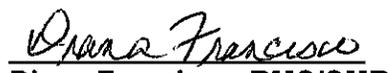
Seeing no additional participation by the public, Mayor Lensak closed the public portion of the meeting.

ADJOURNMENT

No further business appearing before the committee at this time, Mr. Walsh moved the budget meeting to adjourn at 7:29pm.



Michael Lensak
Mayor



Diana Francisco, RMC/CMR
Deputy Clerk