

0123 Old Town Hall	Remain the same	\$1,510
0125 Registrars	Decrease by \$100	\$5,224
0127 Ads	Remain the same	\$5,000
0131 Admin Assistant & Clerk	Remain the same	\$0
0133 Dog Damage	Remain the same	\$200
0139 Contingency	Remain the same	\$0
0143 Senior Transportation	\$2,509 increase due to vehicle maintenance and increased # medical runs (offset by grant funding)	\$9,209
0145 Senior Citizens	Remain the same	\$7,007
0147 Custodian	Remain the same	\$9,054.50
0149 Old Fire House	Remain the same	\$7,900
0151 Dog Warden	Remain the same	\$6,770
0153 Historical	Remain the same	\$200
0155 Ethics Commission	Remain the same	\$100
0203 VNA	Remain the same	\$1,250
0501 Public Welfare	Remain the same	\$2,850
0601 Memorial Day Commission	Remain the same	\$800
0603 Recreation Commission	Remain the same	\$6,455
0803 P&Z Commission	Net increase \$378.75 due to training for ZEO	\$6,690
0807 Building Department	2% increase in Bld Inspector salary - \$260 2% increase in clerk's salary - \$538.40	\$45,339.80
0809 Wetlands	2% increase in agent's salary - \$171.40	\$10,091.40
0817 Zoning Agent	2% increase in Zoning Agent salary - \$208	\$10,958

Action on the reviewed budget requests will taken at a later date. Review of the following departments was deferred: Municipal agents, North Central Regional Preparedness, Insurance, Employee Benefits, Health District, and Public Works.

Robert Burbank presented a bid for the replacement of the metal roof. Jay Lindy made a motion to send the bid to CIP for evaluation. Susan England seconded the motion. **Vote: 4-0**

4. Comments from the Public: Georgette Conrad asked for clarification regarding salary increases and the Health District.

Robert Wanagel expressed concerns regarding the Memorial Day budget and the Senior Citizen's budget.

5. Adjournment: Elaine Buchardt made a motion to adjourn. Susan England seconded the motion which passed unanimously and the meeting was adjourned at 8:55 P.M.

Respectfully submitted,

Susan England
December 11, 2009

RECEIVED FOR RECORD
12-15-09 @ 9:36am
Coral N. Lee
TOWN CLERK

Andover Board of Selectmen

Regular Monthly Meeting

Wednesday January 6, 2010, 7:00pm

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

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Comments from the Public:**
3. **Opportunity to Add or Delete agenda items:**
4. **Approval of minutes:** regular meeting December 2, 2009 & Special meeting
5. **Tax refunds:**
6. **Tax Collector monthly report:**
7. **Treasurers monthly report:**
8. **Andover Public Library requests:** Fire alarm system & New oil tank installation.
9. **Capital Improvement Planning Committee:** Request for 2010-2011 budget year.
10. **Community Voice Channel:** January 2009 program guide
11. **Extension of certified resolution: D.E.P.** adopted at Board of Selectmen meeting on March 11, 2008.
12. **Proposal municipalities to pay \$ 10,306.00 per student for charter school:** State board to act at next meeting- January 6, 2010.
13. **Doris Chamberlain Nature Pond Signage:**
14. **2010-2011 budget requests:**
15. **Board of Finance:** December 16, 2009 meeting minutes.
16. **Andover Fire Commission:** December 7, 2009 meeting minutes.
17. **Liaison reports:**
18. **Comments from the Public:**
19. **Adjournment:**

Submitted by
Jay K Linddy

See corrected minutes, pages 74 - 80

**Andover Board of Selectmen
Meeting Minutes from 6 January 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, Elaine Buchardt and Susan England

Absent: David Ziff

Other Attendees:

Bob Wanagel
Edward J. Nagy
Leigh Ann Hutchinson

Dianne Grenier
Virginia Wanagel
Georgette M. Conrad

Agenda Item #2: Public Speak:

No comments

Agenda Item #3: Opportunity Add/Delete agenda items:

*J. Linddy made a motion to add Agenda Item #13-A; Route 6/Route 316
1.17 ac. State parcel #13-B; Eastern Highland Health District #13-C; Transfer
Station, Electronics recycling #13-D; New Samaritan Housing Corp #13-E;
Receive 2008-2009 Audit #13-F Charter Review Committee.
S. England seconded the motion.*

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #4: Approval of Minutes: December 2nd regular meeting and special meeting:

J. Linddy made a motion to accept the minutes of the Regular meeting dated December 2nd, 2009.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to accept the minutes of the Special meeting dated December 10th, 2009.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #5: Tax Refunds:

J. Linddy made a motion to refund Brooks, Joanne or George \$62.11; Grimald, Vincent \$26.70; Surdam, Irving or Margaret \$9.00; Toyota Motor Credit Corp. \$130.05 as requested by the tax collector.

S. England seconded.

Vote: 4-0-0 / Motion Carried

Agenda Item #6: Tax Collector Monthly report:

R. Burbank submitted a copy of the tax collectors collection report as of 1/4/2010. Through year end 2009 we collected \$4,287,577.45.

Agenda Item #7: Treasurers Monthly report:

R. Burbank submitted a copy of the budget report dated 1/4/2010 and stated that the Town had expended 46.11% of the 2009-2010 Budget.

Agenda Item #8: Andover Library requests – fire alarm and new oil tank installation

J. Linddy made a motion to approve \$1826.00 for the replacement of a new fire alarm system in the library.

S. England seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to approve \$2133.23 for the replacement of the oil tank in the library.

S. England seconded.

Discussion followed

Vote: 4-0-0 / Motion Carried

Agenda Item #9: Capital Improvement Planning Committee: Request for 2010-2011 budget year

J. Linddy made a motion to send request for \$6000 to the Board of Finance for the replacement of the metal roof on the Old Town Hall.

S. England seconded.

Discussion followed

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to send request for \$25000 to the Board of Finance for the repair of the bed of a town truck..

S. England seconded

Discussion followed

Vote: 2 for S.England and E.Buchardt-2 against J. Linddy and B.Burbank / Motion Failed

S. England made a motion for the Board of Selectmen to meet with the CIP to discuss the changing of repair to replacement of the bed on the town truck for \$30000.

J. Linddy seconded

Discussion followed

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to send request for \$40000 to the Board of Finance for the replacement of the fire house roof.
S. England seconded

Discussion followed

Vote: 4-0-0 / Motion Carried

Agenda Item #10: Community Voice Channel: January 2010 program guide

CVC program guide provided to the Board of Selectmen.

Agenda Item #11 Extension of the certified resolution: D.E.P. adopted at Board of Selectmen meeting on March 11, 2008

J. Linddy made a motion to extend the DEP resolution that allows Bob Burbank authorization to enter into and sign contracts on behalf of the Town of Andover with the DEP until December 31, 2010.
S. England seconded.

Vote: 4-0-0 / Motion Carried/resolution signed

Agenda Item #12: Proposal municipalities to pay \$10,306.00 per student for charter school. State board to act at next meeting – January 6, 2010:

J. Linddy presented the proposal being made to the legislature for towns to pay \$10,306.00 tuition for town residents going to charter schools. Board of Selectmen urge residents to contact legislators to vote against this bill since the towns can't afford this.

Agenda Item #13: Doris Chamberlain Nature Signage:

J. Linddy pointed out to us that the sign marking the Doris Chamberlain Nature Pond has been vandalized a few times.
J. Linddy made a motion that the sign is removed until proper surveillance can be set up in the area.
S. England seconded.

Vote: 4-0-0 / Motion Carried

Agenda Item #13-A: Route 6/Route 316 1.17 ac. State parcel:

Bob Burbank looking into the acquisition of the parcel at the intersection of Route 6 and Route 316 that is now owned by the state of Connecticut. He spoke with Edith Prague and Pam Sawyer who suggested with work with the DEP on this. If the state is willing to turn it over to the DEP, then they can set up a parking area for access to the Rail Trail. Bob Burbank is meeting with the DEP next week to discuss this further.

J. Linddy made a motion that Bob Burbank go to the meeting to discuss and easement and get back some of the property for the town.
S. England seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #13-B: Eastern Highland Health District:

J. Linddy made a motion that Sue England attend the Eastern Highlands Health District meetings to represent the BOS.
E. Buchardt seconded.

Discussion followed

Vote: 4-0-0 / Motion Carried

Agenda Item #13-C: Transfer Station, Electronics recycling

Information about electronics recycling at the Andover Transfer Station presented to the BOS.

Agenda Item #13-D: New Samaritan Housing Corporation

Bob Burbank to contact the New Samaritan Housing Corporation to come up with a new proposal for discounted taxes since the current discount is up July 1st 2010. We need a new proposal.

Agenda Item #13-E Receive 2008-2009 Audit:

2008-2009 Audit Report presented to the BOS.

Agenda Item #13-F: Charter Review Committee:

J. Linddy made a motion for a Charter Review Committee line item to be added to the 2010-2011 budget with \$3000 to cover all expenditures involved in the Charter Review.
S. England seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Jay to look into the names of all those who have applied for this committee to check if they are on any appointed committees, commissions or elected boards. We will set up interview dates at the next BOS meeting if we have enough people to support and 9 person board.

State rules concerning Charter Review Committees were handed out to BOS to be familiar with all of them.

Agenda Item #14: 2010-2011 budget requests:

Budget request from the Fire Commission is in for \$92,414.50. Same as current budget -- no increase.

Bob Burbank to meeting Monday with our insurance consultant to determine increases in insurance for the town.

Next budget meeting set for Tuesday January 12th, 2010 10:00 AM.

Agenda Item #15: Board of Finance December 16, 2009 meeting minutes.

BOF meeting minutes presented to the BOS.

Agenda Item #16: Andover Fire Commission December 7, 2009 meeting minutes.

Fire Commission meeting minutes presented to the BOS.

Agenda Item #17: Liaison Reports:

The Library Board invited the Municipal agent to their meeting to discuss the possibility of combining grants to create a library/senior center combined for town use. They are looking for a committee to be formed to discuss the possibilities.

J. Lindy made a motion to sanction an exploratory committee to look into a combined facility with Sue England and Elaine Buchardt on the committee to represent the library and the seniors.

E. Buchardt seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Bob Burbank to look into changing the \$250000 grant to go toward a combined building since the architect determined that nothing can be done to change the current old fire house without bringing everything up to code which would cost much more than \$250000.

Sue England mentioned the library commission is discussing repointing of the masonry which needs to be done and will have to be incorporated in the library maintainance budget.

Agenda Item #18: Public Comment:

Bob Wanagel mentioned that there were some other areas in town that could use surveliance due to vandalism.

Agenda Item #19: Adjournment:

*S.England made a motion to adjourn the meeting.
E. Buchardt seconded the motion.*

Vote: 4-0-0 / Motion Carried

The meeting was adjourned at 8:57p.m.

**Minutes respectfully submitted by:
Elaine Buchardt
January 11th, 2010**

RECEIVED FOR RECORD
1-11-2010 @ 4:22pm

Sue A. Lee
TOWN CLERK

EXTENSION OF
CERTIFIED RESOLUTION

BE IT RESOLVED: that it is in the best interests of the Town of Andover to enter into contracts with the Department of Environmental Protection.

In furtherance of this resolution Robert F. Burbank, the First Selectman is duly authorized to enter into and sign said contracts on behalf of the Town of Andover. The First Selectman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the Seal of the Town of Andover on any such document, amendment, rescission or revision.

The Board of Selectmen extends this Certified Resolution adopted at their meeting held on March 11, 2008 through December 31, 2010.

Robert F. Burbank

Robert F. Burbank

Jay K. Linddy

Jay K. Linddy

Elaine M. Buchardt

Elaine Buchardt

David Ziff

Susan England

Susan England

January 6, 2010

Date

EXTENSION OF
CERTIFIED RESOLUTION

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The Board of Selectmen extends this Certified Resolution adopted at their meeting held on March 11, 2008 through December 31, 2010.

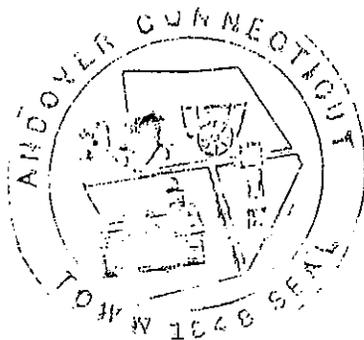
I, Carol H. Lee, the Town Clerk of Andover, Connecticut, do hereby certify this to be a true copy of the resolution duly adopted at the Board of Selectmen Meeting on January 6, 2010 and that it has not been rescinded, amended or altered in any way, and that it remains in full force and in effect.

Carol H. Lee

Carol H. Lee - Town Clerk

1-7-2010

Date



From: "ELAINE BUCHARDT" <ebuchardt@snet.net>

To: andovertownclerk@sbcglobal.net, "Robert Burbank" <andoverselectmen1@comcast.net>

**Andover Board of Selectmen
Meeting Minutes from 6 January 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, Elaine Buchardt and Susan England

Absent: David Ziff

Other Attendees:

Bob Wanagel
Edward J. Nagy
Leigh Ann Hutchinson

Dianne Grenier
Virginia Wanagel
Georgette M. Conrad

Agenda Item #2: Public Speak:

No comments

Agenda Item #3: Opportunity Add/Delete agenda items:

*J. Linddy made a motion to add Agenda Item #13-A; Route 6/Route 316 1.17 ac. State parcel #13-B; Eastern Highland Health District #13-C; Transfer Station, Electronics recycling #13-D; New Samaritan Housing Corp #13-E; Receive 2008-2009 Audit #13-F Charter Review Committee.
S. England seconded the motion.*

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #4: Approval of Minutes: December 2nd regular meeting and special meeting:

*J. Linddy made a motion to accept the minutes of the Regular meeting dated December 2nd, 2009.
S. England seconded the motion.*

Discussion followed.

Vote: 4-0-0 / Motion Carried

*J. Linddy made a motion to accept the minutes of the Special meeting dated December 10th, 2009.
S. England seconded the motion.*

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #5: Tax Refunds:

*J. Linddy made a motion to refund Brooks, Joanne or George \$62.11; Grimald, Vincent \$26.70; Surdam, Irving or Margaret \$9.00; Toyota Motor Credit Corp. \$130.0; Rautenberg, Lisa \$142.27 as requested by the tax collector.
S. England seconded.*

Vote: 4-0-0 / Motion Carried

Agenda Item #6: Tax Collector Monthly report:

R. Burbank submitted a copy of the tax collectors collection report as of 1/4/2010. Through year end 2009 we collected \$4,287,577.45.

Agenda Item #7: Treasurers Monthly report:

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S. England seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to approve \$2133.23 for the replacement of the oil tank in the library.
S. England seconded.

Discussion followed

Vote: 4-0-0 / Motion Carried

Agenda Item #9: Capital Improvement Planning Committee: Request for 2010-2011 budget year

J. Linddy made a motion to send request for \$6000 to the Board of Finance for the replacement of the metal roof on the Old Town Hall.
S. England seconded.

Discussion followed

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to send request for \$25000 to the Board of Finance for the repair of the bed of a town truck..
S. England seconded

Discussion followed

Vote: 2 for S.England and E.Buchardt-2 against J. Linddy and B.Burbank / Motion Failed

S. England made a motion for the Board of Selectmen to meet with the CIP to discuss the changing of repair to replacement of the bed on the town truck for \$30000.
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Discussion followed

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to send request for \$40000 to the Board of Finance for the replacement of the fire house roof.

S. England seconded

Discussion followed

Vote: 4-0-0 / Motion Carried

Agenda Item #10: Community Voice Channel: January 2010 program guide

CVC program guide provided to the Board of Selectmen.

Agenda Item #11 Extension of the certified resolution: D.E.P. adopted at Board of Selectmen meeting on March 11, 2008

J. Linddy made a motion to extend the DEP resolution that allows Bob Burbank authorization to enter into and sign contracts on behalf of the Town of Andover with the DEP until December 31, 2010.

S. England seconded.

Vote: 4-0-0 / Motion Carried/resolution signed

Agenda Item #12: Proposal municipalities to pay \$10,306.00 per student for charter school. State board to act at next meeting – January 6, 2010:

J. Linddy presented the proposal being made to the legislature for towns to pay \$10,306.00 tuition for town residents going to charter schools. Board of Selectmen urge residents to contact legislators to vote against this bill since the towns can't afford this.

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J. Linddy pointed out to us that the sign marking the Doris Chamberlain Nature Pond has been vandalized a few times.

J. Linddy made a motion that the sign is removed until proper surveillance can be set up in the area.

S. England seconded.

Vote: 4-0-0 / Motion Carried

Agenda Item #13-A: Route 6/Route 316 1.17 ac. State parcel:

Bob Burbank looking into the acquisition of the parcel at the intersection of Route 6 and Route 316 that is now owned by the state of Connecticut. He spoke with Edith Prague and Pam Sawyer who suggested with work with the DEP on this. If the state is willing to turn it over to the DEP, then they can set up a parking area for access to the Rail Trail. Bob Burbank is meeting with the DEP next week to discuss this further.

J. Linddy made a motion that Bob Burbank go to the meeting to discuss and easement and get back some of the property for the town.
S. England seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #13-B: Eastern Highland Health District:

J. Linddy made a motion that Sue England attend the Eastern Highlands Health District meetings to represent the BOS.
E. Buchardt seconded.

Discussion followed

Vote: 4-0-0 / Motion Carried

Agenda Item #13-C: Transfer Station, Electronics recycling

Information about electronics recycling at the Andover Transfer Station presented to the BOS.

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Agenda Item #13-E Receive 2008-2009 Audit:

2008-2009 Audit Report presented to the BOS.

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J. Linddy made a motion for a Charter Review Committee line item to be added to the 2010-2011 budget with \$3000 to cover all expenditures involved in the Charter Review.
S. England seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Jay to look into the names of all those who have applied for this committee to check if they are on any appointed committees, commissions or elected boards. We will set up interview dates at the next BOS meeting if we have enough people to support a 9 person board.

State rules concerning Charter Review Committees were handed out to BOS to be familiar with all of them.

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Budget request from the Fire Commission is in for \$92,414.50. Same as current budget – no increase.

Bob Burbank to meet Monday with our insurance consultant to determine increases in insurance for the town.

Next budget meeting set for Tuesday January 12th, 2010 10:00 AM.

Agenda Item #15: Board of Finance December 16, 2009 meeting minutes.

BOF meeting minutes presented to the BOS.

Agenda Item #16: Andover Fire Commission December 7, 2009 meeting minutes.

Fire Commission meeting minutes presented to the BOS.

Agenda Item #17: Liaison Reports:

The Library Board invited the Municipal agent to their meeting to discuss the possibility of combining grants to create a library/senior center combined for town use. They are looking for a committee to be formed to discuss the possibilities.

J. Lindy made a motion to sanction an exploratory committee to look into a combined facility with Sue England and Elaine Buchardt on the committee to represent the library and the seniors.

E. Buchardt seconded.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Bob Burbank to look into changing the \$250000 grant to go toward a combined building since the architect determined that nothing can be done to change the current old fire house without bringing everything up to code which would cost much more than \$250000.

Sue England mentioned the library commission is discussing re-pointing of the masonry which needs to be done and will have to be incorporated in the library maintenance budget.

Agenda Item #18: Public Comment:

Bob Wanagel mentioned that there were some other areas in town that could use surveillance due to vandalism.

Agenda Item #19: Adjournment:

*S.England made a motion to adjourn the meeting.
E. Buchardt seconded the motion.*

Vote: 4-0-0 / Motion Carried

The meeting was adjourned at 8:57p.m.

**Minutes respectfully submitted by:
Elaine Buchardt
January 11th, 2010**

RECEIVED FOR RECORD
1-13-2010 @ 10:30am
Carol N. Lee
TOWN CLERK

Andover Board of Selectmen

Special Meeting – 2010-2011 Budget workshop

Tuesday January 12, 2010, 10:00am

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

Agenda

1. Call to Order/Pledge of Allegiance:
2. Comments from the Public:
3. 2010-2011 Budget
4. Comments from the Public
5. Adjournment:

Submitted by
Jay K Linddy

**Andover Board of Selectmen
Meeting Minutes from 12 January 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Special Meeting

Agenda Item #1: Call to Order:

Robert Burbank, First Selectman, called the meeting to order at 10:02 am.

Members:

Present: Robert Burbank, Jay Linddy, Elaine Buchardt

Absent: Susan England, David Ziff

Public: Wallace Barton, Jr, Cathy and Mike Palazzi, Joan Foran

Agenda Item #2: Public Speak:

Registrar of voters, Cathy Palazzi, had questions about the Registrar of Voters budget request. It had been accepted at prior meeting for total of \$5224. That was \$100 less than prior year budget.

Agenda Item #3: 2010 – 2011 Budget Workshop:

Senior Budget staying the same from prior year budget as well as the North Central Mental Health line 1-100-02-0205-843 staying at \$212 as requested from NC Mental Health.

J. Linddy made a motion to add \$100 for wreaths under the Memorial Day Fund.
Joan Foran offered to donate the wreaths each year so the town didn't have to pay for it.
J. Linddy withdrew his motion.

E. Buchardt made a motion to remove the \$200 from the CIP clerk budget since they have been handling the minutes without a clerk(1-100-01-0103-122).

B. Burbank 2nd.

Vote: 3-0-0 / Motion Carried

CROG (1-100-08-0819) remaining the same.

DMV Fees (1-100-01-0111-109) remaining the same.

E. Buchardt made a motion for the changes made to the transfer station budget as suggested by J. Linddy.

B. Burbank 2nd.

Changes as follows:

1-100-07-0701-480 Hauling Fees reduced to \$41,000

1-100-07-0701-481 Bulky Waste reduced to \$27,800

1-100-07-0701-601 Electricity reduced to \$1,500

1-100-007-0701-998 Tipping fees reduced to 62,300

For a total savings of 18,350 or -10.2%

Vote: 3-0-0 / Motion Carried

Probate Court staying the same.

B.Burbank made a motion to make the following changes to the Public Works budget (03)

E. Buchardt 2nd.

Changes as follows:

1-100-03-0301-100 Salary –Public Works raised to \$147,835

1-100-03-0301-390 Tree Removal raised to \$5,500

1-100-03-0301-391 Fire Extinguishers raised to \$500

1-100-03-0301-603 Gasoline reduced to \$2,500

For total of .98% increase.

Vote: 3-0-0 / Motion Carried

E.Buchardt made a motion to make the following changes to the Public Works Dept. budget

B. Burbank 2nd.

Change as follows:

1-100-03-0303-365 Contracted Snow Removal reduced to \$0.

1-100-03-0303-642-Plow blades for snow removal raised to \$2,400

1-100-03-0309-537 Internet Cable Town Garage raised to \$400

Vote: 3-0-0 / Motion Carried

J. Linddy made a motion to set the EDC budget to \$1000.

E. Buchardt 2nd.

1-100-08-0801-800 raised to \$1000

Vote: 3-0-0 / Motion Carried

E. Buchardt made a motion to change the initial CIP request for \$25,000 for repair of the truck bed of town owned truck to \$30,000 for replacement of the truck bed.
B. Burbank 2nd

Capital Improvement Planning Fund to reflect \$40,000 for a fire house roof, \$30,000 for the town truck bed and \$6,000 for a new metal roof for the Old Town Hall for a total of \$76,000.

Vote: 3-0-0 / Motion Carried

Agenda Item #4: Comments from Public:

No one left.

Agenda Item #5: Adjournment:

E. Buchardt made a motion to adjourn at 12:00pm
B. Burbank 2nd.

Vote: 3-0-0 / Motion Carried

**Minutes respectfully submitted by:
Elaine Buchardt
January 14, 2010**

RECEIVED FOR RECORD
01-21-10 @ 2:13 PM
Margaret H. Busch
Asst. TOWN CLERK

Andover Board of Selectmen

Special meeting – 2010-2011 Budget Workshop

Thursday January 21, 2010, 10:00am 1:00pm RB

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

Agenda

1. Call to Order/Pledge of Allegiance:
2. Comments from the Public:
3. 2010-2011 Budget:
4. Resolution: Connecticut State library for a Historic Documents Preservation Grant.
5. New Samaritan Housing Corporation: Tax abatement
6. Comments from the Public:
7. Adjournment:

Submitted by
Jay K Linddy

Cancelled lack of
Quorum

Andover Board of Selectmen

Special meeting – 2010-2011 Budget Workshop

Tuesday January 26, 2010, 1:00pm

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

Agenda

1. Call to Order/Pledge of Allegiance:
2. Comments from the Public:
3. 2010-2011 Budget:
4. Resolution: Connecticut State library for a Historic Documents Preservation Grant.
5. New Samaritan Housing Corporation: Tax abatement
6. Comments from the Public:
7. Adjournment:

Submitted by
Jay K Linddy

**Andover Board of Selectmen
Meeting Minutes from 26 January 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Special Meeting – 2010-2011 Budget Workshop

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 1:02 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, and Elaine Buchardt
Not Present: David Ziff and Susan England

Other Attendees:

Cathy Palazzi	Mike Palazzi
Bob Wanagel	Virginia Wanagel
Marjorie L. Roach	Joan Foran
Dianne Grenier	Carol Lee

Agenda Item #2: Comments from the Public:

None offered

Agenda Items were addressed out of numerical order

Agenda Item #5: New Samaritan Housing Corporation: Tax abatement:

Marjorie Roach presented a fact sheet on Hop River Homes and the New Samaritan Housing Corporation. Ms. Roach stated that Hop River does not receive funding from Title 19 and that the funding is actually Federal HUD money and that the Tax Abatement would be acceptable to the Board of New Samaritan as a discount off of assessment rather than a flat rate amount.

R. Burbank stated that he had inquired from New Samaritan if they would be agreeable to a discount off the assessment so that the amount would be reduced prior to being placed on the Grand List.

J. Linddy stated that this would also have to be approved by a Town Meeting.

E. Buchardt felt that the public should be offered three choices , an assessment reduction, a tax break or no reduction at all.

R. Burbank will discuss the legality of switching to a tax assessment reduction with the Town Attorney before proceeding to a Public Hearing. If it is deemed legal, New Samaritan will be able to make a presentation at a Public Hearing.

Agenda Item #4: Resolution: Connecticut State Library for a Historic Documents Preservation Grant:

J. Linddy made a motion to Resolve that Robert F. Burbank, First Selectman of the Town of Andover is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #3: 2010-2011 Budget:

Elections: Acct: 1-100-01-0121.

J. Linddy made a motion to adjust the Elections approved budget to \$17,900.00.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Civil Preparedness: Acct: 1-100-01-0135.

J. Linddy stated that the Andover Elementary School would not be sharing in the cost of the new emergency notification system unless a grant could be obtained to cover the cost. R. Burbank stated that budgeting for the new system was premature due to the lack of a firm cost for the service.

E. Buchardt made a motion to leave the budget at \$850.00 as it was the previous year.

J. Linddy seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Fire Department: Acct 1-100-04-0401.

J. Linddy made a motion to recommend to the Board of Finance a bottom line budget for the Fire Department of \$92,414.50.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Library: Acct 1-100-10-1001.

J. Linddy stated that the budget request stated under maintenance "\$3,000 added for chimney repointing (per BOS) was not approved by the Board of Selectmen. He also stated that the attached quote was for \$1,700.00 approximately and did not explain why a request of \$3,000.00 had been made.

J. Linddy made a motion to recommend to the Board of Finance a budget of \$102,690.00 which represents a 3.2% increase.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Welfare: Acct: 1-100-05-0501.

R. Burbank stated that the budget reflected a 2% salary increase and 43 additional hours of service. He stated that he questioned the need for 43 more hours.

J. Linddy made a motion to set the salary line for the Social Worker Salary to \$2,600.00.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Town Clerk: Acct: 1-100-01-0117.

*J. Linddy made a motion to award all Town Employees a 3% increase.
The motion received no second and died on the floor.*

*J. Linddy made a motion to award all employees except union a 2% increase.
The motion received no second and died on the floor.*

*R. Burbank made a motion to set the Assistant Town Clerk Salary Acct 117-120 at
\$19,473.00.*

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

*J. Linddy made a motion to recommend to the Board of Finance that all elected
Officials receive a 3% increase.
The motion received no second and died on the floor.*

*E. Buchardt made a motion to recommend to the Board of Finance that all elected
Officials receive a 2% increase.
The motion received no second and died on the floor.*

Assessor: Acct: 1-100-01-0113.

*J. Linddy made a motion to recommend to the Board of Finance a total budget of
\$67,899.00 for the Assessor.*

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried**Tax Collector: Acct 1-100-01-0111.**

J. Linddy advised the Board that the requested increase reflected a 5% Salary increase for the Tax Collector.

*J. Linddy made a motion to recommend to the Board of Finance a 2% salary
increase for the Tax Collector setting the salary at \$38,827.00.*

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

J. Linddy made a motion to maintain funding for the Tax Refund Account at \$6,000.00

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

J. Linddy made a motion to recommend to the Board of Finance a bottom line for the Tax Collector Account of \$53,540.03.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Fire Marshall: Acct: 1-100-04-0405.

J. Linddy advised the Board that the column marked actual on the Fire Marshall's budget request were not true actual expenditure amounts.

J. Linddy made a motion to recommend to the Board of Finance a budget of \$9,920.00 for a 0% increase for the Fire Marshalls budget.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #6: Comments from the Public:

J. Foran stated that she would support at least a 3% increase in salary for elected Officials.

C. Palazzi stated that she would support a 3% increase for the Town Clerk and First Selectman.

C. Palazzi inquired about pursuing a \$40,000 vehicle grant.

R. Burbank stated that this was a special meeting and he could not respond at this forum.

J. Foran stated that she wished to commend the Town Clerk for her work in obtaining the Historical Document Preservation Grant.

R. Wanagel stated that Hop River Homes was in violation of contract by admitting high income residents.

Agenda Item #7: Adjournment:

*E. Buchardt made a motion to adjourn the meeting.
R. Burbank seconded the motion.*

Vote: 3-0-0 / Motion Carried

The meeting was adjourned at 2:44 p.m.

**Minutes respectfully submitted by:
Dawn D. Quint
January 28, 2010**

RECEIVED FOR RECORD
1-28-2010 @ 4:50 pm
Carol M. Lee
TOWN CLERK

TOWN OF ANDOVER

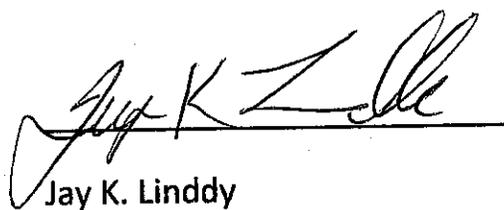
RESOLUTION

RESOLVED: That Robert F. Burbank, First Selectman of the Town of Andover is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Resolution adopted this 26th day of JANUARY, 2010.



Robert F. Burbank
First Selectman



Jay K. Linddy
Selectman



Elaine Buchardt
Selectman



David Ziff
Selectman



Susan England
Selectman

Points of information about Hop River Homes you may not know.

In 1975 a Certification of Incorporation was files with the Secretary of State for New Samaritan Housing Corporation. This was followed with plans for an Elderly housing complex in Andover.

February 1, 1981 Hop River homes opened with 24 units.

An ordinance was already in process concerning a Tax Abatement for low to moderate housing elderly(Copy enclosed.)

At the annual Town Meeting May 2,1981 is was passed. Giving a tax abatement of \$10,000 per year . This was to be review every 5 years

This continued until 2007and increased to \$12,000.

This year it is up for review.

The Board of Director would appreciate staying at this level, Would also be willing to look at possibly doing a 50% of assessment tax.

A quick overview of Hop River Home.

Have funding for 18 units From Housing Urban Development(HUD) these are subsidized

6 units are USDA/ Farmers Home, these are not subsidized, pay a base rent.

Income guidelines are in place for both.

HUD	for 1person	For 2 people
30%	\$17,900	\$ 20,450
Very low	\$29,800	\$34,050
Low	\$44,800	\$ 51,200

USDA		
Very low	\$29,800	\$34,050
Low	\$44,800	\$ 51,200
Moderate	\$50,300	\$56,700

AS of February 1, 2010

Base rent will be \$522 HUD

Base rent for USDA will be base of \$522 Max rent will be \$657.

Myth:

Title19 does not pay for rent in Housing.

HRH does not receive money from the State of Ct for rent.

Our money is Federal out of Washington.

Mayorie L Beach
adm:W HRH

01/25/10

81-01 **ORDINANCE CONCERNING TAX ABATEMENT FOR LOW AND MODERATE
INCOME HOUSING FOR THE HOUSING FOR THE ELDERLY OWNED BY THE NEW
SAMARITAN HOUSING CORPORATION**

SECTION 1. DEFINITIONS. For the purpose of this Ordinance:

- (a) "Low and moderate income housing" means housing the construction or rehabilitation of which is aided or assisted in any way by any federal or state statute, which housing is subject to regulation or supervision of rents, charges or sales prices and methods of operation by a governmental agency under a regulatory agreement or other instrument which restricts occupancy of such housing to persons or families whose incomes do not exceed prescribed limits, and shall be deemed to include the land on which such housing is situated.

SECTION 2

An abatement of real estate taxes in excess of \$10,000.00 per year on real property located on Riverside Drive owned by the New Samaritan Housing Corporation is hereby granted for a period of five years beginning with the taxes due on the list of October 1, 1980, payable during the fiscal year July 1, 1981 - June 30, 1982.

SECTION 3.

All moneys equal to the amount of said tax abatement shall be used by the New Samaritan Housing Corporation for one or more of the following purposes:

1. To reduce rents below the levels which would be achieved in the absence of such abatement and to improve the quality and design of such housing;
2. To effect occupancy of such housing by persons and families of varying income levels within limits determined by the Commissioner of Housing by regulation; or
3. To provide necessary related facilities of services in such housing.

SECTION 4.

The tax abatement shall automatically terminate at any time when such housing is not solely for low or moderate-income persons or families.

SECTION 5.

In the event that said tax abatement is terminated from the date of the termination the New Samaritan Housing Corporation shall pay to the Town of Andover the full taxes what would be due to said town without the effect of any abatement.

SECTION 6.

The Board of Selectmen is authorized to enter into a contract with the New Samaritan Housing Corporation which contract shall provide the terms of the abatement that moneys equal to the amount of such abatement shall be used for any one or more of the purposes above stated and that such abatement shall terminate at any time when such housing is not solely for low or moderate income persons or families.

Passed at Annual Town Meeting May 2, 1981.

Published May 13, 1981 in the Manchester Evening Herald

Ordinance shall become effective fifteen (15) days after publication.

Summary of where present Hop River Homes resided prior to move in day

11 where prior resident and some were even raised here.

7 Have children here who went there closer to them.

3 Have children who live in Coventry, Columbia, Marlborough

3 had no connection except for friends in Andover, Glastonbury, Windham

Andover Board of Selectmen

Regular Monthly Meeting

Wednesday February 3, 2010, 7:00pm

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

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Comments from the Public:**
3. **Opportunity Add/Delete agenda items:**
4. **Approval of Minutes:** January 6, 2010 (Regular Meeting), January 12, 2010 (Special Meeting) and January 26, 2010 (Special Meeting).
5. **Tax Refunds:** BAC Tax Service Corp. \$ 333.27
6. **Treasurers Monthly Report:**
7. **Tax Collector Monthly report:**
8. **Joshua's Trust Appointment:** Bethany M. Busch
9. **2010 Small Cities Grant:** Senior Center
10. **Charter Review Committee:**
11. **Tax Auction:** \$ 133,208.21
12. **Board of Finance:** January 26, 2010 Minutes from budget workshop meeting
13. **2010-2011 Budget:**
14. **Van Grant:** CRCOG Section 5310
15. **Comments from the Public:**
16. **Executive Session - Legal Negotiations**
17. **Adjournment:**

Submitted by
Jay K Linddy

**Town of Andover
Regular Meeting
Board of Selectmen
Wednesday, February 3, 2010
Andover Town Office Building
Community Room
7:00 P.M.**

Attendance: Robert Burbank, Jay Linddy, Susan England, and Elaine Buchardt

Absent: David Ziff

Public: Georgette Conrad, Bob Wanagel, Virginia Wanagel, Leigh Ann Hutchinson, Ylo Anson, Dianne Grenier, Joan Foran, Cathy Palazzi, Mike Palazzi, Mickey and Justin Quagliano (Community Voice), and Lindsay Fetzner (River East News Bulletin)

1 Call to Order/Pledge of Allegiance: Meeting was called to order at 7:00 P.M. with the Pledge of Allegiance.

2 Public Speak:

None

3 Additions to the Agenda: Jay Linddy made a motion to add the following items to the agenda:

Item 4-A Conservation Commission appointment

Item 8-A Emergency Operation Center Grant Program

Susan England seconded the motion. **Vote: 4-0**

4 Approval of Minutes: Jay Linddy made a motion to approve the minutes of the Regular Meeting held on January 6, 2010. Susan England seconded the motion. **Vote: 4-0**

Jay Linddy made a motion to approve the minutes of the Special Meeting held on January 12, 2010.. Elaine Buchardt seconded the motion. **Vote: 3-0-1 (Aye: Burbank, Linddy and Buchardt, Abstain: England)**

Jay Linddy made a motion to approve the minutes of the Special Meeting held on January 26, 2010.. Elaine Buchardt seconded the motion. **Vote: 3-0-1 (Aye: Burbank, Linddy and Buchardt, Abstain: England)**

- 4A Conservation Commission Appointment:** Jay Linddy made a motion to appoint Michael Palazzi to the Conservation Commission. Elaine Buchardt seconded the motion. **Vote: 4-0**
- 5 Tax Refunds:** Jay Linddy made a motion to approve the tax refund requested by of the Tax Collector. Susan England seconded the motion. **Vote: 4-0**
- 6 Treasurer's monthly report:** The Board received the Treasurer's Report. Jay Linddy made a motion to accept the Treasurer's Report. Elaine Buchardt seconded the motion. **Vote: 4-0** Robert Burbank indicated that the expenditures are on schedule.
- 7 Tax Collector's monthly report:** Not available. The Board received the Tax Collector's Report. Robert Burbank indicated that the collections are on schedule.
- 8 Joshua's Trust Appointment:** Jay Linddy made a motion to appoint Bethany Busch as Andover's representative to the Joshua Trust. Susan England seconded the motion. **Vote: 4-0.**
- 8A Emergency Operation Center Grant Program:** Robert Burbank reported that the town is eligible for grant funding from the Connecticut Department of Emergency Management and Homeland Security. The Emergency Operations Center Grant Program would provide 75% funding with a 25% town match. Burbank met with Sylvia Dake and identified the following items to be acquired with the grant funding: First Aid Kit, defibrillator, and HAM radio. The estimated cost for the items is \$2,400 and the cost to Andover is \$600. Jay Linddy made a motion that Andover apply for the grant funding up to \$2,400 for a first aid kit, defibrillator and HAM radio. Susan England seconded the motion. **Vote: 4-0**
- 9 2010 Small Cities Grant:** Robert Burbank provided a status update on the STEAP grant for the Senior Center. He provided a letter from the grant consultant which indicated that in order to apply for additional funding detailed architectural drawings are required. The consultant also indicated that the senior centers are a low priority funding item. Burbank also reported that he and Jay Linddy had met with an architect to discuss the use of the \$250,000 for renovations to the Old Firehouse. If any renovations are started, the building must be brought up to code. This would require updating the septic system, wiring, plumbing and foundation. The costs would be greater than the grant amount.

In response to discussion Burbank said he will see if any of the \$250,000 can be use for the preparation of architectural drawings. He will report back on his findings.

- 10 Charter Review Committee:** Jay Linddy reported that 14 people have applied to serve on the charter review committee. Seven of the candidates are not serving on any boards at this time. The Board agreed that the size of the Charter Review Committee should be 9; 6 will be residents who are not serving currently on boards and commissions and 3 who are. The Board agreed that interviews of the candidates will be held on the following days:

March 15, 2010

March 25, 2010

March 31, 2010.

The interviews will be held in the Community Room and start at 7:00 pm.

Jay Linddy will prepare a letter to be sent to the applicants, notifying them of the scheduled interviews and including a package of information on the responsibilities of the Charter Review Committee.

The Board anticipates appointing the member to the Committee at its April 7, 2010 meeting.

- 11 Tax Auction:** Robert Burbank reported that the town held an auction on very delinquent taxes. Some properties were purchased and some delinquent taxes were paid. The town received \$133,208.21 as proceeds from the auction.
- 12 Board of Finance:** Copies of the minutes from the January 26, 2010 budget workshop were provided.
- 13 2010 -2011 Budget Requests:** Robert Burbank reported that he is working on the budget and is meeting with companies to evaluate workers compensation contracts. He will report back to the Board regarding the results of the meetings.
- 14 Van Grant:** Elaine Buchardt reported that the Town is eligible to apply for a Section 5310 cash grant award for purchase of wheelchair-accessible vehicles. If the award is granted, the Town would purchase a mini van. Jay Linddy made a motion to support the grant application. Elaine Buchardt seconded the motion.
Vote: 4-0
- 15 Comments from the Public:**
Ylo Anson commented on the STEAP grant and development of a new Senior Center.

Georgette Conrad asked about the architectural review of the Old Firehouse and asked about the insurance coverage on the vehicle that has been donated to RHAM.

Diane Grenier commented that she hopes the Charter Review Committee evaluates the form of government that is appropriate for the Town.

Ylo Anson commented on the use of the Senior Center.

Cathy Palazzi reported on the McSweeney Center.

16 Executive Session: Negotiations:

Jay Linddy made a motion that the Board of Selectmen enter into Executive Session for the purpose of discussion of legal negotiations. Elaine Bucahrt seconded the motion.

Vote: 4-0 The Board of Selectmen went into Executive Session at 8:20 P.M. and came out of Executive Session at 8:45 P.M

17 Adjournment: Elaine Buchardt made a motion to adjourn. Susan England seconded the motion which passed unanimously and the meeting was adjourned at 8:46 P.M.

Respectfully submitted,
Susan England
February 4, 2010

RECEIVED FOR RECORD

02-09-10 @ 3:03 PM

Margaret H. Busch
Asst. TOWN CLERK

January 19, 2010

TO: BOARD OF SELECTMAN

FROM: MICHAEL PALAZZI

RE: CONSERVATION COMMISSION

I would like to serve as a member of the Andover Conservation Commission

Sincerely,

Michael Palazzi

Michael Palazzi

*2nd Motion Made by JAY
2/3/10
Approved
4-0-0
SUE ENSTADT
MOTION PASS*

To CAROL LEE

AUTHORIZING RESOLUTION OF THE

Andover Board of Selectmen

CERTIFICATION:

I, Carol H. Lee, the Town Clerk of the Town of Andover, do hereby certify that the following is a true and correct copy of a resolution adopted by the Andover Board of Selectmen at its duly called and held meeting on February 4, 2009, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Town of Andover may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Robert F. Burbank, as First Selectman of the Town of Andover, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Andover and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Robert F. Burbank now holds the office of First Selectman and that he has held that office since June 24, 2006.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 2nd day of March, 2009.

Carol H. Lee
Carol H. Lee
Town Clerk



Rec'd 03-02-10
@ 3:30 PM
MHB

Andover Board of Selectmen

105

Regular Monthly Meeting

Wednesday February 3, 2010, 7:00pm

March 3, 2010 / JKL

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

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Comments from the Public:**
3. **Opportunity Add/Delete agenda items:**
4. **Approval of Minutes:** February 3, 2010
5. **Tax Refunds:** Yvonne Bain \$51.70, Robert or Carol Hassett \$ 6.35 and Alex & Lisa Ost \$ 289.80.
6. **Girl Scout Week:** March 7-13, 2010, Board of Selectmen Proclamation.
7. **Resolution establishing the name and location of Regional Probate Court District.** Serving the towns of Manchester, Bolton, Andover, and Columbia.
8. **Memorial Day Committee:**
9. **Website Committee:**
10. **Treasurers Monthly Report:**
11. **Tax Collector Monthly report:**
12. **2010 Small Cities Grant:** Senior Center
13. **Charter Review Committee:**
14. **Board of Finance:** February 11, 2010 Minutes
15. **RHAM Budget:**
16. **Town roads budget request:**
17. **Rail trail Route 316 & Route 6 report**
18. **2010-2011 Budget:**
19. **2010-2011 Andover School Academic Calendar:**
20. **Comments from the Public:**
21. **Adjournment:**

Submitted by
Jay K Linddy

Andover Board of Selectmen
Meeting Minutes from 3 March 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232

Type of Meeting: Regular Monthly Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:03 p.m. with the Pledge of Allegiance led by members of the Girl Scouts.

Members:

Present: Robert Burbank, Jay Linddy, David Ziff, Susan England and Elaine Buchardt

Other Attendees:

Dianne Grenier	Amy Consadene
Tina Wilsey	Joan Foran
Dennis Foran	Whitney Covell
Karen LeMasurier	Tina Hatch
Georgette M. Conrad	Leigh Ann Hutchinson

A technical adjustment was made to the Agenda that changed the posting date from February 3, 2010 to March 3, 2010 as had been corrected in the Town Clerk's records and legally posted in Town Hall.

Agenda Item #2: Comments from the Public:

D. Foran expressed concerns with purchases made from the Memorial Day Committee budget.

Agenda Item #3: Opportunity Add/Delete agenda items:

J. Linddy made a motion to add Agenda Item #13A: Library Alarm System, to the Agenda.

S. England seconded the motion.

Discussion followed.

Vote: 5-0-0 / Motion Carried

J. Linddy made a motion to add Agenda Item #19A: Liaison Reports to the Agenda.

S. England seconded the motion.

Discussion followed.

Vote: 5-0-0 / Motion Carried

J. Linddy made a motion to add Agenda Item #15A: Insurance to the Agenda.

S. England seconded the motion.

Discussion followed.

Vote: 5-0-0 / Motion Carried

Agenda Item #4: Approval of Minutes: February 3, 2010:

J. Linddy made a motion to approve the minutes from the Regular Meeting of February 3, 2010.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-1 / Motion Carried

D. Ziff abstained.

Agenda Item #5: Tax Refunds: Yvonne Bain \$51.70, Robert or Carol Hassett \$6.35, and Alex & Lisa Ost \$289.80:

J. Linddy made a motion to approve the tax refunds to Yvonne Bain for \$51.70, Robert or Carol Hassett for \$6.35, and Alex & Lisa Ost for \$289.80 as recommended by the Tax Collector.

S. England seconded the motion.

Discussion followed.

Vote: 5-0-0 / Motion Carried

Agenda Item #6: Girl Scout Week: March 7-13, 2010, Board of Selectmen Proclamation:

R. Burbank read a Proclamation into the record proclaiming March 7 -13, 2010 to mark Girl Scout Week. Mr. Burbank presented the Proclamation to Troop Leader Linda Wilsey. Every scout present announced their name and troop for the town record.

Agenda Item #7: Resolution establishing the name and location of Regional Probate Court District: Serving the towns of Manchester, Bolton, Andover and Columbia.

J. Linddy made a motion to endorse the resolution establishing the name and location of a regional probate court district serving the towns of Manchester, Bolton, Andover and Columbia.

S. England seconded the motion.

Discussion followed.

Judge Elaine Camposeo spoke. R. Burbank read the resolution into the record.

Vote: 4-1-0 / Motion Carried

J. Linddy voted No.

Agenda Item #8: Memorial Day Committee:

The Board of Selectmen received two letters from the Memorial Day Committee concerning the use of funds from the account without their knowledge.

R. Burbank presented a letter of response stating that the action was taken based on the auditors instructions that all expenditures must be put in the most appropriate line item and that the expenditures were made to take care of the Monument on Veterans Day.

D. Ziff inquired about a process of notification of a Committee Chair when an expenditure has been made.

R. Burbank stated it was a common occurrence and would not actually affect a committee budget whereas money would be moved to cover such an expenditure should the need be.

J. Linddy expressed concerns with the removal of an amount representing 5% of a committee budget without some form of notification.

S. England recommended renaming the Committee and including responsibility for the Monuments to year round so that the First Selectman would not be responsible for the care of the Monument.

E. Buchardt recommended a separate line item for the Memorial Day Parade and a line item for Supplies.

Board Members agreed to consider a change of role to year round care of all Monuments for the Committee at the time of Committee re-appointment.

Agenda Item #9: Website Committee:

R. Burbank reviewed the history of why the Town Website had been shut down. He stated that the State had legislation pending to offer small towns an exemption from the 48 hour mandated posting but as of yet it had not been approved. He stated that being taken to FOI was costly and that the Board of Selectmen was concerned about re-establishing the website because they felt that the 48 hour requirement was an unreasonable request to make of small volunteer committees.

A budget for the Website Committee was discussed.

S. England stated that she thought that the committee who had volunteered to re-establish the website should be asked to look into the punitive damages.

E. Buchardt volunteered to be the Board of Selectmen liaison to the website committee, and stated that she will set up an exploratory committee in the beginning of April.

J. Lindy suggested a meeting be held to gather information from the prospective members of the committee to assist in determining if they are the correct people to serve on the Website Committee.

Agenda Item #10: Treasurers Monthly Report:

Report was provided for the Board Members information.

Agenda Item #11: Tax Collector Monthly Report:

Report was provided for the Board Members information.

Agenda Item #12: 2010 Small Cities Grant: Senior Center:

R. Burbank reported that the Town could use a STEAP grant to build a Senior Center, however if the Town applied and did not build within two years the money would have to be returned. Mr. Burbank stated that the Town could apply for a Small Cities grant of \$500,000.00. He also stated that he had attempted to have the Old Fire House/ Senior Center denoted as an Historic Building but it did not qualify due to structural changes that had occurred over time.

Agenda Item #13: Charter Review Committee:

J. Lindy reported that it had been determined that anyone serving as a justice of the peace would be considered to be serving on a Board or Commission. This then brought the number of possible candidates from the public down to an insufficient amount. Mr. Lindy stated that the Agenda for the selection of candidates offered both a public session and an executive session depending on the candidate's request. He also advised that the interviews would be on March 22nd due to a conflict on the availability of the

Community Room on March 15th. Mr. Linddy also stated that appointments would be made at the April Board of Selectmen meeting.

Agenda Item #13A: Library Alarm System:

J. Linddy made a motion to appropriate \$1,850.00 for the purchase of an alarm system for the Library.

S. England seconded the motion.

Discussion followed.

Vote: 5-0-0 / Motion Carried

Agenda Item #14: Board of Finance: February 11, 2010 Minutes:

Report was provided for the Board Members information.

Agenda Item #15: RHAM Budget:

J. Linddy thanked people for attending the RHAM budget presentation held on March 1, 2010. He advised that people should study the budget and if they had any questions that they should contact the Superintendant or Danny Holtzclaw or Ken Lee who are Andover's representatives. Mr. Linddy expressed concerns with the Capital Improvement budget of \$1,012,412.00.

Agenda Item #15A: Insurance:

J. Linddy recommended that the Board consider establishing an Insurance Committee to help keep Insurance rates down. He stated that there used to be such a committee and it worked well. Mr. Linddy stated that in light of the recent anticipated jump in Liability Insurance cost due to a CIRMA surcharge that it would be prudent to have a group review the Town Insurance coverage on a regular basis.

Agenda Item #16: Town roads budget request:

J. Linddy made a motion to recommend a budget of \$219,700.00 for Town road repair to the Board of Finance.

S. England seconded the motion.

Discussion followed.

R. Burbank advised that the Town expected to receive approximately \$60,000.00 from Town Aid Roads and also expected to have \$50,000.00 left from the present budget to begin repairs.

J. Lindy revised his motion and approved a recommendation to the Board of Finance for a total of \$120,000.00 or \$40,000.00 more than usually is requested for Town Road Repair.

D. Ziff seconded the motion.

Discussion followed.

Vote: 5-0-0 / Motion Carried

Agenda Item #17: Rail trail Route 316 & Route 6 report:

R. Burbank reported that the property that had been Peter Mannegia's had been scheduled to go to auction. He stated that the Town attempted to convince the state to give the land to the Town but they would not. He stated that presently the land is owned by DEP and they are considering the use of the land for a parking area for the use of the rail trail. Mr. Burbank stated that he had received approval of a grant application for \$22,428.00 for the maintenance of the rail trail.

Agenda Item #18: 2010-2011 Budget:

J. Lindy stated that the Board of Finance Budget Worksheet had been provided for the member's information.

Agenda Item #19: 2010-2011 Andover School Academic Calendar:

Calendar was provided for the member's information.

Agenda Item #19A: Liaison Reports:

Fire Commission: No report was available. D. Ziff stated that he is unable to attend the meetings. R. Burbank stated that he will attempt to attend the next meeting. J. Lindy stated that he will attempt to attend when ever possible.

Library: S. England reported that she and E. Buchardt had been placed on an exploratory committee to research available grants and to consider a single building to house both the Senior Center and the Library. She also announced

that the annual Goods & Services Auction to benefit the Library was to be held on April 30, 2010.

EDC: E. Buchardt reported that the EDC had joined the Windham Chamber of Commerce on behalf of the Town. She stated that members of the Chamber of Commerce extended discounts to fellow members and therefore the Town would be eligible for a 10% discount from other members. She advised that the Windham Chamber of Commerce had agreed to help establish an EDC website.

Senior Transportation: E. Buchardt stated that there had been some concerns with the running of the RHAM video truck within the garage. J. Linddy advised that the truck would be removed next fall when school started up again.

Agenda Item #20: Comments from the Public:

D. Grenier advised the members that the Beautification Committee provides items and cares for Veterans Monument Park.

D. Grenier responded to concerns with regard to the website committee.

G. Conrad expressed concerns with items being stolen from the Old Fire House/Senior Center.

D. Foran expressed concerns that the Memorial Day Committee members might not wish to be responsible for anything other than the Memorial Day parade.

J. Foran expressed thanks to the Memorial Day Committee members for their work and expressed concerns over communication issues and the provisions of the Charter with regard to communication.

Agenda Item #21: Adjournment:

E. Buchardt made a motion to adjourn the meeting.

D. Ziff seconded the motion.

Vote: 5-0-0 / Motion Carried

The meeting was adjourned at 9:43 p.m.

Minutes respectfully submitted by:

Dawn D. Quint

March 5, 2010

RECEIVED FOR RECORD

3-8-10 @ 3:00 PM

Carol N. Lee

TOWN CLERK

Town of Andover
Board of Selectmen Meeting

March 3, 2010

Please sign and

Print your name.

Thank you.

Dianne Grenier
 Amy Consadene
~~Tina~~ Wilsey
 Joan Foran
~~Dennis Foran~~
 Whitney Covell Troop 65184
 Karen LeMasurier
 Tina Hatch Troop 65185
 Georgette M Conrad
 Leigh Ann Hatchbrook

/ Dianne Grenier
 / Amy Consadene
 /
 / Tina Wilsey
 / Joan Foran
 / Dennis Foran
 /
 / Whitney Covell
 / Karen LeMasurier
 /
 / Tina Hatch
 / Georgette M Conrad
 / Leigh Ann Hatchbrook
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Town of *Andover*

Proclamation

2010 Girl Scout Week

WHEREAS, March 7-13, 2010 marks Girl Scout Week as designated by Girl Scouts of the USA a movement founded in 1912 by Juliette Gordon Low in Savannah, Georgia; and

WHEREAS, throughout its long and distinguished history, Girl Scouting has inspired more than 50 million girls and women to strive for the highest ideals of courage, confidence and character; and

WHEREAS, through Girl Scouts, girls grow strong, gain self-confidence, develop leadership skills and learn the lifelong lesson of contributing back to their communities; and

WHEREAS, Girl Scouting helps girls achieve their potential by increasing awareness of opportunities existent in the fields of math, science, sports, technology and other professional pursuits; and

WHEREAS, more than 3 million current Girl Scout members nationwide will be celebrating this American tradition, and welcome girls from every background to join.

NOW, THEREFORE, I, Robert F. Burbank, by virtue of the authority vested in me as First Selectman of the town of Andover, do hereby applaud the commitment Girl Scouting has made to support the leadership development of America's girls and proudly proclaim the week of March 7, 2010 as Girl Scout Week.

Dated at Andover, Connecticut, this 3rd day March, 2010.

Robert F. Burbank, First Selectman



Attachment: Item # 7

**RESOLUTION ESTABLISHING THE NAME AND LOCATION OF A
REGIONAL PROBATE COURT DISTRICT SERVING THE TOWNS OF
MANCHESTER, BOLTON, ANDOVER, AND COLUMBIA**

WHEREAS, Public Act 09-1, An Act Concerning the Recommendations of the Probate Redistricting Commission, requires that, effective January 5, 2011, the Manchester Probate Court shall consolidate with the Andover Probate District, which is currently comprised of the towns of Bolton, Andover, and Columbia; and

WHEREAS, the State of Connecticut Office of the Probate Court Administrator is required, per Public Act 09-1, to establish names for each probate district on or before March 31, 2010, and

WHEREAS, the State of Connecticut Probate Court Administrator, in a memorandum dated November 25, 2009, requested the new districts to submit an agreed-upon name and location of the new district prior to the March 31, 2010 deadline, and

WHEREAS, in a meeting of representatives from each of the aforementioned towns, a consensus was reached regarding the name and location of the consolidated probate district.

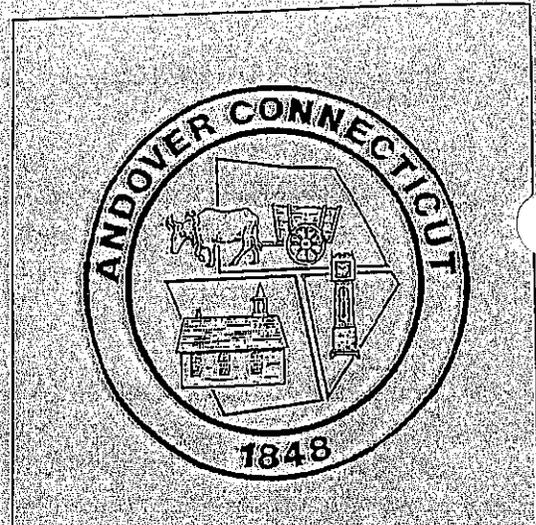
NOW THEREFORE, be it resolved that, effective January 5, 2011, the new probate district, serving the towns of Manchester, Andover, Bolton and Columbia, shall henceforth be known as The Greater Manchester District Probate Court, and shall be located at 66 Center Street, Manchester, Connecticut.

Dated this ~~xx~~ Day of February, 2010 at Manchester, Connecticut.

3rd MARCH ANDOVER

116 Attachment: Item # 8

Town of Andover
17 School Road
Andover, Conn. 06232
(860)742-7305 Fax (860) 742-7535
Email AndoverSelectman1@comcast.net



Office of the First Selectman

March 2, 2010

To: Chairman John McCall and Members of the Memorial Day Committee

From: Robert F. Burbank, First Selectman

Cc: Board of Selectmen

I received a note today commenting on small expenditures that I made from the Memorial Day Committee line item.

All monies expended were for flags and for a wreath for the Memorial. Based on our auditors instructions all expenditures must be put in the most appropriate line item as it would be impractical to open up a line item for every small unbudgeted item. This is purely an accounting procedure as per the auditor.

Our town has honored our Veterans not only with a Memorial Day Parade but also has shown its respect for our Veterans by maintaining a Veterans Memorial on Route 6. I decided that the few expenses involved in maintaining the Memorial were to be placed in the Memorial Day Committee line item. The Charter provides for transfers within the budget and your committee would never be without the funds you require and are budgeted.

I am committed to insuring such funds, up to the amount budgeted for normal expenses for the parade and related activities. If care of the monument reduces the amount needed, which is usually small, money will be transferred to make up the difference.

I hope this answers your concerns. As a veteran and family that has served now and in the past in our military I assure you the celebration on Memorial Day will not be interrupted by lack of funds for the event.

I have instructed our bookkeeper to keep me informed regarding any shortfall in the Memorial Day Committee account.

Attachment: Item # 8

February 26, 2010

TO: Robert Burbank and the Board of Selectman

FROM: Town of Andover Memorial Day Committee

RE: Memorial Day Expenditures

Dear First Selectman and Board of Selectman,

This is the second letter the Memorial Day Committee has sent to the First Selectman and the Board of Selectman regarding expenditures from the Memorial Day budget. The first letter, hand delivered to the First Selectman at his office last year, has been lost and to our knowledge the Board of Selectman never received the letter. This is of concern to the Committee as is the continued use of funds designated for Memorial Day observances by the First Selectman for purchases other than the requested budget items without the knowledge of the Committee.

Purchases by the First Selectman have caused the Memorial Day budget to be over spent in the past and would have again resulted in a deficit this year if the a donation had not been made to the Town to pay for the wreaths. The Committee recognizes the need for the First Selectman to make purchases for the Town, however those purchases should be designated to the appropriate line items and be reflective of proper and accurate accounting practices.

The practice of writing "temporary" checks from a department just because no expenditures have been made to date and monies appear available is not an appropriate way to administer municipal funds. Where will the replacement transfer money be taken from? Or will the Memorial Day budget be simply exceeded again as in the case in 2008, with the purchase of flags? There were no transfers to correct the 2008 over expenditures. None of the Memorial Committee members, or its Chairman, were ever told of these expenditures or informed of the overages.

The Memorial Committee has been forthright with our concerns. We have provided the minutes of our Committee meetings to the First Selectman and have written letters addressing these concerns. The Committee again requests the First Selectman to respect our members and the Memorial Day budget as we plan again for Memorial Day observances for the Town of Andover.

Sincerely,

Members of the Memorial Day Committee

Robert W. Amosell
Virginia W. Wagoner

pc: Board of Finance
Town of Andover Treasurer

John E. MacCall *Annis M. Hoar*
Karin J. Denley *Alison P. Warkins*

Attachment: Item # 8

April 24, 2009

TO: Robert Burbank, First Selectman and Board of Selectman

FROM: Town of Andover Memorial Day Committee

RE: Memorial Day Expenditures

Dear First Selectman and Board of Selectman,

The Memorial Committee is planning for 2009 observances and is starting to make the necessary purchases. We requested last year's detailed account of expenditures to review our flag inventory and monies spent.

It was found the 2008 budget expenditures had exceeded the approved amount, though it was not a large amount of money. Purchases in the amount of \$312.65 (Sam's Club Discover) were made, but not by the Committee members. The Memorial Committee had no knowledge of or communication about these purchases. We now concerned about the current year's budget having purchased a gross of cemetery flags and other items in the amount of \$445.46 in April leaving a balance of \$400. We have yet to pay for the printing of our programs. Should expenditures continue to be made without the knowledge of the Committee the 2009 budget amount surely will be exceeded again. A Committee Member asked the Assistant Town Treasurer about the purchases from Sam's Club Discover and was told there are no purchase order signatures nor record of what was purchased.

The Committee respectfully requests to know what was purchased and by whom. We do not wish to have unaccounted expenditures continue to be made from Memorial Day Budget in this manner. We are certain that information in question can and will be provided.

Thank you.

The Memorial Day Committee

Robert W. Wanager
 Virginia Wanager
 John E. Bell
 Karin A. Dendley

Dennis J. Joan
 Nelson R. Plummer

Attachment: Item #8

Memorial Day Committee
 April 23, 2009 Special Meeting Minutes
 Old Fire House
 7:00 p.m.

Present: John McCall, Karin Denely, Dennis Foran, Virginia and Bob Wanagel, Nelson Warner

The meeting was called to order at 7:03 p.m.

Motion to approve the April 7, 2009 minutes was made by Bob Wanagel and seconded by Nelson Warner. Motion carried unanimously.

The Committee reviewed the Town of Andover Account Detail Reports - Memorial Day for last year and this current year. A gross of cemetery flags, 2 pole holders, and 2 brackets was purchased in April 2009 for \$445.46 from Bristol Lettering of Harford. This represents the largest expenditure made by the Committee leaving a balance of \$400 in the 2009 budget. Printing of the programs will be the other large cost for the Committee. The Committee is mindful of staying within approved budget. The Committee also reviewed the detailed report of last year's expenditures. The Committee could account for all purchases made by its members. Members expressed concern that \$312.65 from Sam's Club Discover was spent from monies designated to the Memorial Day Committee and the Committee did not make these purchases. Bob Wanagel asked the Assistant Town Treasurer about these expenditures and was told there is no purchase order signature, or record of what was purchased. The Committee by unanimous consent agreed to send a letter to the Board of Selectman, Board of Finance and Treasurer with concerns and request for clarification in this matter.

Discussion continued on finding a speaker for the observances. Diversity was mentioned as a theme for the speaker and program. Virginia will call Andover School for the names of students participating in the observances for the Memorial Day program. The wreath is done. Jay Lindy offered to provide background music if the singer wishes.

The clerk left at 7:45 p.m. Dennis Foran continued recording the minutes.

The Committee reviewed the list of tasks. Karin will be contacting the veterans. There will be no Fly Over this year as the National Guard has left Bradley Field.

The Committee adjourned at 8:05 p.m. by unanimous consent.

Respectfully submitted,

Joan Foran

Dennis Foran



RECEIVED FOR RECORD
 4-27-09 @ 11:55am
 Carol N. Lee
 TOWN CLERK

AGENDA

BOARD OF SELECTMEN

SPECIAL MEETING
17 SCHOOL RD.-COMMUNITY ROOM

MONDAY – MARCH 22, 2010 – 7:00P.M.
THURSDAY-MARCH 25, 2010-7:00P.M.
WEDNESDAY-MARCH 31, 2010-7:00P.M.

1. Call to Order
2. Interview candidates for Charter Review Committee. Candidates have the option to be interviewed in public session or executive session. The Board of Selectmen will honor their request.
3. Interview at the request of the candidate for open session.
4. Executive session-interviewing candidates for Charter Review Committee.
5. No action to be taken of above interviews.
6. Adjournment

**Town of Andover
Special Meeting
Board of Selectmen
Monday, March 22, 2010
Andover Town Office Building
Community Room
7:00 P.M.**

Attendance: Robert Burbank, Jay Linddy, Susan England, Elaine Buchardt
Absent: David Ziff
Public: Mike Donnelly, Gary Gile, Wally Barton, Marie Burbank

1. **Call to Order:** Meeting was called to order at 7:00 P.M.
2. **Interview candidates for Charter Review Committee:** Candidates have the option to be interviewed in public session or executive session. The Board of Selectmen will honor their request.
3. **Interview at the request of the candidate for open session:** The Board interviewed the following candidates:
 - Mike Donnelly
 - Gary Gile
 - Wally Barton
 - Marie Burbank – Robert Burbank recused himself from this interview
4. **Executive session interviewing candidates for Charter Review Committee:** No candidates requested interview held in executive session, so no executive session was held.
5. **No action was taken on any of the interviews.**
6. **Adjournment:** Elaine Buchardt made a motion to adjourn. Susan England seconded the motion which passed unanimously and the meeting was adjourned at 7:55 P.M.

Respectfully submitted,
Susan England
March 23, 2010

RECEIVED FOR RECORD
3-23-10 @ 10:15 am
Carol H. Lee
TOWN CLERK

Town of Andover
Special Meeting
Board of Selectmen
Monday, March 25, 2010
Andover Town Office Building
Community Room
7:00 P.M.

Attendance: Robert Burbank, Susan England, Elaine Buchardt
 Absent: Jay Linddy, David Ziff
 Public: Bob Wanagel, Carol Lee, Don Keener

1. **Call to Order:** Meeting was called to order at 7:07 P.M. Robert Burbank announced that Michael Russo had cancelled his interview.
2. **Interview candidates for Charter Review Committee:** Candidates have the option to be interviewed in public session or executive session. The Board of Selectmen will honor their request.
3. **Interview at the request of the candidate for executive session:**

Susan England made a motion to go into executive session for the purpose of interviewing Robert Wanagel. Elaine Buchardt seconded the motion. **Vote: 3-0.** The Board went into executive session at 7:08 P.M. and came out of executive session at 7:22 P.M. No action was taken.

Susan England made a motion to go into executive session for the purpose of interviewing Carol Lee. Elaine Buchardt seconded the motion. **Vote: 3-0.** The Board went into executive session at 7:25 P.M. and came out of executive session at 7:45 P.M. No action was taken.

4. **Interview at the request of the candidate for open session:** The Board interviewed Don Keener. Elaine Buchardt recused herself from participation in the interview process. No action was taken.
5. **Adjournment:** Elaine Buchardt made a motion to adjourn. Susan England seconded the motion which passed unanimously and the meeting was adjourned at 8:00 P.M.

Respectfully submitted,
 Susan England
 March 26, 2010

RECEIVED FOR RECORD
 3-29-10 @ 10:15am
Carol N. Lee
 TOWN CLERK

Town of Andover
Special Meeting
Board of Selectmen
Wednesday, March 31, 2010
Andover Town Office Building
Community Room
7:00 P.M.

Attendance: Robert Burbank, Susan England, Elaine Buchardt
 Jay Linddy was present but chose not to be seated

Absent: David Ziff

Public: Leigh Ann Hutchinson, Catherine Lewis, Joan Foran, Penny Auer, and Donald Denley

1. **Call to Order:** Meeting was called to order at 7:06 P.M.
2. **Interview candidates for Charter Review Committee:** Candidates have the option to be interviewed in public session or executive session. The Board of Selectmen will honor their request.
3. **Executive session interviewing candidates for Charter Review Committee:** Susan England made a motion to go into executive session for the purpose of interviewing Leigh Ann Hutchinson. Elaine Buchardt seconded the motion. **Vote: 3-0.** (Burbank, Buchardt and England) The Board went into executive session at 7:07 P.M. The Board came out of executive session at 7:20 P.M. No action was taken.
4. **Interviews at the request of the candidate for open session:** The Board interviewed the following candidates:
 - Catherine Lewis
 - Joan Foran
 - Penny Auer
 - Donald Denley
5. **No action was taken on any of the interviews.**
6. **Adjournment:** Elaine Buchardt made a motion to adjourn. Susan England seconded the motion which passed unanimously and the meeting was adjourned at 8:15 P.M.

Respectfully submitted,

Susan England
 April 1, 2010

RECEIVED FOR RECORD
 04-05-10 @ 9:04 Am
Margaret H. Busch
 Asst TOWN CLERK

Andover Board of Selectmen

124

Regular Monthly Meeting

Wednesday April 7, 2010, 7:00pm

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

Agenda

1. Call to Order/Pledge of Allegiance:
2. Comments from the Public:
3. Opportunity Add / Delete agenda items:
4. Approval of Minutes: March 3, 2010, Special Meeting March 22, 2010, March 25, 2010 & March 31, 2010.
5. Tax Refunds: CAB East \$61.71, Sarah & Walter Clark \$150.70, Diane Collazo \$245.09, Richard Danforth Jr. \$ 44.30, Tracy Fitzpatrick \$ 8.00, Bernd Knochenhauer \$9.63, Karen Massie \$ 30.58, Sharon Mills, \$ 10.61 & Toyota Motor Credit \$ 82.80.
6. Set Annual Town Budget Meeting May 6, 2010, If held, and budget passed, would adjourn to Referendum May 18, 2010.
7. Route 6 Hop River Corridor Economic Development Challenges & Opportunities Draft:
8. Andover Board of Finance: April 28, 2010 Public Hearing on 2010-2011 Budget
9. Conservation Commission appointment: Scott P. Warren
10. Community Voice Channel Program Guide: April 2010 program guide
11. Treasurers Monthly Report: March 2010
12. Tax Collector Monthly report: March 2010
13. Charter Review Committee:
14. Andover Economic Development Commission: Business Fair, May 15, 2010
15. Andover Beautification Committee: Minutes, March 16 2010. & March 25, 2010
16. RHAM Budget: May 4, 2010 RHAM Referendum
17. Town roads:
18. 2010-2011 Budget:
19. Liaison Reports:
20. Comments from the Public:
21. Adjournment:

Submitted by
Jay K Linddy

**Town of Andover
Regular Meeting
Board of Selectmen
Wednesday, April 7, 2010
Andover Town Office Building
Community Room
7:00 P.M.**

Attendance: Robert Burbank, Jay Linddy, Susan England, Elaine Buchardt

Absent: David Ziff

Public: Bob Wanagel, Virginia Wanagel, Michael Donnelly, Ed Nagy, Mike Palazzi, Cathy Palazzi, Georgette Conrad, Leigh Ann Hutchinson, Mickey and Justin Quagoiano (Community Voice), Lindsay Fetzner (Rivereast)

- 1 **Call to Order/Pledge of Allegiance:** Meeting was called to order at 7:01 P.M. with the Pledge of Allegiance.
- 2 **Comments from the Public:** None
- 3 **Opportunity Add/Delete agenda items:** Jay Linddy made a motion to add item 6-A: Ordinance – Zoning Permits/Delinquent Taxes and Item 6-B: Insurance Commission. Susan England seconded the motion. **Vote: 4-0**
- 4 **Approval of Minutes:** Jay Linddy made a motion to approve the minutes of the Regular Meeting held on March 3, 2010. Susan England seconded the motion. **Vote: 4-0**

Jay Linddy made a motion to approve the minutes of the Special Meeting held on March 22, 2010. Susan England seconded the motion. **Vote: 4-0**

Jay Linddy made a motion to approve the minutes of the Special Meeting held on March 25, 2010. Susan England seconded the motion. **Vote: 3-0-1 (Burbank, Buchardt and England – aye; Linddy – abstain)**

Jay Linddy made a motion to approve the minutes of the Special Meeting held on March 31, 2010. Susan England seconded the motion. **Vote: 3-0-1 (Burbank, Buchardt and England – aye; Linddy – abstain)**

- 5 **Tax Refunds:** Jay Linddy made a motion to approve the tax refund requested by the Office of the Tax Collector as follows: CAB East for \$61.71, Sarah & Walter Clark for \$150.70, Diane Collazo for \$245.09, Tracy Fitzpatrick for \$8.00, Bernd Knochenhauer for \$9.63, Karen Massie for \$30.58, Sharon Mills for \$10.61, and Motor Credit for \$82.80. Elaine Buchardt seconded the motion. **Vote: 4-0**

- 6 Set Annual Town Budget Meeting for May 6, 2010:** Jay Linddy stated that if the meeting is held on this date and the budget passes, a Referendum on the budget would be held on May 18, 2010. Jay Linddy made a motion to set the date for the Budget Hearing on May 6, 2010 to be held in the Community Room. Susan England seconded the motion. **Vote: 4-0.**
- 6A-Ordinance: Zoning Permits/Delinquent Taxes:** Jay Linddy reported that the current ordinance precludes the issuance of a building permit when the taxes are delinquent on the property. He would like to revise the ordinance to preclude issuance of a zoning permit when taxes are delinquent. The Planning and Zoning review and authorization is the first step of building process and takes a lot of Town time and money. Susan England recused herself from the discussion because she is a member of the Planning and Zoning Commission. Discussion followed and Elaine Buchardt stated that she would like to see the ordinance revised to preclude wetlands authorization if taxes are delinquent because this is also an early step in the building process. Jay Linddy made a motion that the ordinance be revised so that no wetland or zoning authorization be issued unless taxes on the property are current. Elaine Buchardt seconded the motion. **Vote: 3-0-1 (Buchardt, Burbank and Linddy – aye; England – abstain)** Bob Burbank will contact to the Town Attorney to determine if this is a minor ordinance (can be approved by the Board of Selectmen) or a major ordinance (will continue to a Town Meeting)
- 6B- Insurance Commission:** Jay Linddy reported that about 10 years ago the Town has an Insurance Commission to help the selectmen review Town insurance. He was interested in reestablishing the Insurance Commission. Discussion followed and no action was taken.
- 7 Route 6 Hop River Corridor Economic Development Challenges & Opportunities Draft:** Robert Burbank reported that he and Elaine Buchardt serve on the regional Route 6 Hop River Corridor Economic Development Study Committee. He and Elaine Buchardt presented an overview of the reports and stated that a public hearing will be held later this spring
- 8. Andover Board of Finance:** The Board of Finance will hold the Public Hearing on the FY 2011 Budget on April 28, 2010. This is the last opportunity to request additions to the Budget. It is the best time to request modifications to the Budget.
- 9 Conservation Commission appointment:** Jay Linddy made a motion to appoint Scott Warren to the Conservation Commission. Susan England seconded the motion. **Vote: 4-0** A copy of the minutes of the last Conservation Commission meeting are included in the meeting package.
- 10 Community Voice Channel Program Guide:** A copy of the April Guide is included for informational purposes. .
- 11 Treasurer's Monthly Report:** A copy is included for informational purposes.

- 12 Tax Collector's Monthly Report:** A copy is included for informational purposes. Approximately 85% of the taxes for FY 2010 have been collected to date.
- 13. Charter Review Committee:** Jay Linddy reported that there are several questions that need to be addressed regarding the Committee. The questions relate to the starting date of the Committee, conflict of interest, legal counsel and clerk for the Committee, rules of operation, and who on the Board of Selectmen is eligible to select the members of the Committee. It was agreed that advice from the Town Attorney is needed to address these questions and a special meeting of the Board will be held for this purpose. In addition, the Board agreed to appoint the Charter Committee at the May meeting in order to avoid conflict with the Town Budget process.
- 14 Andover Economic Development Commission:** Elaine Buchardt reported that the Economic Development Commission will be hosting a Business Fair on May 15, 2010. Andover businesses will be represented at the event.
- 15 Andover Beautification Committee:** Minutes of the March 16, 2010 meeting of the Beautification Committee and the March 25, 2010 meeting of the Memorial Day Committee are included for informational purposes.
- 16 RHAM Budget:** Jay Linddy reported that there should be no increase in the mil rate related to the RHAM budget this year due to declining enrollment of Andover students. The Referendum on the RHAM budget will be held on May 4, 2010.
- 17 Town Roads:** Robert Burbank reported that repairs to drainage and pavement on Lake Road will occur in May. He also reported that the proposed FY 2011 budget includes an additional \$40,000 for road maintenance, for a total of \$120,000 in town funding. If this amount is approved, there are plans to pave Burnap Brook Road.
- 18 2010-2011 Budget:** Jay Linddy reported that the Board of Finance has finished its work on the FY 2011 budget and that it appears that there will be no increase in mil rate this year.
- 19 Liaison Reports:** Elaine Buchardt reported on the Senior Transportation Committee. The Town has applied for 2 grants; one for a new van and one for continuing operation of the 2 buses.

Susan England reported on the Library Board of Directors meeting. A new oil tank has been installed at the Library, replacing the leaking old tank. Additionally, the alarm system is being installed. The Friends of the Library will hold their annual auction on April 30, 2010.

20 Comments from the Public:

Georgette Conrad commented on the issue of potential conflict of interest related to the Charter Review Committee.

Leigh Ann Hutchinson commented on the Route 6 Hop River Corridor Economic Development Committee.

21 Adjournment: Susan England made a motion to adjourn. Elaine Buchardt seconded the motion which passed unanimously and the meeting was adjourned at 8:40 P.M.

Respectfully submitted,
Susan England
April 8, 2010

RECEIVED FOR RECORD
4-12-2010 @ 11:23am
Carol N. Lee
TOWN CLERK

Andover Board of Selectmen

Special Meeting

129

Tuesday April 13, 2010, 3:30pm
Town Office Building (Community Room) 17 School Road, Andover CT

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Comments from the Public:**
3. **Charter Review Commission:** Discussion with the Town Attorney regarding Charter Review.
4. **Executive Session:** Discuss the Charter Review Commission applicants qualifications.
5. **Adjournment:**

Submitted by
Jay K Linddy

**Town of Andover
Special Meeting
Board of Selectmen
April 13, 2010, 2010
Andover Town Office Building
Community Room
3:30 P.M.**

Attendance: Robert Burbank, Jay Linddy, Susan England, Elaine Buchardt
Absent: David Ziff
Town Attorney: Dennis O'Brien

1. **Call to Order:** Meeting was called to order at 3:32 P.M.
2. **Comments from the Public:** None
3. **Charter Review Commission:** Discussion was held with Town Attorney Dennis O'Brien regarding the Charter Review Commission. No action was taken.

Elaine Buchardt left at 4:30 pm.

4. **Executive Session:** There was no executive session held.
5. **Adjournment:** Susan England made a motion to adjourn. Jay Linddy seconded the motion which passed unanimously and the meeting was adjourned at 4:50 P.M.

Respectfully submitted,
Susan England
April 14, 2010

RECEIVED FOR RECORD
4-15-2010 @ 3:00 pm
Carol N. De
TOWN CLERK

Andover Board of Selectmen

Special Meeting

131

Tuesday May 4 2010, 2:00pm
1st Selectmen Office (Community Room) 17 School Road, Andover CT

Agenda

1. Call to Order/Pledge of Allegiance:
2. Comments from the Public:
3. **Executive Session:** Discuss the Charter Review Commission applicants qualifications.
4. **Adjournment:**

Submitted by
Jay K Linddy

RECEIVED FOR RECORD
05-03-10 @ 1:01 PM
Margaret H. Busch
Asst. TOWN CLERK

**Town of Andover
Special Meeting
Board of Selectmen
May 4, 2010
Andover Town Office Building
First Selectman's Office
2:00 P.M.**

Attendance: Robert Burbank, Jay Linddy, Susan England, Elaine Bucharadt
Absent: David Ziff

1. **Call to Order/Pledge of Allegiance:** Meeting was called to order at 2:05 P.M.
2. **Comments from the Public:** None
3. **Executive Session:** Jay Linddy made a motion that the Board of Selectmen enter into Executive Session for the purpose of discussion of the Charter Review Commission applicants' qualifications. Elaine Bucharadt seconded the motion.

Vote: 4-0 The Board of Selectmen went into Executive Session at 2:30 P.M. and came out of Executive Session at 3:15 P.M. No action was taken.
4. **Adjournment:** Elaine Bucharadt made a motion to adjourn. Jay Linddy seconded the motion which passed unanimously and the meeting was adjourned at 3:16 P.M.

Respectfully submitted,
Susan England
May 4, 2010

RECEIVED FOR RECORD
05-05-10 @ 10:35 AM
Margaret H. Busch
Asst. TOWN CLERK

Andover Board of Selectmen

Regular Monthly Meeting Wednesday May 5, 2010 7:00pm
Town Office Building (Community Room), Andover CT

Agenda

1. Call to Order/Pledge of Allegiance:
2. Comments from the Public:
3. Opportunity Add/Delete agenda items:
4. Tax Refunds: Matthew J. Neubelt \$ 15.04
5. Approval of Minutes: Special meetings: March 22, March 25, March 31, 2010 and April 13, 2010 and Regular meeting April 7, 2010.
6. Andover Public Library: Request for \$ 900.00 for repair of the Library ceiling due to water damage.
7. Treasures Monthly report: April 2010
8. RHAM Budget Vote:
9. Andover Economic Commission: Business Fair Saturday May 15, 2010
10. Andover Conservation Commission: March 30, 2010 Meeting Minutes.
11. Andover Safety and Health Committee: In compliance with the State of Ct safety and health committee regulations.
12. Web Site Committee: Appointment of a Web Site Committee. And \$ 500.00 Budget Line Item.
13. Annual Town Budget Meeting: May 6, 2010 7:00pm, if needed special Board of Selectmen meeting immediately following Town Budget Meeting.
14. Route 6 hop River Corridor Economic Development:
15. Andover Home Town News:
16. Silver Lining:
17. Board of Finance: April 28 Public Budget Hearing Meeting, Board has concerns about Trips (Young at Heart & Bob Wanagel) and sharing a grant writer with another town.
18. Charter Review Resolution:
19. Liaison Reports:
20. Memorial Day Parade and Services: May 31, 2010
21. MIRMA Assessment:
22. Executive Session: Discuss the Web Site Committee applicants qualifications.
23. Adjournment:

Submitted by
Jay K Linddy

RECEIVED FOR RECORD
05-04-10 @ 10:00 AM
Margaret H. Busch
Asst. TOWN CLERK

**Andover Board of Selectmen
Meeting Minutes from 5 May 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Monthly Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, Susan England and Elaine Buchardt

Absent: David Ziff

Other Attendees:

Virginia Wanagel
Georgette Conrad
Dianne Grenier
Marie Burbank

Bob Wanagel
Edward Nagy
Michael Donnelly
Leigh Ann Hutchinson

Agenda Item #2: Comments from the Public:

B. Wanagel inquired if he would be allowed to speak during Agenda Item # 17.

Agenda Item #3: Opportunity Add/Delete agenda items:

J. Linddy made a motion to add Agenda Item #21A: NCRMHR Quarterly report to Board of Selectmen by Catherine Palazzi and Agenda Item #21B: Tax Collector Monthly Report to the Agenda.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #4: Tax Refunds: Matthew J. Neubelt \$15.04:

J. Linddy made a motion to approve the tax refund to Matthew J. Neubelt for \$15.04 as recommended by the Tax Collector.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #5: Approval of Minutes: Special meetings: March 22, March 25, March 31, 2010 and April 13, 2010 and Regular meeting April 7, 2010:

J. Linddy made a motion to approve the minutes from the Special Meeting of March 22, 2010.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to approve the minutes from the Special Meeting of March 25, 2010.

S. England seconded the motion.

Discussion followed.

Vote: 3-0-1 / Motion Carried

J. Linddy abstained

J. Linddy made a motion to approve the minutes from the Special Meeting of March 31, 2010.

S. England seconded the motion.

Discussion followed.

Vote: 3-0-1 / Motion Carried

J. Linddy abstained

J. Linddy made a motion to approve the minutes from the Special Meeting of April 13, 2010.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Lindy made a motion to approve the minutes from the Regular Meeting of April 7, 2010.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #6: Andover Public Library: Request for \$900.00 for repair of the Library ceiling due to water damage:

J. Lindy made a motion to approve the appropriation of \$900.00 for the repair of the Library ceiling due to water damage.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Lindy expressed concerns that the alarm system had not been installed in the Library even though the Board of Selectmen had approved the appropriation months ago.

R. Burbank reported that the Librarian and Vendor had both been given the approval to coordinate with each other to schedule the installation.

Agenda Item #7: Treasurers Monthly report: April 2010:

R. Burbank advised the Board that the town had expended 80.16% of the annual budget and was proceeding on track.

Agenda Item #8: RHAM Budget Vote:

R. Burbank reported that Andover had passed the RHAM budget with 107 votes cast, 79 Yes votes and 28 No votes were cast. He stated the budget for Andover was decreased in cost due to a lower enrollment, but that the overall RHAM budget had increase approximately 2 %.

Agenda Item #9: Andover Economic Commission: Business Fair Saturday May 15, 2010:

E. Buchardt reported that the EDC would be holding its second Business Fair on Saturday, May 15, 2010 from 11am to 3 pm in the Andover Town Hall Community Room. She stated that they expected a larger turn out from both vendors and the public due to other activities scheduled at Town Hall at the same time.

Agenda Item #10: Andover Conservation Commission: March 30, 2010 Meeting Minutes:

R. Burbank reported that the new Andover Conservation Commission had held its first meeting on March 30, 2010 and that the minutes had been supplied for the Board members information.

Agenda Item #11: Andover Safety and Health Committee: In compliance with the State of CT safety and health committee regulations:

J. Linddy reported that Andover, Town of & Board of Education had been determined to be in compliance with the safety and health committee regulations as set forth by Connecticut General Statues 31-40v-1-11.

Agenda Item #12: Web Site Committee: Appointment of a Web Site Committee and \$500.00 Budget Line Item:

J. Linddy made a motion to approve the appointment of Nancy Chmielewski, Aimee Desimone, Jay Kamins, Theodore Sakelarakis, Scott Sauyet, Emily Timrek, Debra Toupenca and Lorraine Costanzo as members of the Web Site Committee with Lisa Burke, Whitney Covell, Heidi Donnelly and Jeanne Sheehan as alternates.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion to approve the establishment of a line item of \$800.00 to fund the Website Committee.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #13: Annual Town Budget Meeting: May 6, 2020 at 7:00 pm, if needed special Board of Selectmen meeting immediately following Town Budget Meeting:

J. Linddy advised the members that there would be a Special Board of Selectmen meeting held after the Annual Town Budget Meeting on Thursday May 6, 2010 should the budget fail to pass. An agenda for this meeting was supplied for the member's information.

R. Burbank stated he wished to commend the Town employees, and School employees for maintaining a tight budget again this year. He also commended the Board of Selectmen and the Board of Finance for their diligence in developing a 0% increase budget.

Agenda Item #14: Route 6 Hop River Corridor Economic Development:

E. Buchardt reported that the Route 6 Hop River Corridor Economic Development Commission was planning a meeting to be held at The Town Hall Community Room on May 13, 2010 at 7:00 pm to introduce the new plan that had been developed.

Agenda Item #15: Andover Home Town News:

The Andover Home Town News of April 15, 2010 was supplied for the member's information.

Agenda Item #16: Silver Lining:

A copy of Vol. 15 No. 4 dated May 2010 was supplied for the member's information.

Agenda Item #17: Board of Finance: April 28 Public Budget Hearing Meeting, Board has concerns about Trips (Young at Heart & Bob Wanagel) and sharing a grant writer with another town.

J. Linddy advised the Board of Selectmen that the Board of Finance had sent three concerns to the Board. The first concern was the website line item which had already been addressed. Secondly, a recommendation to share a grant writer with another town had been offered at the Board of Finance Public Hearing. Mr. Linddy stated that the Town had a grant writer already available to them. Thirdly, there was a concern with regard to the Senior trip money and how it was being used.

E. Buchardt advised that the Commission on Aging reviewed Senior Concerns and that Senior Trips was an issue due to the fact the program had at one time been funded at a \$3,500.00 level and had been cut back to \$2,000.00 when a grant had been obtained to

help subsidize the trips. She stated that in the future the Board might need to look at reinstating a higher level of funding for this program.

R. Burbank stated that there are other trips that are operating through the grant program.

J. Linddy made a motion to correct an error in the Agenda of the meeting to include Public Speak at the end of the meeting as was normal and customary.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #18: Charter Review Resolution:

J. Linddy made a motion to approve the resolution that the Board of Selectmen hereby initiates the process of amendment of the Andover Town Charter in accordance with the provisions of State Statute 7-188 of the Connecticut General Statutes, as amended. This resolution shall take effect upon enactment.

S. England seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

J. Linddy made a motion whereas, in accordance with Section 7-190(a) of the Connecticut Statutes the Board of Selectmen is charged with the authority to appoint the members of the Charter Revision Commission the following electors of the Town as its members will be Penny Auer, Donald Denley Jr., Donald Keener, Catherine Magaldi-Lewis, Gary Gile, Marie Burbank and Carol Lee.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-1-0 / Motion Carried

J. Linddy voted No.

Mr. Linddy requested that the record show that he had no concerns with the candidates selected but with the balance between members currently serving on Boards or

Commissions versus the number of members who were currently not serving on any Board or Commission.

Agenda Item #19: Liaison Reports:

P&Z: S. England reported that the Board had been working on 4 requests. Mrs. England stated that the Commission had denied an application to build a Dog Kennel. She advised that at present there were two possible subdivisions being reviewed as well as a pottery business.

RHAM: R. Burbank stated that the RHAM budget had been the major topic of discussion. He stated that the increase for next year would be approximately 2% and that Andover would see no increase due to a decrease in enrollment.

Recreation Commission: J. Linddy stated that Family Fun Night had been a great success. He stated that a group of young men had stepped up to help with the safety issues and that had helped to make things run much smoother.

Board of Education: J. Linddy stated that Mr. David Caron who has taught at Andover for 39 years lost his wife recently. Mr. Linddy also wished to advise the Board of the passing of John Costa who had served on the Planning & Zoning Commission for many years and had been a long time resident of Andover. Mr. Linddy also offered condolences to Dawn Quint, the Board clerk, for the loss of her father.

Agenda Item #20: Memorial Day Parade and Services: May 31, 2010:

J. Linddy advised that R. Burbank had been working with Major General Thaddeus J. Martin to request a fly over in honor of the soldiers and sailors killed in action.

Agenda Item #21: MIRMA Assessment:

R. Burbank stated that he had been working with the First Selectmen of Deep River and Westbrook as well as Hebron and Marlborough to discuss options to address the MIRMA Assessment. Mr. Burbank stated that he had referred the Assessment issue to the Town Attorney for advisement.

Agenda Item #21A: NCRMHR Quarterly report to the Board of Selectmen by Catherine Palazzi:

J. Linddy advised that Mrs. Palazzi had submitted a comprehensive report for the members review.

Agenda Item #21B: Tax Collector Monthly Report:

J. Lindy offered the report for the members information.

Agenda Item #22: Public Speak:

R. Wanagel addressed concerns with the Senior Trip budget and the physical condition of the Old Fire House.

D. Grenier advised that the Library Board of Directors Chair routinely handles the coordination of repairs at the Library.

D. Grenier inquired about the time line of a new business directory from the EDC.

G. Conrad inquired about the addition of funding for the website committee.

D. Grenier inquired about who will advise members who have been appointed to the website committee.

L. Hutchinson inquired about receiving a copy of the detailed report for the upcoming budget.

Agenda Item #23: Adjournment:

S. England made a motion to adjourn the meeting.

E. Buchardt seconded the motion.

Vote: 4-0-0 / Motion Carried

The meeting was adjourned at 8:27 p.m.

Minutes respectfully submitted by:

Dawn D. Quint

May 7, 2010

RECEIVED FOR RECORD
05-10-10 @ 8:30 AM
Margaret H. Busch
Asst. TOWN CLERK

APPOINTMENT TO OFFICE

Congratulations, you were appointed to the Website Committee, at the May 5, 2010 Board of Selectmen meeting. Pursuant to Section 408 of the Andover Town Charter, this will serve as your official notice. Please stop in the Town Clerk's Office to take your oath of office at your earliest convenience but, before you attend your first meeting.

Thank you for your willingness to serve the Town of Andover in this capacity.

Robert F. Burbank

Robert F. Burbank
First Selectman

Jay Linddy

Jay Linddy
Selectman (Vice-First)

Elaine Buchardt

Elaine Buchardt
Selectman

David Ziff
Selectman

Susan England

Susan England
Selectman

May 5, 2010

Date



**TOWN OF ANDOVER
BOARD OF SELECTMEN**

Proposed Resolutions to Establish a Charter Revision Commission for the Town of Andover

**A. RESOLUTION TO INITIATE THE REVISION OF THE ANDOVER TOWN
CHARTER**

WHEREAS, Connecticut General Statutes § 7-188 provides that any action by a municipality to amend its charter shall be initiated by a resolution adopted by a two-thirds vote of the entire membership of the appointing authority of such municipality, which in the Town of Andover is the Board of Selectmen;

And WHEREAS, it is the opinion of the members of the Board of Selectmen that it is in the best interests of the people of the Town of Andover that the process of revision to the Andover Town Charter be initiated at this time:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Selectmen hereby initiates the process of amendment of the Andover Town Charter, in accordance with the provisions of § 7-188 of the Connecticut General Statutes, as amended.
2. This resolution shall take effect upon enactment.

**A. RESOLUTION TO APPOINT MEMBERS OF THE CHARTER REVISION
COMMISSION**

WHEREAS, in accordance with Section 7-190(a) of the Connecticut Statutes the Board of Selectmen is charged with the authority to appoint the members of the Charter Revision Commission:

NOW, THEREFORE, BE IT RESOLVED TO:

Appoint a Charter Revision Commission of the Town of Andover with the following electors of the Town as its members:

- 1) Penny Auer
- 2) Marie Burbank
- 3) Donald Denley Jr.
- 4) Gary Gile
- 5) Donald Keener
- 6) Carol Lee
- 7) Catherine Magaldi-Lewis

Should appointed members be unable to serve, resign or become unqualified, the Board of Selectmen shall fill said vacancy.

Should appointed members be unable to serve, resign or become unqualified, the Board of Selectmen shall fill said vacancy.

C. RESOLUTION TO CHARGE THE CHARTER REVISION COMMISSION TO CONSIDER AREAS OF THE TOWN CHARTER, AND TO SUBMIT ITS DRAFT REPORT TO THE TOWN CLERK BY A DATE CERTAIN

WHEREAS, Section 7-190(b) of said Connecticut General Statutes authorizes the Board of Selectmen to make recommendations for amendment of the Town Charter to the Charter Revision Commission, and requires that the Commission comment in its report on each recommendation that it has been directed to consider by the Board of Selectmen;

And WHEREAS, the Commission may also consider other items for inclusion in the Charter, other changes to the Charter, and such other items as it deems desirable or necessary, and comments on such items and/or changes shall be included in its report;

And WHEREAS, said Section 7-190(b) also requires the Board of Selectmen to specify by resolution when the Commission shall submit its draft report to the Town Clerk, who, pursuant to General Statutes Section 7-191(b), shall then transmit such report to the Board of Selectmen:

NOW, THEREFORE BE IT RESOLVED THAT:

The Charter Revision Commission shall review and make recommendations in its report on each of the following sections of the Andover Town Charter and related subjects, and provide its draft report to the Town Clerk by September, 2011, for submission to the Board of Selectmen:

1. §Elective Officers - review with regard to composition, organization and the best interests of the town. This review is to include an evaluation of retaining a Town Administrator/Manager and making the position of Town Clerk appointed.
2. §Chapter II Elections – Section 203(B) – Review and determine if voting dates for the municipal election should be in May or November semi-annually
3. §Chapter IV Section 4 General Powers and Duties – Provide definition of major and minor ordinances to clarify the authority of the Board of Selectmen to adopt minor ordinances. Determine if other definitions are needed in the Charter to clarify authority of boards and commissions.
4. §Chapter VI – Appointed officers, Boards, Commissions, Committees and Agencies – Review provisions of this section as they relate to authority of the Board of Selectmen or appointing boards to replace members who are not present for a number of meetings
5. §Chapter VIII – Finance and Taxation – Section 803 – Annual Town Budget Meeting and Referendum -Review to determine the budget adoption procedure for the town

Section 806D – consider expanding Board of Selectmen authority to execute budget transfers earlier then the last three months of the fiscal year with the same notifications to the Board of Finance already so stated in the section.

Review the duties of the Capital Improvement Committee and the current threshold amount.

- 6. Review recommendations of the public hearings to be held by the Charter Revision Commission.
- 7. Resolve ambiguities and eliminate obsolete sections of the Charter

D. RESOLUTION TO BUDGET FUNDS TO SUPPORT THE WORK OF CHARTER REVISION COMMISSION

NOW, THEREFORE, BE IT RESOLVED:

To appropriate a budget to the Andover Charter Revision Commission for the purpose of defraying necessary expenses incurred during the course of the Commission’s deliberations.

Signed at Andover, Connecticut, this 5th day of May, 2010

Robert F. Burbank
Robert F. Burbank
First Selectman

Jay Linddy
Jay Linddy
Selectman

Susan England
Susan England
Selectman

Elaine B. Buchardt
Elaine Buchardt
Selectman

David Ziff
Selectman

APPOINTMENT TO OFFICE

Congratulations, you were appointed to the Charter Review Commission, at the May 5, 2010 Board of Selectmen meeting. Pursuant to Section 408 of the Andover Town Charter, this will serve as your official notice. Please stop in the Town Clerk's Office to take your oath of office at your earliest convenience but, before you attend your first meeting which will be held on Tuesday, May 11, 2010 at 7:00 p.m. in the Community Room of the Town Office.

Thank you for your willingness to serve the Town of Andover in this capacity.

Robert F. Burbank

Robert F. Burbank
First Selectman

Jay Linddy

Jay Linddy
Selectman (Vice-First)

Elaine Buchardt

Elaine Buchardt
Selectman

David Ziff
Selectman

Susan England

Susan England
Selectman

May 5, 2010

Date

TOWN OF ANDOVER
BOARD OF SELECTMEN
SPECIAL MEETING
THURSDAY, MAY 6, 2010

IMMEDIATELY FOLLOWING TOWN BUDGET MEETING IF NEEDED

1. Call to Order
2. Set Date for Succeeding Town Meeting
3. Adjournment

Cancelled

Andover Board of Selectmen

Regular Monthly Meeting Wednesday June 2, 2010 7:00pm
Town Office Building (Community Room), Andover CT

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Comments from the Public:**
3. **Opportunity to Add/Delete agenda items:**
4. **Tax Refunds:** Jose or Rose Marie Aguiar \$ 58.44, John or Carolyn Bator \$ 1,681.53, Ryan Griffin \$ 2010.66, Kevin or Theresa Hixson \$ 1,078.47, Paul or Rita Kessing \$ 1,466.94. Randall or Patricia Lomis \$ 46.23, Scott & Chris McCrea \$ 27.00, Joan Merritt \$ 93.62, Jeffrey or Marice Miner \$ 1,745.70, Christopher Ming \$ 1,480.74 and John Phelps 83.37.
5. **Approval of Board of Selectmen meeting minutes:** Regular meetings: May 4, 2010.
6. **Treasurers Monthly report:** June 2010
7. **RHAM FY2011 Levy payment schedule:**
8. **June 2010 monthly Tax collection report:**
9. **Suspense request by Tax Collector:** Real Estate, Personal Property, Motor Vehicle and Motor Vehicle suspense.
10. **2009-2010 Annual Report:**
11. **Selectman Resignation:** Susan Cole England effective June 1, 2010
12. **Energy Grant:** Paul's Paint and Decorating Center deposit \$ 1893.82.
13. **Moody's rating on the Town of Andover.** A1 rating.
14. **Web Site Committee:** 1st meeting Tuesday June 8th 2010.
15. **2010-2011 Re-Appointments to Board, Commissions, Officers.**
16. **Minutes from Boards & Commissions**
 - 16-a **Library Board:**
 - 16-b **Charter Revision Commission:** May 24, Public Hearing & meeting
 - 16-c **Memorial Day Committee:** May 20, 2010
 - 16-d **Fire Commission:** May 3, 2010
 - 16-e **Conservation Commission:** April 29, 2010
 - 16-f **Economic Development Commission:** May 20, 2010
 - 16-g **Board of Finance:** May 26, 2010
17. **Liaison Reports:**
18. **MIRMA Assessment:**
19. **Adjournment:**

RECEIVED FOR RECORD

6-1-10 @ 2:53pm

Carol H. Hoag

TOWN CLERK

Submitted by
Jay K Linddy

**Andover Board of Selectmen
Meeting Minutes from 2 June 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Monthly Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, and Elaine Buchardt.
Absent: David Ziff

Other Attendees:

Catherine Palazzi	Michael Palazzi
Georgette Conrad	Edward Nagy
Dianne Grenier	Michael Donnelly
Virginia Wanagel	Bob Wanagel
David Knowlton	Marie Burbank
Donald Keener	

Agenda Item #2: Comments from the Public:

D. Keener read a letter from the Andover Democratic Town Committee thanking Susan England for her years of service and endorsing Linda Knowlton as a qualified candidate to fill the remainder of the term as Selectperson.

Agenda Item #3: Opportunity Add/Delete agenda items:

No action was taken.

Agenda Item #4: Tax Refunds: Jose or Rose Marie Aguiar \$58.44, John or Carolyn Bator \$1,681.53, Ryan Griffin \$2,010.66, Kevin or Theresa Hixson \$1,078.47, Paul or Rita Kessing \$1,466.94, Randall or Patricia Loomis \$46.23, Scott & Chris McCrea

\$27.00, Joan Merritt \$93.62, Jeffrey or Marcie Miner \$1,745.70, Christopher Ming \$1,480.74 and John Phelps \$83.37:

J. Linddy made a motion to approve the tax refund to Jose or Rose Marie Aguiar \$58.44, John or Carolyn Bator \$1,681.53, Ryan Griffin \$2,010.66, Kevin or Theresa Hixson \$1,078.47, Paul or Rita Kessing \$1,466.94, Randall or Patricia Loomis \$46.23, Scott & Chris McCrea \$27.00, Joan Merritt \$93.62, Jeffrey or Marcie Miner \$1,745.70, Christopher Ming \$1,480.74 and John Phelps \$83.37 as requested by the Tax Collector for a total of \$9,772.70.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #5: Approval of Minutes: Regular Meetings, May 5, 2010:

J. Linddy made a motion to approve the minutes from the Special Meeting of May 4, 2010.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

J. Linddy made a motion to approve the minutes from the Regular Meeting of May 5, 2010.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #6: Treasurers Monthly Report: June 2010:

R. Burbank reported that the Treasurers Monthly Report had been supplied for the member's information. He also stated that the Town had expended 88.47% of their budget and was right on track.

Agenda Item #7: RHAM FY2011 Levy Payment Schedule:

R. Burbank advised that the actual RHAM levy would be \$3,995,530.94 and that the Board of Finance had only budgeted for \$3,993,000.00 leaving a shortfall of \$2,530.94. Mr. Burbank stated that the Board of Finance had been informed of the situation and they would be taking action to address the issue.

Agenda Item #8: June 2010 monthly Tax Collection report:

R. Burbank reported that the Tax Collector had done a phenomenal job and that the habitual long term payers had been collected on time. He said that the tax collections rate had helped stabilize the budget and kept the taxation rate down again this year.

Agenda Item #9: Suspense request by Tax Collector: Real Estate, Personal Property, Motor Vehicle and Motor Vehicle Suspense:

R. Burbank reported that all avenues had been pursued to collect from the parties on the list including the use of a collection agency and they had been deemed uncollectable. He stated that there was an expense to the Town to continue sending regular bills for uncollectable accounts. Mr. Burbank stated that the Town would still attempt to receive payment for back taxes on these accounts but that the regular billing needed to be suspended.

J. Linddy stated that even the state refused assistance or responsibility for the collection of local property taxes on property that they were renting out.

J. Linddy made a motion to put the items on the suspense list as recommended by the Tax collector and to notify the Board of Finance of this action.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #10: 2009-2010 Annual Report:

J. Linddy stated the Board had received a letter from Dianne Grenier expressing concerns with the lack of the production of a 2007-2008 annual report. Mr. Linddy stated that in 2007/08 that the Board of Finance Chairman had requested that all reports be forwarded to him for inclusion in the 2007-08 Annual Report and that the report had never been compiled by the Board of Finance.

R. Burbank stated the Board of Selectmen will make sure that an Annual Report be compiled for 2009/10 and that he will contact each volunteer and assign them duties but he saw no need to form a committee.

Agenda Item #11: Selectman Resignation: Susan Cole England effective June 1, 2010:

R. Burbank stated that the Board of Selectmen had received a letter of resignation from Sue England and although they understood her reason for leaving that they wanted to thank her for her years of service and note the exceptional job that she had done.

E. Buchardt made a motion to accept the resignation of Susan England effective June 1, 2010.

J. Linddy seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

R. Burbank stated that the Democratic Town Committee had recommended Linda Knowlton to fill the vacancy and that the Town was fortunate to have such an outstanding candidate for the position.

J. Linddy made a motion to appoint Linda Knowlton to the Board of Selectmen as recommended by the Democratic Town Committee.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #12: Energy Grant: Paul's Paint and Decorating Center deposit \$1,893.82:

R. Burbank stated that the Town had received an energy grant and that the new furnace for the office area of the Town office Building would be installed beginning on June 16, 2010. He also stated that the vertical blinds for the building had been ordered and the total price would be \$9,416.91 with a 20% deposit required. Mr. Burbank advised that the blinds would help with both acoustics and energy efficiency.

J. Linddy made a motion to direct the First Selectman to put a \$1,893.82 deposit on the vertical blinds for the Town Office Building.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #13: Moody's rating on the Town of Andover: A 1 rating:

R. Burbank stated that Moody had rated Andover A 1 with a Stable outlook.

Agenda Item #14: Web Site Committee: 1st meeting Tuesday June 8th 2010:

E. Buchardt stated that the first meeting for the Web Site Committee had needed to be changed due to a scheduling conflict and would now be held on Tuesday June 8, 2010.

Agenda Item #15: 2010-2011 Re-Appointments to Board, Commissions, Officers:

J. Linddy stated that the list of members of Boards, Commissions and Officers had been provided for the members to review prior to the next meeting when re-appointments would be held.

R. Burbank advised that he would contact each member to see if they were interested in being reappointed.

Agenda Item #16: Minutes from Boards & Commissions:**16-a Library Board:**

J. Linddy stated that The Town had not received minutes from the Library and could see by the agenda for the upcoming meeting to be held on June 7, 2010 that the Alarm System was to be addressed. Mr. Linddy expressed concerns that the Alarm System might not be installed yet. Mr. Burbank stated he will plan on attending the Library Board meeting to determine the progress on the alarm system.

16-b Charter Revision Commission: May 24, Public Hearing & meeting:

J. Linddy stated that the Charter Revision Commission had received a lot of good recommendations during their public hearing.

16-c Memorial Day Committee: May 20, 2010:

R. Burbank stated that he intended to contact the Memorial Day Committee and ask them to take oversight responsibility for the Veterans Memorial. J. Linddy stated that the Beautification Committee presently takes care of the clean up and maintenance of the Memorial.

16-d Fire Commission: May 3, 2010:**16-e Conservation Commission: April 29, 2010:**

J. Linddy stated that he had some information on a trail that had been

considered years ago to be built around Jurovaty Pond.

16-f Economic Development Commission: May 20, 2010:

E. Buchardt stated that the EDC's recent event brought a larger public turnout but fewer businesses. She stated that the CERT team presentation was very informative and that the Commission was not considering including Boards and Commissions at their next EXPO. They are also considering moving the time from mid afternoon on a Saturday to a Saturday evening and possibly hold it in conjunction with the Fire Departments steak supper.

16-g Board of Finance: May 26, 2010:

R. Burbank stated that the Board of Finance had met and set the mill rate at the same level as the past two years.

Agenda Item #17: Liaison Reports:

Recreation Commission: J. Lindy stated that the Commission was planning on having David Garrity return and that the public will see advertisements in the paper soon.

Route 6 Corridor: E. Buchardt stated that the Andover workshop had been held but that the Columbia workshop had to be postponed until the end of June.

Agenda Item #18: MIRMA Assessment:

R. Burbank stated that the MIRMA insurance (Workman's Compensation) had been established in Ed Turn's term and that many Towns had joined as a cost savings move. He stated that now MIRMA is having financial problems and has reassessed each Town dating back to the beginning of their signing on. Andover's assessment has been set at approximately \$90,000.00. Mr. Burbank stated that the Legislature had passed regulation allowing Towns to pay this off over multiple years however the Governor vetoed the bill. He stated that the Member Towns were working together to seek legal guidance on how to proceed.

Agenda Item #18A: Public Speak * not on Agenda through an oversight but is normal and traditional and agreed upon by all members present:**

R. Wanagel expressed praise for keeping public comment at both the beginning and end of each meeting.

M. Palazzi inquired to how long it would take to have the new furnace installed.

C. Palazzi inquired if the registrar of voters would need to remove their equipment from the boiler room.

Agenda Item #19: Adjournment:

*E. Buchardt made a motion to adjourn the meeting.
J. Lindy seconded the motion.*

Vote: 3-0-0 / Motion Carried

The meeting was adjourned at 7:53 p.m.

**Minutes respectfully submitted by:
Dawn D. Quint
June 4, 2010**

RECEIVED FOR RECORD
6-7-2010 @ 11:00am
Coral Lindy
TOWN CLERK

Town of Andover
Board of Selectmen Meeting

June 2, 2010

Please sign and

Print your name.

Thank you.

Catherine Palazzi

Michael Palazzi

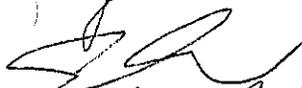
Dianne Grenier

Ed Nagy

Georgette M. Conrad

Bob Wanagel

Virginia Wanagel



Marie Burbank

/ Catherine Palazzi

/ Michael Palazzi

/ Dianne Grenier

/ EDWARD NAGY

/ Georgette M. Conrad

/ BOB WANAGEL

/ VIRGINIA WANAGEL

/ DAJÉ KNOWLTON

/ MARIE BURBANK

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Process Suspense Report
 OFFICE OF THE TAX COLLECTOR
 Condition (s): Year: , Type: 01 - RE, Order: Bill Number, Total Only: No, Recap by Dist: No
 Date: 05/24/2010 Time: 16:59:07

Bill #	Dst Name	Code Reason	Date	Town Amt	Dist Amt	Sewer Amt	Total
2004-01-0001078	VASSALLO ALICE M	TS TAX SALE	05/24/2010	458.84	0.00	0.00	458.84
2004-01-0001510	WILSON MARK T	TS TAX SALE	05/24/2010	403.64	0.00	0.00	403.64
RE	# Of Acct: 2			862.48	0.00	0.00	862.48
YR : 2004	TOTAL : 2			862.48	0.00	0.00	862.48
2005-01-0001445	VASSALLO ALICE M	TS TAX SALE	05/24/2010	549.28	0.00	0.00	549.28
2005-01-0001508	WILSON MARK T	TS TAX SALE	05/24/2010	483.20	0.00	0.00	483.20
2005-01-0001661	BOBBE MARK W & LAUREL A State of CT	CT STATE OF CT LAND	05/24/2010	5,573.44	0.00	0.00	5,573.44
RE	# OF Acct: 3			6,605.92	0.00	0.00	6,605.92
YR : 2005	TOTAL : 3			6,605.92	0.00	0.00	6,605.92
2006-01-0001449	VASSALLO ALICE M	TS TAX SALE	05/24/2010	476.04	0.00	0.00	476.04
2006-01-0001514	WILSON MARK T	TS TAX SALE	05/24/2010	420.80	0.00	0.00	420.80
RE	# OF Acct: 2			896.84	0.00	0.00	896.84
YR : 2006	TOTAL : 2			896.84	0.00	0.00	896.84
2007-01-0001463	VASSALLO ALICE M	TS TAX SALE	05/24/2010	499.56	0.00	0.00	499.56
2007-01-0001529	WILSON MARK T	TS TAX SALE	05/24/2010	441.60	0.00	0.00	441.60
RE	# OF Acct: 2			941.16	0.00	0.00	941.16
YR : 2007	TOTAL : 2			941.16	0.00	0.00	941.16
Grand Total: 9				9,306.40	0.00	0.00	9,306.40

Tax Sale
 Vassallo + Wilson → land sold going forward will bring in revenue.
 can still attempt to collect back taxes

ALUMINUM

U

D

Process Suspense Report
OFFICE OF THE TAX COLLECTOR

Date: 05/24/2010 Time: 17:06:22
Condition (s): Year: , Type: 02 - PP, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Amt	Dist Amt	Sewer Amt	Total
2004-02-0040086		PALMER BRIAN	OB	OUT OF BUSINESS	05/24/2010	2,242.16	0.00	0.00	2,242.16
2004-02-0040117		VERTEFOUILLE DAVID	LC	UNABLE TO LOCATE	05/24/2010	129.16	0.00	0.00	129.16
PP		# Of Acct: 2				2,371.32	0.00	0.00	2,371.32
YR : 2004		TOTAL : 2				2,371.32	0.00	0.00	2,371.32
2005-02-0040092		PALMER BRIAN	OB	OUT OF BUSINESS	05/24/2010	3,355.12	0.00	0.00	3,355.12
2005-02-0040112		SG ONLINE ENTERTAINMENT SYSTEMS INC	LC	UNABLE TO LOCATE	05/24/2010	57.24	0.00	0.00	57.24
PP		# Of Acct: 2				3,412.36	0.00	0.00	3,412.36
YR : 2005		TOTAL : 2				3,412.36	0.00	0.00	3,412.36
2006-02-0040095		PALMER BRIAN	OB	OUT OF BUSINESS	05/24/2010	2,136.56	0.00	0.00	2,136.56
PP		# Of Acct: 1				2,136.56	0.00	0.00	2,136.56
YR : 2006		TOTAL : 1				2,136.56	0.00	0.00	2,136.56
2007-02-0040022		ANDOVER SEPTIC TANK CO INC <i>ATA Brian Palmer</i>	OB	OUT OF BUSINESS	05/24/2010	3,368.60	0.00	0.00	3,368.60
2007-02-0040151		PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/24/2010	3,270.96	0.00	0.00	3,270.96
PP		# Of Acct: 2				6,639.56	0.00	0.00	6,639.56
YR : 2007		TOTAL : 2				6,639.56	0.00	0.00	6,639.56
2008-02-0040021		ANDOVER SEPTIC TANK CO INC <i>ATA Brian Palmer</i>	OB	OUT OF BUSINESS	05/24/2010	3,368.60	0.00	0.00	3,368.60
2008-02-0040150		PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/24/2010	3,270.88	0.00	0.00	3,270.88
PP		# Of Acct: 2 <i>ATA Brian Palmer</i>				6,639.48	0.00	0.00	6,639.48
YR : 2008		TOTAL : 2				6,639.48	0.00	0.00	6,639.48
Grand Total: 9						21,199.28	0.00	0.00	21,199.28

Process Suspense Report
 OFFICE OF THE TAX COLLECTOR Date: 05/25/2010 Time: 11:26:57
 Condition (s): Year: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Amt	Dist Amt	Sewer Amt	Total
2000-04-0080633	WHITTAKER ERIC	OS	OUT OF STATE	05/25/2010	295.67	0.00	0.00	295.67
MVS	# Of Acct: 1				295.67	0.00	0.00	295.67
YR : 2000	TOTAL : 1				295.67	0.00	0.00	295.67
2004-03-0050339	BIRSE MARION R	LC	UNABLE TO LOCATE	05/25/2010	107.64	0.00	0.00	107.64
2004-03-0050893	DELAHANTY OLIVE	LC	UNABLE TO LOCATE	05/25/2010	89.36	0.00	0.00	89.36
2004-03-0051555	HOPKINS ROBERT A	LC	UNABLE TO LOCATE	05/25/2010	80.39	0.00	0.00	80.39
2004-03-0051765	KING VERNON C	MR	MAIL RETURNED	05/25/2010	332.58	0.00	0.00	332.58
2004-03-0051947	LAWLER DONALD J	LC	UNABLE TO LOCATE	05/25/2010	50.03	0.00	0.00	50.03
2004-03-0052173	MANVILLE HEIDI H	LC	UNABLE TO LOCATE	05/25/2010	45.90	0.00	0.00	45.90
2004-03-0052435	MOORE ALAN C	OS	OUT OF STATE	05/25/2010	77.28	0.00	0.00	77.28
2004-03-0052637	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	189.75	0.00	0.00	189.75
2004-03-0052638	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	75.56	0.00	0.00	75.56
2004-03-0052639	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	78.59	0.00	0.00	78.59
2004-03-0053215	SOGLIERO ELIZABETH D	LC	UNABLE TO LOCATE	05/25/2010	152.15	0.00	0.00	152.15
2004-03-0053614	WHITE MYLES S	LC	UNABLE TO LOCATE	05/25/2010	92.77	0.00	0.00	92.77
MV	# Of Acct: 12				1,372.00	0.00	0.00	1,372.00
2004-04-0080005	ALAN NEIL A	LC	UNABLE TO LOCATE	05/25/2010	108.05	0.00	0.00	108.05
2004-04-0080065	BELFIORE JOHN P	LC	UNABLE TO LOCATE	05/25/2010	19.32	0.00	0.00	19.32
2004-04-0080093	BOYER CHRISTOPHER S	LC	UNABLE TO LOCATE	05/25/2010	188.20	0.00	0.00	188.20
2004-04-0080205	FIGUEROA ELIEZER	OS	OUT OF STATE	05/25/2010	56.93	0.00	0.00	56.93
2004-04-0080488	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	97.29	0.00	0.00	97.29
2004-04-0080489	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	468.86	0.00	0.00	468.86
2004-04-0080554	RUPAR ZACHARY A	MR	MAIL RETURNED	05/25/2010	27.60	0.00	0.00	27.60
MVS	# Of Acct: 7				966.25	0.00	0.00	966.25
YR : 2004	TOTAL : 19				2,338.25	0.00	0.00	2,338.25
2005-03-0050646	CHAMP COLLEEN A	LC	UNABLE TO LOCATE	05/25/2010	296.95	0.00	0.00	296.95
2005-03-0050647	CHAMP COLLEEN A OR	LC	UNABLE TO LOCATE	05/25/2010	85.90	0.00	0.00	85.90
2005-03-0051382	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	594.31	0.00	0.00	594.31
2005-03-0051384	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	550.12	0.00	0.00	550.12
2005-03-0051544	HERSON BRIDGET T	MR	MAIL RETURNED	05/25/2010	62.36	0.00	0.00	62.36
2005-03-0051796	KILBY MARIE J	MR	MAIL RETURNED	05/25/2010	219.72	0.00	0.00	219.72
2005-03-0052232	MANVILLE HEIDI H	LC	UNABLE TO LOCATE	05/25/2010	64.43	0.00	0.00	64.43
2005-03-0052233	MANVILLE HEIDI H	LC	UNABLE TO LOCATE	05/25/2010	120.18	0.00	0.00	120.18
2005-03-0052234	MANVILLE HEIDI H	LC	UNABLE TO LOCATE	05/25/2010	45.43	0.00	0.00	45.43
2005-03-0052484	MOON WILLIAM F OR	LC	UNABLE TO LOCATE	05/25/2010	78.43	0.00	0.00	78.43
2005-03-0052495	MOORE RONELLE L	LC	UNABLE TO LOCATE	05/25/2010	46.26	0.00	0.00	46.26
2005-03-0052609	NICHOLS ERNEST L	OS	OUT OF STATE	05/25/2010	455.54	0.00	0.00	455.54
2005-03-0052610	NICHOLS JEFFREY	OS	OUT OF STATE	05/25/2010	251.52	0.00	0.00	251.52
2005-03-0052635	NORRGARD NATHAN J	MR	MAIL RETURNED	05/25/2010	94.16	0.00	0.00	94.16
2005-03-0052704	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	185.85	0.00	0.00	185.85
2005-03-0052705	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	90.45	0.00	0.00	90.45
2005-03-0052706	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	746.70	0.00	0.00	746.70
2005-03-0053088	RUPAR ZACHARY A	MR	MAIL RETURNED	05/25/2010	39.65	0.00	0.00	39.65
2005-03-0053492	TAMBURRINO NICOLE D	MR	MAIL RETURNED	05/25/2010	63.60	0.00	0.00	63.60
MV	# Of Acct: 19				4,091.56	0.00	0.00	4,091.56
2005-04-0080112	CARIGLIO MICHELLE L	LC	UNABLE TO LOCATE	05/25/2010	209.97	0.00	0.00	209.97
2005-04-0080157	DANFORTH BRIAN J	LC	UNABLE TO LOCATE	05/25/2010	29.16	0.00	0.00	29.16

Process Suspense Report
 OFFICE OF THE TAX COLLECTOR
 Condition (s):

Date: 05/25/2010 Time: 11:26:57
 Year: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Amt	Dist Amt	Sewer Amt	Total
2005-04-0080158	DANFORTH BRIAN J	LC	UNABLE TO LOCATE	05/25/2010	135.96	0.00	0.00	135.96
2005-04-0080443	MURDOCH CHERYL A	LC	UNABLE TO LOCATE	05/25/2010	40.47	0.00	0.00	40.47
2005-04-0080444	MURDOCH CHERYL A	LC	UNABLE TO LOCATE	05/25/2010	38.53	0.00	0.00	38.53
2005-04-0080467	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	7.89	0.00	0.00	7.89
2005-04-0080603	TUCKER LARRY D	OS	OUT OF STATE	05/25/2010	21.48	0.00	0.00	21.48
MVS	# Of Acct: 7				483.46	0.00	0.00	483.46
YR : 2005	TOTAL : 26				4,575.02	0.00	0.00	4,575.02
2006-03-0050044	ALVAREZ MARIBEL	LC	UNABLE TO LOCATE	05/25/2010	63.65	0.00	0.00	63.65
2006-03-0050585	CARIGLIO MICHELLE L	LC	UNABLE TO LOCATE	05/25/2010	203.83	0.00	0.00	203.83
2006-03-0050883	DANFORTH BRIAN J	LC	UNABLE TO LOCATE	05/25/2010	144.91	0.00	0.00	144.91
2006-03-0050884	DANFORTH BRIAN J	LC	UNABLE TO LOCATE	05/25/2010	41.55	0.00	0.00	41.55
2006-03-0051385	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	330.59	0.00	0.00	330.59
2006-03-0051386	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	8.94	0.00	0.00	8.94
2006-03-0051387	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	327.17	0.00	0.00	327.17
2006-03-0052550	MURDOCH CHERYL A	LC	UNABLE TO LOCATE	05/25/2010	62.07	0.00	0.00	62.07
2006-03-0052623	NICHOLS ERNEST L	OS	OUT OF STATE	05/25/2010	228.81	0.00	0.00	228.81
2006-03-0052624	NICHOLS JEFFREY	OS	OUT OF STATE	05/25/2010	133.60	0.00	0.00	133.60
2006-03-0052712	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	97.57	0.00	0.00	97.57
2006-03-0052713	BRIAN PALMER EXCAVATION LLC	OB	OUT OF BUSINESS	05/25/2010	427.11	0.00	0.00	427.11
2006-03-0053096	RUPAR ZACHARY A	MR	MAIL RETURNED	05/25/2010	25.25	0.00	0.00	25.25
2006-03-0053117	SANCHEZ JONAS E	LC	UNABLE TO LOCATE	05/25/2010	49.18	0.00	0.00	49.18
2006-03-0053312	SMITH DONALD	LC	UNABLE TO LOCATE	05/25/2010	404.49	0.00	0.00	404.49
2006-03-0053590	TUCKER LARRY D	OS	OUT OF STATE	05/25/2010	52.60	0.00	0.00	52.60
MV	# Of Acct: 16				2,601.32	0.00	0.00	2,601.32
2006-04-0080263	GOULET CARLAMARIE D	MR	MAIL RETURNED	05/25/2010	37.74	0.00	0.00	37.74
2006-04-0080559	SANCHEZ JONAS E	MR	MAIL RETURNED	05/25/2010	28.85	0.00	0.00	28.85
MVS	# Of Acct: 2				66.59	0.00	0.00	66.59
YR : 2006	TOTAL : 18				2,667.91	0.00	0.00	2,667.91
2007-03-0050547	CALHOUN WILLIAM J JR OR	DC	DECEASED	05/25/2010	341.14	0.00	0.00	341.14
2007-03-0050577	CARIGLIO MICHELLE L	LC	UNABLE TO LOCATE	05/25/2010	173.33	0.00	0.00	173.33
2007-03-0050877	DANFORTH BRIAN J	LC	UNABLE TO LOCATE	05/25/2010	129.44	0.00	0.00	129.44
2007-03-0050878	DANFORTH BRIAN J	LC	UNABLE TO LOCATE	05/25/2010	39.74	0.00	0.00	39.74
2007-03-0051403	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	314.09	0.00	0.00	314.09
2007-03-0051404	GOULD DAWN E	OS	OUT OF STATE	05/25/2010	13.80	0.00	0.00	13.80
2007-03-0051409	GOULET CARLAMARIE D	MR	MAIL RETURNED	05/25/2010	74.80	0.00	0.00	74.80
2007-03-0052546	MURDOCH CHERYL A	LC	UNABLE TO LOCATE	05/25/2010	59.89	0.00	0.00	59.89
2007-03-0053126	SANCHEZ JONAS E	LC	UNABLE TO LOCATE	05/25/2010	70.66	0.00	0.00	70.66
2007-03-0053309	SMITH DONALD W JR	LC	UNABLE TO LOCATE	05/25/2010	370.94	0.00	0.00	370.94
2007-03-0053600	TUCKER LARRY D	OS	OUT OF STATE	05/25/2010	52.16	0.00	0.00	52.16
MV	# Of Acct: 11				1,639.99	0.00	0.00	1,639.99
YR : 2007	TOTAL : 11				1,639.99	0.00	0.00	1,639.99
2008-03-0050563	CALHOUN WILLIAM J JR OR	DC	DECEASED	05/25/2010	307.74	0.00	0.00	307.74
2008-03-0051416	GOULET CARLAMARIE D	MR	MAIL RETURNED	05/25/2010	66.79	0.00	0.00	66.79
2008-03-0052516	MOSHER STEVEN F OR	DC	DECEASED	05/25/2010	118.40	0.00	0.00	118.40
MV	# Of Acct: 3				492.93	0.00	0.00	492.93

Process Suspense Report
OFFICE OF THE TAX COLLECTOR

Date: 05/25/2010 Time: 11:26:58
Order: 88 - MV/MVS, Type: ,

Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Amt	Dist Amt	Sewer Amt	Total
YR : 2008	TOTAL : 3				492.93	0.00	0.00	492.93
Grand Total: 78					12,009.77	0.00	0.00	12,009.77

CHARD BLUMENTHAL
ATTORNEY GENERAL



2800 Berlin Turnpike
P.O. Box 817546
Newington, Connecticut 06181-7546

(860) 594-2581
FAX (860) 594-2574

Office of The Attorney General
State of Connecticut

October 28, 2008

228 Bunker Hill Rd.

Dennis O'Brien, Esq.
Andover Town Attorney
O'Brien and Johnson
120 Bolivia Street
Willimantic CT 06226

RE: Tax Lien
228 Bunker Hill Road
Andover CT

Dear Attorney O'Brien:

Please be advised that I represent the Connecticut Department of Transportation with respect to a parcel of property owned by the State which the Department is in the process of releasing as surplus. The parcel was purchased for the Route 6 Expressway on December 29, 1987 and leased to Ms. Debra A. Kehoe and Mr. John J. Beauhieu, beginning on November 1, 2005. The lease was terminated on August 31, 2006 for non-payment of rent. The rental agreement expressly provided that the tenants were to pay taxes to the Town of Andover in accordance with Conn. Gen. Stat. § 12-64(b).

Apparently, the Town has placed a tax lien on the property in the name of the State of Connecticut, which is precluding the Department from closing on the property. The balance due through October 31, 2008 is \$7,541.18.

As you may know, Conn. Gen. Stat. § 12-64(b) states that when state property is leased "it shall be separately assessed in the name of the lessee and subject to local taxation annually in the name of the lessee having immediate right to occupancy of such land or building, by the town wherein situated..." Further, Conn. Gen. Stat. § 12-81(2) expressly exempts land of the State of Connecticut from taxation by a municipality. Thus, Conn. Gen. Stat. § 12-64(b) allowing taxation of leasehold interests held by private parties on State land must be strictly construed, consistent with the prohibition on taxation of State property.

Moreover, common law indicates, by analogy, that a lien cannot be placed on State owned property unless legislatively permitted. See *O & G Industries v. Town of New Milford*, 229 Conn. 303 (1994); *Herzig v. Horrigan*, 34 Conn. App. 816 (1994). See also Attorney General Opinions, June 9, 1999 to Denise L. Nappier, State Treasurer

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Dennis O'Brien, Esq.
October 28, 2008
Page 2

citing and discussing *Herzig*, and to Edward C. Krawiecki, Minority Leader – House of Representatives, June 9, 1992, discussing powers of municipalities and their obligation to adhere to the law (both attached).

Accordingly, the tax lien placed on the subject property in the name of the State of Connecticut is invalid and must be removed immediately.

Once you have had a chance to review the issue, please give me a call so that we can discuss the best way to proceed. Thank you for your attention to this matter. I look forward to hearing from you shortly.

Very truly yours,



Paul K. Pernerewski
Assistant Attorney General

CERTIFICATE RELEASING AND DISCHARGING TAX LIENS

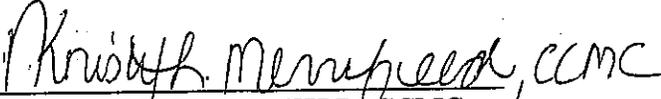
THE UNDERSIGNED TOWN OF ANDOVER OF OFFICE OF THE TAX COLLECTOR, IN THE COUNTY OF TOLLAND, STATE OF CONNECTICUT, HEREBY RELEASES AND DISCHARGES, BECAUSE OF THE PAYMENT OF THE AMOUNT SECURED THEREBY, TAX LIENS IN FAVOR OF THE TAXING AUTHORITIES HEREINAFTER SPECIFIED UPON CERTAIN REAL ESTATE SITUATED IN SAID OFFICE OF THE TAX COLLECTOR AND ALSO WITHIN THE TAXING JURISDICTIONS INDICATED WHICH TAX LIEN(S) IS (ARE) RECORDED

IN THE NAME OF
ORIGINAL OWNER: **CONNECTICUT STATE OF**
LOCATED AT: **228 BUNKER HILL ROAD**
BILL NUMBER: **2005-01-1661**

UNIQUE ID # **39 036 000011**
IN VOLUME: **103**
IN PAGE: **156**

THE AMOUNT SO PAID CONSISTS OF **\$5,573.44** TAX DUE TO THE OFFICE OF THE TAX COLLECTOR AND OF ALL INTEREST, FEES AND OTHER LEGAL ACCUMULATIONS THEREON,

DATED AT TOWN OF ANDOVER, CONNECTICUT, ON THE 10TH DAY OF MARCH 2009.


KRISTY L. MERRIFIELD, CCMC
TAX COLLECTOR - TOWN OF ANDOVER

*Lien release pursuant to attached letter from The Office of The Attorney General as well as an email sent to Robert Burbank, First Selectman from Dennis O'Brien, Esq., Town Attorney.

Andover Board of Selectmen
Andover, CT

June 2, 2010

Dear Board of Selectmen,

The Andover DTC wishes to thank Sue England for her many years of service to the Board of Selectmen, and we are sad to see her resign from the position.

The Andover DTC has found a qualified Democratic candidate to fill the remainder of the term, and we officially endorse and highly recommend Linda Knowlton for the selectman position vacated by Sue. You will find Linda to be dependable, hardworking, and a good project leader. Her local work as the Chair of the Economic Development Commission demonstrates her leadership skills as someone who can get things going where others have let things lapse. Linda possesses strong commitment, high energy, and independent thinking that will be an asset to the Board of Selectmen.

It is without reservation that the Andover DTC recommends Linda Knowlton for appointment to the Andover Board of Selectmen.

Sincerely,



Donald Keener
Chairman

Andover Democratic Town Committee

Andover Board of Selectmen

167

Regular Monthly Meeting – Wednesday July 7, 2010 7pm
Town Office Building 17 School Road Community Room

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Opportunity to Add/Delete agenda items:
4. Tax Refunds:
5. Approval of Board of Selectmen meeting minutes: Regular meeting June 2., 2010
6. Tax Collectors Monthly report: June 2010
7. Treasurer Monthly Report: June 2010
8. Municipal Agent for the Elderly Annual Report: July 2009-June 2010
9. 2009-2010 Annual Report:
10. Energy Grant:
11. Appointments to Boards, Commissions, Officers:
12. Appoint Liaison: for Boards and Commission
13. Planning & Zoning Commission: Proposal to amend the current land use fees.
14. Andover Elementary School: Sixth Grade Step-up Ceremony
15. Andover Board of Education and Andover Education Association: contract for July 1, 2011-June 30, 2014.
17. Minutes from Boards & Commissions:

16-a Library Board	16-b Charter Revision Commission
16-c Fire Commission	16-d Conservation Commission
16-e Economic Development	16-f Board of Finance
18. Liaison Reports:
19. Public Speak:
20. Adjournment:

Jay K. Linddy
July 2, 2010

RECEIVED FOR RECORD

7-6-10 @ 9:07am

Carol H. Lee

TOWN CLERK

**Andover Board of Selectmen
Meeting Minutes from 7 July 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Monthly Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, and Linda Knowlton.
Absent: David Ziff and Elaine Buchardt.

Other Attendees:

Catherine Palazzi
Dianne Grenier
Bob Wanagel

Michael Palazzi
David Knowlton
Virginia Wanagel

Agenda Item #2: Public Speak:

D. Knowlton expressed concerns with the new fee schedule that has been proposed by Planning and Zoning.

Agenda Item #3: Opportunity Add/Delete agenda items:

*J. Linddy made a motion to add Agenda Item #8A: CIP to the agenda.
L. Knowlton seconded the motion.*

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #4: Tax Refunds:

No action was taken.

Agenda Item #5: Approval of Board of Selectmen meeting minutes: Regular Meeting June 2, 2010:

J. Linddy made a motion to approve the minutes from the Regular Meeting of June 2, 2010.

R. Burbank seconded the motion.

Discussion followed.

Vote: 2-0-1 / Motion Carried

L. Knowlton abstained.

Agenda Item #6: Tax Collectors Monthly Report: June 2010:

J. Linddy made a motion to approve the Tax Collectors Monthly Report dated June 21, 2010.

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #7: Treasurers Monthly Report: June 2010:

R. Burbank reported that the Treasurers Monthly Report had been supplied for the member's information. He also stated that the Town had expended 95.05% of their budget as of June 22, 2010.

Agenda Item #8: Municipal Agent for the Elderly Annual Report: July 2009-June-2010:

J. Linddy made a motion to accept the Municipal Agents Annual Report.

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #8A: CIP:

J. Linddy expressed concerns with the need to re-allocate funding for some of the CIP approved budget projects. Mr. Linddy stated that the Board had not seen the road improvement plan or all of the bids for the truck or roof work that was to be done.

R. Burbank stated that the CIP allocation was sufficient for the replacement of the truck body and that the work was underway. Mr. Burbank also stated that some of the road work had been started and that he would ask for rebids on the Fire Department and Old Town Hall roofs approximately 60 days prior to the beginning of the work to be done.

J. Linddy stated that if the work had already begun than it was OK but that all bids even though they are approved by the CIP needed to be brought before the Board of Selectmen for their approval prior to starting the project.

Agenda Item #9: 2009-2010 Annual Report:

J. Linddy stated that some departments, such as the Transfer Station and Animal Control, had not received a request for their annual report. Mr. Linddy submitted a report for both departments.

R. Burbank stated that he had just begun working with a group of volunteers to contact departments and begin the process of developing the Annual Report. He stated that most departments had been asked to submit a report by July 30, 2010 for the volunteers to review.

J. Linddy stated that the Charter states that the Board of Selectmen must compile the Annual Town Report and therefore he wanted to be sure that the Board would have the final approval on the cover and content of the report. Mr. Linddy inquired if the Board had considered mailing a copy of the Annual Report to all households as had been requested by some Andover residents.

L. Knowlton inquired about the cost and how the report was distributed in the past.

R. Burbank stated that they are usually available in the Town Office Building as well as other locations and that mailing was cost prohibitive. Mr. Burbank also stated that in September he would begin soliciting possible pictures for the cover from the public.

Agenda Item #10: Energy Grant:

J. Linddy made a motion to approve the payment of the invoices for Fox Heating Services for \$3,200.00 and \$10,180.00.

R. Burbank seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #11: Appointments to Boards, Commissions, Officers:

*J. Linddy made a motion to appoint Mr. Timothy M. Fogarty to fill the vacancy on the Andover Recreation Commission as recommended by the Commission.
L. Knowlton seconded the motion.*

Discussion followed.

Vote: 3-0-0 / Motion Carried

J. Linddy stated that after reviewing the Boards and Commissions, most terms ran until June 30, 2011. However, Mr. Linddy stated that the minutes from the previous year did not denote a term length for one position.

*J. Linddy made a motion to reappoint Sylvia M. R. Dake as Emergency Management Coordinator.
L. Knowlton seconded the motion.*

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #12: Appoint Liaison: for Boards and Commissions:

*L. Knowlton made a motion to appoint: Robert Burbank as liaison to the Board of Finance, Eastern Highland Health District, Fire Commission and the Conservation Commission; Elaine Buchardt as liaison to the Capital Improvement Planning Commission, Cable Advisory Board, Commission on Aging, Web Site Committee and the Senior Transportation Committee; Jay Linddy as liaison to the Regional Board of Education, Recreation Commission, Planning & Zoning Commission, Library Board of Directors and the Andover Board of Education; and Linda Knowlton as liaison to the Zoning Board of Appeals, Inland Wetland Commission, Memorial Day Committee and the Economic Development Commission.
J. Linddy seconded the motion.*

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #13: Planning & Zoning Commission: Proposal to amend the current land use fees:

J. Linddy made a motion to table any action on the proposal to amend the current land use fees.

L. Knowlton seconded the motion.

Discussion followed.

J. Linddy stated he wished to withdraw his motion.

R. Burbank advised Mr. Linddy that he could not withdraw his motion without the second being withdrawn and then Mr. Burbank called the vote.

Vote: 2-0-1 / Motion Carried

J. Linddy abstained.

Agenda Item #14: Andover Elementary School: Sixth Grade Step-up Ceremony:

J. Linddy thanked Elaine Buchardt and Linda Knowlton for attending the Sixth Grade Step-up Ceremony on behalf of the Board of Selectmen.

Agenda Item #15: Andover Board of Education and Andover Education Association: Contract for July 1, 2011 – June 30, 2014:

J. Linddy reported that a three year contract between the Board of Education and the Teachers had been filed with the Town Clerk. He stated that the substantive changes were as follows:

- Teachers would have to submit payroll changes prior to August 15th
- Insurance Premium Cost Share would be Year 1-17%, Year 2-18% and Year 3-19%.
- Sick leave, upon departure, after 15 years of service will be paid at 10% of the current salary per diem up to 180 days.
- Andover School must be notified in writing by January 1st if a teacher intends to leave, and the person must be in good standing in order to receive payment for any benefit by the end of July.
- Salaries will increase Year 1 – 0%, Year 2 – 1.5% and Year 3 - 1.5%.

Agenda Item #16: Not on agenda:**Agenda Item #17: Minutes from Boards & Commissions:**

- A. Library Board: Minutes supplied for members information.
- B. Charter Revision Commission: Minutes supplied for members information.
- C. Fire Commission: No minutes were supplied.
- D. Conservation Commission: No minutes were supplied.
- E. Economic Development: No minutes were supplied.
- F. Board of Finance: No minutes were supplied.

Agenda Item #18: Liaison Reports:

Andover Seniors: J. Linddy reported on behalf of Elaine Buchardt that Donald Beauvais had been elected president of the Seniors. Mr. Linddy thanked Barbara Foran for her many years of service.

Library: R. Burbank reported that the Library alarm system was installed and fully functional.

Recreation Commission: J. Linddy reported that the Magic Show had been a huge success.

Agenda Item #19: Public Speak:

R. Wanagel inquired about the usage of the \$250,000 grant for building a Senior Center.

J. Linddy reported that the Board of Finance will not meet on July 28, 2010 but will meet on July 21, 2010. They have also cancelled their regular meeting for August. He also stated that the Board of Education projected being able to return approximately \$100,000.00 to the Town due to the reduction of one school bus being operated this past year along with the departure of two teachers.

C. Palazzi thanked the Board of Selectmen for replacing the front door at the Old Fire House. She also stated that she was hoping to see the stairs repaired soon. Mrs. Palazzi also stated that she had spoken with people from the State and that there were no funds available to subsidize the building of a Senior Center at this time and that the \$250,000 grant would not be useable. C. Palazzi also welcomed new Board member Linda Knowlton to the Board of Selectmen.

Agenda Item #20: Adjournment:

*L. Knowlton made a motion to adjourn the meeting.
J. Lindy seconded the motion.*

Vote: 3-0-0 / Motion Carried

The meeting was adjourned at 8:13 p.m.

**Minutes respectfully submitted by:
Dawn D. Quint
July 9, 2010**

MUNICIPAL AGENCY FOR THE ELDERLY
 (JULY 2009 - JUNE 2010)
 ANNUAL REPORT

AAA Region: (circle one): Eastern North Central South Central Southwestern Western

Municipal Agent on Record Catherine Palazzi Full-time Part-time X
 Address 100 Hutchinson Road
 Town Andover
 Telephone Number 860-916-6122
 E-mail: nanasworld@comcast.net

The MA annual report has been modified to fit into most towns Fiscal Reporting Period starting on July 1st of each year and ending with June 30th. The report requires you to document the number of inquiries you receive and the number of referrals you make throughout the year, from seniors or someone acting on their behalf. Please list below the number of inquiries and referrals you have tallied in the service categories listed on this sheet. Do not report the number of seniors participating in a program such as the number of seniors eating at the congregate meal site but do report the number of seniors attending a program that you have arranged such as "health insurance counseling."

Service Category	# of Inquiries	Service Category	# of Inquiries
Abuse/Neglect/Fraud	4	Food Pantry/Other	10
Adult Day Care	2	Food Stamps	21
Adult Foster Care	0	Health Insurance (CHOICES)	2
Assisted Living	0	Home Health Aide/Visiting Nurse	21
Chore/Homemaker/Friendly Visitor	21	Home Share Program	2
Companion/Live-in	2	Housing	1
Congregate Meals	56	Income Tax	11
Conservatorships	1	Legal	9
ConnPACE /ConnMAP	79	Long Term Care	1
CT Homecare Program	21	Managed Care/Medigap	24
Energy Assistance	36	Medicaid	11
Medicare	257	Tax/Rent Rebate	24
Meals on Wheels	14	Transportation	137
Nursing Home	11	Veteran's Program	5
Respite	2	Wills/Trusts	2
Social Security	27	Support Groups	11
State Supplemental/SSI	21	TOTAL INQUIRES	1035

As Municipal Agent, I started a weekly luncheon program for the seniors followed by a speaker. The majority of speakers are professionals who talk about health, money, insurance, and safety issues. There are other speakers who entertain with stories or story telling, or playing energy bingo. I provide the seniors with brochures on as many services for them as I can find. Seniors enjoy coming together for fun and having lunch and hearing a speaker. They look forward to these weekly luncheons. Money is raised by fund raising and does not rely on town funds.

- Started this past year have been day trips utilizing the town vans as the seniors like to do a shorter local trip that do not cost too much money.
- From a grant I was able to purchase a large TV screen that they thoroughly enjoy. Wii equipment with many different sport packages has been a highlight for the seniors and they enjoy the exercise equipment I received through a grant.
- In the past seven years I have served as Andover Municipal Agent the seniors have been more active and get out more than the bi monthly senior meetings. They go shopping twice a week, have availability to medical runs, enjoy luncheons, have exercise and more speakers. Yoga was started for them this year and line dancing. Two exercise programs the more active seniors enjoy.
- Day outings to Goodspeed to see plays are most welcomed by them.
- We continue to do combined activities with local senior centers. We take part in luncheons at the local high schools to support our teens.
- A survey was mailed/passed out to 257 seniors at the beginning of 2008 and while only 115 were returned I was able to discover the three top issues for seniors. One was luncheons, second was a new senior center that was just their building, and the third was more local day trips that were more affordable to seniors. While they enjoy a longer trip such as New York and a Broadway Show they do not like to ride that long nor spend that huge amount of money it cost for such a trip. We find more of the active seniors are the ones who enjoy this type of trip.
- We have more ADA people in general and they require more help with their homes. I contact the local agency in Willimantic for home care and often these seniors require meals delivered which involves Meals on Wheels. Many seniors now need house cleaning, chore work done in the yard.
- I now have many more Dementia and Alzheimer patients then in the previous years and their caregivers who might be a relative need assistance with the various places they can receive help themselves. Andover has combined with McSweeney center in Willimantic who now have an excellent program for assisting seniors with help for both Dementia and Alzheimer and other medical problems. The caregivers contact me and I do an intake form to start the process of having help from Willimantic. Our budget includes the cost of the professional help.
- Received recognition for my voluntary work as Municipal Agent from Windham Chapter of Better Business Bureau in connection with UCONN.
- Organized AARP to come out to Andover to teach Drive Alive class to seniors. We had 31 in June attendance.
- Attended many conferences and seminars this year dealing with senior issues.
- Attended the Medicare seminars.
- A certified CHOICES counselor. Able to assist seniors with insurance, Medicare, Medicaid or other insurance questions.

Annual Comments - Please comment on the needs/problems of the elderly in your town, and any other ideas, recommendations, etc. you would like to share.

- As our seniors become older there is a more need of medical appointments for them and use of our vans to transport them to the doctors, shopping and other errands they are unable to do independently.
- I find they become confused with filling out simple forms for MSP, ConnPACE, and insurance, and they rely on me to assist them with the completion of these forms. During enrollments into ConnPACE and Medicare D plans from November 15 to December 31 each year is a very busy time for me. Need is required to inform the seniors of different plans for them to choose from and enrollments completed.
- Attend a monthly Municipal Agent breakfast for "East of the River" Municipal Agents. We share ideas and help each other with pressing problems.
- Seniors are finding the cost of the supplemental insurances much too high and I discuss options for them to choose from. Once plans are explained to them and clarified they are more able to make a decision on their individual needs.
- I see many seniors who will be requiring additional help physically as well as mentally in the years ahead. Trying to learn as much as possible on the aging process in order to help. We have lost several of our aged seniors this past year. We have seniors in nursing homes and shut ins who need visits.

Please return completed report to:

E-mail: Cheryl.Jackson@ct.gov

OR

Cheryl Jackson, Field Representative
 DSS Aging Services Division, 10th Floor
 25 Sigourney Street
 Hartford, CT 06106
 Phone: (860) 424-5640 Fax: (860) 424-5301

Andover Recreation Commission

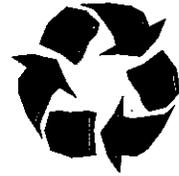
17 School Road
Andover, CT 06232

Date: July 7, 2010

To: Andover Board of Selectman

From: Andover Recreation Commission

We are proud to recommend, Mr. Timothy M. Fogarty of 380 Hebron Rd., Andover to fill the vacancy on the Andover Recreation Commission. Please be advised that Tim has worked closely with our board over the past 15 years, volunteering for every event that we have had.



Andover Transfer Station

Shoddy Mill Road, Andover, CT

2009-2010 Annual Report

Hours: Wednesday & Saturday 8:00 AM – 3:50 PM
Special Holiday Hours – Closed Saturday, December 25, 2010
Open Sunday, December 26, 2010 and open New Years Day, Saturday

Permits: Permits may be obtained at the Transfer Station with proof of vehicle registration showing Andover as the tax Town.

Household Waste: – Your household waste must be bagged and separated. This means no glass or cans in your bags, which could result in a fine and a possibility of the Town losing its contract with American Refuel. The end results would mean higher costs to the taxpayers.

Single Stream Recycling: – All newspaper, chipboard, bottles and cans, plastics number 1 thru 7 can be grouped together. This has shown over 21% increase in recycling in Andover.

Bulky Waste: – Please check with attendant for proper disposal. On large items please break down as much as possible and separate when possible (like storm windows, take glass out and put metal in metal bins and glass in bulky waste). By breaking up tables and chairs and other large items it gives us more space in the container.

Hazardous Waste: – Take all such waste to Willington Recycling, Willington, CT. Call for more information 860-684-3163.

No oil, gas, or propane tanks are acceptable.

Oil, Oil Filters, Anti-freeze and Tires: are accepted and recycled. There is a fee for tires, passenger tires up to 17" - \$2.00 and truck tires 17" to 20" - \$5.00.

There is a fee of \$10.00 for disposal of a refrigerator, freezer and air conditioner, doors must be removed. Also a \$5.00 fee for each sofa, love seat, stuffed chair, mattress, box spring and rug.

Electronic E-Waste: – All electronics are now recyclable. Please see attendant with computers, monitors and other electronics.

Brush: – We take all brush and small stumps.

Your cooperation in performing all of the above before you come to the Transfer Station will help us serve you better while reducing operating costs. All waste material must be from households in Andover.



Animal Control Officer 2009-2010 Annual Report

Any dog, 6 months and older must be licensed. The license is due and effective from July 1st to June 30th of every year. All dogs and cats must have a current rabies certificate. Rabies continue to be a concern in wild animal population. Residents are advised to avoid animals exhibiting strange behavior and picking up stray dogs or cats. Although we live in the country please respect your neighbors by keeping your dog from roaming off your property. A very special thank you goes to Bolton Veterinary Hospital and Andover Town Clerk Carol Lee for running the rabies clinic since 1999 in Andover. With the help of Dr. William Pomper and Columbia Town Clerk Robin Kenefick this clinic has been affordable for the residents of Andover. If you have concerns about wildlife call the Department of Environmental Protection Wildlife at 860-424-3011, Municipal Agent Animal Control Officer Jay Linddy at 860-742-4035.

Respectfully Submitted,
Jay K. Linddy



Andover Recreation Commission 2009-2010 Annual Report

Andover Recreation Programs are organized and conducted entirely by volunteers. All area Towns are supported by a paid part-time/full-time Recreation Director, Andover is not. All of our programs are very successful, soccer, basketball, baseball and softball. The Eastern Connecticut Youth Basketball League was started in Andover over 20 years ago. We now have over 200 teams from 3rd grade to 8th grade representing 12 area towns. The organization and the play-offs are totally handled by the volunteers of Andover. This success is due to the terrific job done by all the volunteers. A wide variety of activities are presented: including summer and fall concerts at the Gazebo, a Halloween Fun Night, the traditional holiday carol sing-a-long with hayrides around the Lake to vote on the best decorated house and the arrival of Santa Claus. The winter carnival and spring fun nights bring out the best limbo dancers and pie eating contest contestants. The \$9.00 UCONN bus trips to a women's or men's basketball game with a pizza party after were sold out and a fun time was had by everyone. The most memorable magic show included the Houdini Escape trick and the flying table in the gym. The Recreation Department is always looking to enhance the quality of our program and looking for new ideas. Please contact any member of the Commission if you have any ideas. A new program for 2010 and 2011 are movie bus trips for families. Once again a special recognition is due for the volunteer coaches who give their time to coach the teams and the continuous commitment and support of local businesses.

Respectfully Submitted,
Jay K Linddy, Chair
Carol Lee, Kim Hawes, Rob Davis

Andover Board of Selectmen

Regular Monthly Meeting – Wednesday August 4, 2010 7pm
Town Office Building 17 School Road Community Room

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Opportunity to Add/Delete agenda items:
4. Tax Refunds:
5. Approval of Board of Selectmen meeting minutes: Regular meeting July 7, 2010
7. Treasurer Monthly Report: July 2010.
8. Treasurer Yearly Report: July 2009-June 2010.
9. 2009-2010 Annual Report:
10. Web Site Committee:
11. Review STEP Grant:
12. Board & Commission: Members list.
13. End of Year transfer: 2009-2010.
14. Planning & Zoning Commission: Proposal to amend the current land use fees.
15. PEGPETIA Grant: Funding to provide for equipment to allow for live broadcast Board & Commission meetings.
16. Minutes from Boards & Commissions:
 - 15-a Planning & Zoning 7-14
 - 15-b Charter Revision Commission 7-16
 - 15-c Fire Commission 7-12
 - 15-d Library Board
17. July 2010 Minutes not file:
 - 16-a Board of Finance (July)
18. Liaison Reports:
19. Public Speak:
20. Executive Session: Pending Litigation
21. Adjournment:

RECEIVED FOR RECORD
8-3-2010 @ 12:00 pm
Carol N. Lee
TOWN CLERK

Andover Board of Selectmen Minutes

Regular Board of Selectmen Meeting
Wednesday, Aug. 4, 2010 17 School Road
Community Room, Town Office Building

Present: Robert Burbank, Linda Knowlton, Elaine Buchardt, David Ziff, Jay Linddy

Other: Catherine Palazzi, Michael Palazzi, Nancy Chmielwski, Dave Knowlton, Carol Barton, Bob Wanagel, Virginia Wanagel, Ed Nagy, Jeanne Gagnon, Marie Burbank, Joan Foran, Justin Qualiano (Community Voice Channel), The Chronicle news reporter and River East News Bulletin reporter.

1.0 **Call to Order / Pledge of Allegiance**

First Selectman Burbank called the meeting to order at 7:00p.m. followed by the Pledge of Allegiance.

2.0 **Public Speak – None**

3.0 **Opportunity to Add or Delete Agenda Items**

A motion to Add to the Agenda #8-a request by the Andover Senior Transportation Committee was made by Jay K. Linddy and seconded by Elaine Buchardt.

VOTE 5 – 0 – 0

4.0 **Tax Refunds – None**

5.0 **Approval of Minutes**

A motion to approve the minutes of the July 7, 2010 regular meeting was made by Jay K. Linddy and seconded by Linda Knowlton.

VOTE 3 – 0 – 2 (David Ziff & Elaine Buchardt Abstaining)

7.0 **Treasurer monthly report**

As presented in board package.

8.0 **Treasurer 2009-2010 yearly report**

As presented in board package.

9.0 **2009-2010 Annual Town Report**

Bob will send a notice to all Departments, Boards, & Commissions to keep annual reports to one page.

10.0 **Web Site Committee**

Web Site Committee will reschedule the presentation to the Board of Selectmen.

11.0

Review STEAP Grant

A motion to Authorize First Selectman Robert Burbank to request a change in the designation of the approved STEAP Grant in the amount of \$250,000.00 from the Senior Center to be used for a Soccer field., was made by David Ziff and seconded by Elaine Buchardt.

VOTE 5 - 0 - 0

12.0

Board & Commission members list

As presented in board package.

13.0

End of Year 2009-2010 transfer

A motion to approve the end of year transfers as recommended by the Town Treasurer and the First Selectman was made by David Ziff and seconded by Linda Knowlton.

VOTE 5 - 0 - 0

14.

Planning & Zoning Commission

A motion to table the proposed land use fees was made by Jay K Linddy, and seconded by David Ziff.

VOTE 5 - 0 - 0

15.

PEGPETIA Grant

Discussion, no action

16.

Minutes from Boards & Commissions

As presented in board package.

17.

July 2010 Minutes not file

As presented in board package.

18.

Liaison Reports

19.

Public Speak

Robert Wanagel spoke about the Senior. Center

20.

Executive Session: Executive session not necessary.

21.

Adjournment:

A Motion to adjourn the meeting at 8:35p.m. was made by Elaine Buchardt and seconded by Linda Knowlton.

VOTE 5 - 0 - 0

Respectfully Submitted,
Jay K. Linddy

RECEIVED FOR RECORD
08-05-10 @ 3:45 PM
Margaret H. Busch
Asst. TOWN CLERK

Date: August 2, 2010

Re: Transfer of Funds

From Account: 1-100-01-0101-330 Conf. Seminars-Selectmen
Transfer to: 1-100-01-0101-580 Mileage-Selectmen
Amount to Transfer: \$275.15

From Account: 1-100-01-0109-438 Equip. Maint.-Treasurer
Transfer to: 1-100-01-0109-120 Wages/Treasurer Clerk
Amount to Transfer: \$265.20

Transfer to: 1-100-01-0111-100 Salary - Tax Collector
1-100-01-0111-109 DMV Fees
1-100-01-0111-580 Mileage-Tax Collector
1-100-01-0111-610 Office Supplies-Tax Collector
1-100-01-0111-618 Computer Supplies-Tax Collector
From Account: 1-100-01-0111-805 Tax Refunds
Amount to Transfer: \$1,007.21

From Account: 1-100-01-0113-580 Mileage-Assessor
1-100-01-0113-612 Books/Subs. Assessor
Transfer to: 1-100-01-0113-120 Salary-Asst. Assessor
1-100-01-0113-335 Training/Assessor
Amount to Transfer: \$488.72

From Account: 1-100-01-0117-330 Conf./Seminars-Town Clerk
1-100-01-0117-438 Equip. Maint.-Town Clerk
Transfer to: 1-100-01-0117-580 Mileage-Town Clerk
1-100-01-0117-612 Land Records-Town Clerk
1-100-01-0117-865 Vital Statistics-Town Clerk
Amount to Transfer: \$393.02

From Account: 1-100-01-0121-438 Equipment Maint.-Elections
Transfer to: 1-100-01-0121-800 Misc./Canv
Amount to Transfer: \$86.00

From Account: 1-100-01-0123-603 Fuel Oil -Old Town Hall
Transfer to: 1-100-01-0123-530 Telephone-Old Town Hall
Amount to Transfer: \$29.35

From Account: 1-100-01-0125-810 Due/Membership-Registrars
Transfer to: 1-100-01-0125-610 Office Supplies-Registrars
Amount to Transfer: \$60.00

From Account: 1-100-01-0129-493 TN 911
 1-100-01-0129-603 Fuel Oil-Town Office Building
 Transfer to: 1-100-01-0129-432 Building Maint. -Town Office Building
 1-100-01-0129-434 Furnace Maint.-Town Office Building
 1-100-01-0129-530 Telephone-Town Office Building
 1-100-01-0129-550 Printing-Town Office Building
 1-100-01-0129-601 Electricity-Town Office Building
 1-100-01-0129-610 Office Supplies-Town Office Building
 1-100-01-0129-611 Office Furniture
 1-100-01-0129-652 Janitorial Supplies-Town Office
 Amount to Transfer: \$3,791.42

From Account: 1-100-01-0141-225 Life Ins.-Employee Benefits
 Transfer to: 1-100-01-0141-295 Adm. Fee Merf.-Employee Benefit
 Amount to Transfer: \$18.00

From Account: 1-100-01-0149-603 Fuel Oil-Old Fire House
 Transfer to: 1-100-01-0149-434 Furnace Maint.-Old Fire House
 1-100-01-0149-530 Telephone-Old Fire House
 1-100-01-0149-601 Electricity-Old Fire House
 1-100-01-0149-605 Propane-Old Fire House
 Amount to Transfer: \$383.78

From Account: 1-100-03-0301-435 Vehicle Maint.-Public Works
 1-100-03-0301-637 Fuel Add.-Public Works
 Transfer to: 1-100-03-0301-390 Tree Removal-Public Works
 1-100-03-0301-391 Fire Ext. Check-Public Works
 1-100-03-0301-431 Tire Maint.-Public Works
 1-100-03-0301-620 Brooms-Public Works
 1-100-03-0301-632 Trans. Oil-Public Works
 1-100-03-0301-638 Shop Supplies-Public Works
 Amount to Transfer: \$1,158.99

From Account: 1-100-03-0309-603 Fuel Oil-Town Garage
 Transfer to: 1-100-03-0309-432 Building Maint.-Town Garage
 1-100-03-0309-434 Furnace Maint.-Town Garage
 1-100-03-0309-490 Alarm Systems-Town Garage
 Amount to Transfer: \$2,398.64

From Account: 1-100-04-0403-375 Contract St. Fee-Law Enforcement
 Transfer to: 1-100-04-0403-535 Mobile Phone/Pager Law
 1-100-04-0403-610 Office Supplies-Law Enforcement
 Amount to Transfer: \$27.87

From Account: 1-100-04-0405-901 Equipment-Fire Marshall
 Transfer to: 1-100-04-0405-612 Subscriptions/Fire Marshall
 1-100-04-0405-810 Dues/Membership-Fire Marshall
 Amount to Transfer: \$147.50

From Account: 1-100-06-0603-436 Outside Maint.-Recreation
 Transfer to: 1-100-06-0603-493 Outside Facility-Recreation Comm.
 Amount to Transfer: \$543.00

From Account: 1-100-07-0701-998 Tipping Fees-Transfer Station
 Transfer to: 1-100-07-0701-493 Outdoor Facility-Transfer Station
 1-100-07-0701-580 Transfer Station-Mileage
 Amount to Transfer: \$213.98

From Account: 1-100-08-0803-310 Legal P&Z
 Transfer to: 1-100-08-0803-100 Wages-Planning & Zoning
 Amount to Transfer: \$947.56

From Account: 1-100-08-0807-438 Equipment Maint.-Building Dept.
 1-100-08-0807-612 Bks. & Manuals-Building Dept.
 1-100-08-0807-810 Dues/Membership-Building Dept.
 Transfer to: 1-100-08-0807-455 Land Use Fees/State
 1-100-08-0807-610 Office Supplies-Building Dept.
 1-100-08-0807-901 Building Dept.-Equipment
 Amount to Transfer: \$773.27

From Account: 1-100-08-0809-350 Water Testing-Wetlands
 Transfer to: 1-100-08-0809-610 Office Supplies-Wetlands
 Amount to Transfer: \$125.51

From Account: 1-100-01-0101-810 Dues & Membership-Selectmen
 1-100-01-0135-335 Civil Preparedness Training
 Transfer to: 1-100-01-0135-535 Mobil Phone-Civil Prep
 Amount to Transfer: \$506.45

From Account: 1-100-01-0101-330 Conf. Seminars Selectmen
 1-100-01-0143-100 Salaries-Divers/Dispatch
 1-100-01-0143-380 Comm. Drivers Test-Dial A Ride
 1-100-01-0143-535 Mobile Phone-Dial A Ride
 1-100-01-0143-580 Dial A Ride Mileage
 Transfer to: 1-100-01-0143-435 Vehicle Maint.-Dial A Ride
 Amount to Transfer: \$1,739.22

From Account: 1-100-01-0145-820 Senior Linkage-Senior Citizens
 Transfer to: 1-100-01-0145-330 Municipal Agent-Conferences
 1-100-01-0145-531 Postage-Senior Citizens
 1-100-01-0145-580 Municipal Agent-Mileage
 Amount to Transfer: \$524.90

From Account: 1-100-03-0303-130 Overtime Wages-Snow Removal
 Transfer to: 1-100-03-0313-420 Moving-Ground Care
 Amount to Transfer: \$3,585.00

From Account: 1-100-07-0701-481 Bulky Transfer Station
 Transfer to: 1-100-07-0703-484 Antifreeze Pickup-Recycling
 1-100-07-0703-485 Used Oil Pickup-Recycling
 1-100-07-0703-486 Freon Removal-Recycling
 1-100-07-0703-488 Tire Pickup-Recycling
 Amount to Transfer: \$452.48

From Account: 1-100-01-0101-810 Due & Membership-Selectmen
 Transfer to: 1-100-09-0901-590 RHAM Payment
 Amount to Transfer: \$.33

From Account: 1-100-13-1305-899 Contingency
 Transfer to: 1-100-11-1101-703 Fire Dept.-Capital Expenditure
 1-100-11-1101-707 Library-Capital Expenditure
 Amount to Transfer: \$3,846.79

Robert J. DeB... () Approved () Rejected
 Board of Selectmen Date 8-4-10

Andover Board of Selectmen

Regular Monthly Meeting – Wednesday September 1, 2010 7pm
Town Office Building 17 School Road Community Room

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Public Speak:**
3. **Opportunity to Add/Delete agenda items:**
4. **Approval of Board of Selectmen meeting minutes:** Regular meeting August 4, 2010
5. **Tax Refunds:** Charles Anderson \$ 13.38, David Babcock Jr. 25.28, Stephen or Laurie Butler \$40.85, Charles Fuller \$ 43.55, GMAC \$ 258.09, Linda or Russell Holyfield \$ 36.08 Ian Hunt\$ 22.83, John Kristoff \$ 23.88, & William Parks, \$ 30.66
6. **Treasurer Monthly Report:** August 2010.
7. **Andover Veterans Monument Park signage:** Modify town ordinance 05-02
8. **LOCIP Funds:** Up-grade Community Center / Sr. Center, Town Office alarm & cameras, Defibrillators
9. **Web Site Committee:**
10. **Planning & Zoning Commission:** Proposal to amend the current land use fees.
11. **Minutes from Boards & Commissions:** Planning & Zoning Commission 8/16, Charter Revision Commission 8/12, Conservation Commission 8/25, Andover Fire Commission 8/2, Andover Library Board 8/2, & Andover Zoning Board of Appeals 8/18.
12. **Liaison Reports:**
13. **Public Speak:**
14. **Adjournment:**

RECEIVED FOR RECORD
8-31-10 @ 1:10 pm

Carol N. De...
TOWN CLERK

**Andover Board of Selectmen
Meeting Minutes from 1 September 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Monthly Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, and Linda Knowlton.

Absent: David Ziff and Elaine Buchardt

Other Attendees:

Edward Nagy
Virginia Wanagel
Dianne Grenier

Jeanne L. Person
Bob Wanagel

Agenda Item #2: Comments from the Public:

None Offered

Agenda Item #3: Opportunity Add/Delete agenda items:

None Requested

Agenda Item #4: Approval of Board of Selectmen Minutes: Regular meeting August 4, 2010:

J. Linddy made a motion to approve the minutes from the Regular Meeting of August 4, 2010.

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #5: Tax Refunds: Charles Anderson \$13.38, David Babcock Jr. \$25.48, Stephen or Laurie Butler \$ 40.85, Charles Fuller \$43.55, GMAC \$258.09, Linda or Russell Holyfield \$36.08, Ian Hunt \$22.83, John Kristoff \$23.88 & William Parks \$30.66:

J. Lindy made a motion to approve the tax refund as recommended by the Tax Collector to Charles Anderson for \$13.38, David Babcock Jr. \$25.48, Stephen or Laurie Butler \$ 40.85, Charles Fuller \$43.55, GMAC \$258.09, Linda or Russell Holyfield \$36.08, Ian Hunt \$22.83, John Kristoff \$23.88 and William Parks \$30.66.

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #6: Treasurers Monthly Report: August 2010:

R. Burbank advised the Board that the Treasurers report had been supplied for their information.

Agenda Item #7: Andover Veterans Monument Park signage: Modify Town Ordinance 05-02:

J. Lindy made a motion to modify Town Ordinance 05-02 to include the words "except town erected signage to identify the Veteran's Memorial."

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #8: LoCIP Funds: Up-grade Community Center/Sr. Center, Town Office alarm & cameras, Defibrillators:

J. Lindy made a motion to use up to \$1,500.00 of LoCIP money to purchase a defibrillator for the Town Office Building.

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

*J. Linddy made a motion to use up to \$2,000.00 of LoCIP money on Emergency Communication for panic buttons and cameras for the Town Office Building.
L. Knowlton seconded the motion.*

Discussion followed.

Vote: 3-0-0 / Motion Carried

*R. Burbank made a motion to use up to \$25,000.00 of LoCIP money for upgrades to the Old Fire House/Senior Center.
J. Linddy seconded the motion.*

Discussion followed.

Vote: 3-0-0 / Motion Carried

Agenda Item #9: Web Site Committee:

J. Linddy stated that the Board had concerns with some inappropriate content from the old website showing up on the new website. He stated since there were no representatives present at the meeting he hoped a representative from the web site committee would let the Board know how this issue could be addressed.

Agenda Item #10: Planning & Zoning Commission: Proposal to amend the current land use fees:

The issue was tabled pending further information from the Planning and Zoning Commission.

Agenda Item #11: Minutes from Boards & Commissions: Planning & Zoning Commission 8/16, Charter Revision Commission 8/12, Conservation Commission 8/25, Andover Fire Commission 8/2, Andover Library Board 8/2 & Andover Zoning Board of Appeals 8/18:

R. Burbank advised that the minutes had been provided for the member's information.

Agenda Item #12: Liaison Reports:

EDC: L. Knowlton reported that the Commission was planning a Business Expo to coincide with the Andover Fire Commissions annual steak dinner with the hope more people would attend. She stated that the Commission was also planning to update the business directory.

Inland Wetlands: L. Knowlton reported that there was no meeting.

Rec. Commission: J. Linddy reported that the Fun Night had been very successful and that Senator Prague and Representative Sawyer had attended. He also advised the Board that there was a Santa Claus school being offered if anyone was interested in attending.

Andover Board of Education: J. Linddy reported that the first day of school had opened August 30th and all went well.

Agenda Item #13: Public Speak:

J. Person stated that the Seniors had been discussing the \$250,000.00 grant for the new Senior Center being transferred from one project to another and inquired if this was true.

R. Burbank stated that the option was being investigated.

R. Wanagel inquired if a request was submitted to utilize the STEAP grant for something other than the Senior Center if a public meeting be required.

R. Burbank stated that a public meeting would be held.

R. Wanagel stated that two other Connecticut Towns had used STEAP grant money to repair existing schools.

J. Linddy stated that STEAP grants could not be used for repairs.

D. Grenier stated she questioned if there should be a charge for businesses to be listed in the Business Directory and that she believed this would limit participation.

L. Knowlton stated that the EDC was considering charging for actual advertisements but not listings.

D. Grenier stated that Santa and Mrs. Clause would be coming to the Andover Library on October 3rd for a photo opportunity as well as December 11th to meet with Andover residents.

R. Burbank asked the public to see that the new vertical blinds were hung and had helped with the cooling of the Community Room.

D. Grenier stated that the blinds were not helping with the acoustics.

L. Knowlton inquired about the stipulations and limitations on STEAP grant money.

R. Burbank reported that the money required the use of an Engineered Plan, using prevailing wage and having structures meet present building codes.

Agenda Item #14: Adjournment:

*L. Knowlton made a motion to adjourn the meeting.
R. Burbank seconded the motion.*

Vote: 3-0-0 / Motion Carried

The meeting was adjourned at 7:46 p.m.

**Minutes respectfully submitted by:
Dawn D. Quint
September 2, 2010**

RECEIVED FOR RECORD
9-3-2010 @ 2:00 pm

Carol N. Lee

TOWN CLERK

Andover Board of Selectmen

Regular Monthly Meeting – Wednesday October 6, 2010 7pm
Town Office Building 17 School Road Community Room

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Opportunity to Add/Delete agenda items:
4. Approval of Board of Selectmen meeting minutes: September 1, 2010
5. Tax Refunds: Michail Campbell \$ 7.43, William or C. Desrosiers \$ 33.26, Victoria Fogg \$ 5.49, Lisa Freeman \$ 31.07, Charles Fuller Jr. \$ 15.71, Charles Fuller \$ 8.72, GMAC \$ 240.95, Bernd Knochenhauer \$ 8.44, Lynn Mancino \$ 8.91, Victor McEntire \$ 274.34, Ryan or Robin McLain \$ 27.96, David Pannorfi \$ 27.32, & Edward Stratton \$ 40.57.
6. Community Center / Sr. Center. New community Room
7. Andover Public Library: Driveway project
8. LOCIP Funds: Up-grade Community Center / Sr. Center, Town Office alarm & cameras, Defibrillators.
9. Web Site Committee:
10. Planning & Zoning Commission: Proposal to amend the current land use fees.
11. Reappraisal and Revaluation of Real Property Bid Proposal:
12. New Samaritan Housing Corp.: Set date for town meeting to vote on proposed tax abatement.
13. Fire Department Tax Abatement Refund:
14. Fire Department Building Roof Project: Review bids.
15. 2009 - 2010 Transfer of Funds: \$ 459.70
16. Norton School Fund:
17. 2011 STEAP Awards: Design and construction of a new recreation area on Long Hill Rd
18. Liaison Reports:
19. Public Speak:
20. Treasurer Monthly Report: September 2010.
21. Adjournment:

RECEIVED FOR RECORD
10-04-10 @ 3:57 PM
Margaret H. Busch
Asst. TOWN CLERK

**Andover Board of Selectmen
Meeting Minutes from 6 October 2010
Town Office Building Community Room
17 School Road
Andover, CT 06232**

Type of Meeting: Regular Monthly Meeting

Agenda Item #1: Call to Order Pledge of Allegiance:

Robert Burbank, First Selectman, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, and Linda Knowlton and Elaine Buchardt
(Entered at 7:03 pm).

Absent: David Ziff

Other Attendees:

Cathleen Desrosiers
Carol Barton
Ronald Bisson
Bob Wanagel
Frank Chaves
Jean S. Gasper

Edward Nagy
Wally Barton
Virginia Wanagel
Dianne Grenier
Brian Mawdsley
Julia Victoria

Agenda Item #2: Comments from the Public:

None Offered

Agenda Item #3: Opportunity Add/Delete agenda items:

J. Linddy made a motion to add Item#17A Board of Selectmen meeting dates and to move Item #17 2011 STEAP Awards to #8A.

L. Knowlton seconded the motion

Discussion followed.

Vote: 3-0-0 / Motion Carried

**Agenda Item #4: Approval of Board of Selectmen Minutes: Regular meeting
September 1, 2010:**

*J. Linddy made a motion to approve the minutes from the Regular Meeting of
September 1, 2010.*

L. Knowlton seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

**Agenda Item #5: Tax Refunds: Michail Campbell \$7.43, William or C. Desrosiers
\$33.26, Victoria Fogg \$5.49, Lisa Freeman \$31.07, Charles Fuller Jr. \$15.71, Charles
Fuller Jr. \$8.72, GMAC \$240.95, Bernd Knochenhauer \$8.44, Lynn Mancino \$8.91,
Victor McEntire \$274.34, Ryan or Robin McLain \$27.96, David Pannorfi \$27.32 &
Edward Stratton \$40.57:**

*J. Linddy made a motion to approve the tax refund as recommended by the Tax
Collector to Michail Campbell \$7.43, William or C. Desrosiers \$33.26,
Victoria Fogg \$5.49, Lisa Freeman \$31.07, Charles Fuller Jr. \$15.71,
Charles Fuller Jr. \$8.72, GMAC \$240.95, Bernd Knochenhauer \$8.44,
Lynn Mancino \$8.91, Victor McEntire \$274.34, Ryan or Robin McLain
\$27.96, David Pannorfi \$27.32 & Edward Stratton \$40.57 for a total of
\$730.17.*

L. Knowlton seconded the motion.

Discussion followed.

E. Buchardt entered the meeting

Vote: 4-0-0 / Motion Carried

Agenda Item #6: Community Center / Sr. Center. New Community Room:

*J. Linddy made a motion that as of December 1, 2010 the Old Fire House/
Senior Center be used only by Andover Seniors and be known as the
Andover Senior Center.*

E. Buchardt seconded the motion.

Discussion followed.

Vote: 2-2-0 / Motion Failed

J. Linddy & L. Knowlton voted YES

R. Burbank & E. Buchardt voted NO

Agenda Item #7: Andover Public Library: Driveway Project:

J. Linddy stated that as the Board of Selectmen liaison to the Library he had concerns over a safety issue with regard to the library driveway and therefore he had asked Cathleen Desrosiers to speak on the issue.

C. Desrosiers presented three plans to repair and enlarge the driveway and to address repairs to the retaining wall. She stated that the Library was expecting \$20,000.00 from the Hartford Foundation for Giving to help complete the project and the Library Board hoped that LOCIP funds could be used to fund the remainder of the project.

R. Burbank stated that he would obtain legal clarification on the need to take the issue to a Town Meeting. He also requested that the Library attempt to obtain bids from two of the bidders that met the RFP specifications closer.

Agenda Item #8: LOCIP Funds: Up-grade Community Center / Sr. Center, Town Office alarms & cameras, Defibrillators:

J. Linddy stated the information on the defibrillator was being provided for the member's information so that they could see how easy the machine would be to use.

Agenda Item #8A: 2011 STEAP Awards: Design and construction of a new recreation area on Long Hill Road:

J. Linddy made a motion for the Board of Selectmen to advertise for and establish a building committee of no more than five members to review the STEAP grant award and to address the design and construction of a new recreational area on Long Hill Road.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #9: Web Site Committee:

E. Buchardt reported that the Committee was not ready to present to the Board. She said there had been some confusion with the public thinking that the old site was the new site and that she would have the owner of the old site shut it down.

Agenda Item #10: Planning & Zoning Commission: Proposal to amend the current land use fees:

*J. Linddy made a motion to move the proposal to a future meeting.
L. Knowlton seconded the motion*

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #11: Reappraisal and Revaluation of Real Property Bid Proposal:

*J. Linddy made a motion to approve the bid proposal for reappraisal and revaluation.
E. Buchardt seconded the motion*

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #12: New Samaritan Housing Corp.: Set date for town meeting to vote on proposed tax abatement:

J. Linddy recommended that the date for abatement for New Samaritan Housing be combined with the Library project and the recreation field.

Agenda Item #13: Fire Department Tax Abatement Refund:

*J. Linddy made a motion to approve the charge back of \$500.00 from an abatement that was given to a member of the Fire Department who was not active at the time, as recommended by the Tax Collector.
E. Buchardt seconded the motion*

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #14: Fire Department Building Roof Project: Review Bids:

R. Burbank stated he had reviewed the specifications put forth by the Fire Department and created an RFP that was sent out to 4 roofers for bids. He also stated that he would continue to solicit bids on the project. He stated that a Special Meeting would be held on

Wednesday October 20, 2010 to review the New Samaritan Abatement, Library project and the roof project at which time the date would be set for a Town Meeting.

L. Knowlton left the meeting at 8:38 pm

Agenda Item #15: 2009-2010 Transfer of Funds: \$459.70:

J. Linddy made a motion to approve the transfer of funds for \$275.48 from Account 1-100-01-0101-381 Moving, to Accounts 1-100-01-01010-330 Conf. Seminars – Selectmen and 1-100-01-0101-810 Dues & Memberships – Selectmen; and the transfer of \$176.88 to Account 1-100-08-0803-610 Office Supplies – Planning & Zoning from Account 1-100-08-0803-340 Planning & Zoning-Mapping; and \$7.34 from Account 1-100-08-0807-810 Dues/Membership-Building Department to 1-100-08-0807-612 Bks. & Manuals – Building Department for a total of \$459.70.

E. Buchardt seconded the motion.

Discussion followed.

Vote: 3-0-0 / Motion Carried

L. Knowlton returned to the meeting

Agenda Item #16: Norton School Fund:

J. Linddy made a motion to approve that all correspondence for the Norton School Fund be forwarded to Andrew Mannagia, Superintendent, Andover Elementary School, 35 School Road, Andover CT 06232 so that the stock fund may be managed in a timely fashion.

E. Buchardt seconded the motion

Discussion followed.

Vote: 4-0-0 / Motion Carried

Agenda Item #17: 2011 STEAP Awards:

Item was moved to #8A

Agenda Item #17A: Board Of Selectmen Meeting Dates:

Item was not addressed

Agenda Item #18: Liaison Reports:

Senior Transportation: E. Buchardt reported the group was continuing to pursue grants to purchase a mini van. She also stated that a driver was moving and a replacement was needed.

Fire Department: R. Burbank reported that the group was planning CPR classes but dates were still forthcoming.

Agenda Item #19: Comments from the Public:

R. Wanagel expressed his insight with the Old Fire House becoming exclusively for the Seniors.

Agenda Item #20: Treasurer Monthly Report: September 2010:

Report was provided for members. Agenda Item not addressed.

Agenda Item #21: Adjournment:

*E. Buchardt made a motion to adjourn the meeting.
J. Lindy seconded the motion.*

Vote: 4-0-0 / Motion Carried

The meeting was adjourned at 8:55 p.m.

**Minutes respectfully submitted by:
Dawn D. Quint
October 8, 2010**

RECEIVED FOR RECORD
10-12-2010 @ 8:30am
Carol N. De...
TOWN CLERK

Town of Andover
Board of Selectmen Meeting

October 6, 2010

Please sign and

Print your name.

Thank you.

Cathy Desrosiers

/ Cathleen Desrosiers

Ed Nagy

/ ED NAGY

Carol Barton

/ Carol Barton

Wally Barton

/ Wally Barton

Ronald D. Brown

/ RONALD D. BROWN

Bob Wanagel

/ BOB WANAGEL

Virginia Wanagel

/ VIRGINIA WANAGEL

Dianne Grenier

/ DIANNE GRENIER

Frank Chavez

/ Frank Chavez

Brian Maudsley

/ BRIAN MAUDSLEY

Jean S. Gaspard

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John Vietnam

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Andover Board of Selectmen

Special Monthly Meeting – Wednesday October 20, 2010 6pm
Town Office Building 17 School Road Community Room

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Public Speak:**
3. **Approval of Board of Selectmen meeting minutes:** October 6, 2010.
4. **Board of Finance:** requesting all budgets for 2011-2012 to be submitted by January 7, 2011.
5. **Select Board of Selectmen Meeting Dates:** January 2011 to December 2011.
6. **Andover Public Library:** Driveway / wall project, Grant information.
7. **C.I.P. 2010-2011 Budget:** Fire Department building roof project.
8. **Set date for town meeting:** Tax abatement (New Samaritan Housing Corp.), Library project, STEAP grant recreation field.
9. **Public Speak:**
10. **Adjournment:**

RECEIVED FOR RECORD
10-18-10 @ 3:11 PM
Margaret H. Busch
Asst. TOWN CLERK

Andover Board of Selectmen

Special meeting, Wednesday, October 20, 2010

Town Office Building Community Room, 17 School Road, Andover, CT.

Special Meeting Minutes

Type of Meeting: Regular Monthly Meeting

Agenda Item #1 - Call to Order:

First Selectman Robert Burbank, called the meeting to order at 6:02pm with the Pledge of Allegiance.

Members:

Present: Robert Burbank, Jay Linddy, Linda Knowlton

Absent: David Ziff, Elaine Buchardt

Public Attendees:

Edward J. Nagy, Wallace E. Barton III, Carol B Barton, David D.

Knowlton, Curtis W. Dowling, Marie R. Burbank, Cathleen A. Desrosiers

Virginia H. Wanagel, Robert Wanagel, Catherine A. Palazzi, Julie A.

Victoria.

Agenda Item # 2 – Public Speak: Maria Burbank wanted to take picture of Board of Selectmen for the Annual report.

Agenda item # 3 – Approval of Minutes:

Jay Linddy made a motion to approve the minutes from the Board of Selectmen regular meeting of October 6, 2010. Linda Knowlton seconded the motion

VOTE 3-0-0 / MOTION CARRIED

Agenda item # 4 – Board of Finance 2011-2012 Budget request.

Memorandum from the Board of Finance about the 2011-2012 was read into the records by Jay Linddy.

Board of Selectmen Elaine Buchardt arrives for meeting at 6:17pm.

Agenda item # 5 – Dates for Board of Selectmen monthly regular meeting for 2011.

Jay Linddy made a motion to approve the first Wednesday of each month in 2011 for regular meeting for the Board of Selectmen. See attached sheet. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Agenda item # 6 – Andover Public Library: Driveway / wall project. No one showed up from the Andover Public Library Board.

Jay Linddy made a motion to table Agenda item # 6, Elaine Buchardt seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Agenda item # 7- The Board of Selectmen sent the bids and specifications for the new roof on the fire complex to the Fire Commissioners who will bring their recommendation to the Board of Selectmen at a special meeting that will be held on Monday, November 8, 2010. This item was recommended for funding by the CIP Committee and funded in the 2010-2011 Fiscal Year Budget.

Agenda item # - 8 Set date for town meeting:

Jay Linddy made a motion to table Agenda item # 8, Elaine Buchardt seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Agenda item # 6: Cathleen A. Desrosiers , Chairman of the Library Board was allowed to talk about the Wall & Driveway project.

Elaine Buchardt made a motion to send the Library request for a new driveway & wall for the parking lot and a possible septic tank replacement to the CIP for their recommendation. Linda Knowlton second the motion.

VOTE 4-0-0 / MOTION CARRIED

Agenda item # - 9 Public Speak:

Next Meeting:	November 3, 2010 7pm	Regular Monthly Meeting
	November 8, 2010 7pm	Special Meeting, Fire complex roof and 2011-2012 Budget Workshop

Agenda item # -10 Adjournment:

Jay Linddy made a motion to adjourn at 7:25pm. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

RECEIVED FOR RECORD
 10-25-10 @ 5:39 PM
Margaret H. Busch
 Asst. TOWN CLERK

Andover Board of Selectmen

Regular Monthly Meeting – Wednesday November 3, 2010 7pm
Town Office Building 17 School Road Community Room

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Opportunity to Add/Delete agenda items:
4. Approval of Board of Selectmen meeting minutes: Special meeting October 20, 2010
5. Tax Refunds: Michael Chemerka \$ 133.17, Elisabeth Houle \$10.52, Edward Sarisley Jr. \$ 28.62, and Wheels LT \$ 74.99.
6. Fire Department Building Roof project: Request by Fire Commission to wait until January 2011 to solicit bids.
7. Tax Collector monthly report: October 2010.
8. Treasurer monthly repost: October 2010.
9. Web Site Committee:
10. Planning & Zoning Commission: Proposal to amend the current land use fees.
11. Windham Chamber of Commerce: Volunteer Leader Recognition Awards
12. Set date for town meeting to vote on: tax abatement. New Samaritan Housing Corp, to approve the STEAP grant for the new field.:
13. Resignation: Linda Knowlton, Economic Development, & Inlands Wetlands & Watercourse commission.
14. CCM Energy purchasing: TransCanada contract electric for January 2011 for 5 years
15. Andover Public Library: Driveway project.
16. LoCIP Funds: LoCIP guidelines.
17. STEAP grant athletic field committee: propose members, Susan England, Scott Lagace, Brain Mawdsley
18. 2011-2012 Budget:
19. Liaison Reports:
20. Next Board of Selectmen meeting: Special meeting Monday November 8, 2010.
21. Public Speak:
22. Executive session: Discuss legal strategy:
23. Adjournment:

RECEIVED FOR RECORD
 11-01-10 @ 4:00 PM
Margaret H. Busch
 Asst. TOWN CLERK

Andover Board of Selectmen

Regular Monthly Meeting – Wednesday November 3, 2010 7pm

Meeting Minutes

Agenda # 1:

Call to Order:

First Selectman Robert Burbank, called the meeting to order at 7:00pm with the Pledge of Allegiance.

Members present: Robert Burbank, Jay Linddy, Elaine Buchardt.

Member absent: David Ziff, Linda Knowlton

Agenda # 2: Public Speak: None

Agenda # 3:

Opportunity to Add/Delete:

Jay Linddy made a motion to Add to the agenda 7-A sell of old voting machine. Elaine Buchardt seconded the motion.

VOTE 3-0-0 MOTION CARRIED

Agenda # 4:

Approval of October 20, 2010 special meeting minutes:

Jay Linddy made a motion to the approval of October 20, 2010 special meeting minutes, Elaine Buchardt seconded the motion.

VOTE 3-0-0 / MOTION CARRIED

Agenda # 5:

Tax refunds:

Jay Linddy made a motion to approve tax refunds to Michael Chemerka \$ 133.17, Elisabeth Houle \$ 10.52, Edward Sarisley Jr. \$ 28.62, and Wheels LT \$ 74.99. Elaine Buchardt seconded the motion.

VOTE 3-0-0 / MOTION CARRIED

Agenda # 6:

Fire Department roof project:

Request by Fire Commission to wait until January 2011 to solicit bids. Jay Linddy made a motion to table the request, No second, **Motion fails**. Elaine Buchardt made a motion to add \$ 500. for advertizing for bids to Fire Commission budget. Robert Burbank seconded the motion.

VOTE 3-0-0 / MOTION CARRIED

Agenda # 7:

Tax Collector Monthly report:

The Board of Selectmen review the October Monthly Tax collector report.

Agenda # 7-A:

Add-On to agenda - Old Voting Machines:

Old voting machines given to the Town by Town of Vernon , for parts. Road Foreman request to sell for scarp iron. Elaine Buchardt made a motion to approve the sell of old metal voting machine. Seconded by Robert Burbank

VOTE 3-0-0 / MOTION CARRIED

- Agenda # 8: Treasurer Monthly report:**
The Board of Selectmen review the October Monthly Treasurer report.
- Agenda # 9: Web Site Committee:**
No report
- Agenda # 10: Planning & Zoning Commission:**
The request to amend the current land use fees, Elaine Buchardt made a motion to table the request, seconded by Robert Burbank
VOTE 3-0-0 / MOTION CARRIED
- Agenda # 11: Windham Chamber of Commerce:**
Discussion on Volunteer Leader Recognition Awards, many concerns. Jay Lindy and Bob Burbank will meet with Windham Chamber of Commerce.
- Agenda # 12: Set date for Town Meeting:**
Elaine Buchardt made a motion to table setting a date for the Town Meeting, Seconded by Robert Burbank.
VOTE 3-0-0 / MOTION CARRIED
- Agenda # 13: Resignation:** Linda Knowlton resigned from the Economic Development and ILands Wetlands & Watercourse commission. Elaine Buchardt made a motion to appoint David Knowlton from alternate to regular member on the Economic Development Commission seconded by Robert Burbank.
VOTE 3-0-0 / MOTION CARRIED
- Agenda # 14: CCM Energy purchasing:**
Elaine Buchardt made a motion to approve the contract with TransCanada Power Marketing Ltd. for 5 years to purchase electric for the Town of Andover. Seconded by Robert Burbank.
VOTE 3-0-0 / MOTION CARRIED
- Agenda # 15: Andover Public Library: Driveway project**
Elaine Buchardt: C.I.P. 2011-2012 budget, first meeting is November 4, 2010 and this project is on the agenda.
- Agenda # 16: LoCIP Funds:**
The Board of Selectmen review the guidelines for the use of LoCIP funds.
- Agenda # 17: STEAP grant Athletic Field Committee:**
Elaine Buchardt made a motion to appoint Susan Cole England, Scott Lagace, and Brian Mawdsley on a sub-committee for the New Athletic Field on Riverside Drive. Seconded by Robert Burbank.
VOTE 3-0-0 / MOTION CARRIED

Agenda # 18: **2011-2012 Budget:**
Budget workshop for the Board of Selectmen Monday November 8, 2010
6pm.

Agenda # 19: **Liaison reports:** none

Agenda # 20: **Next Board of Selectmen meeting:**
Special Meeting: Monday November 8, 2010 6pm.

Agenda # 21: **Public Speak:** None

Agenda # 22: **Executive session: Discuss legal strategy**
Elaine Buchardt made a motion to go into executive session to discuss
legal strategy at 8:25pm, seconded by Robert Burbank

VOTE 3-0-0 / MOTION CARRIED

The Board of Selectmen came out of Executive session at
8:50pm.

NO ACTION WAS TAKEN

Agenda # 23: **Adjournment:**
Elaine Buchardt made a motion to adjourn at:8:51pm, seconded by Robert
Burbank.

VOTE 3-0-0 / MOTION CARRIED

Respectfully Submitted,

Jay K. Linddy

RECEIVED FOR RECORD
11-10-10 @ 8:30 AM
Margaret H. Busch
Asst. TOWN CLERK

Andover Board of Selectmen

Special Monthly Meeting – Monday November 8, 2010 6pm
Town Office Building 17 School Road Community Room

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Approval of Board of Selectmen meeting minutes: November 3, 2010.
4. 2011 – 2012 Budget
5. Public Speak:
6. Adjournment:

RECEIVED FOR RECORD
11-4-2010 @ 8:30am

Caryl H. Lee
TOWN CLERK

Andover Board of Selectmen

Special Monthly Meeting – Monday November 8, 2010 6pm

Special Meeting Minutes

Agenda # 1:

Call to Order:

First Selectman Robert Burbank, called the meeting to order at 6:03pm with the Pledge of Allegiance.

Members present: Robert Burbank. Jay Linddy, Linda Knowlton, and Elaine Bucharadt.

Member absent: David Ziff

Public Attendees: David Knowlton

Agenda # 2:

Public Speak: None

Agenda # 3:

Approval of November 3, 2010 meeting minutes:

Elaine Bucharadt made a motion to table the approval of November 3, 2010 minutes, Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Agenda # 4:

2011-2012 Budget:

Review the 2010 - 2011 budget & discuss the 2011-2012.

NO ACTION TAKEN

Agenda # 5:

Public Speak: None

Agenda # 6:

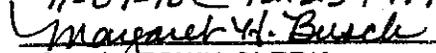
Adjournment:

Elaine Bucharadt made a motion to adjourn at 7:16pm, Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Respectfully Submitted,


Jay K. Linddy

RECEIVED FOR RECORD
11-09-10 @ 12:25 PM

Asst. TOWN CLERK

SIGN IN SHEET

Andover Board of Selectmen

Special Board of Selectmen Meeting – November 8, 2010 – 6pm

PLEASE PRINT

Name: _____

DAVID KNOWLTON

*Dawn D. Quint
10 Birch Drive
Andover, CT 06232*

Board of Selectmen
Town of Andover
17 School Road
Andover, CT 06232

Dear Members,

I am writing to advise you that as of December 6, 2010 I will no longer be able to serve as your clerk. I am sorry for the short notice and I wish all of you well and hope you are able to find a replacement quickly.

Sincerely,



Dawn D. Quint

RECEIVED FOR RECORD
12-6-2010 @ 8:40am
Carol H. Bee
TOWN CLERK

Andover Board of Selectmen

REP
SPECIAL ~~Regular Monthly Meeting~~ - ^{Monday} ~~Wednesday~~, December ⁶ ~~1~~, 2010 7pm
 Town Office Building 17 School Road Community Room

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Opportunity to Add/Delete agenda items:
4. Approval of Board of Selectmen meeting minutes: Regular meeting November 3, 2010, Special meeting November 8, 2010.
5. Tax Refunds: Gustave Liappes \$ 50.00
6. Treasurer monthly repost: November 2010.
7. Web Site Committee: Presentation to board
8. Planning & Zoning Commission: Proposal to amend the current land use fees.
9. Charter Review Commission:
10. Set date for town meeting: New Samaritan Housing Corp, vote on tax abatement. approve the STEAP grant for the new field.
11. Fire Commission 1938 Resolution: Town Attorney opinion
12. Department of Transportation Safety Grant: Hazardous Moving Violation Enforcement
13. Holiday-Sing-A-Long: Thursday December 23, 6:00pm, bring a food item for the food pantry.
14. Town owned land: Request by owner to have a parcel of land deeded over to Stephen E Whitham, 57 Hendee Road.
15. Senior Center Repairs: Stair and ramp replacement at Senior Center.
16. Economic Development Commission: Appoint Patrick Dougherty, (D) 2 Merritt Valley Road as a alternate on Economic Development Commission.
17. 2011-2012 Budget: Dates for budget workshop
18. Liaison Reports:
19. Silver Lining: December 2010 news letter.
20. Next Board of Selectmen meeting: January 5, 2011.
21. Public Speak:
22. Adjourn:

RECEIVED FOR RECORD

12-01-10 @ 11:00 AM

Margaret H. Busch
 Asst. TOWN CLERK

ANDOVER BOARD OF SELECTMEN
Special Meeting December 6, 2010, 7:00pm
Town Office Building, 17 School Road Andover, CT.

MEETING MINUTES

Agenda # 1:

Call to Order

First Selectman Robert F Burbank, called the meeting to order at 7:00pm with Pledge of Allegiance.

Members present: Robert Burbank, Jay Linddy, Elaine Buchardt, David Ziff, and Linda Knowlton.

Public present: Debra Toupencc, Bob Wanagel, Virginia Wanagel, Susan Gunderman, Maria Tulman, Carla Tulman, Curtis D'Amour, Jay Kaminus, Curt Dowling, David Knowlton and Wallace Barton.

Agenda # 2:

Public Speak: None

Agenda # 3:

Opportunity to Add/Delete agenda items:

None: Special meeting.

Agenda # 4:

Approve minutes of November 3 regular meeting:

Jay Linddy made a **motion** to approve November 3, 2010 regular meeting minutes, Elaine Buchardt **seconded the motion**.

VOTE 3-0-2 / MOTION CARRIED

(Dave Ziff & Linda Knowlton abstained)

Approve minutes of November 8, 2010 Special meeting:

Jay Linddy made a **motion** to approve November 8, 2010 special meeting minutes, Linda Knowlton **seconded the Motion**.

VOTE 4-0-1 / MOTION CARRIED

(Dave Ziff, abstained)

Agenda # 5:

Tax refund:

Jay Linddy made a **motion** to approve tax refund to Gustave Liappes for \$ 50.00. Linda Knowlton **seconded the motion**.

VOTE 5-0-0 / MOTION CARRIED

Agenda # 6:

Treasurer monthly report November 2010:

In with agenda line # 17 2011-2012 budget.

Agenda # 7:

Web Site Committee:

Presentation to the board on the new Web Site: presented by Debra Toupencc and Jay Kaminus. David Ziff made a **Motion** to permit the Web Site Committee to go on line with the web page and label it under construction. Linda Knowlton **seconded the Motion**.

VOTE 5-0-0 / MOTION CARRIED

Agenda # 8: **Planning & Zoning propose amending current land use fee:**
Linda knowlton made a **motion** to table the request changes to the land use fees. Elaine Buchardt **seconded the motion**.

VOTE 4-1-0 / MOTION CARRIED

(Jay Linddy voted no)

Agenda # 9: **Charter Review Commission: no report**

Agenda # 10: **Set Town Meeting for tax abatement & STEAP grant approve.**
Eastern Connecticut Housing Corporation Inc. made a presentation for a propose tax abatement of \$ 11,0000.00. **Motion made** by Linda Knowlton to set a Town Meeting for January 20, 2010 at 7pm for the purpose of Tax abatement for Eastern Connecticut Housing Corporation and for the approval of STEAP grant for new ball field on Riverside Drive. David Ziff **seconded the motion**.

VOTE 5-0-0/ MOTION CARRIED

Agenda # 11: **Fire Commission 1938 resolution:**
First Selectman Robert Burbank read Town Attorney opinion.

Agenda # 12: **CT. Department of Transportation Safety Grant:**
Motion made by Jay Linddy to have First Selectman Robert F. Burbank into agreement with the State of Connecticut Department of Transportation for a grant on enforcement of hazardous moving violations for \$ 20,000.00. Town of Andover share is 25% (\$ 5,000.00). Elaine Buchardt **seconded the motion**.

VOTE 4-1-0 / MOTION CARRIED

(David Ziff voted no)

Agenda # 13: **Holiday Sing – A – Long:**
Andover Recreation Commission will hold its annual Holiday Sing-A-Long Thursday December 23, 2010 at 6:00pm bring a food item for the Andover Food Pantry

Agenda # 14 **Town owned Land:**
Request by Stephen Whitham, 57 Hendee Road to have a parcel of land deeded over to him for free or buy for \$ 200,00. **Motion made** by David Ziff to refuse offer to purchase town property on Hendee Road. Will reconsider if offer is made paying assessed value and all legal and closing fees. To include easements, deeds survey and any other cost that the Town of Andover will incur. Elaine Buchardt **seconded the motion**.

VOTE 4-1-0 / MOTION CARRIED

(Jay Linddy voted no)

Agenda # 15**Senior Center repairs:**

Motion made by David Ziff to allocate up to \$ 10,000.00 for replacements handicap ramps and stairs to the Old Fire House/Senior Center. Request by Linda Knowlton and Elaine Buchardt that more bids be received before contract awarded. Elaine Buchardt **seconded the motion**.

VOTE 4-1-0 / MOTION CARRIED

(Jay Linddy voted no)

Agenda # 16**Economic Development appointment:**

Motion made by Jay Linddy to appoint Patrick Dougherty as a alternate on the Economic Development Commission, Linda knowlton **seconded the motion**.

VOTE 5-0-0/ MOTION CARRIED

Agenda # 17**2011-2012 Budget:**

December 15, 7:00pm special meeting to work on Budget.

Agenda # 18**Liaison Reports:**

Elaine Buchardt reported on the Tolland Chamber of Commerce and U-Conn Youth program.

Agenda # 19**Silver Lining:**

Every one received a copy of the December 2010 news letter.

Agenda # 20**Next Board of Selectmen Meeting:**

Special Meeting December 15, 2010 7pm, Regular Meeting January 5, 2010, Town Meeting January 20, 2010.

Agenda # 21**Public Speak:**

Bob Wanagel, David Knowlton, and Virginia Wanagel had comments for the board of Selectmen.

Agenda # 22**Adjournment:**

Linda Knowlton made a motion to adjourn at 9:44pm, Elaine Buchardt seconded the motion.

VOTE 5-0-0/ MOTION CARRIED

Respectfully Submitted,

Jay K. Linddy

RECEIVED FOR RECORD
12-8-10 @ 8:10 am
Carol N. Lee
TOWN CLERK

HOP RIVER HOMES**INFORMATION SHEET**

- Hop River Homes is a 24 unit elderly/handicap housing facility owned by the non-profit, Eastern Connecticut Housing Organization, Inc. (ECHO) formally known as New Samaritan Housing Corporation, Inc. The governing board is made up of local residents – Maria Tulman, Joanna Griswold, Carla D'Amour, Faye Hoisington, Kathy Stearns and John Phelps.
- The complex is a USDA-RD 515/8. USDA-RD holds the mortgage and the subsidies for 18 of the units are supplied through a housing assistance program (HAP) contract with HUD.
- The budget and rents are controlled by USDA-RD in consultation with HUD. The current monthly rent for a unit at Hop River Homes is \$522. Residents in the subsidized units pay 30% of their adjusted income and the HUD section 8 subsidy supplies the balance.
- Eligibility of applicants is also controlled by USDA-RD and HUD regulations. At a minimum applicants must meet income limit requirements and be 62 years of age or are handicap/disabled.
- Over the years more than 90% of the residents of Hop River Homes have been folks who either lived in Andover, grew up in Andover and wanted to move back or had family in the town who they wanted to live closer to.

When a non-profit group submits an application to either HUD or USDA-RD for a loan to build housing one of the requirements is to demonstrate that the Town is willing to do its part to make the project successful and to insure that rents can be kept as low as possible. Towns traditionally have agreed to some sort of tax abatement as their contribution to this end. Andover stepped up in the late 70's early 80's and agreed to an abatement agreement. And Andover has continued to honor that commitment. It is imperative that this be continued. If there is NO abatement and taxes assessed to Hop River Homes increase by \$11,000, rents would have to increase by \$38.00 per unit per month. We cannot be sure that this increase would be approved by both HUD and USDA-RD and therefore the deficit would have to be made up by cuts in services. Maintenance would have to be deferred and staffing hours reduced as they are the only budget items that can be reduced.

220

ATTACHMENT

Subject: Fw: Charter and ordinance.pdf
From: "Robert Burbank" <rfburbank@comcast.net>
Date: Mon, 29 Nov 2010 10:03:21 -0500
To: <andoverselectman1@comcast.net>

----- Original Message ----- From: "Dennis O'Brien" <dennis.o.brien@snet.net>
To: <andoverselectman1@comcast.net>
Cc: "Bob Burbank" <rfburbank@comcast.net>
Sent: Monday, November 08, 2010 11:05 AM
Subject: Fw: Charter and ordinance.pdf

Bob, I hope this gets to you this time and that it suffices to address your questions. Let me know if you need any more from me on this. Take care, Dennis

----- Original Message ----- From: "Dennis O'Brien" <dennis.o.brien@snet.net>
To: "Robert Burbank" <rfburbank@comcast.com>
Cc: "Robert Burbank" <rfburbank@comcast.com>
Sent: Wednesday, November 03, 2010 4:38 PM
Subject: Re: Charter and ordinance.pdf

Bob, You have sent me an email requesting that I compare the terms of a "suggested resolution" enacted in May of 1938 to sections 103 and 806 of the Town Charter, and determine which provision(s) is/are controlling regarding the Fire Commission created by the "suggested resolution." To begin with, the 1938 resolution is of dubious legality as it is merely a "suggested resolution." Per C.G.S. section 7-148 towns are supposed to use the ordinance mechanism to create town law of general applicability. Assuming the the 1938 resolution is lilegally valid, perhaps due to its lengthy life and the continuously functioning Fire Commission it purported to create, it still must bow to the authority of Charter section 806, which generally allocates most final expenditure power to the first selectman and/or the boards of selectmen and finance, certainly not to town quasi-advisory agencies like the fire commission. Section 104 of the Charter says that "Special acts, ordinances, bylaws, rules, regulations and resolutions inconsistent with this Charter and superseded by it shall have no further force or effect after the effective date of this Charter." The upshot is that anything in the 1938 resolution which is inconsistent with Charter section 806 is of no legal effect as the Charter preempts the resolution. Please let me know if you need any more from me on this.

Best, Atty. Dennis O'Brien

----- Original Message ----- From: "Robert Burbank" <rfburbank@comcast.com>
To: <dennis.o.brien@snet.net>
Sent: Monday, November 01, 2010 3:11 PM
Subject: Charter and ordinance.pdf

Charter and ordinance.pdf

Dennis,

I will need this opinion for Wednesday's BOS meeting.

STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION TRANSPORTATION SAFETY SECTION	SHADED AREA FOR TSS USE ONLY		
	Project No:	<input type="checkbox"/> Project Initiation <input type="checkbox"/> Project Revision	<input type="checkbox"/> Project Cancellation <input type="checkbox"/> Project Continuation
	Program Area:	Date Approved:	
	Program Description:		
HIGHWAY SAFETY PROJECT APPLICATION			
ACCEPTANCE - IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH TRANSPORTATION SAFETY SECTION POLICY. COPY OF POLICY OBTAINED UPON REQUEST.			
PROJECT TITLE: Hazardous Moving Violation Enforcement			
GOVERNMENTAL UNIT: Town Of Andover		ADDRESS OF GOVERNMENTAL UNIT: 17 School Rd	
APPLICANT: Town Of Andover		ADDRESS OF APPLICANT: 17 School Rd	
FEDERAL IDENTIFICATION NUMBER (FEIN): 06-6009786		ANTICIPATED PROJECT STARTUP DATE: November 1, 2010	
APPROVED PROJECT PERIOD: (mo/date/yr) FOR TSS USE ONLY			
FROM: THROUGH:			
PROJECT DIRECTOR: Tfc Kevin Reed		TITLE: Resident State Trooper	
SIGNATURE:		ADDRESS & ZIP CODE: 17 Scool Rd Andover 06232	
		TELEPHONE NUMBER: 860-742-0235 FAX NUMBER: 860-742-4513 E-MAIL ADDRESS: andovertrooper@sbcglobal.	
FINANCIAL OFFICER: Cathleen Desrosies		TITLE: Chairperson Board Finance	
SIGNATURE:		ADDRESS & ZIP CODE: 17 Scool Rd Andover 02232	
		TELEPHONE NUMBER: 860-742-7305 FAX NUMBER: 860-742-4513 E-MAIL ADDRESS:	
AUTHORIZING OFFICIAL: Robert Burbank		TITLE: First Selectman	
SIGNATURE:		ADDRESS & ZIP CODE: 17 Scool Rd Andover Ct 06232	
		TELEPHONE NUMBER: 860-742-7305 FAX NUMBER: 860-742-4513 E-MAIL ADDRESS:	
APPROVAL - FOR TSS USE ONLY			
FISCAL REVIEW COMPLETED BY:		PROJECT MANAGER REVIEW COMPLETED BY:	
DATE:		DATE:	
THIS ACTION:		PROGRAM COORDINATOR REVIEW COMPLETED BY:	
PREVIOUS ACTION:		DATE:	
TOTAL OBLIGATED:		GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE: Robbin L. Cabelus	
		SIGNATURE:	
		DATE:	

PROJECT TITLE: Enforcement of Hazardous moving violations
APPLICANT: Town of Andover

BUDGET SUMMARY
 Federal Share 75.00%
 State/Local Share 25.00%

BUDGET SUMMARY SUBMITTAL

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES	\$20,000.00	FEDERAL FUNDS	\$15,000.00
CONTRACTUAL SERVICES	\$0.00	NON-FEDERAL FUNDS	\$5,000.00
OPERATING COSTS	\$0.00	TOTAL FUNDS	\$20,000.00
EQUIPMENT	\$0.00		
INDIRECT COSTS	\$0.00		
TOTAL BUDGETED	\$20,000.00		

BUDGET SUMMARY APPROVAL (TSS USE ONLY)

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES	\$0.00	FEDERAL FUNDS	\$0.00
CONTRACTUAL SERVICES	\$0.00	NON-FEDERAL FUNDS	\$0.00
OPERATING COSTS	\$0.00	TOTAL FUNDS	\$0.00
EQUIPMENT	\$0.00		
INDIRECT COSTS	\$0.00		
TOTAL BUDGETED	\$0.00		

PROJECT TITLE:	APPLICANT:
Enforcement of Hazardous moving violations	Town of Andover

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

In recent years Hazardous moving violations have been cited for a large percentage of motor vehicle accidents. Statistics taken from the State of CT Accident Summary reveal alarming statistics concerning violations such as following too close. The violation of following too close has resulted in approximately 30.52% of accidents for the years of 2006, 2007, and 2008 in the Town of Andover. Additionally, violations such as speed too fast for conditions (10.52%) and Failure to grant right of way (10.52%) are responsible for approximately 21.05% of accidents in Andover.

This project will focus on the stretch of Rt 6 and other roadways in Andover. Together, violations of following too close, Speed too fast for conditions and Failure to grant right of way have resulted in approximately 51.57% of accidents on Route 6 and other town roadways. I believe that police enforcement in the areas mentioned will have a significant impact toward the goal of decreasing accidents in Andover

The following are total accidents and percentages for an approximate three year period (2006 - 2008)

Accident Type	2006	2007	2008	Total	%
DWI	0	0	2	2	2.105%
Driver fell asleep	1	2	0	3	3.157%
Driver inattentive	0	1	0	1	1.052%
Slippery surface	0	1	1	2	2.105%
Driver failed to grant ROW	5	1	4	10	10.526%
Vehicle mechanical failure	0	1	0	1	1.052%
Speed too fast for conditions	3	5	2	10	10.526%
Fc" ing too close	9	9	11	29	30.526%
D. ost control/cope w cond.	7	8	9	24	25.263%
Improper passing maneuver	1	1	2	4	4.210%
No action, conflicting stories	0	1	2	3	3.157%
Driver incapacitated	1	0	1	2	2.105%
Vehicle Tire Unsafe	0	0	1	1	1.052%
Driverless Vehicle	0	1	0	1	1.052%
Violated Traffic Control	2	0	0	2	2.105%
Total Accidents*:	30	31	34	95	100%

Based upon accident statistics the vast majority of accidents occur between the hours of 6:00 a.m. - 10:00 p.m. The data shows that most accidents occur on Tuesdays (20.00%) and the fewest occur on Mondays (10.52%).

The data on accidents per day is as follows:

Monday:	10.52%
Tuesday:	20.00%
Wednesday:	12.63 %
Thursday:	15.78%
Friday:	17.89%
Saturday:	11.57%
Sunday:	12.63%

*All statistics have been taken from the State of Connecticut Accident Summary

PROJECT TITLE:	APPLICANT:
Enforcement of Hazardous moving violations	Town of Andover

ACTIVITIES AND PROCEDURES

- The dollar amount of the grant represents a 75% federal match of the cost of overtime hours used. A 25% dollar amount represents nonfederal funds. For increased, concentrated enforcement of hazardous moving violations.
- Activity will be conducted over a twelve-month period. Deployment of personnel will be scheduled at previously identified times as defined by crash data (See below for scheduled enforcement operations).
- Data will be collected from summons and warnings issued by the State Police Trooper from each session. This data will be forwarded to the Division of Highway Safety as part of the project report / evaluation.
- As grants are reimbursable, the municipality / agency will pay for the overtime hours used. A claim for reimbursement will be forwarded to the Division of Highway Safety.
- Enforcement activity will be scheduled in response to cited days of week and times when accident data shows increased accident occurrence (see below scheduled enforcement)

Enforcement detail tentative schedule:

Day of week	Shift start	Shift end
Friday	6:00 am	12:00 pm
Sunday	6:00am	12:00 pm
Tuesday	4:00 pm	10:00 pm
Thursday	4:00 pm	10:00 pm

This schedule allows for concentrated enforcement on days and times with a statistical concentration of accidents during the hours utilized.

PROJECT TITLE:		APPLICANT:	
Enforcement of Hazardous moving violations		Town of Andover	

BUDGET DETAIL

A. PERSONAL SERVICES

\$20,000.00*

B. CONTRACTUAL SERVICES

\$0.00

C. OPERATING COSTS

\$0.00

D. EQUIPMENT

\$0.00

E. INDIRECT COSTS

\$0.00

TOTAL PROJECT COSTS

\$20,000.00

PROJECT TITLE: Enforcement of Hazardous moving violations	APPLICANT: Town of Andover
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CONTINUATION AND COST ASSUMPTION

* Wages for Hazardous Moving Violation Enforcement:

Based upon current NP-1 State Police Contract the maximum overtime pay rate for troopers assigned is \$66.30. per hour including fringe and indirect costs.

$\$20,000.00 / \$66.30 = 301$ hours of overtime hours available. This total can support approx. 50 shifts divided into 6-hour blocks of enforcement.

GOALS AND OBJECTIVES

- To create a Hazardous Moving Violation Enforcement Program.
- To provide funding to the Andover Resident Troopers office for overtime hours used for enforcement of hazardous moving violations statutes.
- To increase compliance with Connecticut's motor vehicle laws
- To increase the amount of hazardous moving violation enforcement on Route 6 and other roadways in Andover.
- To reduce the number of crashes and they're severity occurring on Route 6 and other Andover roadways due to hazardous moving violations.
- To publicize the enforcement program with respect to enforcement, thus increasing the public's awareness of enforcement efforts.

2011 MEETING SCHEDULE

BOARD OR COMMITTEE NAME Andover Board of Selectmen

TIME OF MEETING

DAY OF WEEK MEETING HELD

LOCATION OF MEETING

PLEASE INSERT YOUR DATES IN THE MONTHS LISTED BELOW:

JANUARY	5 th	JULY	6 th
FEBRUARY	2	AUGUST	3
MARCH	2	SEPTEMBER	7
APRIL	6	OCTOBER	5
MAY	4	NOVEMBER	2
JUNE	1	DECEMBER	7

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ATTEST Margaret H. Busch ^{Asst.} TOWN CLERK

Andover Board of Selectmen

Special Meeting – Wednesday, December 15, 2010 7pm
Andover Elementary School Library, 35 School Road, Andover, CT.

Agenda

1. Call to Order/Pledge of Allegiance:
2. Public Speak:
3. Approval of Selectmen meeting minutes: Special meeting December 6, 2010.
4. 2011-2012 budget:
5. Economic Development Commission: Andover Businesses
6. Next Board of Selectmen meeting: January 5, 2011. Town Meeting January 20, 2011
7. Public Speak:
8. Request for Executive Session: Personnel
9. Social Services Director: Discuss appointment of Social Services Director
10. Adjournment:

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12-13-10 @ 4:55 PM
Margaret H. Busch
Asst. TOWN CLERK

ANDOVER BOARD OF SELECTMEN
Special Meeting December 15, 2010, 7:00pm
Andover Elementary School Library, 35 School Road Andover, CT.

MEETING MINUTES

Agenda # 1: **Call to Order**

First Selectman Robert F Burbank, called the meeting to order at 7:00pm with Pledge of Allegiance.

Members present: Robert Burbank, Jay Linddy, Elaine Buchardt, and Linda Knowlton.

Public present: Bob Wanagel, Virginia Wanagel, David Knowlton and Diane Grenier.

Agenda # 2: **Public Speak:** None

Agenda # 3: **Approve minutes of December 6, 2010 special meeting:**

Jay Linddy made a **motion** to approve December 6, 2010 regular meeting minutes, Elaine Buchardt **seconded the motion**.

VOTE 4-0-0 / MOTION CARRIED

Agenda # 4 **2011-2012 Budget:**

Elaine Buchardt made a motion to recommend that the Board of Finance to **reduce** Line item 0101-330 by \$ 50.00 and **increase** line item 0101-580 by \$ 50.00 Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that Line item 0107-town attorney Be approved from last year. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that the Board of Finance to **reduce** Line item 0123-601 by \$ 30.00 and **increase** line item 0123-530 by \$ 30.00 Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that the Board of Finance to **reduce** Line item 0129-603 by \$ 1,300.00 and **increase** line item 0129-652 by \$ 100.00, line item 0129-434 by \$ 200.00 and add new line item Equipment replacement \$ 1,000.00. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that Line item 0131-Amin Assistant & Clerk be approved from last year. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend Line item 0133 Dog Damage Be approved from last year. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that the Board of Finance to **reduce** Line item 0303-130 by \$ 1,500.00. Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that the Board of Finance to **reduce** Line item 0309-603 by \$ 500.00 and **increase** line item 0309-432 by \$ 500.00 Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend that the Board of Finance **increase** line item 0313-420 by \$ 1500.00 Linda Knowlton seconded the motion.

VOTE 4-0-0 / MOTION CARRIED

Elaine Buchardt made a motion to recommend Line item 0137 Insurance Be approved from last year. Jay Linddy seconded the motion.

VOTE 2-2-0 / MOTION FAILED

Eaine Buchardt, Robert Burbank voted for motion
Linda Knowlton, Jay Linddy voted against motion

Jay Linddy made a motion to recommend that all Elected Officials received 0% increase for the 2011-2012 budget year. Linda Knowlton seconded the motion

VOTE 4-0-0 / MOTION CARRIED

Agenda # 5

Economic Development Commission:

Board went over the EDC Andover Businesses List.

Agenda # 6

Next Board of Selectmen meeting:

January 5, 2011 regular meeting, Town meeting January 20, 2010.

Agenda # 7

Public Speak:

David Knowlton, Bob Wanagel and Virginia Wangel had comments for the Board of Selectmen.

Agenda # 8

Request for Executive Session:

Elaine Buchardt made a motion to go into executive Session at 8:44pm for personnel matter. Linda Knowlton seconded the motion.

VOTE 4-0-0 MOTION CARRIED

The Board of Selectmen came out of Executive Session at 9:07pm

Agenda # 9

Social Services Director:

Elaine Buchardt made a motion to appoint Kara Sakelarakis for the position of Andover Social Services Director. Linda Knowlton seconded the motion.

VOTE 3-1-0 MOTION CARRIED

Eaine Buchardt, Robert Burbank and Linda Knowlton voted for motion
Jay Linddy voted against motion

Agenda # 10

Adjournment:

Linda Knowlton made a motion to adjourn at 9:09pm, Elaine Buchardt seconded the motion.

VOTE 4-0-0/ MOTION CARRIED

Respectfully Submitted,

Jay K. Linddy

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12-20-10 @ 8:20 Am
Margaret H. Busch
Asst. TOWN CLERK

Andover Board of Selectmen

Regular Monthly Meeting – Wednesday, January 5, 2011 7pm
Town Office Building 17 School Road Community Room

Agenda

1. **Call to Order/Pledge of Allegiance:**
2. **Public Speak:**
3. **Opportunity to Add/Delete agenda items:**
4. **Approval of Board of Selectmen meeting minutes:** Special meeting December 15, 2010.
5. **Tax Refunds:** \$ Robin Palumbo \$ 11.98
6. **Treasurer monthly report:** December 2010.
7. **Planning & Zoning Commission:** Proposal to amend the current land use fees.
8. **Town Meeting January 20, 2011:**
 1. To choose a Moderator for said meeting.
 2. To determine whether to continue to provide a tax abatement for New Samaritan Housing Corporation, Inc. (Hop River Homes) fixing taxes for said non-profit housing.
 3. To determine whether the Town will accept the STEAP grant of \$ 250,000.00 originally allocated for a new senior center reallocated for a new recreation field.
 4. To determine whether the Town will accept the STEAP grant of \$ 200,000.00 for a new recreational field.
 5. To present and act on recommendations of Ordinance Review Committee for amendment / repeal of Ordinances.
 6. Adjournment
9. **Senior Center Repairs:** Replacement of stairs and ramp at Senior Center.
10. **Resolution / D.O.T.:** Authorizes the First Selectman to negotiate and execute all necessary Agreement-Contract documents on behalf of the Town of Andover. (Federal grant 5310 funds for elderly/disabled transportation).
11. **Proposal for Reappraisal and Revaluation of all real properties for the October 2011 Grand List:** The following companies submitted bids, Vision \$ 60,000.00 and Municipal Valuation \$ 56,500.00.
12. **Tax Abatement for firemen:**
13. **2011-2012 Budget:** Dates for budget workshop
14. **Liaison Reports:**
15. **Next Board of Selectmen meeting:** Town Meeting January 20, 2010, Regular Board Meeting February 2, 2011
16. **Public Speak:**
17. **Request for Executive Session:** Personnel
18. **Adjourn:**

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1-3-11 @ 3:45 PM

Carol Niles

TOWN CLERK