

Town of Andover

Connecticut



Annual Report

2017 – 2018



Dear Residents,

The following is the Annual Report for the 2017-2018 Fiscal Year containing reports compiled from town departments and our school administrations. The Auditor's report is located at the end of this Annual Report.

I would like to thank all of our volunteers who give countless hours of their time to improve our town, our volunteer fire department, those who serve on town boards and commissions and all residents who give of their time to benefit our community.

I would also like to thank our residents for their patience and understanding as our town has undergone several changes. The Charter revision in 2017 changed our form of government from the First Selectman as CEO to the Town Administrator as CEO. Please stop by the Town Office Building and introduce yourself to Joe Higgins, our new Town Administrator.

Thank you for the privilege of serving as your First Selectman,

Robert F. Burbank
First Selectman



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**TOWN OF ANDOVER
ELECTED OFFICIALS
2017-2018**

(Please note this is a list of those in office for the Fiscal Year 2017 - 2018)
(Unless otherwise indicated, terms expire 6/30/2019)

<u>Office</u>	<u>Town Officer's Name</u>
Board of Selectmen	
First Selectman	Robert F. Burbank
Vice Selectman	Jeffrey Maguire
Selectman	Cathleen A. Desrosiers
Selectman	Julia A. Haverl
Selectman	Jay K. Linddy
Board of Education	Gerard Crème (6/30/2021) Lisa L. Hewett (6/30/2021) Jay K. Linddy Cynthia L. Murray (6/30/2021) Shannon O'Neill Loudon Michael Scott Russo
Board of Education-Region 8 (RHAM)	Stephanie Bancroft David Gostonian Danny Holtsclaw
Board of Assessment Appeals	Penny Auer Elaine M. Buchardt Georgette Conrad
Board of Finance	Robert T. England (6/30/2021) Linda H. Fish David S. Hewett (6/30/2021) Adrian Mandeville Jeffrey Murray (6/30/2021) Eric Shevchenko (6/30/2021) Daniel H. Warren
Board of Fire Commissioners	Wallace E. Barton Jr. Curtis W. Dowling Mark S. Williams Gerald B. Wright (6/30/2021) Scott Yeomans (6/30/2021)
Planning and Zoning Commission	Eric Anderson Patrick Ira Dougherty Leigh Ann Hutchinson Michael A. Palazzi Scott R. Person

**TOWN OF ANDOVER
ELECTED OFFICIALS
2017-2018**

Planning & Zoning Alternates

Gerry Hardisty
Edward F. Sarisley Jr.

Registrars of Voters

Julie A. Victoria (D) (1/1/2021)
Catherine A. Palazzi (R) (1/1/2021)
Joan V. Foran (Deputy) (D) (1/1/2021)
Wallace E. Barton Jr. (Deputy) (R) (1/1/2021)

Town Clerk

Carol H. Lee

Zoning Board of Appeals

David S. Hewett
Caren Osborn (6/30/2021)
Evelyn H. Russell
Walter N. Weir Jr. (6/30/2021)
Dorothy I. Yeomans

Zoning Board of Appeals Alternate

Wayne E. Thorpe

Justices of the Peace (all terms expire 1/4/2021)

Elaine M. Buchardt
Margaret H. Busch
Georgette M. Conrad
Michael P. Donnelly
Joan V. Foran
George G. Kitchin
Carol H. lee
Jay K. Linddy
Suzanne Langlois
Katherine E. Marcia
Dawn D. Quint
Robert C. Russel
Erich Siismets
Richard G. Swartwout Jr.
Kristina M. Wilsey

TOWN OF ANDOVER
APPOINTED BOARD/COMMISSION/COMMITTEE MEMBERS
2017-2018

(Please note this is a list of those in office for the Fiscal Year 2017 - 2018)
(Unless otherwise indicated, terms expire 6/30/2019)

Beautification Committee	Patricia F. Billings Laurie Easton Joan V. Foran Valerie J. Jurovaty Emily Timreck
Capital Improvement Plan Committee	Curt Dowling Shannon Loudon Jeffrey Maguire Alfred Oliver Eric Shevchenko
Commission on Aging	Elaine Buchardt (6/30/2021) Judith A. Knox (6/30/2021) Georgia O'Brien (6/30/2021) Catherine Palazzi (6/30/2021) Susan Schmidt (6/30/2021)
Conservation Commission	Carrie Crompton Gary Gile MaryAnn S. Gile Meghan Lally Michael A. Palazzi Scott P. Warren
Economic Development Commission	Elaine Buchardt Patrick I. Dougherty Cathy Palazzi
Farmers Market Committee	Elaine M. Buchardt Karen Hunter Catherine A. Palazzi Michael A. Palazzi Shirley M. DeFlavis (Alternate)
Inland Wetlands Commission	John C. England Michael A. Landolphi Meghan N. Lally Richard Osborn Wayne E. Thorpe Edward C. Smith

**TOWN OF ANDOVER
APPOINTED BOARD/COMMISSION/COMMITTEE MEMBERS
2017-2018**

Library Board of Directors

Mary Ann Boxwell
Jeffrey C. Ballard
Cathleen A. Desrosiers
Linda H. Fish
Dianne F. Grenier
Lisa A. Kurtz
Sharon Shevchenko (Alternate)
Julie A. Victoria (Alternate)

Memorial Day Committee

Karin Denley
John E. McCall
Lauren Person
Gerard Scagliola
Wayne E. Thorpe
Virginia Wanagel

Norton Children's Fund Commission

Heidi Hall Donnelly
Dianne F. Grenier
Susan H. Schmidt
Debra M. Thompson
Heidi Xenophontos

Olde Andover Burying Ground Committee

Michael P. Donnelly
Steve Fish
Michael Kurdzo
Catherine A. Palazzi
Bob Post
Maria Tulman
Jeffrey Ballard (Alternate)

Recreation Commission

AnnMarie Daigle
Patrick Dougherty (Alternate)
Joseph King
Carol H. lee
Jay K. Linddy
David M. Sarisley
Jeffrey Maguire (Alternate)

Safety Committee

Abbey Belcher
Sally Doyen
Dianne Grenier
Joseph Higgins
Edwin Kasacek
Catherine A. Palazzi

Senior Transportation Committee

Sue Abrams	Catherine Palazzi	Judith A. Knox
Elaine Buchardt	Susan Schmidt	
George Knox	Michael F. Wallace	

**TOWN OF ANDOVER
DEPARTMENT STAFF
2017-2018**

Animal Control Officer	Scott Beebe
Assessor	John Chaponis
Assessor Assistant	Roberta Dougherty
Building Official	Edward Kaulback
Building Department Administrative Assistant	Katherine Luntta
Planning & Zoning Commission Secretary	Sandra L. Nichols
Burning Officials	Edwin Kasacek
	Jay K. Linddy
Eastern Highlands Health District	Holly Hood (Health Director)
	Rob Miller
Emergency Management (CERT)	Paul Bancroft (Coordinator)
	Catherine Crème
Fire Marshal	Michael Lester
Inland Wetlands Agent	John Valente
Municipal Agent/ Social Services Director	Laurel Andrews
Public Works	Edwin Kasacek (Foreman)
	Tim Higley (Highway Maintainer)
	Tom Pearl (Highway Maintainer)
	Rob O’Conner
	Catherine A. Palazzi
Resident State Trooper	Donna Doyker
Senior Luncheon	Joseph Higgins
Tax Collector	Dennis O’Brien
Town Administrator	Carol H. Lee
Town Attorney	Gerald Hardisty (CES)
Town Clerk	Scott Yeomans
Town Engineer	David Sarisley
Town Historian	Barbara Griffin
Transfer Station	Maureen Brancado
Treasurer	Edwin Kasacek
Assistant Treasurer	Ron Mike (Chief)
Tree Warden	John Valente
Volunteer Fire Department	
Zoning Enforcement Officer/Zoning Agent	

**Town Administrator
Annual Report
2017-2018**

I've had the privilege of serving Andover for over a year now. It has been a busy time since I've started. I've found that there is always plenty of work every day. There is much effort that goes into town government operations. None of this can be accomplished alone. I'd like to thank my staff for their support with the operations of this town and providing the necessary services.

This year we hired a treasurer, tax collector, a transfer station attendant, an assistant to the town administrator, an animal control officer, town hall cleaning services, and IT services. These are all core personnel needed to maintain day to day operations.

Some of the larger projects that the town undertook this year included the fire station furnace and storage tanks, street light changed out to LED, completion of times farm bridge project, library fiber optic installation, and the East St. drainage and paving project.

The town coordinated and implemented new insurance for town employees this year. We moved to HSA/HRA accounts. These are pre-tax health savings accounts for insurance.

This year also required the negotiation of two union contracts and a uniform cleaning contract. The uniform cleaning contract is for the public works department.

With the normal day to day administrative operations and the annual budgetary process it has made for a busy first year. The support of the various boards, committees, and commissions has been a great help. Andover is also fortunate to have many volunteers in town that provide much effort to help improve the town.

Going forward I'd like an increased focus on infrastructure and equipment to help better Andover. The old fire station/senior center is beyond its useful life. The public works building is near the end of its useful life. Many of the public works trucks and equipment are past their recommended useful life. The transfer station needs new walls and a new attendant's building. Andover needs to make the necessary investments to plan for the long term.

Respectfully Submitted,
Joseph Higgins



ANIMAL CONTROL OFFICER Annual Report 2017-2018

I was appointed to the position of Andover animal control officer in spring of 2018. One of my first goals of the Animal Control Department was to get it updated with the information on the most current laws involving animals and public safety. I have also completed the State of Connecticut animal control officer training, so I can provide the citizens of Andover with better service based on knowledge of laws and procedures in our state.

Since my appointment I responded to several loose dog complaints. The town of Andover reminds you it is your responsibility to make sure your dogs are licensed and vaccinated for rabies. This past year the town of Andover has had a confirmed case of rabies involving a domestic animal and a racoon.

I look forward to keeping the animals and public safe in the town of Andover through my duties and responsibilities as your animal control officer. Thank you for entrusting me with this position.

Respectfully submitted,

Scott W. Beebe
Andover Animal Control Officer

ASSESSOR'S OFFICE

Annual Report 2017-2018

The Assessor is required to plan, direct, organize and implement a continuing town-wide program of real and personal property assessment for the purposes of local taxation as prescribed by state statute. The Office of the Assessor is responsible for discovering, listing and valuing all taxable and exempt real and personal property within the corporate limits of the Town and appraises real estate based on the market value as of the date of the last town-wide revaluation. We maintain a "street card" on every parcel in town which contains the specific data used in the valuation process. Street cards are updated wherever any changes occur in ownership or condition. The Assessor must inspect and value all newly created building lots, newly constructed homes, as well as any parcels which had changes, improvements, or additions to their existing properties.

State statutes govern almost every function and responsibility of the office and require every municipality to perform a town-wide revaluation every five years. Andover completed our last town-wide revaluation effective for the October 1, 2016 Grand List and will perform our next town-wide revaluation in 2021. We expect that contract to be awarded in the beginning of 2020 with the project beginning that fall.

The Office of the Assessor is also required to assess Personal Property (predominantly business equipment), registered motor vehicles, and unregistered motor vehicles. Pursuant to State Statutes, motor vehicles are not valued based on their market value and are solely assessed based on 100% of the retail book price with no adjustments for mileage or condition. Personal property is valued based on its original acquisition cost multiplied by a depreciation table (for age) similar to that of the IRS.

The 2017 Grand List indicates 1,669 real property accounts, 232 personal property accounts, 3,997 regular registered motor vehicles and approximately 650 supplemental vehicles.

State Statutes required the Assessor to file an annual Tax List (called a Grand List). The Grand List is book that contains all of the taxable property and assessments for each fiscal year. The Grand List is open for public inspection and can be found in the vault in the Town Clerk's Office.

Additionally, the assessor's office administers exemption programs for the blind, disabled, elderly, veterans who served during wartime, disabled veterans, and handicapped modified motor vehicles. The elderly, disabled, and additional veteran's programs are income qualified. For more information on exemption programs you may contact our office at 860-742-7305 X5.

Respectfully submitted,
JohnChaponis
Assessor

BEAUTIFICATION COMMITTEE

Annual Report 2017 - 2018



The Beautification Committee planted, and maintained Veterans Monument Park, areas around the Town Office Building and gazebo. Annual flowering plants for the Olde Andover Burying Ground and the Old Town Hall were provided by the Committee

The Committee prepared the park and town grounds for Memorial Day and Veterans Day observances, as well as providing seasonal clean-ups, and winter decorations. Litter and debris were removed throughout the year from these areas as well as the Rail Trail. The Committee and other volunteers raked, trimmed, pruned the woody ornamentals, fertilized the plantings and coordinated the shut-off/turn on of the electric pump for the watering of the park. Flags were displayed on Hebron Road from Veterans Monument Park to School Road from Memorial Day to Veterans Day.

The Andover Beautification Committee wishes to thank Andover Fire Department, Ron Mike Jr., Rusty Billings, Carrie Crompton, Mike Donnelly, Matt and Cathy Cordner, Andover Landscaping, Hurst Farm, M and M Oil Company, Woodland Gardens, John Quigliano, Dennis Foran, Therese Gorry, Ed Jurovaty, Carol Lee, Skip and Dottie Scagliola, Maria Tulman, Kim Silcox, Student Affairs Department, staff and students from Eastern Connecticut State University, and the Memorial Day Committee for their support and help at Veterans Monument Park, and the Andover town office grounds.

We would also wish to commend and thank all those dedicated Andover residents who came forward to volunteer and made significant improvements and beautification at the Old Town Hall, Doris E. Chamberlain Nature Pond, and the Rail Trail Bridge. Much thanks and appreciation to Eric Anderson, Andover Landscaping, Ron and Zak Bisson, Ron's Professional Lawn Care Services, Cathy Desrosiers, Bob Farrand, Lois and John Handfield, Bill and Lorraine Liswell, Scott Person, and Marion and Kane Waggoner for all their hard work.

The care of Veterans Monument Park especially is truly a labor of love for the Beautification Committee members and our way of honoring all veterans who served and sacrificed for our country.

Respectfully submitted,
Joan Foran,
Andover Beautification Chairman

BOARD OF ASSESSMENT APPEALS

Annual Report 2017-2018

The Andover Board of Assessment Appeals consists of Elaine Buchardt, Penny Auer, and Georgette Conrad.

The board met in July of 2017 to discuss moving the deadline for automobile appeals from the end of September to the end of October since the tax bills were delayed awaiting word from the state of Connecticut on mill rate caps on personal property taxes. We submitted a letter to the Town Administrator and were allowed to shift the dates.

We had automobile appeals hearings in October 2017 and heard appeals from four residents. Decisions were rendered by the end of October.

The board held three (3) appeals hearings in March and heard seven (7) appeals on real estate and business assessments. Final decisions were submitted the end of March 2018.

Respectfully submitted,
Elaine Buchardt
Chairman

BOARD OF EDUCATION

Annual Report 2017 - 2018

Many positive aspects and accomplishments of Andover Elementary School translate into an outstanding education for Preschoolers through Sixth Graders.

◆ RECENT SCHOOL AWARDS

- Top 12% of Connecticut Elementary Schools, 2018, on *Niche.com*.
- Teacher of the Year, Spring 2018, awarded by *CT PTA*.
- Robot Performance Award, 2017, *Connecticut Lego League* State Competition.

◆ STUDENT ACADEMIC HEALTH

- “Makerspace” student technology center.
- Small, student-centered school, Pre-K – 6th Grade.
- Average Pupil to Classroom Teacher Ratio = 14 Students/Teacher.
- Full-day Pre-K and Kindergarten.
- Nationally accredited full-day preschool.
- 1:1 ratio of computers in grades 5 and 6.
- 70-72% of students in grades 3 – 6 at or better than the goal on the State Smarter Balance Assessment.
- Regional 6 – 12 secondary school, RHAM Middle School, ranked in top 15% CT Middle Schools, 2018 (*Niche.com*).
- Strong parent/family involvement.

◆ STUDENT SOCIAL, EMOTIONAL, AND PHYSICAL HEALTH

- K – 6 classes in Health: making positive choices, eating healthy foods.
- CT Healthy Foods certification.
- School-wide positive student recognition:
 - Silver Sneaker Award
 - Lunch with the Principal
 - School Assemblies
- Student “buddies” for new students.
- Focused support from School Social Worker, School Psychologist, Occupational Therapist, School Nurse.
- Positive student comments from School Climate Survey (May 2018).
 - “The teachers care about us, and always help us do our best.”
 - “The classrooms are cheerful and the outdoors is very spacious and fun.”
 - “It’s really fun and safe and the teachers care about the children. Also, people always treat all the new kids really well and they make you feel welcome.”

(Board of Education cont.)

◆ **AES FACULTY AND STAFF**

- 100% classroom and specials teachers fully certified by State of Connecticut.
- Specials teachers for Art, Music, PE/Health, Library/Media, Technology, Special Education, Reading, Math, and Spanish.
- Full-time School Nurse.
- Pre-K paraprofessionals trained in Early Childhood Education.
- Staff certified in First Aid, CPR, and Behavior Supports.

◆ **SPECIAL SUBJECT AREAS**

- Spanish taught in grades 3 through 6.
- Computer Education taught in Pre-K through grade 6.
- Chorus, Beginner Band, Advanced Band, Jazz Band.
- Annual special school-wide projects including Art Show, Science Fair, Geography Jamboree, Curriculum Night.

◆ **STUDENT CLUBS AND ACTIVITIES**

- Lego League
- After-school Clubs: Archery, Chess, Lego, Technology, Homework.
- Andover Community Service Day.
- Before and after school on-site child care.

◆ **FACILITIES AND RESOURCES**

- Excellent, well-maintained buildings and grounds.
- New grant-funded playground and pavilion for preschool and older students.
- Security upgrades.
- Proximity to Fire/Police Stations.

Overall, Andover Elementary School is a center of learning, growing, creating, and caring. The 2017-2018 school year was an outstanding year with many opportunities for all AES students.

Submitted by,

Dr. Sally E. Doyen, Superintendent



BOARD OF FINANCE

Annual Report 2017- 2018

The Board of Finance proposed, and Town Meeting and referendum approved a 2017-2018 budget which appropriated \$11,124,987.10 from the General Fund, \$232,000.00 from the Open Space Fund, \$280,000 from the Town Aid Road Fund, and \$100,000.00 from the Town Aid Road Fund. The budget funded the following initiatives:

- \$280,000 for Road Improvement
- \$33,145 for the final year of the lease to purchase for a Public Works dump truck.
- \$100,000 for heating upgrades to the Fire House.
- \$10,000 each for implementing the Plan of Conservation and Development and Community Improvement projects.

The non- tax revenue this year is estimated to be \$2,453,746 representing a decrease of approximately \$65,000 over last year's estimate, due to reduced municipal aid from the State government.

Respectfully submitted,
Daniel Warren
Chairperson

Board of Selectmen

Annual Report 2017-2018



Our town had another productive year. We made several improvements while keeping the Mil Rate relatively stable with only a 1.78 mil increase. After using grant and/or local funds we:

- Improved the Veteran's Memorial Field on Long Hill Road,
- Purchased a new senior bus thanks to the efforts of Cathy Palazzi who obtained a grant,
- Replaced and widened Times Farm Road bridge,
- Installed fiber optics at the Library,
- Replaced the Fire Department heating system and storage tanks,
- Completed the East Street drainage project and
- Changed all street lights to LED to reduce our electric cost.

Our new Town Administrator is searching for any grants that our town would be eligible for while looking for cost cutting measures that would maintain the quality of service to residents and save the town money.

The Board of Selectmen meets the first Wednesday of every month at 6:00 p.m. in the Community Room of the Town Office Building. There is a special time for "public speak" during our regular meetings where we receive input from residents and tax payers. Please plan on attending to keep informed of future plans for our town and current events.

Respectfully Submitted,

Bob Burbank, Cathy Desrosiers, Julia Haverl, Jay Linddy and Jeff Maguire
Andover Board of Selectmen



BUILDING DEPARTMENT Annual Report 2017 - 2018

Ed Kaulback is the Town Building Official. Please contact the department administrative assistant for scheduling inspections, answering questions and taking messages for the Building Official.

Kathy Luntta is the department administrative assistant. The office hours are Monday 8:15 A.M. to 3 P.M., Tuesday through Thursday 8:15 A.M. to 4:00 P.M. The office is also open Monday evenings from 5 P.M. to 7:00 P.M. The Town Office Building is closed on Fridays. The secretary is in the office to assist the public in any way possible.

Below is the building permit activity for the past year.

2017 - 2018	
New Houses (includes tear down & rebuild)	3
New Commercial	0
Commercial Additions/Alterations	8
Residential Alterations/Remodeling	65
Residential Additions	6
Residential Utility Buildings	6
Pools	5
Demolition	3
Other – Electric	48
Heating	23
Plumbing	20
Total Permits Issued	187

Inspections Performed:

Building - 106, Electrical - 74, Plumbing - 63, Mechanical – 26Total Inspections: 269

Respectfully submitted,
Edward Kaulback, Building Official

CAPITAL IMPROVEMENT PLANNING COMMITTEE

Annual Report 2017 - 2018

The Capital Improvement Planning Committee (CIP) serves an administrative and investigative function for the Board of Selectman and the Board of Finance. Any capital improvements requested by any boards, committees, departments or agencies for the town that cost more than \$3,000.00 (set in the charter) need to be sent to the Board of Selectmen and they determine which ones are to be looked at by the CIP. Requestors need to provide a minimum of three quotes to be considered for acceptance. The CIP will meet with requestors to determine need and priority. They may also investigate further to determine if there are better prices to accomplish the same goal. The CIP creates a list of approved improvements and the amount of money needed to set in the budget for things to be done the following budget year. This list is presented to the Board of Selectmen and the Board of Finance.

The CIP committee is comprised of representatives from the Board of Selectman, Board of Finance, Board of Education, Fire Commission, and three at large members.

The Committee consisted of the following members: Chair, Fred Oliver, Board of Selectman representative Jeff Maguire, Board of Finance representative Eric Schevchenko, Board of Education representative Shannon Loudon, and Fire Commission Representative Curt Dowling.

The Committee made the following recommendations for the 2017-2018 fiscal year:

Old Town Hall: expenditure not to exceed \$20,000 for metal roofing

Fire Department: expenditure not to exceed \$10,000 for an outside storage shed

Recreation Field Subcommittee: expenditure not to exceed \$100,000 for a bathroom and concession stand at the Long Hill athletic fields, and also expenditure not to exceed \$20,000 for improvements to the walking track at the Long Hill athletic fields

Board of Education: expenditure not to exceed \$15,000 for bleachers and basketball backboards in the Andover Elementary School gymnasium

Trail Maintenance: expenditure not to exceed \$10,000

Deposits into four accounts to be added to or created: Fire Engine Fund, \$50,000, Public Works Fund, \$50,000, Property Acquisition Fund, \$50,000, Senior Community Center Fund, \$75,000.

Respectfully Submitted,
Fred Oliver

COMMISSION ON AGING

Annual Report 2017-2018

Our members consist of Elaine Buchardt, Judy Knox Chairman, Georgia O'Brian Trip Consultant, Cathy Palazzi Senior Coordinator, and Sue Schmidt Secretary.

We hold meetings four times per year. We encourage seniors to attend these meetings so that the Commission will hear any issues of concern that need to be reported to Town Officials.

Projects and Issues completed during the past year and some still being worked on are:

Filter cleaned at OFH

This was mentioned to our Town Administrator and the task has been completed.

Water Testing at the OFH/senior center

This was done in June 2018 and the Town Administrator has it on the list to be done once per year as required.

Painting of Outside Steps

Steps were painted in the spring so that seniors will be able to see the bottom of each step.

Flooring at OFH/senior center

This area has been looked at but because of the mold and mildew issue in the building nothing will be repaired until the results of testing come back.

Cracked Glass in Community Room

Senior Coordinator researched and received three quotes to have cracked glass replaced. Town Administrator had the glass replaced in June 2018.

Acoustics in Community Room

BOS have been working on and off on this project for three years but there is never money in the budget to repair acoustics, so seniors can attend meetings and hear. The Town Administrator has taken over this project and is looking for possible ways to correct the situation.

Needed community building/senior center

Long Term Committee is looking into all possible ways to have enough money to move forward with this project within the next ten years. The senior coordinator, working with the AES Superintendent, BOE and Town Administrator have come up with a temporary solution to this problem. One wing of this can be vacated by September 2019 and four rooms would be available to seniors and other town residents for meetings. These rooms offer space for luncheons, movies and exercise programs for the seniors.

Commission on Aging (cont.)

Buses and Van Transportation

Senior Buses and van will be moved to the Public Works department to ensure safety of the seniors. During the winter it will be inconvenient to our drivers to have to warm up the buses prior to a medical but they normally do it anyway. The Fire Department and engineers in town have suggested this be done as soon as possible. We are waiting for results of the Air Quality testing.

Permits for Luncheons

It was discussed that we send people who serve our luncheons to class in order to receive permit from the Eastern Highland District. However; we have been told only one person would go and that person would train the servers. This has not been accomplished as we are still waiting to hear about the Air Quality testing.

Safety of our seniors

As our seniors age we are more aware of safety issues in their homes and at the senior center and on bus rides. We are extremely careful about their safety and assist as needed. As part of this safety issue we are aware when there is a town emergency and, since most of the seniors at Hop River homes do not drive, CERT has put a plan into effect that should seniors need assistance at HRH help will be there to take them to the church emergency safety area. For now, the seniors at HRH have a generator for their community room and bottled water, supplies available. However, the Commission wanted to make sure that our seniors would be well taken care of. Additionally, our buses are available to drive them to the safety area, if needed.

Our Trip Consultant, Georgia O'Brien does an excellent job of providing a variety of trips for the seniors to enjoy. She has taken them to Goodspeed, Little Theater of Manchester, Windham Theater, Aqua Turf, Manchester Trinity Church Christmas Musical, Finnegan's, for lunch, Jazz Festival, Empty Bowl at RHAM, Essex Train and Georgina's for Senior Christmas Party. Georgia's latest project is having 90+ Year Young Birthday's recognized in our town. This is done in Columbia and is a huge success.

Our Commission works hard to care for the elderly in Andover and keep them safe. We enjoy what we are able to do to support and help seniors enjoy their lives.

Respectfully submitted,

By Cathy Palazzi, Senior Coordinator and Judy Knox, Chairman of YAH seniors

CONSERVATION COMMISSION

Annual Report 2017-2018

Our commission consists of the following members: Mike Palazzi, Chairman, Maryann Gile, Carrie Crompton, Meghan Lally, Scott Warren, and Gary Gile, Alternate.

Our commission is active and involved with monitoring the natural resources and environmental health of town properties.

Between July 1, 2017 and June 30, 2018, the Conservation Commission:

- Organized a work party (September 2017) to remove alien invasive plants from the parking lot of the Andover Historical Museum and the adjacent rail trail area, following a presentation by member Carrie Crompton on the identification of alien invasive versus native plants. Carrie is a member of the CT Invasive Plant Working Group (CIPWIG)
- Organized a work party (April 2018) to remove alien invasive plants from newly purchased open space at Lake Road and Merritt Valley Road. This was also preceded by a workshop on the identification of invasive species.
- Participated in the 2018 CT Land Conservation Conference at Wesleyan University in order to learn from other community organizations about best practices for conservation.
- Wrote a grant for funding from The Last Green Valley for town-wide Earth Day (2018) clean-up effort and coordinated with other town organizations to clean up the full length of rail trail in Andover, the town hall grounds, a mile of Route 316, and many town streets.
- Maintained schedules, supplies, and payouts for the C.A.R.T. bottle-and-can recycling program at the Andover transfer station.
- Placed monitors to record water temperatures in Staddle Brook and Burnap Brook for the 2017 summer season and added monitors in Blackman Brook and an innominate brook in 2018. Stream temperature is an indicator of water quality for fish and other aquatic organisms.
- Approved a plan to promote a Pollinator Pathway in Andover through an educational program at the Andover Library and the purchase of annual flower seeds to be given to gardeners in town who sign up to be part of the Pollinator Pathway program. This will be put into action in the Spring of 2019.
- In consultation with wildlife conservation expert Hank Gruner Herpetologist, created a set of guidelines for maintaining the trails adjacent to the ball fields. B.O.S. approval is anticipated before end of 2018.
- Served as liaison with the Eastern CT Conservation District for the installation of a rain garden on Lake Road. The rain garden was installed in August 2018 by volunteers from ALPOA and plants provided through a grant obtained by the ECCD.

Goals for 2018-2019:

- Organize the Andover Pollinator Pathway, in cooperation with the Andover Public Library.
- Organize a work party for quantitative sampling of invertebrate populations in the Hop River in fall 2018. This event will be fun for families, and the information gained will give us a baseline for continuing studies of the health of the River in Andover.

Conservation Commission (cont.)

- Continue monitoring stream temperature in Burnap Brook, Blackman Brook, Staddle Brook, and other streams in Andover.
- Continue organizing work parties to remove invasive plants from town-owned properties, with emphasis on the newly created Hop River Trail and the Percy Cook Trail.
- Continue the C.A.R.T program, which has generated significant funding (over \$1000 for each group in the past year) for the four groups involved in sorting cans and bottles.
- Participate in the 2019 CT Land Conservation Conference.
- Apply for grants to support the Pollinator Pathway and possibly a trail camera that will help us to identify wildlife on public lands.

Respectfully submitted,
Michael Palazzi
Chairman



Facing photo on left back row is Meghan Lally, Mike Palazzi, Chairman, Gary Gile Alternate
Front row, Scott Warren, Mary Ann Gile, & Carrie Crompton

EASTERN HIGHLANDS HEALTH DISTRICT

Robert Miller, Director
Annual Report 2017-2018



The Towns of Bolton, Coventry, and Mansfield established the Eastern Highlands Health District on June 6, 1997 as a cooperative effort to pool their resources and create a regional full-time professional health department. Reducing costs and improving both the scope and quality of public health services in the community were the objectives of establishing the District. Seven more towns joined between 2000 and 2005: Andover, Ashford, Chaplin, Columbia, Scotland, Tolland and Willington. The Eastern Highlands Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotions of wellness and protection of our human environment. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

Accomplishments for FY 2017-2018

- Board of Directors adoption of an operating budget of \$812,237 for FY 18/19, which is a 0.5% reduction from the previous fiscal year.
- In partnership with many of our member towns the Substance Abuse in Our Communities Workgroup was established with the goal of advancing opioid addiction prevention, treatment, and recovery efforts in our local communities. Most notably the workgroup coordinated and hosted a train the trainer program targeting first responders on NARCAN administration. They also developed and distributed a tri-fold brochure listing all treatment programs and service options in the region.
- With the passing of new legislation this past year, the State of Connecticut has adopted the FDA Food Code. Parts of the Code went into effect this past year, and eventually the entire code will apply to all restaurants state-wide. Over this fiscal year much has gone into preparing for this transition. This includes retraining field staff, informing and educating food establishments, and revising local policies. We look forward to continuing the important partnership we have with our area restaurants as we work together to implement this important change.
- We recently partnered with our sister agency the Northeast District Department of Health in an initiative to share an emergency public health program coordinator. In just a short time, our new coordinator has successfully re-engaged and expanded our Medical Reserve Corps unit by providing training opportunities, staffing MRC events, and promoting recruitment.
- Salient projects and initiatives in support of specific member towns include: Bolton Board of Education technical support regarding risk and control of suspected case of infectious illness; Coventry risk communication support regarding Coventry Lake Hydrilla treatment; technical support for Tolland in addressing elevated NaCl in wells; and, hosting private water supply well fairs in Chaplin and Ashford in partnership with DPH.
- Communicable disease control activities included review and follow up (as needed) of 1404 case reports; and, conducted 23 disease outbreak or individual case investigations.
- Main indicators for environmental health activity in Andover include: 27 site inspections for septic systems; 17 septic permits issued; 4 well permits issued; 3 complaints investigated; 14 environmental samples taken for lab analysis; 35 food establishment inspections and other health inspections; 28 B100a building permit reviews; and, 76 test pits and perc tests.

Plans for FY 2018-2019

- Launch of public portal for web-based permit application and payment system
- Complete transition to FDA Food Code
- Update agency strategic plan
- Address the individual public health needs of member towns as they arise

ECONOMIC DEVELOPMENT COMMISSION (EDC)

Annual Report 2017-2018

The Andover Economic Development Commission currently consists of Elaine Buchardt, Patrick Dougherty and Cathy Palazzi.

The Town of Andover is a member of the Tolland County Chamber of Commerce(TCCC). Elaine is on the TCCC EDC committee and reports back to on things that are useful for the town.

The EDC is following the LADA plan for Route 6 development directed by the regional route 6 committee, the CT DOT plan for traffic calming on Route 6 and the Plan for Conservation and Development of 2017 to guide in future EDC projects.

The EDC met to discuss what projects we wanted to see on the Long-Term Planning Committee list for the future. The four top projects are:

- 1) Andover identifying signs along Route 6 that have the covered bridge designed into them
- 2) Have the current public works building torn down, the site cleaned up of any hazardous chemicals and encourage the building of a tavern or similar property along the river on that site. We could also move the farmers market to that site.
- 3) Encourage the zoning changes to allow for mixed use along route six so there can be a combination of retail, business and residential usage at the same site. There are several commercially zoned properties that would also like to have the ability to live at the site or rent out an apartment.
- 4) Encourage more dense housing to allow for more residences to spread out the property tax burden. We need town growth.

The EDC assisted in getting the Farmers Market Committee reformed to have a new market master. It is important we have a viable farmers market in town.

The EDC is working on updating the electronic version of the business directory on the town website.

Respectfully submitted,
Elaine Buchardt
EDC Chairman



EMERGENCY MANAGEMENT (CERT)

Annual Report 2017-2018

In the 2017-18 fiscal year (June through July), the Andover and Hebron CERT Teams continued to work as a conjoined group. The Andover – Hebron CERTs were deployed a total of 8 times during the year.

Traffic control was provided during the Andover Memorial Day Parade. Traffic control and runner safety were provided for the Andover 5K race, the Andover 5/10K race, the Gay City Summer Solstice race, the Hebron Ghost Run, and the Shamrock race in Bristol, CT. The CERT Team assisted in basic first aid during the Summer Solstice race and performed a missing person search during the race. The CERT Trailer, Command post, was present at the Hebron Harvest Fair. Various brochures on Emergency Preparedness were provided and Fire Extinguisher training was provided to fair goers. CERTs, trained in Ham Radio, assisted with communications during the Fair.

The CERT team met each month, with a combined November – December meeting, to continue training and sharpen skills. The Andover Emergency Management Face book page was maintained to provide safety information to the community ranging from winter safety tips to road condition reports.





FARMERS MARKET

Annual Report 2017-2018

The committee consisted of Elaine Buchardt, Secretary, Dave and Grace Gostanian, Market Masters summer of 2018, Karen Hunter, Mike and Cathy Palazzi, Market Masters winter of 2018, Shirley DeFlaviis (Alternate) , Jeanne Person (Life Member),

The Winter Farmers Market was held two Saturdays in January (14, 28) and February (11, 25). We had 21 vendors including two farmers. Farmers sold root vegetables and other products such as honey, eggs, maple syrup, jams, jellies and relishes. The average turn out of visitors was 75-90 depending on the Saturday. This was a very successful winter market.

Our summer market opened June 16th. Our market was held each Friday at the Town Hall parking lot starting at 3:30 – 6:30 p.m. through August 26th. Since people were asking for more farmers, we had seven farmers on opening day and 28 vendors. Our Selectmen were there to cut the ribbon along with our State Senator Cassano and State Representative Robin Green. Opening day there were a few rain showers but approximately 95 people attended. The AFM committee sold hot dogs and beverages to support the cost of the entertainment. Unfortunately, since our figures were low in attendance the following weeks, we were unable to continue entertainment for the entire summer. Our vendors and farmers continued to stay with us for several weeks, but it was unfortunate due to five Fridays in a row of rain. People did not attend to get their fresh fruit and vegetables and the farmers were disappointed with the turnout of residents. Our market was inside the community room those weeks for the vendors but some of the farmers wanted to be outside. We were unable to hold our dog show and had to postpone it causing some dog owners not able to attend. Our animal entertainer couldn't bring her rabbits, frogs, etc. due to rain. Children's games could not be held as they needed space to run around and play.

So, we started with seven farmers and four stayed with us the entire summer. The vendors started to stray after several weeks of low turnout numbers and we ended up with three vendors at the end of August. However; on the bright side we had at least 12 people who attended every Friday – rain or not! We owe them many thanks for coming to support us. The committee especially thanks the volunteer Firemen and EMTs who showed up each Friday to help us and make sure people were safe.

Our committee was disappointed since we had done so well the previous three years. Two years we were at the ball field on Long Hill and that seemed the ideal location, but once the renovations began on the field, we moved to the Town Hall. Many people complained about being off RT 6. We put up huge flags and signs to attract people, but it was felt by the committee that Town Hall was off the main road through Andover and people would not come; plus the fact we had five weeks of rain. It was very discouraging to say the least.

Mike and I decided it was a great deal of work, finding vendors, farmers, entertainers, and various acts, plus the lugging, lifting and moving of tents, tables, etc. that it was becoming too much for us. After five years (first year spent locating farmers, vendors, etc.) that it was time to retire. We enjoyed the many

Farmers Market Committee (cont.)

years we volunteered and met a lot of very nice people. Our committee was a pleasure to work with and we thank them so much for all they did these past years. It should be noted our Life Member, Jeanne Person spent many hours talking with us about farmers and vendors and offering much needed suggestions. Thank you, Jeanne.

The AFM started up again at a private establishment on RT 6 and a monthly market was held. Town residents seem to like having the market once a month vs. every week. We do hope residents support the market so that it can keep going.

Respectfully submitted,

Mike & Cathy Palazzi
Co-Market Masters

FIRE COMMISSION

Annual Report 2017-2018

2017 and 2018 were very busy for the Fire Commission. In July of 2017 Mike Lester of Columbia was appointed Fire Marshal after the resignation of John Roach. In August of 2017 the 1975 Mack Aerialscope was sold for \$6,000.00. This vehicle originally donated to the Fire Department after service in Glastonbury was becoming prohibitively expensive to maintain and the availability for parts for a vehicle this old had become very limited.

LOCIP funds secured for the replacement of the oil fire furnace and removal of the underground oil storage tank were planned for August of 2017. But all LOCIP funds were frozen by the state until after the budget passed and was signed. Therefore, the replacement project was delayed until May of 2018 and has been completed. A propane-fired furnace has been installed that will increase the efficiency of the heating system and the underground storage tank has been removed and disposed of. The previous oil fire furnace, installed when the building was constructed in 1990, suffered numerous breakdowns over the past year and it was prudent that we planned for its replacement.

Steve Postemsky of Columbia was appointed Deputy Fire Marshal upon the request of the Fire Marshal.

The Fire Commission would like to thank Chief Ron Mike and the members of the Andover Fire Department for their hard work and dedicated service to the Town of Andover during the past year.

Respectfully submitted,
Wallace E. Barton Jr.
Chairman

INLAND WETLANDS AND WATERCOURSE COMMISSION

Annual Report 2017-2018



The Inland Wetlands and Watercourse Commission (IWWC) is charged by Connecticut General Statutes, §22a-45 to regulate activities in or near wetlands and/or watercourses in the Town of Andover. The Commission discharges this obligation by provisions set forth in the Town of Andover Inland Wetlands and Watercourses Regulations. These regulations require that all landowners and their agents who propose activity within 100ft. of wetlands or within 200ft. of an area of special concern to first obtain a permit from the IWWC or its agent before the start of work. These activities include, but are not limited to, the cutting of trees, removal or deposition of material and/or soil, disturbance of natural drainage or and construction of new residences.

The year was relatively quiet for this Commission.

This Commission meets the second Monday of each month at 7:00pm in the Community Room. Please contact the Wetlands Agent with any questions regarding this Commission or if you are interested in serving on this Commission. Below is a summary of the Commission's activities for the year.

Applications received: 4

Declaratory Rulings: 3

Permits Issued: 10

Complaints Investigated: 27

Administrative Approvals: 6

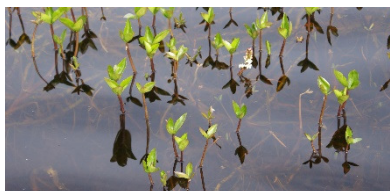
Inspections conducted to determine jurisdiction: 75

Inspections conducted to determine permit compliance: 127

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Michael Landolphi
Meghan N. Lally
Ed Smith

Richard Osborne
Wayne Thorpe
John Valente, Agent





LIBRARY BOARD - PUBLIC LIBRARY

355 Route 6 P.O. Box 117

Andover, CT 06232

Phone/fax: (860)742-7428

Find us on Face book: www.facebook.com/AndoverPublicLibrary.CT

During the fiscal year which ended on June 30, 2018, the library was pretty busy. We were visited by nearly 10,000 people and circulated over 14,000 items. Those are pretty good numbers for a small town the size of Andover, but we're always ready and willing to welcome more folks. Visit the library whenever you can!

In addition to offering the latest bestselling books and DVDs for patrons to borrow, we also have computers available for public access. In addition, we have access to eBooks and downloadable audios through *OverDrive* (visit the library for more information). There are museum passes for families to borrow, books on CD, and a whole bunch of different programs for everyone. Nearly every week, we host storytime programs for children, where kids can sing a song, listen to a story, and do some show and tell. For the adults, we have two monthly book discussion groups: our Evening Group meets on the last Monday of each month and has for nearly a dozen years. The Express Discussion Group meets on the second Wednesday of each month at 12:30PM. Our two groups for knitters and crocheters are growing in popularity. Other examples of programs we've offered include author talks, historical programs, lots of fun summer programming for the kids, the annual December visit of Santa & Mrs. Merry Claus, and more fun things.

The Library's Friends group continues to actively support our programs. The money they've donated to the library in the past year has helped us purchase several museum passes, as well as numerous DVDs and books on CD. To raise money for some of these donations, the Friends group hosts an annual goods & services auction each May. The Friends support the library by purchasing items (such as a couple of new portable bookshelves) that the library may not be able to afford with our own town budgeted funds. In addition, the Friends hosted a free summer concert in July 2017 featuring Bluegrass and country music with Tex's Troubadours. We are grateful to all of the Friends (led by Friends President, Gretchen Stein) for their dedication and support to the library.

Be sure to watch our library's Facebook page – www.facebook.com/AndoverPublicLibrary.CT (you don't have to be a member of Facebook to be able to view our page) to keep up-to-date on our upcoming programs, events, and happenings. On the horizon: we have received a grant through the Connecticut State Library that will allow us to install a fiber Internet connection at the library, so be on the lookout for much faster Internet access. We'd love to see you here at the library, too, so don't forget to stop in whenever you can. Remember: if the OPEN flag is flying and the outside lights are on by the front door, we are open! See you here!

2017-2018 Statistics:

Circulation of books, magazines, audios, videos:	14,075
Books & A/V materials added to collection:	588
Books & A/V materials withdrawn from collection:	505
Total valid library cards:	3,168
Interlibrary loan requests filled:	771
Number of books borrowed by out-of-town patrons:	1,745
Public computer usage (in hours):	1,018
Total patron visits to library:	9,603

Respectfully submitted,

Amy Orlomoski
Director/Librarian

**MUNICIPAL AGENT SOCIAL DIRECTOR
(ELDERLY AND SOCIAL SERVICES)**

**Annual Report
July 1, 2017 to June 30, 2018**

These departments function for the betterment of Andover citizens and include such items information, referrals, guidance, help, and most of all hope that things will be better in the future. Above all, confidentiality is the first priority of this department.

Some, but not all, services include participation in the State funded Renters' Rebate Program for elderly and/or disabled residents, Farmers Market Program, referrals to ACCESS for heating (oil or electric) assistance, WAIM, and the First Congregational Church of Andover's Food Pantry. While these do not seem larger than life in the written word, they are a necessity for anyone in need, no matter their age.

During the period covered by this report the total number of residents seeking Renters' Rebate was 21. Hop River Homes led the way with 18, Kinsley Drive had 3 applications, and the last was a new single occupancy home rental. None of these were denied either by income limitations or other qualifications.

This year thirty Farmers' Market Coupons booklets were received from the Connecticut Department of Agriculture. Each Booklet contains six \$3.00 coupons that can be used anywhere there is a farmers' market. Eighteen of them were handed out to residents, and again the majority went to residents of Hop River Homes. In addition to local markets these coupons are also valid at 19 FMNP Authorize Farm Stands located primarily in the southern portion of the state.

One of the interesting groups that has come into being is the Hunger Action Team made up of clergy, social service and lay people from the towns of Andover, Columbia, Gilead, Hebron and Marlborough. We meet each month, except during the summer, and discuss issues we see in our communities and how we can better assist our residents.

Respectfully submitted,

Laurel Warner Andrews

MEMORIAL DAY COMMITTEE ANNUAL REPORT

The Memorial Day Committee plans, coordinates, and oversees the annual Town Memorial Day observances.

We the living Honor Our Country's Dead - Memorial Day Observances – May 28, 2018

Parade

Honorary Marshal – George Kitchin

Color Guard – Andover V. F. D Marching Unit

RHAM High School Band – Nick Kokus, Band Leader

Memorial Wreath Bearers – Danny Yeoman & Trevor King, Cub Scouts Pack #124

Veterans from all Andover Armed Forces & Merchant Marine Veterans

Selectmen and Dignitaries

RHAM Middle School Band – Kerrie Verrastro, Band Leader

Community Emergency Response Team – Paul Bancroft

Scouts

Little League

RHAM Youth Soccer

Andover Elementary School Band – Matthew Piros, Band Leader

Senior Van

Fire Apparatus from the Andover Volunteer Fire Department

Observance at Monument Park

- Playing of the National Anthem by the RHAM High & Middle School Bands
- Placing of the wreath by Danny Yeoman & Trevor King
- A salute from the 6th Connecticut Regiment
- Drum roll taps and echo.

Observance at Center Cemetery

- An invocation, benediction and prayer from Reverend Mike Donnelly
- A reading of the “Gettysburg Address” by Dani Page
- Performance of “America the Beautiful” by the Andover Elementary School Chorus
- A reading of “In Flanders Field” by Dillon Spring
- Memorial Day address from Town Administrator Joe Higgins
- Recognition of recently deceased veterans
- A memorial medley from Moriah Perrett
- A salute from the 6th Connecticut Regiment (Historic)
- Drum Roll, Taps and Echo by the RHAM High School Band
- Bagpipes by the Fogarty family and Cody Dinda
- Taps & Echo by the Andover Elementary School Band

The Memorial Day Committee wishes to thank all those who participated and joined us as we honored those who have given their lives in service of their country.

Committee Members: John E. McCall, Chairman, Karin Denley, Wayne Thorpe, Gerard “Skip” Scagliola



NORTON CHILDREN'S FUND COMMISSION

Annual Report 2017-2018

In 1891 Chester D. Norton, an Andover farmer, died leaving in his will \$3,000 to be used to help Andover children in need. The story goes that when Chester was a child his poor family could not afford the eyeglasses he needed and a kindly gentleman provided the family with funds for Chester's eyeglasses. Chester never forgot this act of kindness and passed it on to the future children of Andover through his will.

The *Norton Children's Fund Commission* was established in 1937 at a Town Meeting and has continued to this day distributing the interest income from Chester's will plus donations from generous citizens to help the children of Andover.

The *Irene Mooney Fund* was established in 2005 to be administered by the *Norton Children's Fund Commission*. Like Chester D. Norton's will, only the interest from this fund is available for distribution.

Each year since 1960 the Commission has presented a small scholarship to an Andover high school or home-schooled senior who will be continuing their education. In June of 2018 a \$1,000 scholarship was awarded.

In 2002 the family of F. Kendall Brown and Frank H. Brown set up a scholarship in memory of their father and brother. The *Norton Children's Fund Commission* has been given responsibility for managing the scholarship selection.

The Norton Commission consists of 5 members and that meet twice a year, once in the spring and again in late fall. At the spring meeting the scholarship recipient is chosen and funds to help families with Back-to-School supplies are distributed. At the fall meeting funds are distributed to help families with holiday gifts. Throughout the year the Commission is also available to assist families that have a need.

Norton Children's Fund Commission flyers that explain how to apply for financial assistance from the Commission have been distributed. These are available in the Andover Elementary School, RHAM High & Middle Schools, Social Service Director, The Andover Congregational Church, the Andover Town Library, the Andover Town Office, AHM, and on the town's website.

No funds are received from the Town of Andover's yearly budget. The Commission relies solely on donations from generous citizens and the interest that is received from the principal of the *Norton Children's Fund* and the *Irene Mooney Fund*.

The biggest challenge for the Commission is letting residents in need know services are available. The Commission members conducted the *Norton Fun Jar* awareness project at the Andover Public Library and the Andover Elementary School where children were encouraged to guess the number of items in a jar. Entry forms were printed with Commission's mission statement and history. Winner's photo was published in the *Rivereast*.

Donations may be sent to the Norton Children's Commission at the Town Office Building, 17 School Street.

Respectfully submitted,
The Norton Children's Fund Commission
Dianne Grenier –chairperson
Deb Thompson–secretary
Cheryl Mayhew
Sue Schmidt
Heidi Xenophontos



PLANNING AND ZONING COMMISSION

Annual Report 2017-2018

Planning and Zoning Commission Responsibilities

The Planning and Zoning Commission (PZC) is empowered by state law and the Town of Andover Charter to act as a combined planning commission as well as a zoning commission. The commission acts with either legislative or executive authority based on the situation. When we write regulations, we are acting with our legislative power. When we review applications, we are acting with executive power. In other words, once we create a rule, we can't deny an application that follows that rule, whether we like it or not. The inverse is also true in that we can't approve an application that does not meet our rules. The PZC uses Attorney Mark Branse of Halloran and Sage for legal guidance in creating and interpreting regulations.

The commission is responsible for acting as a Planning agency for the town of Andover through the development of the Plan of Conservation and Development (POCD) well as review all Municipal land purchase and sales and major civic improvements to make sure they are consistent with planning objectives.

The Commission creates laws that regulate how land is used in the town of Andover. There are 2 primary documents, Zoning Regulations and Subdivision Regulations. When the commission is creating law, it is acting in a legislative capacity. The commission also reviews and determines compliance with those regulations through its executive power. The commission has 5 regular and 3 alternate members. The commission generally meets on the third Monday of each month.

The Regular Members are: Eric Anderson Chairman, Robert Hamburger Vice Chairman, Leigh Ann Hutchinson, Scott Person, Mike Palazzi.

Alternates include: Gerry Hardisty, Jed Larson and Ed Sarisley

Recent Actions

The past 12 months has been quiet in regard to applications for subdivisions and zoning permits. The following actions have taken place:

- The Commission had 12 Regular Meetings and conducted 4 Public hearings.
- Mr. Clark on Long Hill Road received a special permit for a home-based business and has been granted a Certificate of occupancy for a house and business.
- Noona's Kitchen Restaurant in the plaza was approved via administrative review.
- Farmers market approved via Administrative review.
- There were no Subdivision applications.
- The Planning and Zoning Commission initiated a request to purchase land that borders along Lake Rd, Route 6 and Merritt Valley Road for Open Space. At a town meeting, the proposed acquisition was overwhelmingly supported, and the land has been purchased. Plans are underway for a picnic area on the property as well as improvements to allow more parking for the Hop River Rail Trail.
- The Zoning commission also recommended to the Board of Selectman that the town consider adopting a Town Abandoned Property Blight Ordinance. This went to Public Meeting and was approved. After passage 4 properties were identified as not being compliant with the ordinance. Subsequently 3 of the 4 properties corrected the compliance issues without any Fees being applied, and one property is still not compliant and is being assessed 25\$ per day and a lien will be placed on the property.
- In the last 12 months the Zoning commission has extensively modified the zoning regulations. This process started with a thorough review as part of the 2015 POCD. The commission then retained a planner to help us draft

regulations based on those Ideas:

1. The Commission has changed the residential zoning (chapter 5) to make the rules more flexible while allowing more Open Space. Basic Change - all residential zones have changed to R-60 called the **Andover Rural Design District** (i.e. 1.5 Acre zoning). This includes the lake zone. We now encourage cluster development to get away from the cookie cutter development and allow developments with a more compact footprint, but more Open Space. The rules now are more flexible so that land can be developed in a more thoughtful way.
2. Additionally, we instituted a **Mixed-Use Floating Zone** (chapter 26). This is a zone that does not have any fixed location. A developer with property along Route 6 would apply for a zone change to Mixed Use. To do so they would have to show us a site design and proposed layout, that would include both commercial and residential units on the same parcel. This gives a developer a lot of flexibility, but also gives the commission more power to approve or deny (basically we retain our legislative power).
3. The commission changed the **Parking regulations** (chapter 12) to be more flexible and also to comply with the Complete Streets Master Plan (part of the POCD). We used a set of model regulations that were developed as part of the Route 6 Corridor study.
4. The commission modified chapter 11 of the zoning regulations that deals with area, and floor requirements to conform to the new Andover Rural Design district as well as reduced the minimum floor areas for residential dwellings
5. The zoning commission instituted new **Stormwater management Regulations** (4.17) to better protect the environment from the adverse effects of water runoff due to development.

Proposed Regulations

The Zoning commission is working on the following regulations:

1. Regulations requiring upgrading septic systems and treating the runoff from additional impervious surfaces in the lake district when a house is renovated or enlarged.
2. Accessory Apartment Regulations allowing under controlled circumstances detached accessory apartments.
3. Solar Access Regulations.
4. Revised Lighting regulations to combat light pollution and strengthen existing commercial regulations.
5. Revising the Home-based business regulations to allow more flexibility for pre-existing houses currently located in the business and industrial zones.
6. Regulations that address the parking of large commercial vehicles in residential zones.
7. Regulations that permit raising a small number of birds or rabbits in the Andover Rural Design District (residential zone) without a special permit on lots too small to be considered a farm.
8. Instituting an application Checklist to make it easier for applicants to insure they have all the correct documentation prior to public hearing

A public hearing is likely to be held on these regulations in the late fall 2019.

Respectfully submitted on behalf of the PZC

Eric Anderson, Chairman Andover Planning and Zoning Commission

RECREATION COMMISSION Annual Report 2017-2018

The Recreation Commission not only sponsors several events for Andover residents, we also support several groups that provide classes and events that promote the health and welfare of Andover Residents.

The following successful events were held;

Halloween Fun Night was held on Saturday, October 28, 2017 in the Andover Elementary School Gym.

Veteran's Day Ceremony was held on November 11, 2017 in the Community Room of the Town Office Building.

Christmas Sing-along was held on Sunday, December 17, 2017 at the Gazebo on School Road.

Summer Kick-Off Fun Day was held on Saturday, June 16, 2018 at the Gazebo on School Road.

Respectfully Submitted,
Andover Recreation Commission

Annmarie Daigle
Joe King
Carol Lee
Jay Linddy
David Sarisley

Alternates;
Patrick Dougherty
Jeff Maguire



REGIONAL SCHOOL DISTRICT NO. 8



Annual Report 2017-2018

The 2017-18 school year provided the opportunity for a variety of changes in programming, personnel and strategic planning at RHAM. From October 2017 to March 2018 a dedicated group of volunteers representing the Region 8 Board of Education, administration, faculty, students, parents, and members from the three town's Board of Selectmen worked together to develop the Region 8 Strategic Plan. The RHAM BOE adopted the plan in May 2018. The strategic plan represents an overview of the priorities of the district. It will provide transparency and accountability as the district works to achieve its Mission and Vision. The Theory of Action, Commitments and Goals are important levers that can be included in all district activities and will drive Region 8's improvement efforts. The plan will guide and influence district-based decision making and provide guidance in budgeting and programming; ultimately resulting in improved student success.

Enrollment at RHAM middle and high schools has seen a slight decrease for the start of the 2018-2019 school year. The high school realized a decrease in enrollment from 1040 students in 2017-18 to 957 students in August 2018. RHAM middle school's enrollment actually increased from 469 students in 2017-18 to 484 students in August 2018.

RHAM students continue to demonstrate strong academic performance on state assessments such as, Smarter Balanced, SAT and Advanced Placement tests. Student SAT scores, based on the School Day Test, decreased slightly in 2017-18 compared to the previous year's scores. However, the 2017-18 SAT scores are still above the 2015-16 SAT scores. The SAT score is an indication of College and Career Readiness and our overall combined math and reading score of 1146 in 2017-18 indicates that RHAM students are well prepared for post-secondary school. Another assessment that students take to demonstrate college level preparedness are the Advanced Placement (AP) exams. From 2015-2018 the district has increased the number of AP exams taken by 40%, 25% more students are participating in AP courses, and 43% more students are passing the exams with AP scores of 3 or higher. Additionally, the RHAM high school has added 3 new AP courses over the past three years. Many colleges give students college credit for AP scores of a 3 or higher. Smarter Balanced (SBAC) scores for seventh graders remained unchanged in Math and decreased slightly in English in 2017-18 while eighth grade scores increased in English but dipped slightly in Math. All of the RHAM middle school SBAC scores were considerably above the state average.

Community outreach and engagement is one of the goals of our strategic plan. As part of this goal, the district launched a new website in August 2018 in an effort to increase communication. Another strategy the district utilized during the 2017-18 school year was the live streaming of BOE meetings.

RHAM schools also excel beyond the academic classroom. In April 2018, RHAM was again honored with the Best Communities for Music Education designation from The National Association of Music Merchants (NAMM) Foundation for its outstanding commitment to music education. RHAM is one of 4% of districts across the nation receiving the prestigious award in 2017. Several of our extra-curricular clubs competed in local, state and national events, showcasing the various talents of our students in areas such as broadcasting, business, and problem solving. Lastly, close to 45% of RHAM middle and high school students participate on at least one athletic team. This involvement of students in activities outside of the classroom is an important part of the district's theory of action for developing informed citizens that are ready for college and/or career.

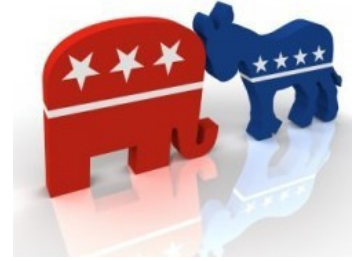
The budget for the 2018-19 school year was voted on in May of 2018. The budget was passed by all three towns and included a 1.76% increase over the previous year's budget. This budget included the reconfiguration of the District Technology Department, the addition of a Pupil Personnel Services Supervisor and a new program at RHAM for students with school anxiety. The budget also included plans to address noted ADA access issues throughout the campus as well as other needed capital improvement projects.

In conclusion, our schools have wonderful students, dedicated teachers and staff and a high degree of parent and community support. The towns of Hebron, Andover and Marlborough are receiving an excellent return on their investment and Regional School District 8 continues to develop collaborative and cooperative relationships with each of the three towns.



REGISTRARS OF VOTERS

Annual Report 2017 -2018



The Registrar of Voters office had a very busy year. We worked with only one Registrar of Voters and only one Deputy Registrar of voters for 3/4th of the year. In April Linda Derick became the Democratic Registrar of Voters and Julie Victoria became the Democratic Deputy Registrar of Voters. Linda started her training to become certified as a registrar of voters.

Wallace E. Barton Jr. successfully completed the certification program and was certified by the Secretary of State's Office.

Cathy Palazzi and Wallace Barton attended the fall and spring ROVAC conferences and Linda joined in attending the spring conference.

During the spring we had successful referendums and the RHAM and Town budgets. We also worked at a number of Town meetings verifying voters eligible to vote at Town Meetings.

The state mandated 4-year canvas of voters was completed as required by the Secretary of State.

From July 1, 2017 until June 30, 2018 the ROV's processed 544 voters who either, moved, changed parties, or registered as first time voters.

Respectfully submitted,
Wallace E. Barton Jr., Republican Registrar of Voters
Linda Derick, Democratic Registrar of Voters
Julie Victoria, Democratic Deputy Registrar of Voters
Catherine Palazzi, Republican Deputy Registrar of Voters



RESIDENT STATE TROOPER

TOWN OF ANDOVER
17 SCHOOL ROAD
ANDOVER CONNECTICUT 06232

Annual Report 2017-2018 Fiscal Year

This correspondence is an effort to keep you apprised of the yearly State Police Services occurring within the Town of Andover.

For the time period from July 1, 2017 through June 30, 2018 the Andover Resident Trooper as well as Troop K Patrol Troopers, responded to 2,112 Calls for Service in the Town of Andover. This number includes self-initiated activity. The most notable Calls for Service are listed below:

Accidents:53
Fatal Accidents:0
Burglaries:6
Larcenies:8
Disturbances: 12
Emergency Committals:10
Untimely Deaths:1

In addition to the above investigations, Troopers conducted the following motor vehicle enforcement:

Total DWI:5
Traffic Infractions: 320
Seat Belt Infractions: 11
Written Warnings:138
M/V Summons:5

Respectfully Submitted,
Darrell Tetreault #1201
TFC Darrell Tetreault #1201
Andover Resident State Trooper



SAFETY COMMITTEE
Annual Report 2017 - 2018



Under the Connecticut State Statutes all towns must establish a Safety Committee for Worker Compensation. The members are: Chairman Joseph Higgins (Town Administrator), Kathy Luntta (Administrative Secretary), Carol Lee (Town Clerk), Ed Kasacek (Public Works), Sally Doyen (Andover School Superintendent), Jared Avery (Resident State Trooper), Dianne Grenier, and Curt Dowling.

The main charge of the Committee is that all public areas are safe for employees and the public. The Committee meets four times per year, unless more frequent meetings are required. Our concerns for 2017 – 2018 were security measures at Andover Elementary School, heating and flooring issues at the Old Firehouse, and acoustic issues in the Community Room at Town Hall.

The Library Board of Directors is addressing items on a “Safety Task List” for the Library complied with the Fire Marshal.

Respectfully submitted,
Joseph Higgins, Chairman

SENIOR LUNCHEON

Annual Report 2017-2018

The Andover Senior Luncheon Program runs from the first Friday in September following Labor Day through the last Friday in June of the following year. This is a lively group of seniors who get together weekly to enjoy a hot meal at \$5.00 per person and a free speaker of interest to them. Our program pays for those of low income so that they may come to enjoy a day out. One Friday in October we offer free Flu shots by our VNA so that the seniors are protected during the winter. We do not hold luncheons on snow days. The VNA come monthly to take blood pressures.

Our program is paid in part by the town budget of \$1080 a year. We are grateful for that help and the rest of our program is sponsored by donations from the town residents. People not only donate money to keep our program solvent, but they purchase paper goods as well. During 2017-2018 we were fortunate to have speakers donate their time.

Gerry Wright, a retired veteran from Andover has spoken with the seniors several times about his ongoing important project against Agent Orange. Few people understand the difficulties veterans face with this "killing disease". Speakers from major insurance companies visit and explain the new options for insurance every year. The MSP plan that was created under former state Senator Edith Prague is in jeopardy of being completely removed since part of that program has already been deleted this year. Clear Solutions, an organization for Hearing Difficulties, was well received. Dave Gostanian brought members of the Andover Fire Department to help seniors update their prescription cards. These cards help our volunteers know immediately what a senior takes and how best to treat them. Our state Senator, Steve Cassano and our state Representative, Robin Green visited with seniors making them aware of ongoing programs at state level that may assist them. In November and December, we enjoyed a Thanksgiving and Christmas dinner prepared by Andover Restaurant and Pizza. Rosie Stanko from Citizen Co-Op Oil visited and suggested ways to lower oil bills. Patricia Law, Superintendent of RHAM visited the seniors during budget season. She presented the draft budget and returned with the final budget to be presented to voters. This was helpful to seniors as they asked many questions and she was able to explain in detail to help them make a good decision. Lauren Healey visited us from Pet Care, talking about caring for pets in our homes. Kristen Kulesza, caregiver from Andover talked to us about the necessity people may face in the future for their personal care. Our temporary Resident Troopers, Abby Belcher and Jared Avery visited us several times while assigned to Andover. We will meet our new permanent Resident Trooper Darrell Tetreault this September. Since this was an election year some of the candidates running for various offices came to visit with us. They informed us with their backgrounds and what they would like to do for the state if elected. Dr. Bob Simenski, retired former Superintendent of RHAM visited with the Andover seniors. We especially want to thank our many helpers and volunteers: Bob Burbank, Frank and Pat Chaves, Betty Davis, Mary Duval, George and Judy Knox, Georgia O'Brien, Mike Palazzi, Bob and Evie Russell and Arlene Saglio.

Respectfully Submitted,

Cathy Palazzi, Senior Coordinator

SENIOR TRANSPORTATION COMMITTEE

Annual Report 2017 - 2018



Andover Senior Transportation

Phone #: 860-742-0188 Monday 9-10 am to schedule rides to events (when a holiday falls on a Monday, call for reservations the Thursday before)

Medical reservations: Cathy Palazzi 860-916-6122

Mission Statement

Service Seniors, Veterans and American Disability Act (ADA) Clients in their transportation needs: No senior left behind.

The Andover Senior Transportation services seniors, our veterans and our disabled (no age limit) to take them to their medical appointments, food share and food pantry, a weekly shopping trip, a bi-monthly Young-At-Heart Meeting, a monthly movie and a weekly luncheon. We also take our seniors to Board of Selectmen, Town Meetings and Voting Sessions when required. Seniors enjoy trips to various activities such as musicals, programs and luncheons.

Our Transportation Committee consists of three drivers: George Knox, Committee Chairman, Sue Schmidt, and Elinor Skoog. Mike Wallace serves as our Treasure/Secretary for meetings, and Cathy Palazzi is the Senior Coordinator for the town. Other members are Elaine Buchardt, Judy Knox and our Trip Coordinator, Georgia O'Brien who serves as a consultant to the committee. Our part time drivers are paid a small hourly salary for their hard work and dedication to their job. Our drivers go above their required job assignment by washing our vehicles, vacuuming them and making sure they look presentable for our seniors. In addition, they assist our seniors on and off the vehicles as needed, carry groceries into their homes to make sure they are safe. These extra jobs the drivers put down as in-kind service to the program. Our trip consultant arranges all fun trips and programs for seniors to attend.

Senior Transportation has three vehicles. Our 2014 van is equipped with a disability ramp and is used daily for Medicals. We are thankful to have received a 12-passenger bus in 2017 in part from the town residents. This bus is used weekly for their food shopping, food share/food pantry trips. Our old 12 passenger bus was sold to a company in New York for \$5050. This money went back into the General Fund. We also have one 20 passenger 2002 bus that has recently received maintenance to bring it into good working condition for senior trips.

During the past year we serviced 1360 clients, 1509 hours spent driving 11,456 miles put on our three vehicles, 1128 volunteer hours including in-kind hours. The buses do not run on Fridays for medicals nor during snow storms or when the town hall is closed only for luncheons, so the seniors can enjoy this time together and receive a hot meal.

Our Transportation responsibilities have become more vital as our population ages. We are carrying more equipment (walkers and wheel chairs, aides and assistance support staff to assist with the equipment). As the seniors age most no longer drive and some seniors are unable to drive at night. If we were not there to assist them, they would be missing out on so many excellent programs offered to them.

Wheelchairs, scooters, walkers are collected and stored in the Old Firehouse. This equipment is cleaned and restored by George Knox and our retired veteran Gerry Wright. When a senior needs any type of equipment, they deliver it to the senior's home. This equipment is no charge to our seniors. They are allowed to keep and use it until it is no longer needed then George and Gerry go back and retrieve the equipment and return it to the OFH.

Senior Transportation (cont.)

Andover Transportation joined with the Columbia Transportation this past year so that we were able to qualify for our yearly Section 5310 state grant. Should Columbia need a driver or Andover need a driver the other town would send one of their drivers to assist them. So far, we have fulfilled our obligation to Columbia and this will look good on our next year grant request should the state offer that program again. The hours of in-kind service the drivers accumulate is used when the yearly grant is applied for as this is valuable information to the state.

Our three vehicles are housed at the OFH in the garage.

Our meetings are held the fourth Wednesday of each month except July and August.

Respectfully submitted,

By Cathy Palazzi, Senior Coordinator and George Knox, Chairman



TAX COLLECTOR'S OFFICE

Annual Report 2017 - 2018

I'd like to thank the citizens of Andover for allowing me the opportunity to serve as Tax Collector. As you may know I began in that position as of July 1st which naturally was a challenge due to the timing. I truly appreciate the kindness and patience that my co-workers and the citizen of Andover have shown me.

The Town relies on municipal tax collection to fund the budget.

Connecticut towns and cities are required to operate on the Uniform Fiscal Year, beginning on July 1st and ending the following June 30th. Andover collects real estate, personal property, and motor vehicle taxes. The mill rate is determined by dividing the approved budget by the Grand List (total taxable property as determined by the Assessor) as of October 1. The budget process typically begins in December or January and concludes in April or May when the residents approve the budget and the Board of Selectmen sets the tax rate. Tax bills are mailed by July 1.

The Town of Andover bills quarterly, with the first installment due in July, and the subsequent three installments being due in October, January, and April.

Our beginning collectibles total was \$8,456,408.80 and as of June 30th, 2018 we had collected \$8,422,430.65. That gives a collection rate of 99.6% which is excellent and a tribute to the people of Andover and their commitment to our community.

Respectfully Submitted,

Eileen Curtin



Tax Collector

TOWN CLERK

Annual Report 2017-2018

Special Town Meeting Highlights

September 19, 2017

To adopt the Tax Abatement Ordinance on Housing for Low- or Moderate-Income Persons

Yes 68 No 4

To adopt the Abandoned Property Blight Ordinance

Yes 55 No 15

Special Town Meeting Highlights

March 29, 2018

To elect a representative to fill the Andover vacancy on the Region 8 Board of Education. Three candidates were interviewed.

Stephanie Bancroft 31 votes

Eric Shevchenko 16 votes

Neil Weathers 23 votes

The Town Meeting approved the purchase of 3 parcels of land using open space funds and the acquisition of an additional parcel.

Yes 63 No 5

Annual Town Budget Meeting Highlights

May 3, 2018

Shall the budget as prepared by the Andover Board of Finance for the Fiscal Year 2018-2019 be approved?

Yes 21 No 88

Town Budget Meeting

May 10, 2018

Recreation field improvement budget line was reduced by \$100,000.00

Unanimous voice vote

Shall the budget as revised by the Town Budget Meeting be sent to referendum?

Yes 80 No 49

Budget Referendum

May 22, 2018

Shall the budget approved at the Annual Town Budget Meeting for the Fiscal Year July 1, 2018 to June 30, 2019 be adopted?

Yes 167 No 210

Town Budget Meeting

May 29, 2018

Shall the budget as revised by the Andover Board of Finance be approved?

Yes 49 No 18

Town Clerk (cont.)

Budget Referendum

June 12, 2018

Shall the budget approved at the Annual Town Budget Meeting for the Fiscal Year July 1, 2018 to June 30, 2019 be adopted?

Yes 200 No 136

Respectively submitted,
Carol H. Lee, Town Clerk





TOWN HISTORIAN

Annual Report 2017-2018

The office of the Town Historian continued to work closely with the Andover Historical Society to maintain and expand an archive of items pertinent to Andover's past. Those items are used to educate the town's people about their heritage through the Museum of Andover History, a revolving display at the library, a website (andoverconnecticut.homestead.com), via printed publications and through periodic public presentations.

This year saw vast improvements to the museum grounds and expansion of the archives due to the work and generosity of a number of town's people. John Hanfield led a crew including Eric Anderson, Scott Person and the folks at Ron's Landscaping that spent many hours improving the grounds. Mike Donnelly donated a number of historically significant items to the collection in memory of his late wife Heidi.

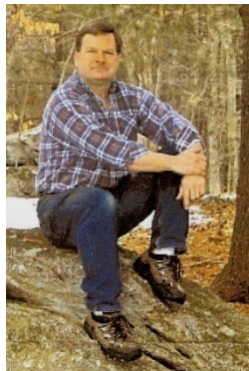
Several programs of historical interest were given during the year including one on the history of the Hop River Rail Trail given by myself and one on the history of several old homes in town given by Mike Donnelly.

If you have any questions about Andover's past, have any items that you would like to have included in the archive, or are interested in helping preserve and document Andover's rich heritage, please contact me.

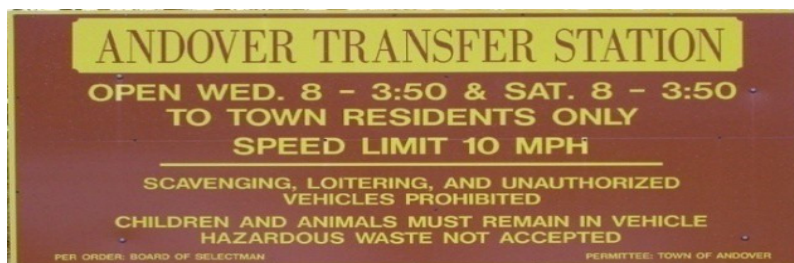


Scott Yeomans

Town Historian, President/Archivist
Andover Historical Society



TRANSFER STATION Annual Report 2017 – 2018



Located at 155 Shoddy Mill Road. **Hours of operation: Weds & Sat. 8 AM – 3:50 PM.**

It is owned and operated by the Town of Andover. Services are provided through Andover tax dollars. Permits may be obtained at the Transfer Station with proof of vehicle registration showing Andover as the tax Town. For more information please call 860-742-4049.

The Andover Transfer Station is available to Andover residents for non-commercial trash disposal and recycling. Composting at home is encouraged.

Household Hazardous Waste- The Town of Andover Transfer Station does not accept hazardous waste. Household hazardous waste can be brought to the Mid-NERO Chemical Waste Drop-off Facility on Hancock Road, Willington, CT. The facility is open from 9 AM until 2 PM on the first and third Saturday of each month from mid-April to early November. They can be reached at 860-684-3163.

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 29% 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.

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

Brush- We take brush, please no brush after 3 PM.

Please Read- Doors must be completely from all refrigerators and freezers. All paints must be dried up to be disposed of at the land fill. If paint is not dried up, you can take to a paint store and they will recycle for you. Air Conditions, mattresses, box springs, television and refrigerators can be disposed at no charge to the homeowner. At present there is no charge as the Federal and State grants pay for these services. We do hope this continues.

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. The cost of the land fill has not increase in 10 years. The cost of the land fill has not increased in 10 years because of everyone working together and recycling.



ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

January 6, 2016

2015 was a very busy year for The Andover Volunteer Fire Department Incorporated. We responded to 378 calls for 911 service. The forty active members also participated in 28 training activities ranging from live fire training to emergency medical training. This roughly translates to 100 hours of departmental training as a team. Many members completed individual courses on their own including Firefighter 1 and Emergency Medical Technician . These members sacrificed hundreds of hours from their families and sometimes jobs to better themselves in their abilities. We also had two very successful fundraisers, our Easter Plant Sale and Steak Dinner. All the members would like to thank the residents for their support. Below is a breakdown of the calls we had for services this past year:

Medical Calls 248

Service Calls 5

Motor Vehicle Accidents 50

Hazardous Material Incidents 2

Structure Fires 17

Brush Fires 1

Fire Alarms 17

Smoke Investigation 1

Standby Assignments 14

Lifestar Landing Zone 1

Chimney Fires 7

Boat Accident 1

Wire Related Calls 7

Officer Calls 7

Ron Mike

Andover Fire Chief

YOUTH AND FAMILY SERVICES AHM

Annual Report Data Summary 2017-2018

During the 2017-2018 fiscal year, the residents of your community utilized the services and programs of AHM Youth and Family Services as listed below:

Family Resource Center			
Program	Children Served	Adults Served	
Play & Learn Groups	8	5	
KinderRHAMa Preschool	2		
Lanterns Mentoring	4	1	
Lanterns Celebrations	14	14	
Romp and Stomp Program	4	4	
FRC Field Trips	21	5	
FRC Home Alone Program	12	0	
FRC Enrichment Programs	18	11	
FRC Parent and Provider Workshops	0	4	
Developmental Screenings	3		
Total:	86	44	

Andover Elementary School			
Program	Children Served	Adults Served	
Individual In School Counseling / Case Management	27		
Human Growth and Development Workshops	5	8	
Friendship Groups	28		
Kindness Club and Presentations	177		
Power of Words Jr.	15		
Social Skills Classes	33		
Playground Mentoring Groups	36		
6th Grade Team Building	36		
Total:	357	8	

RHAM Middle School School			
Program	Youth Served		
Individual In School Counseling / Case Management	17		
Power of Words 7th Grade	45		
Social Media Trends and Laws	25		
7th Grade Team Building	48		
Social Media Presentation #2	45		
Total:	180		

Youth and Family Services Cont.

RHAM High School			
Program	Youth Served		
Individual In School Counseling / Case Management	9		
Vaping/Opioid Prevention	15		
Peer Helpers	4		
Power of Words Team	9		
Power of Words High School	35		
Freshmen Orientation	39		
Mock Accident	55		
Child Development Lab Students	5		
RALLY Awareness Group	4		
Project Graduation	35		
QPR Training RHAM H.S.	5		
Total:	215		

Individual and Family Therapy			
Program	Children	Adults Served	
Individual Therapy	3	1	
Family Therapy	2	2	
Crisis Intervention	2	0	
Substance Abuse Therapy	2	3	
Resources, Crisis and Referrals Services	0	65	
Total:	9	70	

Community			
Program	Youth Served	Adults Served	
Chores Employment Program Program	2	2	
Lanterns Mentor Training		7	
Lanterns Mentoring Celebrations	14	14	
Narcan Training		3	
Hidden in Plain Sight, Opioid -Athletics		6	
Juvenile Review Board	8	8	
Summer Youth Theater	3		
Summer Youth Theater Audience	28	18	
Social Media Trends and Laws		30	
Nature and Adventure Day	17	18	
Girl Power Camp	2		
CHEC Coalition	4	4	
Mental Health First Aid Training		1	
Resilience Workshop		10	
Holiday Assistance		31	
Take Back Event		13	
Total:	78	165	

Youth and Family Services Cont.

Total children served	925
Total Adults Served	287
Total	1212
In total, Andover residents accessed the services provided by AHM times in individual and/or large group settings. Families often receive multiple services from our agency.	



ZONING BOARD OF APPEALS

Annual Report 2017-2018

According to Section 22.0.4 of The Andover Zoning Regulations (amended to 4/18/11) the Andover Board of Appeals is charged, "to authorize upon appeal in specific cases variances from the terms of these regulations, where by reason of exceptional shape, size, or topography of lot, or other exceptional situation or condition of the building or land, exceptional difficulty or unusual hardship would result to the owners of said property from strict enforcement of these regulations."

This Board meets the third Wednesday of each month at 7:00 pm in the Community Room. Please contact the Zoning Agent with any questions regarding this Board. Below is a summary of the Board's activities for the year.

Variance Applications Received: 5

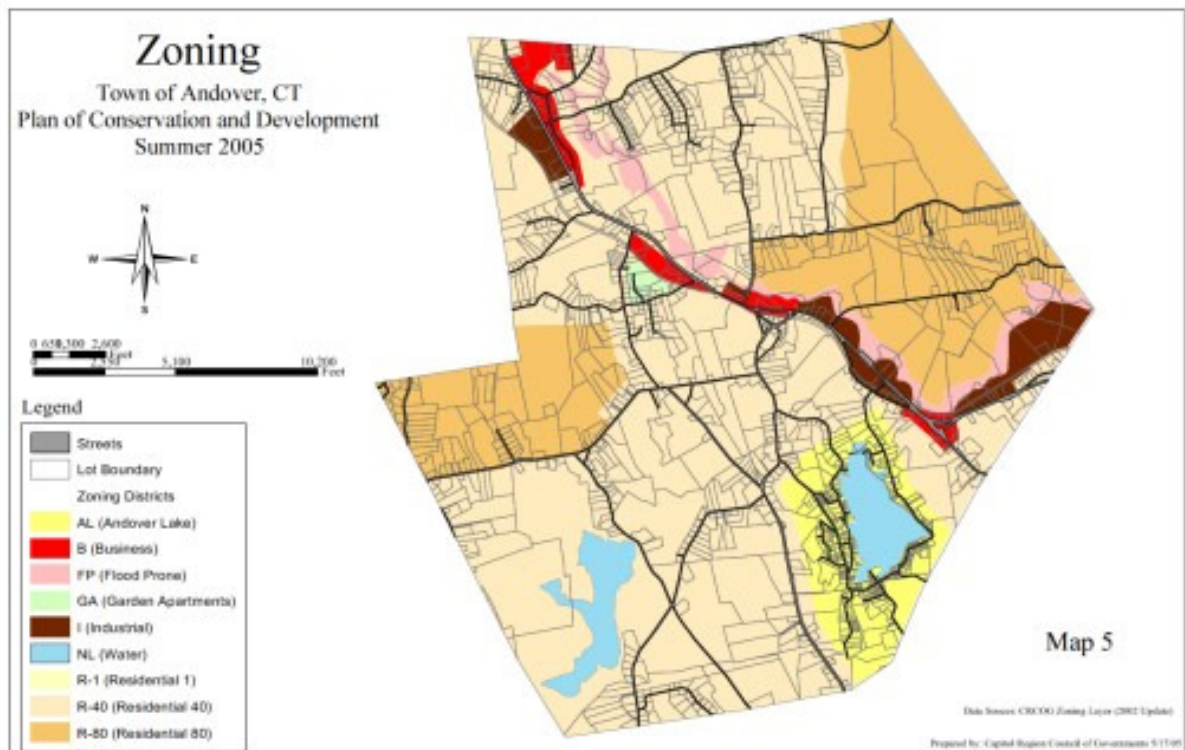
Variance Applications Received regarding the Andover Lake District: 3

Variance Applications Granted: 8

Variance Applications Denied: 0

David Hewitt
Evelyn Russell
Jonathan Yeomans
Wayne Thorpe

Caren Osborne
Dorothy Yeomans
Walter Weir Jr.
John Valente, Agent



Thank You
What you do makes a difference



TOWN OFFICES AND TELEPHONE DIRECTORY

Town Administrator	860 742-7305 ext. 1	EMERGENCY FIRE/POLICE/MEDICAL	911
Town Office Building FAX	860 742-7535	Fire Dept. Routine Business	860 742-7477
Administrative Assistant	860 742-7305 ext. 214	Fire Marshal	860 742-4036 ext. 3
Animal Control Officer	860 428-7684	Resident State Trooper	860 742-0235
Building and Zoning Dept.	860 742-4036 ext. 3	State Police Troop K	860 465-5400
Registrar of Voters	860 742-0188 ext. 2	CERT	
Tax Assessor	860 742-7305 ext. 5		
Tax Collector	860 742-4035 ext. 4		
Town Clerk	860 742-0188 ext. 2		
Public Works Department	860 742-4048	Municipal Agent for the Aging	860 798-6583
Burning Official & Tree Warden	860 742-4048	Social Services	860 798-6583
Public Health Sanitarian	860 429-3325	Visiting Nurse	
Eastern Highlands Health District	860 429-3325	Senior Transportation	860 742-0188
Transfer Station & Recycling	860 742-4049	Medical Transportation	860 916-6122
Judge of Probate	860 647-3227	AHM Youth Services	860 228-9488
Public Schools		Andover U.S. Post Office	860 742-7756
Andover Elementary	860 742-7339	Andover Public Library	860 742-7428
RHAM Middle School	860 228-9423		
RHAM High School	860 228-9474		
RHAM Superintendent	860 228-2115		

HOURS OF OPERATION

Andover Town Office Building, 17 School Rd, Andover, CT 06232

Monday	8:15 a.m. to 6:45 p.m.
Tuesday-Thursday	8:15 a.m. to 3:45 p.m.
Friday-Sunday	CLOSED

Transfer Station, Shoddy Mill Road, Andover, CT

Wednesday & Saturday	8:00 a.m. to 3:50 p.m.
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Andover Public Library, 355 Route 6, Andover, CT

Monday & Wednesday	10:00 a.m. to 8:00 p.m.
Tuesday & Thursday	12:00 p.m. to 8:00 p.m.
Friday & Sunday	CLOSED
Saturday	10:00 a.m. to 2:00 p.m.
CLOSED Saturday in July & August	

TOWN OFFICE BUILDING HOLIDAY CLOSINGS

New Year's Day	Martin Luther King Jr. Day	Lincoln's Birthday	Washington's Birthday	Good Friday	Memorial Day
Independence Day	Labor Day	Columbus Day	Veterans Day		
Thanksgiving Day (and day after)		Christmas Day (and day after)			

WEBSITES

Town of Andover www.andoverct.org
 Elementary School <https://www.andoverelementaryct.org/>
 RHAM Middle & High Schools <http://www.reg8.k12.ct.us/>
 AHM Youth Services www.ahmyouth.org
 Volunteer Fire Dept. <https://www.andoverfire.org/>
 Eastern Highlands Health District www.ehhd.org