

**Andover Board of Selectmen**

**Tuesday September 13, 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 7:02PM with the Pledge of Allegiance

**BOS Members: Present:**

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

**BOS Members: Absent:** Cathy Desrosiers

**Other Attendees: Attachments #1**

**Agenda Item 2: Public Speak:**

Cathy Palazzi speaks about the success of the Andover Farmers Market and thanks Jeff Maguire and Jay Linddy for all their support and assistance. She also thanks the fire department for their contribution of the trucks for the children to look at and the community members for their continued support. The proposed winter market is also mentioned.

**Maria Tulman** gives her opinion on the fracking petition that is on the agenda this meeting.

**Agenda Item 3: Executive Session-Personnel Matter**

**Jay Linddy Motions** to move Agenda Item 3 to Item 22a.

**Julia Haverl** Seconded

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 4: Add or Delete Items**

**Julia Haverl Motions** to add Item 17a; Recognition Committee

**Jay Linddy** Seconded

**Motion Passed/Unanimous 4/0/0**

**Julia Haverl Motions** to remove Item 7; Tax Refund-Walter Clark

**Motion Failed**

**Agenda Item 5: Fire Department Monthly Report:**

**Jay Linddy Motions** to accept the report as presented for the month of August.

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 6: Times Farm Bridge:**

Discussion among the Board Members on this project (comments from members that the information pertaining to this is not in their meeting packets provided).

**Robert Coskor, Representative from CJN Firm**, speaks on the bids (attachment #2), the process of how the award will be evaluated and granted before a contract is signed and he also discusses the time line. Mr. Coskor then gives a brief summary of the project costs and read a letter out loud to the Board detailing each itemized cost for the bridge. He hands out a couple of "draft" copies to the Board to look at the numbers and explains that 80% would be federally funded and 20% would be paid by the Town (approx. \$275K).

***Discussion on the Funding of the project.***

**Jeff Maguire** believes that this discussion belongs in a separate meeting. **Julia Haverl** asks Mr. Coskor about CME and their role. He explains this to the Board and also states that they were supposed to be present however were unable to attend at the last minute.

***Discussion on the project as a whole***

**Jeff Maguire** would like Mr. Coskor to send all of the information he is discussing sent to all Board Members for their review along with explanations why certain things are require that were mentioned.

***Further Discussion on the bridge project***

**Jay Linddy Motions** that the Board have CME in for a meeting within two weeks

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 7: Tax Refund –Walter Clark:**

**Jeff Maguire** discusses this item (attachment #3) and states that at the last BOS Meeting information from the Assessor and the Town Clerk was asked for regarding this refund an to date he has not received anything in writing/a written report of what occurred.

***Discussion among the Board***

***Tabled Item***

**Agenda Item 8: Tax Sale:**

**Robert Burbank** explains the letter from Pullman & Comley Attorneys (Attachment #4)

***Discussion among the Board Members***

**Jeff Maguire** requests that the First Selectman provide the Board with a list of properties for tax sale.

***Tabled***

**Agenda Item 9: Town Auditor Selection:**

**Jeff Maguire Motions** that the Board authorize the First Selectman and the Treasurer to sign the letter of engagement.

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 10: Town Roads Evaluation Bids:**

**Robert Burbank** discusses the bids received and asks for the Boards input.

**Julia Haverl** would like the person who submitted this to come to the next meeting.

***Tabled***

**Agenda Item 11: Town Hall Marquee Sign:**

Discussion on the sign (attachment #6) and the location of it.

**Julia Haverl Motions** to place the sign in the place where the old sign was.

**Jeff Magurie Seconded**

**Motion Passed/ Unanimous 4/0/0**

**Agenda Item 12: Fracking Petition:**

***Brief discussion on this topic***

**Julia Haverl Motions** that the Board approves the petition(attachment #7)

**Jay Linddy Seconded**

**Motion Passed/Unanimous 4/0/0**

**Robert Burbank** recommends that this ordinance be put before a Town Meeting/Public Hearing

**Julia Haverl Motions** that the Board in the near future hold a Town Meeting/Public Hearing for discussion that would lead to a Town Ordinance in support of the petition(attachment#7).

**Jay Linddy Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 13: Ed Kaulback Property Purchase Interest:**

Discussion on attachment #8 submitted to the BOS Members, dated 8/10/2016. Can the Town sell this piece of property? It needs to go to a Town meeting is the reply. Jay Linddy would like

to Table this discussion. Julia believes that Robert Burbank needs to discuss this with Mr. Kaulback.

**Jay Linddy Motions** that this Item be Tabled  
**No Second/vote Motion failed**

**Jeff Maguire Motions** that the Town not sell the Property.  
**Julia Haverl Seconded**  
**Motion Passed 3/0/ 1 Robert Burbank abstained**

**Agenda Item 14: Long Hill Recreation Field Update:**

**Jeff Maguire** updates the Board on the progression of the field. He states that it should be complete within three weeks within the budget.

**Jeff Maguire Motions** to add item 17b; The Cannon dedication to the Agenda  
**Jay Linddy Seconded**  
**Motion Passed/Unanimous 4/0/0**

**Agenda Item 15: Public Works Update:**

**Robert Burbank** speaks about the job description that was created by Adrian Mandeville. He explains to the Board that he needs their approval and the Unions prior to advertising for the position and asks how the Board would like to proceed.

**Jay Linddy Motions** to send the draft job description to the Union for their review and approval.  
**Julia Haverl Seconded**  
**Motion Passed/Unanimous 4/0/0**

**Jeff Maguire** asks that Jay Linddy sent it to the Town Attorney first before sending it to the Union. He then requests that Robert Burbank look into the dirt parking area that is on the side of Lake Road that people use to access the rails to trails. He believes that as it is currently it is a safety hazard.

**Robert Burbank** states that he is not sure if this can be done by the Town or if this is the States property. He says that he will look into this.

**Agenda Item 16: Hop River Homes Abatement Ordinance (Tabled since June):**

**Julia Haverl** reads a the ordinance that was received from Attorney O'Brien on 9/13/2016 regarding this Item to the Board (attachment #9)

**Julia Haverl Motions** that the Board grant the Tax abatement for a five year renewal and bring it to a Town Meeting.

**Jeff Maguire Seconded** with comments on it and how it effects the property and taxes. He notes that there is not a time constraint on it.

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 17: Ethics Committee:**

**Jay Linddy** reads the names of the four people, Patrick Dougherty, Kimberly Person, Jeanne Person and Wayne Thorpe, who submitted letters of interest to be on the Ethics Committee(attachments #10).

**Julia Haverl** reads the guidelines/procedures for the Committee members that are appointed.

***Discussion on the Ethic Committee and the Charge. It is noted that Curt Dowling had submitted a charge that he prepared previously to the Board.***

**Julia Haverl Motions** to accept the Four People who submitted letter of interest(read by Jay Linddy) to be appointed to the Ethics Committee.

**Jay Linddy Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 17a: Recognition Committee:**

***Discussion on the formation of this Committee*** (attachment #11)

**Jay Linddy Motions** that Jessica Calhoun, Donna Arseneault and Nichole Winnie be appointed to the Recognition Committee.

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 17b: Cannon Dedication:**

**Jeff Maguire** asks the First Selectman if there is a scheduled State Trooper for this event since there are prominent State Official that will be in attendance.

**Robert Burbank** replies that that there is nothing that is locked in place at this time and discusses the overtime cost of having a trooper there and the money that is in the budget for the State Trooper.

***Discussion on this Topic***

**Jay Linddy Motions** that the Town Appropriate \$700.00 for the State Trooper for this event.

**Jeff Maguire Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 18: Approval of Board of Selectman Minutes:**

a.) 8/9/2016 Regular Meeting

**Jeff Maguire Motions** to approve the 8/9/2016 Minutes.

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 19: Treasures Monthly Report:**

a.) Bank Account Summary

b.) Reconciliation Summary

c.) Reconciliation Detail

d.) Town Budget Summary

**Jeff Maguire** speaks on the reports and their is a Discussion among the Board on them.

**Jay Lindy Motions** to accept the four reports as presented.

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 20: Tax Refunds:**

**Julia Haverl Motions** to authorize the refunds as presented by the Tax Collector in the amount of \$2950.35.

**Jay Lindy Seconded**

**Motion Passed/Unanimous 4/0/0**

Miller Robert \$953.55

Miller Robert \$348.98

Miller Robert \$177.25

Person Jessee \$8.26

Meadows Carl & Linda \$529.30

Jurovaty Edward & Valerie \$75.26

Jurovaty Edward & Valerie \$76.49

Covell Shawn M & Whitney \$131.75

Ho Tuongvi M \$150.22

Freschner Richard \$27.96

Carrara Lauren \$34.16

Carrara Lauren \$27.61

Carpenter Richard L \$72.53

McCrea Scott L \$51.61

ARI Fleet LT \$285.42

Total \$2,950.35

**Agenda Item 21: Tax Collectors Monthly Report:**

**a) Tax Collectors Summary**

**Jeff Maguire** briefly discusses the tax collectors information

**Julia Haverl Motion** to accept the July 2016 Monthly Tax Collectors Report

**Jay Lindy Seconded**

**Motion Passed/Unanimous 4/0/0**

**Agenda Item 22: Public Speak:**

**Maria Tulman** talks about the Town Charter and the Ordinance that needs to be signed. She also mentions their budget that will soon need to be developed and approved since this will effect it.

**Ms. Mike** addresses the Board (Jeff Maguire) on the continuing tax issues that she is having.

**Jay Lindy Moves** to open the executive session Item 22a at 9:30PM

**Agenda Item 23: Next Board of Selectman Meeting October 23, 2016**

**Agenda Item 24: Adjourn**

**Jay Lindy Motions** to adjourn at 9:50PM

**Julia Haverl Seconded**

**Motion Passed/Unanimous 4/0/0**

Minutes respectfully submitted by: Sandra Nichols, Board Clerk

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](http://www.andoverct.org)