

Andover Board of Selectmen
Tuesday July 12, 2016 7:00 PM
Town Office Building (Community Room) 17 School Rd, Andover, CT
Regular Meeting Minutes

Agenda Item 1: Call to Order

Robert F. Burbank, First Selectman, called the meeting to order at 7:05PM with the Pledge of Allegiance

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: Attachments #1

Agenda Item 2: Public Speak:

Wally Barton thanks the First Selectman and the Board for the supplemental insurance for the Fire Dept. and the purchase orders for the floors and exhaust at the fire house.

Agenda Item 3: Add or Delete Items

Cathy Desrosiers Motions to add a discussion of the application of a 415 Rte. 6 resident to the Agenda under Item 5a.

Jeff Maguire Seconded

Motion Passed/Unanimous 5/0/0

Jay Linddy Motions that a Community Consultant Contractor, in relation to the Soccer field, be added to the Agenda under Item 8a.

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Jeff Maguire Motions to add the request for a supplemental appropriation for the Treasures Office to Item 12c.

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 4: Fire Department Monthly Report:

No discussion/no information

Agenda Item 5: Hop River Homes Abatement Ordinance:

Jeff Maguire Motions that this item be tabled to the next meeting (August).

Julia Haverl Seconded

Brief discussion on why it should be tabled and is not a priority to discuss at this meeting.

Motion Passed/Unanimous 5/0/0

Agenda Item 5a: Discussion on the application of a Rte. 6 resident:

Cathy Desrosiers informs the Board that Wendy Kopp owns residential/business zoned property that she has an application in with P&Z Commission and is requesting permission to use the Commuter Parking lot when needed. She believes that they should support this small business and let them use the parking lot since it won't be on a regular basis.

Jay Linddy expresses his concerns about liability and the need for insurance and signs for the lot.

Cathy Desrosiers states that this is informational only and the application first needs to be approved at their Meeting/Public Hearing on July 18, 2016 if it is approved this topic will be added to the next month BOS Agenda.

Robert Burbank will ask the insurance company about what coverage is required.

Agenda Item 6: Land Donation-Fish Real Estate:

Robert Burbank explains that the owner of the property on the corner of Birch Drive and Shoddy Mill on the right hand side would like to donate about a half acre lot to the Town. He is not sure how the Town should proceed. The Town can take this land donation or put it up for auction if the taxes are not paid if it is abandoned as the tax collector has informed him. That would give adjacent property owners to purchase the property.

Julia Haverl states that it makes sense that the adjacent homeowners has the opportunity to bid on it at auction and take it over.

Robert Burbank recalls doing a site walk with John Valente, Zoning Officer and this property was not suitable for a building lot at that time due to drainage issues.

Jeff Maguire would like to investigate the options and believes that they need more information for a discussion/decision.

Tabled

Agenda Item 7: Use of Town Property application-Trail Race:

Jay Linddy voices his concerns about this application since it is supposed to be a fund raiser for the food pantry and he does not believe that they got enough of the money from the profit last year. Thinks that a set amount of money that is given to the food pantry should be set.

Applicant speaks on how the race is structured as far as the money that is spent by the applicant and what is donated to the food pantry.

Jeff Maguire clarifies with the applicant the route of the race and confirms that no roads will be closed. The applicant clarifies the roads/route and confirms no road closures.

Jay Linddy believes that it is a hardship for the residents with the parking and the runners on the road with the traffic.

Jeff Maguire asks about when the application was submitted. The applicant answers last August.

Discussion on the food pantry donation

Julia Haverl talks about the money that is given to the food pantry and states that it is none of the Boards business it is up to Joan and the applicant and we should just approve the application.

Cathy Desrosiers this a work in progress and the applicant is working with the Town. She thinks that this is a positive thing for the Community and the residents can be notified via the paper.

Further discussion on the race, times/parking/donations

Jay Linddy Motions to approve the application with the conditions that the applicant notifies the Property Owners on the route that is going to be run and have proper insurance.

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 8. Road Repairs:

Jay Linddy discusses the serious problem on Gilead Road, the road wash out.

Cathy Desrosiers asks where on Gilead Road

Robert Burbank responds that it is in the beginning of the road describing exactly where it is and what the issue is.

Discussion among the Board Members and about when Gilead Road was last repaired. The Road repair list provided, repairs required, cost, the quotes and the priority of each road.

Adrian Mandeville speaks about what was put in the budget for a survey for the roads and what the BOF believes needs to be done. Money will not be released from the BOF until the BOS has a complete road survey to use as a basis for a complete road repair plan. **Cathy Desrosiers** states that this is a new way of proceeding

Julia Haverl Motions that the First Selectmen put out to bid a RFP for a professional consultant for a road survey including the prioritization of repairs.
Cathy Desrosiers Seconded

Jeff Maguire comments that this activity should have been going on in prior years it should not be going on now. This Board should not have needed to make a motion to do this.

Motion Passed/Unanimous 5/0/0

Agenda Item 8a: Community Consultant Contractor:

Jeff Maguire speaks about the contract that he has handed to all the Board Members for review and then he reads it aloud. He states that he does not know what the contractor has done for the Town(soccer field) for the money that they were paid. He asks the Board to look at section 5 the termination clause. He also mentions the check that was just cut for \$5,000 and asks why? Did you Robert Burbank have the approval of the Board to hire a contractor for the previous field design?

Robert Burbank reads the motion from the minutes where Jay Linddy made the motion to hire a community consultant contractor on 4/07/2011 and Elaine Buchart Seconded.

Jay Linddy responds sighting attachments and contracts that the Town has.

Jeff Maguire Motions that the First Selectman is authorized to terminate the Community Consultant contract according to the terms of the contract and request that they refund \$4,316.63 that is owed to the Town.

Jay Linddy Seconded

Discussion on the contact, the money he was paid and the work that was done.

Robert Burbank believes that they should get a legal opinion first.

Julia Haverl mentions the bill that was quickly paid after they had discussed terminating the contract.

Robert Burbank replies that the work was already done and he had asked it to be paid months ago. He is not going to go through the Board for every check he authorizes. His intent was to terminate.

Further discussion on the soccer fields, grants and the community consultant termination

Motion Passed/ 3/2/0 Robert Burbank and Julia Haverl opposed

Agenda Item 9. Union Local 1303-368:

Jay Linddy does not believe that this complaint (attachment #2) should be addressed and the Town Attorney should address it it should be tabled.

Discussion on the position of Facilities Manager and the grievance that was filed by the Union, what the job description is an who should write it up.

Jeff Maguire Motions that the Board asks Adrian Mandeville to write the job description for the next BOS Meeting.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 10: Charter Revision:

Adrian Mandeville speaks to the Board about the changes that were made to the Charter(available in the Town Clerks Office) in the revisions that were presented to the board at this meeting. He recommends that the Town sends this information about the changes out to the residents before the end of October. (recording inaudible at times).

Discussion among the Board Members on how to proceed

Jay Linddy Motions that a Special Meeting/Public Hearing be set for for July 26, 2016, 7PM in the Town Hall Community Room.

Jeff Maguire Seconded

Motion Passed/Unanimous 5/0/0

Jay Linddy Motions that the Board of Selectman have a Special Meeting immediately after the Public Hearing to take action on the Charter Revisions.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 11: Approval of Board of Selectmen Minutes

a. 6/30/2016 Special Meeting

Julia Haverl Motions to approve the 6/14/2016 Special Meeting Minutes.

Jeff Maguire Seconded

Motion Passed/Unanimous 4/0/1 Cathy Desrosiers abstains

b. 6/14/2016 Regular Meeting

Julia Haverl Motions to approve the 6/14/2016 minutes.

Cathy Desrosiers Seconded with the following correction: Page 3, Agenda Item 6 her statement should read the DOT stated that they would not get involved until the application was approved.

Motion Passed/Unanimous 5/0/0

Agenda Item 12: Treasure's Monthly Report:

a. Monthly Fund Balance: (Bank Account Summary)

b. Monthly Financial Report: (Budget Summary)

Jeff Maguire comments that the Citizen Bank Account is now closed and all the funds are now consolidated in Farmington Bank. He recommends that all the Board Members and all other Boards/Committees monitor these accounts.

Discussion on the accounts in the bank account summary and on the budget summary (adjustment of \$252,00 to the road repair). Budget \$340,000 under budget.

Julia Haverl Motions to accept the Bank Account and Budget Summary reports

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 12c: Request for a supplemental appropriation for the Treasures Office:

Jeff Maguire states that the Treasurer was approved under budget in order to get the job done and the appropriation of \$24,000 is needed for this position for the next fiscal year. He explains why this is needed to the Board.

Discussion on the appropriation needed

Robert Burbank states that this needs to go through the BOF since it is over the amount that this Board can approve.

Jay Lindy Motions to approve sending a request for a supplemental appropriation of \$24,000 for the Treasures Office to the BOF.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 13: Tax Refunds:

Julia Haverl Motions to to approve the Tax Refunds for a total of \$2,428.25

Jay Lindy Seconded

Motion Passed/Unanimous 5/0/0

Grimaldi Vincent \$1,013.76

ACAR LEASING \$744.19

Clark Christine \$9.59

Vault Trust \$67.04

Vault Trust \$420.59

Vault Trust \$173.08

Discussion on the Grimadi court case that the order was granted.

Jay Lindy discusses the matter of money that was taken from a persons bank account that should be paid back. There is not a lien on the properties.

Jay Lindy Motions that the Town refund the \$15k that was taken out of this personal account.

Julia Haverl Seconded

Jeff Maguire believes the State should pay for it

Discussion among the Board on this topic.

Motion Passed/Unanimous 5/0/0

Agenda Item 14: Tax Collectors Monthly Report:

Jeff Maguire discusses the Summary Report on Taxes with the Board Members.

Cathy Desrosiers Motions to accept the Tax Collectors Monthly Report.

Jay Lindy Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 15: Public Speak:

Mr. Houle asks the Board to clarify where the \$15K is being paid back to.

Adrian Mandeville speaks about the \$15K refund and tells the Board how the BOF would proceed on this matter. He also talks about the Facilities Manager and why it was created.

Agenda Item 16: Next Board of Selectman Meeting August 9, 2016

Agenda Item 17: Adjourn

Cathy Desrosiers Motions to adjourn at 9:30PM

Jay Lindy Haverl 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