

Andover Board of Selectmen

Wednesday, November 16, 2016 7:00 PM

Town Office Building (Community Room) 17 School Rd, Andover, CT

Special Meeting Minutes

Agenda Item 1: Call to Order

Robert F. Burbank, First Selectman, called the Regular meeting to order at 7:01PM

BOS Members: Present:

Robert F. Burbank, First Selectman, Jeff Maguire, Vice First Selectman. Julia Haverl, Jay Linddy, Cathy Desrosiers

BOS Members: Absent:None

Other Attendees: Attachment #1

Town Officials: John Valente, Planning and Zoning Commission Agent (Agenda Item 5)

Agenda Item 2: Public Speak :

Cathy Palazzi addresses that the microphones that were requested for the Community Room are still not present. She also does not agree with the policy that is noted in Agenda Item 11 and sites the reason why as she reads a letter presented to the Board (attachment #2).

Dianne Grenier also asks about the Community Room and when they will be installed. Robert Burbank will check on the installation completion anticipated date.

Agenda Item 3: Fire Department Monthly Report:

Robert Burbank updates the Board and states that it on file in the Town Clerks Office. (attachment #3)

Agenda Item 4: Times Farm Road Bridge:

Robert Burbank updates the Board on the progress of the Bridge and informs the Board that he received a letter from the DOT that approved the plans for the repair of the Bridge in the mail. He also describes what the next steps are to complete this project.

Jay Linddy **Motions** that the First Selectman instruct his assistant to put this letter in an e-mail to send to all the Board members.

Julia Haverl **Seconded**

Motion Passed/Unanimous 5/0/0

Further discussion on the Times Farm Bridge among the Board.

Agenda Item 5: P&Z Contract with William Warner:

Julia Haverl **Motions** that the Board approves the Contract that was presented by the Planning and Zoning Commission to the Board with the three phase contract between the Town and Mr. Warner as presented. (attachment #4).

Jay Linddy **Seconded**

Jeff Maguire voices his concerns about the contract and what the Charter requirements are. He was not aware that Planning and Zoning created this Contract and asks if there were three RFPs. He asks Bob if he saw the contract and if the Town Attorney has.

Robert Burbank replies that there has been discussions on this and that the P&ZC, an elected Commission along with a paid Zoning agent have been working on this.

Jay Linddy states that the contract has to go before the BOS and must go to the Town Attorney prior to them approving it. Jay ask John Valente if the Attorney has seen it.

John Valente replies that he can not confirm that it has been reviewed by the Town Attorney.

Julia Haverl states that this contract has been before the Town for Months and there were several interested parties however only one person, Mr. Warner actually applied for what they were offering. She asks Mr. Valente if there is a time constraint. He replies that it should have been signed months ago. Julia notes that it got tabled.

John Valente states that the BOF has approved the funding and that they are just waiting for the BOS approval. He and the Chairman were not made aware of the requirements that are now being brought up.

Discussion on the Contract and the requirements and how long it has been before the Board and the fact that Eric Anderson had come before them in a meeting months before tonight to discuss this and he complied with what the Board requested at that time. Julia Haverl amends her Motion.

Julia Haverl Motions that the First Selectman signs the Contract after the Town Attorney reviews it and sends his comments to all of the Board Members and they have two days to review the comments prior to the signing of the Contract.

Jay Linddy Seconded

Further discussion on the Contract.

Motion Passed/Unanimous 5/0/0

Agenda Item 6: Insurance Consortium Update:

Robert Burbank states that he sent an e-mail out to all that there will be an insurance meeting at RHAM December 7th at 7PM . He explains that it is for all Boards/Selectman from all Towns and explains what will be covered at the meeting and encourages all to attend this full presentation.

Agenda Item 7: Fuel Contract:

Jeff Maguire states that this contract is not in the package.

Robert Burbank replies that it is signed and he explains why he signed it, time was a concern with the price of fuel fluctuations and the fact that it was a multi board contract that made sense at the time.

Discussion on the First Selectmen signing contracts prior to discussion/review of the contract with the Board.

Jay Linddy Motions to approve the contract that was signed November 2nd and that any future contracts are presented to the Board prior to signing

Jeff Maguire Seconds

Discussion on the procedure/charter.

Motion Passed/Unanimous 5/0/0

Agenda Item 8: Posting of Political signs on school property/Town property:

Jay Linddy discusses what the BOE policy is in regards to political signs being put on school property (he hands out a copy to the Board)

Discussion on this topic and what the Town Hall can do prior to the next election to make sure that the Town is not in jeopardy of a law suit. Jay states that he just wanted to bring this to the Boards attention.

9: Property Tax Sale Update:

Julia Haverl believes that there is too much repetitive information (amount of paper) provided each month that could be provided in one spread sheet.

Discussion on the way this information is presented and what is still left open. Jay Linddy states that he will work with the tax collector to compile this information.

Agenda Item 10: Road Survey (tabled in October):

Julia Haverl Motions that the Board accepts the Offer from Civil Engineering Services from Gerry Hardisty to perform a road survey and obtain the software require to perform this, information provided in the packet.

Cathy Desrosiers Seconded

Discussion on the proposal presented to the Board and what additional information that was required on the RFP according to Mr. Hardisty. The Board discusses if they are comfortable signing this contract?

Motion Passed/Unanimous 5/0/0

Agenda Item 11: Payment for Classes:

Robert Burbank presents to the Board a recommendation that was created in regards to this topic (attachment#5) and reads it out loud to all present.

Discussion on the requirements for the payments/reimbursement for training and what is currently happening at times

Julia Haverl Motions that the BOS approve attachment #5 the payment of classes policy

Cathy Desrosiers Seconded

Motion Passed 3/2/0 Jay Linddy and Jeff Maguire Opposed

Cathy Desrosiers addresses the outburst from the public prior to them departing the meeting in protest with the Board. She believes that this should be addressed as an internal management issue.

Discussion on the policy

Agenda Item 12: Ethics Committee:

Discussion about the Town Attorney coming before the Board to discuss the Ethics Committee and what the Town Charter states. Robert Burbank and the Board discuss the terms of the Committee and agrees to talk to the Town Attorney about attending a meeting.

Agenda Item 13: Veterans Memorial Field Update:

Jeff Maguire informs the Board that the field is complete and he updates them on the specifics on the field as far as what is complete and what remained to be completed. He

was recently made aware of some items that may be appropriate that could be placed at the field.

Jeff Maguire Motions that the BOS authorize Dianne Grenier and Gerry Wright to investigate the acquisition of a new home for this/these items at the Veterans Memorial Field

Cathy Desrosiers Seconded

Discussion on this topic and the use of the park/field, the future projects in the Town including roads and what the state plans to do. Jeff brings up the parking lot that needs repair. Discussion on Millings for repair. Cathy Desrosiers recommends grant money.

No Vote recorded

Agenda Item 14: Town Charter-Ordinances:

Jay Linddy recommends that this is tabled to the next meeting, December 13, 2016

Agenda Item 15: Set Meeting dates for 2017:

Julia Haverl recommends the first Wednesday of the Month for 2017.

Jay Linddy Motions to change this to the BOS Regular Meetings to the first Wednesday of the Month.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Schedule submitted to the Town Clerks Office for receipt.

Agenda Item 16: Approval of Board of Selectman Minutes:

a.) 10/11/2016 Regular Meeting

Julia Haverl Motions to to approve with the following changes: Page 1, Item 3, Julia Haverl's Motion change payment of classes to payment for classes and at public speak Mr. Kitchen's comment after the words "was build" after soccer field. Page 2 under Item 5c add to Julia Haverl's comment for the next fiscal year after budget.

Jeff Maguire Motions to approve the minutes as presented with minor changes.

Jay Linddy Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 17: Treasure's Monthly Report

- a) **Bank Account Summary**
- b) **Reconciliation Summary**
- c) **Reconciliation Detail**
- d) **Town Budget Summary**

Julia Haverl discusses items that she review with Jeff Maguire he responds to her concerns and questions Robert Burbank also addresses the computer problem that occurred in the Town Hall and the monies that were spent on that line item. Julia also questions probate and receives an explanation. She requests that the First Selectman go through and come to the meeting with an explanation on over expenditures.

Agenda Item 18: Tax Refunds:

Mandeville, Adrian	\$29.55
McGregor, Krisin or	\$107.52
Cesario, Lauren A	\$90.31
Honda Lease Trust	\$50.50
Hyundai Lease Titling	\$290.21
Hyundai Lease Tilting	\$109.67
Lee, Kenneth/Lee, Carol	\$14.75
Lee, Alicia	\$59.59
Woodward, Robert & Cathy	\$46.84
Stratton, Kelly	\$72.53
Gagnon, Michael & Jeanne	\$75.88

Julia Haverl Motions that the Board accepts the tax refund as presented by the Tax Collector.

Jay Linddy Seconded

Motion Passed/ Unanimous 4/1/0 Jeff Maguire opposed

Agenda Item 19: Tax Collectors Monthly Report

a. Tax Collector Summary

Discussion, No Action

Agenda Item 20: Public Speak

None

Agenda Item 21: Executive Session-Pending Litigation:

Jay Linddy Motions that the Board goes into Executive Session at 9:08 for pending litigation and the Board needs to invite John Chaponis to this session.

Julia Seconded

Agenda Item 22: Next Board of Selectman Meeting December 13, 2016

Agenda Item 23: Adjourn

Jay Linddy Motions to adjourn at 9:28PM

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Minutes respectfully submitted by: Sandra Nichols

All attachments are filed with the official copy of the minutes in the office of the Town Clerk. Unofficial copies of the minutes are posted on the Town of Andover Web site

www.andoverct.org