



**Town of Andover, CT**

# **Annual Report**

**Fiscal Year 2019-2020**  
**7/1/2019 to 6/30/2020**



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Office of the Town Administrator

Dear Residents,

The following is the Annual Report for the 2019-2020 Fiscal Year containing reports compiled from our town departments, boards and commissions, our school administration, and local agencies. The auditor's financial report is located at the end of this Annual Report.

This past year has been full of projects and progress. We hope you read and learn about all the hard work from 7/1/2019 to 6/30/2020. Overall, we worked on road and tree work, communication and new town website, Transfer Station improvements, technology upgrades and beyond. We appreciate your patience and understanding during this time of growth. If you have any questions, please reach out.

Thank you to all of our volunteers who spend countless hours of their time and energy to improve our community. Thank you to all of our boards and commission members for your great efforts for our town. Thank you to the members of our Andover Fire Department for all of their hard work and dedication. Thank you to our Town Hall, Public Works, Transfer Station and Public Library staff for all you do each day. Thank you to our residents for choosing Andover as your home. Thank you all.

Cheers,

Eric Anderson, Town Administrator  
Town of Andover, CT  
17 School Road, Andover, CT 06232  
Phone: 860.742.7305 x210  
Fax: 860.742.7535  
[eanderson@andoverct.org](mailto:eanderson@andoverct.org)  
[www.andoverct.org](http://www.andoverct.org)

## TOWN DEPARTMENT STAFF 2019-2020

Department	Position	Name
Animal Control	Animal Control Officer	Scott Beebe
Assessor's Office	Assessor	John Chaponis
Assessor's Office	Assistant Assessor	Roberta Dougherty
Building and Land Use Department	Administrative Assistant	Susan Magri
Building and Land Use Department	Building Official	Edward Kaulback
Building and Land Use Department	Zoning Agent	Jim Hallisey
Building and Land Use Department	Wetlands Agent	Joe Wagner
Building and Land Use Department	Board Clerk	Linda McDonald
Fire Department	Burning Official	Edwin Kasacek
Eastern Highlands Health District	Sanitarian	Thad King
Emergency Management	C.E.R.T. Coordinator	Micky Quagliano
Historical Society	Town Historian	Scott Yeomans
Public Works	Foreman/Tree Warden	Edwin Kasacek
Public Works	Maintainer	Timothy Higley
Public Works	Maintainer	Thomas Pearl
Registrar of Voters	Republican Party	Wallace Barton
Registrar of Voters	Democratic Party	Linda Derick
Troop K	Resident State Trooper	Darrell Tetreault
Senior Services	Municipal Agent	Roberta Dougherty
Tax Office	Tax Collector	Eileen Curtin
Town Administrator	Town Administrator	Eric Anderson
Town Administrator	Administrative Assistant	Amanda Gibson
Town Attorney	Town Attorney	Dennis O'Brien
Town Land Use Attorney	Town Attorney	Mark Branse
Town Clerk	Town Clerk	Carol Lee
Town Clerk	Assistant Town Clerk	Therese Gonyea
Town Engineer	Town Engineer	Gerry Hardisty
Transfer Station	Chief Attendant	Dominic DeRico
Transfer Station	Attendant	Steve Motyl
Treasurer	Treasurer	Barbara Griffin
Treasurer	Assistant Treasurer	Maureen Brancato
Volunteer Fire Department	Chief	Ron Mike
Volunteer Fire Department	Fire Marshal	Michael Lester

## ELECTED OFFICIALS FY 2019-2020

Office	Officer Name	Position	Term
Board of Selectmen	Jeffrey Maguire Adrian Mandeville Jeff Murray Paula King Scott Person	First Selectman Vice Selectman Selectman Selectman Selectman	07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23
Board of Education	Shannon O'Neil Loudon Gerard Crème Lisa Hewett Steven Fuss Daniel Foran Cynthia Murray Chris Bernard Brandon Lorentz	Chair Vice Chair Member Member Member Member Member Member	07-01-19 to 06-30-23 07-01-17 to 06-30-21 07-01-17 to 06-30-21 07-01-19 to 06-30-23 07-01-29 to 06-30-23 07-01-19 to 06-30-21 04-30-20 to 06-23-23 *Resigned March 2020, replaced by Chris Bernard.
Board of Education Region 8 (RHAM)	David Gostanian Stephanie Bancroft	Treasurer Secretary	07-01-29 to 06-30-23 07-01-19 to 06-30-23
Board of Assessment Appeals	Georgette Conrad Linda Armstrong Alan Roy	Chair Member Member	07-01-19 to 06-30-23 07-01-19 to 06-30-23 09-07-19 to 06-30-23
Board of Finance	Marc Brinker Diane Choquette Robert England David Hewett Linda Fish Curtis Dowling Louise Goodwin	Chair Vice Chair Member Member Member Member Member	09-17-19 to 06-30-21 07-01-19 to 06-30-23 07-01-17 to 06-30-21 07-01-17 to 06-30-21 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23
Board of Fire Commissioners	Curt Dowling Gerry Wright Mark Williams Scott Yeomans Wallace Barton	Chair Member Member Member Member	07-01-29 to 06-30-23 07-01-17 to 06-30-21 07-01-19 to 06-30-23 07-01-17 to 06-30-21 07-01-19 to 06-30-23
Planning and Zoning Commission	Jed Larson Anne Crème Scott Person Leigh Ann Hutchinson Susan England	Chair Vice Chair Member Member Alternate	07-01-29 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-17 to 06-30-21 03-06-19 to 06-30-23
Registrars of Voters	Linda Derick Wallace Barton	Democratic Party Republican Party	Term ends 01-08-21 Term ends 01-08-21
Town Clerk's Office	Carol Lee	Town Clerk	07-01-19 to 06-30-23
Zoning Board of Appeals	Caren Osborne William Desrosiers Kathleen Skorka Walter Weir Jr. Gerry Crème	Chair Vice Chair Member Member Member	07-01-17 to 06-30-21 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-17 to 06-30-21 07-01-19 to 06-30-23

## JUSTICES OF THE PEACE FY 2019-2020

<b>Name</b>
Elaine Buchardt
Margaret Busch
Georgette Conrad
Michael Donnelly
Joan Foran
George Kitchin
Suzanne Langlois
Carol Lee
Jay Linddy
Katherine Marcia
Dawn Quint
Robert Russell
Erich Siismets
Richard Swartwout
Kristina Wilsey

**APPOINTED BOARD, COMMISSION, COMMITTEE MEMBERS FY 2019-2020**

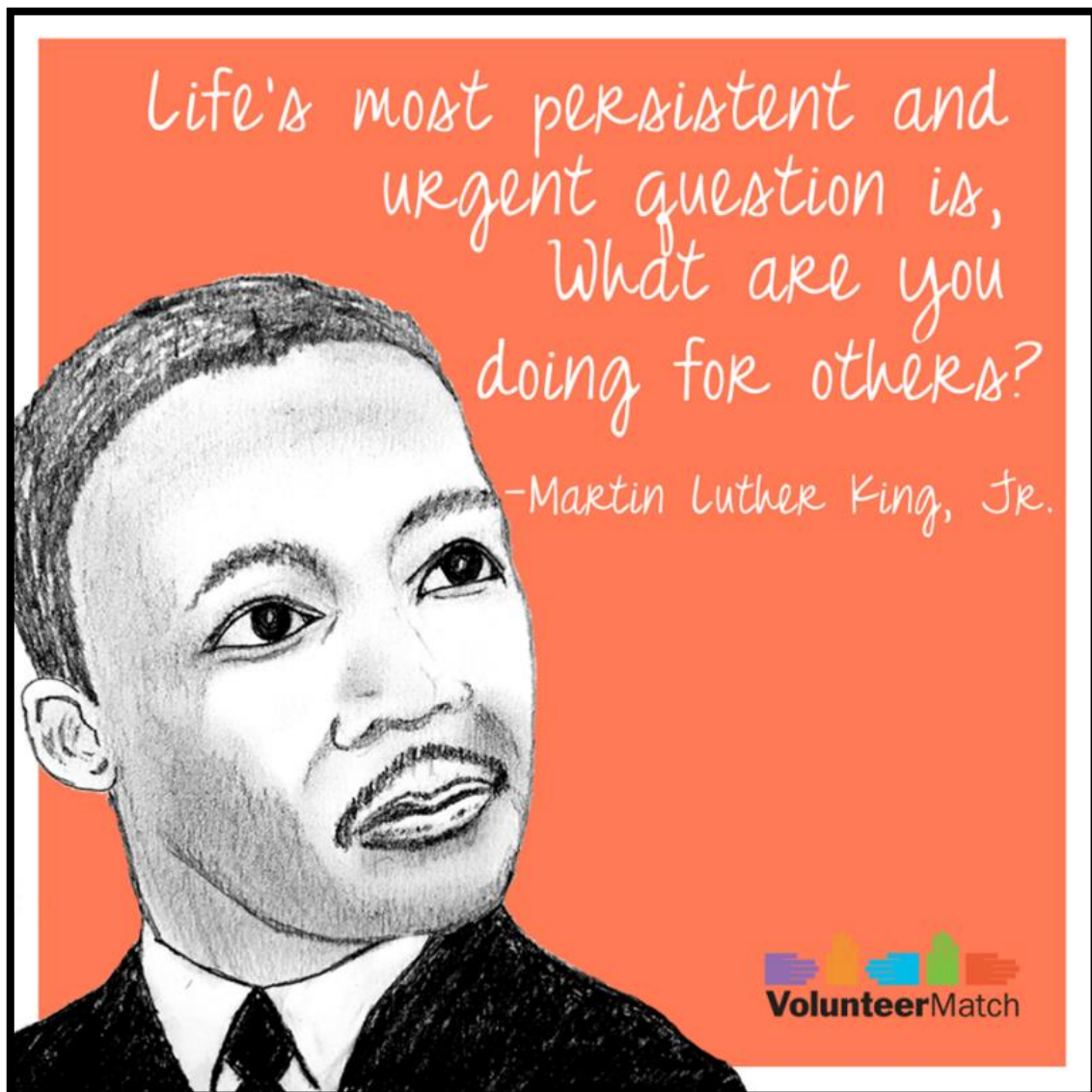
<b>Office</b>	<b>Officer Name</b>	<b>Position</b>	<b>Term</b>
Capital Improvement Planning Committee	Fred Oliver	Chair	09-17-19 to 06-30-21
	Curt Dowling	Member	09-17-19 to 06-30-21
	Shannon Loudon	Member	09-17-19 to 06-30-21
	Louise Goodwin	Member	09-17-19 to 06-30-21
	Adrian Mandeville	Member	09-17-19 to 06-30-21
	Edward Sarisley Jr.	Member	09-17-19 to 06-30-21
Commission on Aging	Judy Knox	Chair	07-01-19 to 06-30-21
	George O'Brien	Trip Consultant	07-01-19 to 06-30-21
	Cathy Palazzi	Senior Coordinator	07-01-19 to 06-30-21
	Elinor Skoog	Member	07-01-19 to 06-30-21
	Elaine Buchardt	Member	07-01-19 to 06-30-21
Conservation Commission	Mike Palazzi	Chair	09-11-19 to 06-30-21
	Carrie Crompton	Member	09-11-19 to 06-30-21
	Maryann Gile	Member	09-11-19 to 06-30-21
	Hank Gruner	Member	09-11-19 to 06-30-21
Economic Development Commission	Elaine Buchardt	Chair	07-01-19 to 06-30-21
	Patrick Dougherty	Member	07-01-19 to 06-30-21
	Cathy Palazzi	Member	07-01-19 to 06-30-21
	Lori Blake	Member	07-01-19 to 06-30-21
	Catherine Magaldi-Lewis	Member	07-01-19 to 06-30-21
Farmers' Market Committee	Amanda Gibson	Chair	07-01-19 to 06-30-21
	Elaine Buchardt	Secretary	07-01-19 to 06-30-21
	Shirley Deflavis	Member	07-01-19 to 06-30-21
	Kaila Lockhart	Member	07-01-19 to 06-30-21
	Celeste Willard	Member	07-01-19 to 06-30-21
	Lucie Wilson	Member	07-01-19 to 06-30-21
	Suzanne Heise	Member	07-01-19 to 06-30-21
Inland Wetlands Commission	Meghan Lally	Chair	09-11-19 to 06-30-21
	George Elliot	Vice Chair	09-11-19 to 06-30-21
	Jed Larson	Member	09-11-19 to 06-30-21
	Jim Hallisey	Member	09-11-19 to 06-30-21
	Ed Smith	Member	09-11-19 to 06-30-21
Library Board of Directors	Cathleen Desrosiers	Chair	07-01-19 to 06-30-21
	Linda Fish	Member	07-01-19 to 06-30-21
	Dianne Grenier	Member	07-01-19 to 06-30-21
	Lisa Kurtz	Member	07-01-19 to 06-30-21
	Julie Victoria	Member	07-01-19 to 06-30-21
	Jeffrey Ballard	Alternate	07-01-19 to 06-30-21
	Sharon Shevchenko	Alternate	07-01-19 to 06-30-21

**APPOINTED BOARD, COMMISSION, COMMITTEE MEMBERS FY 2019-2020 (CONTINUED)**

<b>Office</b>	<b>Officer Name</b>	<b>Position</b>	<b>Term</b>
Long Term Planning Committee <i>*Committee concluded in September 2019</i>	Wendy Kopp	Chair	03-12-18 to 09-12-19
	Ed Sarisley	Vice Chair	03-12-18 to 09-12-19
	Amanda Gibson	Secretary	03-12-18 to 09-12-19
	Elaine Buchardt	Member	03-12-18 to 09-12-19
	Cathleen Desrosiers	Member	03-12-18 to 09-12-19
	Eric Anderson	Member	03-12-18 to 09-12-19
	Ken Marcia	Member	03-12-18 to 09-12-19
Memorial Day Committee	John McCall	Chair	01-13-20 to 06-30-21
	Gerard Scagliola	Member	01-13-20 to 06-30-21
	Amy Knox	Member	01-13-20 to 06-30-21
	Wayne Thorpe	Member	01-13-20 to 06-30-21
Norton Children's Fund Commission	Dianne Grenier	Chair	07-01-19 to 06-30-21
	Cheryl Mayhew	Member	07-01-19 to 06-30-21
	Jan Meumuth	Member	07-01-19 to 06-30-21
	Sarah Shapiro	Member	07-01-19 to 06-30-21
	Heidi Xenophontos	Member	07-01-19 to 06-30-21
Olde Andover Burying Ground Committee	Michael Kurdzo	Chair	09-24-19 to 06-30-21
	Robert Post	Vice Chair	09-24-19 to 06-30-21
	Steven Fish	Member	09-24-19 to 06-30-21
	Cathy Palazzi	Member	09-24-19 to 06-30-21
	Maria Tulman	Member	09-24-19 to 06-30-21
	Jeff Ballard	Alternate	09-24-19 to 06-30-21
Recreation Commission	Carol Lee	Chair	10-02-19 to 06-30-21
	Brian Briggs	Member	10-02-19 to 06-30-21
	Ann Marie Daigle	Member	10-02-19 to 06-30-21
	Joseph King	Member	10-02-19 to 06-30-21
	Michelle Lorentz	Member	10-02-19 to 06-30-21
Safety Committee	Curt Dowling	Member	10-02-10 to 06-30-21
	Sally Doyen	Member	10-02-10 to 06-30-21
	Dianne Grenier	Member	10-02-10 to 06-30-21
	Eric Anderson	Member	10-02-10 to 06-30-21
	Ed Kasacek	Member	10-02-10 to 06-30-21
	Carol Lee	Member	10-02-10 to 06-30-21
	Darrell Tetreault	Member	10-02-10 to 06-30-21
Senior Transportation Committee	Cathy Palazzi	Senior Coordinator	07-01-19 to 06-30-21
	Sue Schmidt	Secretary	07-01-19 to 06-30-21
	Judy Knox	Member	07-01-19 to 06-30-21
	Kathy Bishop	Driver	07-01-19 to 06-30-21
	Elinor Skoog	Driver	07-01-19 to 06-30-21
	Rick Kauffman	Driver	07-01-19 to 06-30-21
	George Knox	Chair/Driver	07-01-19 to 06-30-21
Website Development Committee <i>*Committee concluded in June 2020.</i>	Scott Chalfant	Chair	12-19-19 to 06-30-20
	Wendy Kopp	Vice Chair	12-19-19 to 06-30-20
	Amanda Gibson	Secretary	12-19-19 to 06-30-20
	Paula King	Member	12-19-19 to 06-30-20
	Amy March	Member	12-19-19 to 06-30-20



***to our dedicated volunteers of the Town of Andover, CT!***



# **Town Departments**

## **ANNUAL REPORTS FY 2019-2020**

# Assessor's Office

## FY2019-2020 Annual Report

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 on each real estate parcel. 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 Assessor's 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 went out to bid in January of 2020 and awarded the revaluation contract to VGSI (Vision Government Solutions, Inc.) in early February 2020. The 2021 revaluation contract begins in the fall of 2020.

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 2019 Grand List indicates 1,667 real property accounts, 271 personal property accounts, 3,988 regular registered motor vehicles and approximately 625 supplemental vehicles.

State Statutes required the Assessor to file an annual Tax List (Grand List). The Grand List is book that contains all of the taxable and exempt 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,

John Chaponis  
Assessor

# Building and Land Use Department

Annual Report 2019 - 2020

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.

Susan Magri is the department administrative assistant. The office hours are Monday 10:15 A.M. to 5 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.

	2019 - 2020
New Houses (includes tear down & rebuild)	5
New Commercial	0
Commercial Additions/Alterations	2
Residential Alterations/Remodeling	54
Residential Additions	6
Residential Utility Buildings	13
Pools	5
Demolition	4
Other – Electric	33
Heating	25
Plumbing	19
Mechanical	35
Total Permits Issued	201

Inspections Performed:

Building 88, Electrical - 75, Plumbing - 40, Mechanical 59, Heating, 36 - Total Inspections: 298

Respectfully submitted, Edward Kaulback, Building Official

# EMERGENCY MANAGEMENT (CERT)

FY2019-2020 Annual Report



This year has proven to be a very challenging and memorable year for our town and the CERT team. CERT members volunteered in Andover, Hebron and Marlborough logging a total of 481 man hours while participating in various events throughout the year. Monthly meetings were held with a combined November/December meeting for training purposes. Unfortunately, the meetings were placed on hold due to the COVID-19 pandemic.

Cert volunteers provided safe road crossings to all that participated at the Hop River Run and the Tri State Race. First aid was also available if the need arose. Radio communication was used to help maintain safety. Traffic control and pedestrian safety was provided at the monthly Andover Farmers' Market at the Andover Congregational Church July through October.

During the Hebron Harvest Fair, CERT members that are trained in HAM communications, worked Fair Comm, relaying critical information to other departments such as missing or injured persons. Volunteers also manned the CERT trailer, distributing informational brochures on emergency preparedness, recruiting new members and assisting with search of missing persons. The CT State fire simulator and extinguisher were available and used to instruct fair goers on fire safety. In October, CERT members participated in the CERT Field Day held in South Windsor, providing an opportunity to meet other members from other Ct towns and share what each town has to offer.

January brought in a new year and new opportunities as to how best help improve our community. CERT members participated in Stop The Bleed training, a nationwide awareness campaign intended to instruct bystanders on what to do during a bleeding emergency until help arrives. 35 members were trained. 4 out of our 10 Andover CERT members became eligible to serve as instructors.

Stop The Bleed training began in February. Classes were held at RHAM, with teachers and students participating in the training. Additional training was held at The Congregational Church and Marlborough Fire Department with many more planned for the months ahead. Again, COVID-19 put a stop to this and all other planned activities.

During the shut-down, our focus was directed at helping out at the Andover Food Pantry and Foodshare. CERT members assisted with traffic control, food distribution and food delivery to homebound residents. CERT participated in pick up and distribution of PPE supplies to local businesses and municipalities. Hebron municipal workers were instructed in PPE use and safety in the workplace as they returned to work.

The CERT vehicle, a retired ambulance shared and maintained by Andover, Hebron and Marlborough, was used for food distribution and pick-up and delivery of PPE supplies.

Andover CERT will continue to collaborate with Hebron and now Marlborough. We are looking forward to possibly restarting our monthly meetings/training in late summer or fall.

Respectfully submitted,  
Micky Quagliano, EMC

# Eastern Highlands Health District

## FY2019-2020 Annual Report



The Eastern Highlands Health District has served its communities faithfully since 1997. The 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 2019-2020:**

- COVID-19 response activities include but are not limited to significantly expanding contact tracing capacity, coordinating with UConn on contact tracing, coordinating with schools on reopening plans and scholastic sports, distributing PPE to area healthcare providers, facilitating business compliance with reopen sector rules and executive orders, supporting town governments with safe workplace guidance for essential workers, infection control guidance for first responders, town recreation department guidance support for youth sports programs, and summer camps, recruitment and retention of medical reserve corps members, and planning/preparedness for a mass vaccination campaign.
- The Eastern Highlands Health District Board of Directors at their January 16, 2020 regular meeting adopted an operating budget of \$883,540 for FY 20/21.
- Working with DPH and area health districts, EHHD developed and implemented a response to an outbreak of Eastern Equine Encephalitis. The response included DPH weekly conference calls, distribution of educational messaging, risk reduction guidance for schools and towns, and weekly updates to community partners. This office working with the DPH infectious disease control program reviewed and provided feedback on proposed state-wide Eastern Equine Encephalitis Response Plan for 2020.
- The Substance Abuse in our Communities Workgroup members have been active over this year. They conducted two community informational event 8/16 & 8/19; robust supplemental community distribution of "Substance Abuse Treatment Resources" tri-fold; updated and enhanced treatment, prevention, recovery resources on EHHD website; distributed and promoted model policy for NARCAN staging in public buildings; and, partnered with Coventry PD on a drug takeback campaign netting 115lbs of drugs for disposal.

- EHHD continues to work cooperatively with DEEP on behalf of Tolland & Coventry providing information and technical support regarding an environmental investigation into sodium chloride contamination in ground water in private wells.
- After a number of years of development and a significant investment in resources the Viewpoint Cloud online permit application and payment system was fully launched and became operational in March. Effective in April all applications and payments are received online.
- Communicable disease control activities included review and follow up (as needed) of 1055 case reports; and, conducted 24 disease outbreak or individual case investigations.
- Main indicators for environmental health activity in Andover include: 42 site inspections for septic systems; 19 septic permits issued; 7 well permits issued; 6 complaints investigated; 18 environmental samples taken for lab analysis; 24 food establishment inspections and other health inspections; 39 public health reviews; and, 54 test pits and perc tests.

#### **Plans for FY 2019-2020:**

- Build local public health response capacity to COVID-19 pandemic to engage in the following activities: risk communication and health education, infection control, epidemiology, contact tracing, and mass vaccination.
- Coordinate and implement the newly established EHHD seasonal influenza vaccination clinic program.
- Continue to provide essential scope of services during this declared public health emergency.
- Implement a Cosmetology permitting and routine inspection program near end of fiscal year.
- Address the individual public health needs of member towns as they arise with available capacity.



## ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

January 1, 2021

The Andover Fire Department responded to 338 calls for service. Here is the breakdown.

Medical Calls 203

Vehicle Fires 4

Service Calls 3

Motor Vehicle Accidents 30

Chimney Fires 2

Officer Calls 1

Fire Alarms 31

Brush Fires 1

Wire Related Incidents 26

Appliance Fire 1

Structure Fires 14

Cover Assignments 2

Smoke Investigations 13

Haz-Mat Incidents 7

The fire department also conducted 12 monthly meetings, 5 work details, and 18 training events. The members put in many hours by zoom or in person for these events. Due to Covid numbers a good amount of the training was done online. Unfortunately with the pandemic we were unable to have our Easter plant sale or our steak dinner. Through the pandemic the members bravely continued to show up for calls and assist their community. We would like to thank the residents of the town for their support. This support is what keeps us going when the 911 call comes in. Hopefully 2021 is a brighter year.

Stay healthy and be safe.

Ron Mike

Andover Fire Chief

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

### **Annual Report**

July 1, 2019 to June 30, 2020

The 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 23. Hop River Homes led the way with 20, Kinsley Drive had 2 applications, and the last was a new single occupancy home rental. None of these were denied either by income limitations or other qualifications.

The Town of Andover is also part of the Hunger Action Team. This Team is made up of clergy, social service and people from the towns of Andover, Columbia, 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.

As the spring of 2020 started, so did the COVID-19 Pandemic. Social Services has been doing weekly calls to Andover seniors. This office has been working hand in hand with the Food Pantry, the Cert Team and Senior Transportation to ensure all Seniors in town were able to get the food and items (including masks and toilet paper) they need during this crisis. The Cert Team and this office organized volunteers for several months with Foodshare. We worked really hard together getting deliveries of Foodshare, food pantry and groceries from Ted's to all seniors that couldn't get there themselves. As the State started to open up again in June 2020, Senior Transportation stepped up and started to make the weekly deliveries for the Seniors.

Roberta Dougherty was the Director of Social Services and Municipal Agent for the Town for the 2019/2020 fiscal year.

# ANDOVER PUBLIC LIBRARY

355 Route 6

P.O. Box 117

Andover, CT 06232

phone/fax: (860)742-7428

Find us on Facebook: [www.facebook.com/AndoverPublicLibrary.CT](https://www.facebook.com/AndoverPublicLibrary.CT)

<https://www.andoverconnecticut.org/library>

## ANNUAL REPORT

2019-2020

To say the fiscal year which ended on June 30, 2020 was an unusual year would be an understatement. While the pandemic kept the library (and the world) pretty quiet from the middle of March until the end of the fiscal year, we still accomplished quite a bit from July 1, 2019 until mid-March 2020.

Before mid-March, the library offered its usual array of the latest bestselling books and DVDs for patrons to borrow, and we were finally able to get connected to fiber Internet via the CT Education Network. We continued to offer access to eBooks and downloadable audios through OverDrive (visit the library for more information). There were museum passes for families to borrow, books on CD, and a whole bunch of different programs for everyone, including storytime programs for children (many offered by Children's Programmer Cathy Campen reading on Facebook during the library's closure), and three different book discussion groups for adults. We hosted two groups for knitters and crocheters, one meeting weekly and one monthly. Other examples of programs we've offered include historical programs, author visits (including two sisters who write as *Liv Constantine* who spoke about their book, *The Last Time I Saw Her* - one of Reese Witherspoon's Book Club selections) animal programs, magic shows, a Christmas cookie swap, an evening with Paralympian Steve Emt, summer programming for the kids, a couple of Zoom-based programs, the annual December visit of Santa & Mrs. Merry Claus, and more fun things. In total, we welcomed 1,455 kids and adults to 115 programs during the time period of July 1, 2019 through June 30, 2020.

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 sponsor several programs and purchase a couple of museum passes, as well as numerous DVDs and books on CD. While COVID-19 kept the Friends from holding their annual fundraising Goods & Services Auction in the Spring, they were still able to support our curbside service efforts with the purchase of a new book truck. The Friends support the library by purchasing items 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 2019 featuring a return of the very talented Feinberg Brothers from Long Island. We are grateful to all of the Friends for their ongoing dedication and support to the library, especially during the pandemic.

As we continue to live in a COVID-19 world, the library will keep offering service to the public. We re-opened for inside library service on June 22, 2020, and while we will not be able to offer any inside-the-library programs for the foreseeable future, we hope you will still consider visiting us whenever you can. We also offer curbside service if you are uncomfortable entering the building. Please let us know how we can help. You can find library information on our Facebook page, or on our webpage. Addresses for both are listed above. Stay healthy!

### 2019-2020 Statistics:

Circulation of books, magazines, audios, videos:	12,023
Books & A/V materials added to collection:	541
Books & A/V materials withdrawn from collection:	314
Total valid library cards:	3,177
Interlibrary loan requests filled:	499
Number of books borrowed by out-of-town patrons:	1,038
Public computer usage (in hours):	531
Total patron visits to library:	6,060

Respectfully submitted,

Amy Orlomoski  
Director/Librarian

# Registrar of Voters

## FY2019-2020 Annual Report



During the last year the Registrars processed 435 voters. 146 new voters, 123 change of status and 166 removed from the voters list.

A referendum was successfully conducted in November to authorize funding to improve computer systems in the Town Office Building.

No town or RHAM budget referendums were conducted in the spring due to the Covid – 19 pandemic. The pandemic also forced the election of a RHAM Board of Education member to be conducted virtually via zoom.

The annual Canvas of voters was conducted by the Registrars as well as the required ERIC report from the Secretary of State's office.

The Registrars attended a number of teleconferences with personnel from the Secretary of State's office in preparation for the Presidential Preference Primary originally scheduled for April but moved to August by Executive Order.

The Registrars applied for a state cybersecurity reimbursement grant to cover 50% of the cost of upgraded computer equipment and software (\$833). The state reimbursed the town for \$2500 for additional costs associated with the August Presidential Preference Primary. An additional \$3647 will be sent by the state to cover additional costs associated with the November Presidential Election.

The Registrars attend Tolland County Registrar of Voters (ROVAC) meetings in Tolland.

Due to the closure of the Town Office Building caused by the pandemic, regular weekly office hours were canceled. Only one Registrar was allowed to work in the building at any given time so each Registrar worked at least one day per week

Linda Derick

Wallace E. Barton Jr.

Registrar of Voters

# Tax Collector's Office

## FY2019-2020 Annual Report

“Taxes are what we pay for civilized society.”  
— **Oliver Wendall Holmes**

The mission of the Tax Collector's Office in the Town of Andover is to collect the highest percentage of taxes annually to obtain the lowest possible mill rate and the highest financial stability of the Town by consistently adhering to state statutes. I strive to inform Andover residents about taxation while providing courteous and efficient service to the public.

Connecticut towns and cities are required by statute to operate on the Uniform Fiscal Year, beginning on July 1<sup>st</sup> and ending on the following June 30<sup>th</sup>. Andover collects real estate, personal property and motor vehicle taxes. The mill rate is determined by dividing the approved budget by the Grand List (the value of the total taxable property as determined as of October 1<sup>st</sup> by the Assessor). The budget process typically begins in December or January and concludes in April or May when the residents vote to approve the budget and the Board of Selectmen sets the tax rate which for the 2019-2020 fiscal year was 34.99 mills. Bills were mailed before July 1<sup>st</sup>.

The Town of Andover bills quarterly, with the first installment of real estate taxes and personal property taxes due in July. Motor vehicle taxes on the Grand List (set the prior October 1<sup>st</sup>) are due in a single installment in July. Subsequent installments of real estate and personal property taxes are due in October, January and April. In addition, motor vehicles acquired after October 1<sup>st</sup> are billed late in December as Motor Vehicle Supplement taxes which are due in January.

Our beginning collectible total for the 2018 Grand List \$9,290,040.13. As of June 30<sup>th</sup>, 2020, we had collected \$8,739,476.56. That give a collection rate of 97.77%. Total collections including taxes interest and fees from prior years were \$9,215,428.12.

Respectfully submitted,

Eileen Curtin  
Town of Andover  
Tax Collector

# **Boards and Commissions**

## **ANNUAL REPORTS FY 2019-2020**

# Board of Assessment Appeals

## Annual Report for 2019-2020

The Board of Assessment Appeals is comprised of three elected members. The board meets twice yearly to hear appeals. In September, the board hears motor vehicle appeals, then in March the board hears real estate and personal property appeals.

The board is the first level of appeal from actions of the assessor. The board's decisions are binding until an appeal is taken to the court system, or there is a change in valuation. It operates on an intermediate level between the assessor and the courts.

Motor vehicle appeals require an application from the assessors but no appointments are scheduled. The dates and times for motor vehicle appeal hearings are posted in the local newspaper and at the Town Office and is done on a first come, first served basis.

Property is assessed as it exists on October 1<sup>st</sup>, the assessment day.

The assessor draws up the Grand List of all taxable property by January 31<sup>st</sup>. Taxpayers are notified in writing of any changes in their valuations. Taxpayers who wish to appeal valuations should first meet with the assessor. Those wanting to have a hearing with the board after this meeting must apply no later than February 20<sup>th</sup> at the assessor's office for real estate and personal property appeals. Hearings are scheduled in March and each applicant will be notified in writing, of their date and time for hearing the appeal. All written decisions are completed and filed by April 1<sup>st</sup>. Each applicant receives a written notice of the board's decision for their appeal.

The Grand List is adjusted to reflect any changes resulting from taxpayer appeals.

In September 2019, the board heard 3 motor vehicle assessment appeals.

Due to Covid-19 the board had to conduct virtual hearings by Zoom in May.

On May 2, 2020 and May 9, 2020, the board conducted a total of 8 hearings for real estate assessment appeals and 2 appeals were voided because they didn't join the meeting.

Respectfully submitted,  
Georgette M. Conrad - Chairman

### Board Members and Terms

Georgette Conrad (R) - 2019-2023

Linda Armstrong (D) - 2019-2023

Alan Roy (R) - 2019-2023

**Board of Education  
Annual Report  
2019-2020**



## **Andover School District**

**35 SCHOOL ROAD  
ANDOVER, CT 06232  
TEL. (860) 742-7339  
FAX (860) 742-8288  
[www.andoverelementaryct.org](http://www.andoverelementaryct.org)**

**Valerie E. Bruneau**  
*Superintendent*

**John P. Briody**  
*Principal/Director of Curriculum*

**Holly L. Maiorano**  
*Director of Special Education*

### **AES Mission**

**To provide a creative and challenging curriculum for ALL in an innovative and nurturing facility in partnership with parents and the community in order to develop lifelong learners**

### **School Awards and Accolades**

- ◆ School of Distinction for the fourth consecutive year
- ◆ Top 20% of Connecticut Elementary Schools 2020 (*Niche.com*)
- ◆ Rated #4 Best Elementary school in Tolland County

### **Student Academic Health**

- ◆ Small, student-centered school serving grades Pre-K to 6th
- ◆ NAEYC accredited full-day preschool program with small class sizes
- ◆ 1:1 device school (all students have devices that can be brought home for remote learning)
- ◆ Average Pupil to Class Teacher Ratio: 12 students/teacher
- ◆ Full-day kindergarten
- ◆ Students feed into RHAM Middle School (grades 7-8), ranked in top 18% CT Middle Schools, 2020 (*Niche.com*)
- ◆ Students feed into RHAM High School (grades 9-12), ranked as #1 Best HS in Tolland County and top 16% in CT (*Niche.com*)

### **Student Social, Emotional, and Physical Health**

- ◆ Collaboration with Yale Center for Emotional Intelligence
- ◆ Staff trained in RULER Approach
- ◆ K-6 Health Program
- ◆ School-wide positive student recognition programs
- ◆ Support services provided through Social Worker, Psychologist, Occupational therapist, Physical therapist, and Speech and Language Pathologist

### AES Faculty and Staff

- ◆ Highly trained teachers and paraprofessionals
- ◆ Dedicated special education and resource staff
- ◆ Staff trained in CPR/First Aid/AED and Emergency Response
- ◆ Collaborative partnership with AHM Youth and Family Services
- ◆ Exceptional Professional Development Opportunities provided to all Staff
- ◆ Partnership with Eastconn Services
- ◆ Attentive full-time Nurse
- ◆ Staff/Programming in Art, PE/HEALTH, Library Media, Music, Technology, Spanish, Math and Reading Support
- ◆ Makerspace student collaborative hands-on workspace programming integrated into all grades
- ◆ Exceptional Music programming complete with chorus, beginner to advanced band, general music and Jazz Band

### Student Clubs and Activities

- ◆ Very active PTA with Yearly Schedule of Programming
- ◆ Before and After school COOL program open to all students
- ◆ Lego Club, Yearbook and various clubs based on Student Interest
- ◆ Annual School-wide events including Curriculum Night, Concerts, Science Fair, Spelling Bee, Kid Governor, and Geography Bee
- ◆ DARE program for 6<sup>th</sup> graders

### Facilities and Resources

- ◆ Building and grounds continue to remain well-maintained
- ◆ Large playground and pavilion operational, with strategic plans being developed for upgrades
- ◆ AES continues with proper fire drills and lock down procedures
- ◆ AES safety features include close proximity to fire station/ State trooper office/ Town Hall facility
- ◆ Resident Trooper present on grounds before school and throughout the day to address traffic and safety issues

**Despite the Spring COVID-related closure and transition to remote/distance learning, AES continues to provide the highest quality of attention to the needs of our students**

**Respectfully Submitted,  
Valerie E. Bruneau  
Superintendent**

## **Regional School District 8 Annual Town Report Summary**

**Scott Leslie, Acting Superintendent, October 2020**

The Region 8 Strategic Plan was the primary driver of budgeting, programming and projects at RHAM for the 2019-20 school year. The five goals of the strategic plan address student performance, college and career readiness, district safety and accessibility, human capital development, budgeting and facility/technology needs. The operating budget for 2019-20 budget was \$29,634,828 and represented a 1.940% increase over the preceding year's budget. The approved capital budget was \$516,976. The combined operating and capital budgets was \$30,151,804 and represented a total increase of 2.86%. The budget for the 2019-20 school year was approved by all three towns in May, 2019. The district improved programming for special needs students that keeps them connected with their community and assists families with long-term planning with state agencies, community colleges and local businesses. The district enhanced our Career and Technical Education offerings with the addition of new medical career programming focused on Emergency Medical Technician (EMT) and Community Emergency Response Training (CERT). The district added a full time athletic director to better coordinate athletic programming across the district. Air conditioning units were added to the weight room and PE/Health classrooms as well as other needed capital improvement projects. The RHAM campus also hosted a major construction project funded through state grants that reconfigured traffic patterns leading into and out of the campus as well as the traffic patterns throughout the campus.

### **Highlights for the 2019-2020 school year include;**

**Middle School** Year four of the Inquiry Program -focused on creating a personalized learning environment for students,

- Students performed above the state average on the state Smarter Balanced Assessment Consortium (SBAC) testing in Mathematics, English Language Arts and the Next Generation science Standards (NGSS) testing in Science,
- Students participated in the State Geography Bee and National Mathematics competitions,
- Enhanced our Career and Technical Education (CTE) program by adding options for 8th grade students to take a Production Engineering Class or an Advance Computer Science course,
- Art Foundations (1 semester, High School class) was offered as an elective for 8th grade students,
- 77% passing rate on all four components of the Connecticut Physical Fitness Assessment-grade 8 (state average for 2018-2019 is 50.9%),
- Middle School Students participated in UConn's Multiply Your Options Program. The program encourages young women to pursue careers in Math, Science and Engineering,
- PSAT 8 - second year close to 60% of students scored at or above goal in both reading and math,

- Participated in the Connecticut River Connections - Project Oceanology - Partners Urban Schools with Suburban/Rural Schools.,
- Began New Personal Wellness course focused on nutrition, financial basics and social emotional wellbeing,
- School-wide Social Emotional Learning Charter created,
- Launched breakfast program for students & staff.

### **High School:**

- Advanced Placement Scores From 2015-2019 RHAM High School:
  - Increased the number of students taking College Board Advanced Placement (AP) assessments from 197 to 234 students.
  - Increased the number of AP exams administered from 322 to 403
  - Increase the number of students scoring 3 or better from 183 to 227
  - Increased the percentage of RHAM students scoring 3 or better from 92.5% to 97%
- PSAT Scores
  - Current seniors showed growth over time on PSAT assessments of 122 points above state mean average in 2017-2018 to 139 points above the state mean average in 2018-2019
  - Our current juniors showed growth over time on PSAT assessments of 49 points above the state mean average in 2018-2019 to 111 above the state mean average in 2019-2020
- All RHAM students are creating digital graduation portfolios tied to the RHAM graduate skills and dispositions,
- Continued community collaboration in CTE areas to support connections between industry and the classroom. New collaboration partners include Colebrook Village, WEPCO Plastics, Eastern Connecticut Workforce Investment Board (EWIB) and Andover, Hebron & Marlborough Youth Services,
- 166 students earned American Red Cross CPR/AED Certification in Physical Education,
- High passing rate- 66%- on the Aerobic Endurance portion of the Connecticut Physical Fitness Assessment- grade 10,
- 59% passing rate on all four components of the Connecticut Physical Fitness Assessment- grade 10 (state average for 2018-2019 is 51%).

### **Middle and High School:**

- Implementation of joint programming with AHM Youth and Family Services including Power of Words, RALLY (Regional Activities Leading Local Youth) and the CHEC Coalition (Coalition for a Healthy

Empowered Community) to address school climate, student digital communication and tobacco/vaping and substance abuse issues,

- Continued partnership with AHM Youth and Family Services and ERASE (East of the River Action for Substance Abuse Elimination) to continue the implementation of a major federal drug and alcohol prevention grant,
- Annual Veteran's celebrations - brings veterans in to speak with our students about their own military service experience,
- The Power of Words program continues to open avenues for collaborative activities between high school, middle school and elementary aged Students.

### **Student Recognition**

#### **Middle School:**

- 19 middle school music students auditioned for and were accepted into CMEA Eastern Region Honor Ensembles,
- Multiple middle school students and their teacher were honored and recognized by the Connecticut Writing Project,
- Technology Student Association students brought home 4 trophies - 1st place in Technology Bowl Oral, 1st, and 3rd in Coding, and 3rd place in Dragster Design.

#### **High School:**

- Two students presented at the Annual Bureau of Special Education Back to School meeting,

#### *Athletics:*

- A RHAM swimmer won the state open 200 and 500 freestyle events,
- A RHAM Indoor Track and Field athlete was the Class L and State Open Shot Put Champion and the RHAM Girls Indoor Track and Field team placed 4th in the Class L Championship,
- The RHAM Cheerleaders were the Central Connecticut Conference Champions,
- A RHAM student achieved a 5th place finish in the Eastern Connecticut Conference (ECC) Boys Diving Championships,
- A RHAM swimmer won the ECC Boys Swimming 50 yard freestyle event,
- A RHAM Student achieved 3rd place finish in the shot put in the 32nd New England Interscholastic Indoor Track Championship Meet,
- The RHAM Girls two-hundred meter relay team finished 5th in the 32nd New England Interscholastic Indoor Track Championship Meet.

### *Music/Arts*

- Twenty one students were accepted into the Connecticut Music Educators Association Eastern Region Honor Ensembles,
- Two students were selected to perform in the 2019 National Association for Music Education All-Eastern Honors Ensembles,
- The RHAM Jazz Band was awarded Best Trumpet Section at the Waterford High School Jazz Competition. Two RHAM students were also awarded Best Overall Soloists and three RHAM students received Outstanding Musician Awards,
- The art work from three RHAM students was selected for the National Art Honor Society Juried Exhibit,
- The Scholastic Art & Writing Awards recognized RHAM students with two Gold Keys, as well as Best in Sculpture and The American Visions Award. RHAM Students were also recognized with a Gold Key award in Mixed Media, and Silver Key Awards for Photography, Film and Animation and Painting.

### *Academics:*

- A RHAM student won the 2018 Congressional App Challenge for the second congressional district of Connecticut. The app “Latinum Studium” helps students improve their Latin vocabulary and grammar skills,
- A RHAM sophomore was awarded as a semi-finalist in the Connecticut Letters About Literature contest,
- A RHAM senior won first place in the Connecticut Poetry Society’s annual Lynn DeCaro Competition,
- At the 2019 Connecticut Technology Student Association Conference RHAM students achieved 3rd Place in VEX EDR Robotics, 2nd Place in Structural Engineering and 1st Place in Tech Problem Solving, Music Production and Technology Debate.

RHAM schools also excel beyond the academic classroom. In April 2019, 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. 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 in 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.

RHAM Middle and High school successfully adapted to our shift to remote learning from March through June of 2020 in response to the COVID Pandemic. RHAM teachers worked closely with families to adapt our instructional practices and grading policies to best meet the needs of our students during this difficult time. RHAM also distributed 12,757 free meals to students and their siblings between March and June, 2020 to ensure that all of our students had access to healthy food while schooling from home.

Enrollment at RHAM middle and high schools has seen a decrease over the past seven years. In 2018-19, enrollment in grades 7-12 totaled 1,456. Our current enrollment in grades 7-12 is 1394. Staffing numbers are reflective of our enrollment and have been reduced over the past few years. Although enrollment has declined, the needs of students continue to increase. Region 8 developed a program to address students with severe school anxiety in response to these needs. The district has also implemented a Social Emotional Learning focus to engage students and staff in understanding the impact emotions have on learning and developing school-wide strategies to successfully address these needs.

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.

#### REGIONAL SCHOOL DISTRICT NO. 8 BOARD OF EDUCATION TERMS

##### ANDOVER

Stephanie Bancroft, Chairperson	3/29/18 – 6/30/23
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Lori Blake	7/1/20 -6/30/23
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##### HEBRON

Vince Colonna	12/1/19 – 11/30/23
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Jessica Dapsis, Treasurer	12/1/19 - 11/30/23
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Kathleen Goodwin, Vice-Chairperson	12/1/17 - 11/30/21
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Joseph O'Connor	12/1/13 - 11/30/21
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Robert Schedtle, Secretary	12/1/17 - 11/30/21
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#### MARLBOROUGH

Judy Benson-Clark	9/5/12 - 11/30/21
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Mary Cochefski	10/1/20 - 11/30/23
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Susan Stolfi	12/1/15 - 11/30/23
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Jean Wilson	12/1/17 - 11/30/21
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# BOARD OF FINANCE

## Annual Report 2019-2020



**Members of the Board of Finance are listed as the following:**

<b>Member Name</b>	<b>Position</b>	<b>Term</b>
Marc Brinker	Chair	06/30/21
Diane Choquette	Vice Chair	06/30/23
Louise Goodwin	Member	06/30/23
Curtis Dowling	Member	06/30/23
David Hewett	Member	06/30/21
Robert England	Member	06/30/21
Linda Fish	Member	06/30/23

**The Board of Finance met on the following dates:**

July 1<sup>st</sup>, 2019 Special Meeting  
 July 10<sup>th</sup> 2019 Regular Meeting  
 August 7<sup>th</sup> 2019 Regular Meeting  
 September 11<sup>th</sup> 2019 Regular Meeting  
 September 23<sup>rd</sup> 2019 Special Meeting  
 October 2<sup>nd</sup> 2019 Regular Meeting  
 November 6<sup>th</sup> 2019 Regular Meeting  
 November 12<sup>th</sup> 2019 Special Meeting  
 December 4<sup>th</sup> 2019 Regular Meeting  
 January 13<sup>th</sup> 2020 Regular Meeting  
 February 10<sup>th</sup> 2020 Regular Meeting  
 February 24<sup>th</sup> 2020 Special Meeting  
 March 9<sup>th</sup> 2020 Regular Meeting  
 March 18<sup>th</sup> 2020 Special Meeting  
 April 3<sup>rd</sup> 2020 Special Meeting  
 April 13<sup>th</sup> 2020 Regular Meeting  
 May 11<sup>th</sup> 2020 Regular Meeting  
 May 19<sup>th</sup> 2020 Special Meeting  
 June 8<sup>th</sup> 2020 Regular Meeting

# BOARD OF SELECTMEN

## Annual Report 2019-2020



**Members of the Board of Selectmen are listed as the following:**

<b>Member Name</b>	<b>Position</b>	<b>Term</b>
Jeff Maguire	First Selectman	06/30/23
Adrian Mandeville	Vice Selectman	06/30/23
Scott Person	Selectman	06/30/23
Paula King	Selectwoman	06/30/23
Jeff Murray	Selectman	06/30/23

**The Board of Selectmen met on the following dates:**

July 1<sup>st</sup>, 2019 Special Meeting  
 July 10<sup>th</sup> 2019 Regular Meeting  
 August 7<sup>th</sup> 2019 Regular Meeting  
 September 11<sup>th</sup> 2019 Regular Meeting  
 September 23<sup>rd</sup> 2019 Special Meeting  
 October 2<sup>nd</sup> 2019 Regular Meeting  
 November 6<sup>th</sup> 2019 Regular Meeting  
 November 12<sup>th</sup> 2019 Special Meeting  
 December 4<sup>th</sup> 2019 Regular Meeting  
 January 13<sup>th</sup> 2020 Regular Meeting  
 February 10<sup>th</sup> 2020 Regular Meeting  
 February 24<sup>th</sup> 2020 Special Meeting  
 March 9<sup>th</sup> 2020 Regular Meeting  
 March 18<sup>th</sup> 2020 Special Meeting  
 April 3<sup>rd</sup> 2020 Special Meeting  
 April 13<sup>th</sup> 2020 Regular Meeting  
 May 11<sup>th</sup> 2020 Regular Meeting  
 May 19<sup>th</sup> 2020 Special Meeting  
 June 8<sup>th</sup> 2020 Regular Meeting

## CAPITAL IMPROVEMENT PLANNING COMMITTEE

### Annual Report 2018 - 2019

The Capital Improvement Planning Committee (CIP) serves an administrative and investigative function for the Board of Selectman and the Board of Finance. Capital improvements requested by any boards, committees, departments or agencies for the town that cost more than \$3,000 (set in the charter) are sent to the Board of Selectmen, who decide which ones will be reviewed by the CIP. Requestors need to provide a minimum of three quotes to be considered for acceptance. The CIP meets with requestors to determine need and priority. They may also investigate further to determine more cost-effective ways to accomplish the same goal. The CIP creates a list of approved items and funds to be included in the budget to purchase them. This list is presented to the Board of Selectmen and the Board of Finance.

The CIP committee consists 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 Adrian Mandeville

Board of Finance representative Louise Goodwin

Board of Education representative Shannon Loudon

Fire Commission Representative Curt Dowling

At-large member Ed Sarisely.

The Committee made the following recommendations for the 2018-2019 fiscal year:

#### **Fire Department:**

\$400,000 to purchase a pumper-tanker truck

#### **Public Works Department:**

Rent with intent to purchase a Volvo L60 wheel loader

Fund the purchase of a Peterbilt plow truck

\$39,000 for the purchase of an F250 truck with snow plow

#### **Transfer Station:**

\$25,000 for repair of the concrete block retaining wall

\$10,000 for the purchase of a new building

#### **Veterans Memorial Field (Long Hill Field):**

\$15,000 to pave the walking track

#### **Town Hall:**

\$25,000 to create a technology upgrade fund

Respectfully Submitted,  
Fred Oliver

# Commission on Aging Annual Report FY 2019-2020

By Cathy Palazzi, Secretary

## Mission Statement:

- Determine the needs of the elderly;
- Recommend action;
- Act as an advocate for the elderly by being their liaison to the Andover Senior Coordinator and Town Officials.
- 

Our members consist of Elaine Buchardt, Judy Knox Chairman, Georgia O'Brian Trip Consultant, Cathy Palazzi Secretary/Senior Coordinator, and Elinor Skoog

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. Additionally, State Rep. Robin Green attends once a year to give the Commission an update on happenings in Hartford that applies to seniors.

## Goals for FY 2019/2020 were

- Find adequate space for the seniors to meet  
Jeff Maguire, First Selectman met with Cathy Palazzi after it was voted down for seniors to hold meetings at the empty AES wing. Jeff suggested Cathy draw up a plan that would fit the Community Room as a temporary space for seniors to hold their meetings and activities. Paula King, our liaison met with Cathy and Judy Knox, our YAH President and the plan was approved. Paula then set out to engage the help of Wendy Kopp and Lucy Wilson to assist in the purchasing of furniture. We now have a beautiful living room effect in the corner of the Community Room. Cabinets were purchased and a small size refrigerator for drinks and perishable food. Town Administrator, Eric Anderson purchased with a grant a 75" television that will be set in place when it is deemed useable space and we do not have to worry about COVID-19. Additionally, this television will be accessible to commissions and committees meeting if they want to show slides or agenda items online for the public to see.
- Organize birthday cake for all those 90+ and hold a celebration in the town for all.  
This event has been put on hold due to the COVID-19 outbreak.
- Continue luncheons on Fridays at Andover Pizza  
Eric Anderson has allowed three outside luncheons and we wear masks and social distance to avoid becoming ill. A wonderful time is had by all who attend. Seniors miss the closeness of visiting each other.
- Bring entertainment to seniors monthly.  
This is on hold because of COVID-19.
- Encourage Municipal Agent to become part of our COA meeting.  
Our new Municipal Agent, Roberta Dougherty has attended a meeting and will continue to do so, once we are able to hold meetings again.
- Create By-Laws  
This was done and approved and we now have by-laws. These can be viewed on our [andoverct.org](http://andoverct.org) website.
- Improve community room acoustics so seniors can enjoy their meetings and BOS meetings.  
This is an ongoing project. Eric Anderson has tried hard to assist us with installing mics for better acoustics.
- Due to COVID-19 seniors have not met at the Town Hall Community Room since March 2020 and it is recommended that we not reopen until at least February 2021. This is a highly contagious disease and it is unfortunate that the people most likely to become extremely ill would be seniors.  
Georgia O'Biren, our Trip Consultant had scheduled several exciting trips for the seniors in 2020 but due to COVID-19 she had to cancel them.  
We appreciate C.E.R.T. and Fire Department helping seniors during this pandemic to receive food and water.

Our Commission works hard to care for the elderly in Andover and keep them safe.

# Community Voice Channel Board of Directors

## FY2019-2020 Annual Report



The CVC assisted Andover in applying for a grant that got three video cameras and equipment for the Town Hall, the library and the elementary school. They are providing training for the use of the cameras.

The CVC studio received a grant to upgrade it's studio. We have ordered a new set that will be installed by the end of 2020. All town residents are welcome to take filming classes and record shows in studio or send shows to be aired on CVC and put on the CVCCT.org platform. The shows are also put on YouTube.

The Community Voice Channel (CVC) is the public access TV station in Bolton CT that serves Andover, Bolton, Ellington, Hebron, Marlborough, Tolland and Vernon. It is mainly supported financially by Comcast and Frontier as legislated by the Public Utilities Regulatory Authority (PURA). CVC shows publicly created shows and trains anyone interested in creating TV shows.

CVC is run by the Community Voice Channel Board of Directors. The board had town representative members and public at large members.

Elaine Buchardt has represented the town of Andover since 2014. Any Andover resident is welcome to solicit the town to be on the CVC Board of Directors.

ANDOVER CONSERVATION COMMISSION  
ANNUAL REPORT  
2019–2020  
by Mike Palazzi, Chairman

The commission members are Mike Palazzi, Chairman; Carrie Crompton; Maryann Gile; Hank Gruner; Gary Gile, Alternate.

Our commission is active and involved with monitoring the natural resources and environmental health of town properties. Our bylaws were revised and approved this year, and as a result, the Commission will have more focus during the coming year.

Our goals and objectives for 2019–2020 were:

- Complete a set of revised bylaws.
- Participate in the CT Land Conservation Conference at Wesleyan University in order to learn from other community organizations about best practices for conservation. (This was impossible due to Covid-19).
- Maintain schedules, supplies, and payouts for the C.A.R.T. bottle-and-can recycling program at the Andover transfer station.
- Provide a formal review of the ecological/environmental characteristics of parcels of land offered to the town of Andover by the Northern CT Land Trust and former Andover resident Tom Talbot.
- Develop criteria for evaluating other parcels in the conservation corridors listed in the 2015 Plan of Conservation Commission.
- Monitor the gravel extraction project on Route 6 to mitigate impacts to the Hop River and associated wildlife.
- Develop a plan to create a Pollinator Pathway in Andover.
- Purchase annual flower seeds to be given to gardeners in town who sign up to be part of the Pollinator Pathway program (not enough budget funds to do this).
- Apply for grant for a town-wide clean-up in April 2020. (This was postponed to 2021 due to Covid-19.)
- Apply for an IWWC permit to improve the Chamberlain Pond parking lot and the trail connecting that parking lot to the Percy Cook trails behind the Andover Elementary School.
- Create a budget for the above trail improvements and work with the Andover Bike/Walk Committee to purchase supplies and make improvements approved by IWWC and the Board of Selectmen.
- Purchase markers to designate borders of town property so that hikers and bikers on town land do not inadvertently trespass on private property.

Completed goals and objectives are as follows:

- Completed a revision of the bylaws for the Commission.
- Continued the C.A.R.T. program, which has generated significant funding to non profit organizations. C.A.R.T. diverts recyclable material from the town waste stream.
- Worked with a DEEP Environmental Review Team to assess the natural resources on the properties offered by Northern CT Land Trust and Tom Talbot.

- Using funds in the budget for trail improvements, the Conservation Commission purchased 1000 small markers to be affixed to trees on borders of Town properties.
- Developed proposals for ways to make town lands more attractive to pollinators and to provide continuous habitat for butterflies and bees along the Rail Trail and along town roads.
- Received approval by the IWWC and Board of Selectmen for our application to reroute the Chamberlain Pond Trail to minimize environmental impact on the pond.
- Purchased stone and landscape fabric with funds in the budget for trail improvements.
- In cooperation with the Andover Bike/Walk Committee, Conservation Commission members installed landscape fabric and  $\frac{3}{4}$ " crushed stone on low portions of the Chamberlain Pond Trail which were subject to flooding after heavy rains and snowmelt. The trail is now in regular use by many visiting hikers and bikers.
- Provided an advisory letter with recommendations to the IWWC regarding a habitat management application in February 2020.
- Provided an advisory letter to the Board of Selectmen recommending reduced mowing on town-owned lands to promote pollinator habitat.

#### Future goals:

- Enlist two town residents to serve on the Commission as regular members.
- Complete parcel mapping for open space corridors
- Provide free flower seeds to residents to develop pollinator gardens in their own yards (if funds permit)
- Annual town cleanup (if Covid allows).
- Participate in the CT Land Conservation Conference at Wesleyan University in March, 2021 in order to learn from other community organizations about best practices for conservation. Consider participation in conferences by CLCC, CACIWC, CLEAR (if Covid allows)
- Enlist volunteers to help post town boundary markers.
- Submit plans for Pollinator Pathway and Monarch Way station to Board of Selectmen for approval. If approved:
- Enlist volunteers to help with Pollinator Pathway and Monarch Way station projects.
- Monitor the gravel extraction on Route 6.
- Nominate a Chairman and Vice Chairman

#### Membership:

- As of July 1, 2020, Meghan Lally resigned from the Conservation Commission to eliminate a possible conflict with her appointment as Chairman of the IWWC. Scott Warren also resigned due to work constraints, having served on the commission for five terms (10 years). Michael Palazzi was nominated and elected as Chairman for the coming year. At her request, Carrie Crompton was reappointed as an Alternate.
- Our bylaws stipulate that the Commission consists of five regular members and two alternates. Currently we have three regular members and two alternates. One of our goals for the next year is to find two Andover residents with an interest in conservation to join our commission.

# Economic Development Commission

## Annual Report 2019-2020

The Andover Economic Development Commission (EDC) currently consists of Elaine Buchardt, Patrick Dougherty, Cathy Palazzi, Catherine Magaldi-Lewis and Lori Blake.

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 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 still are:

- 1) Update the business directory and link to the town website. Work on other useful website links showing real estate opportunities – the directory was updated and is linked on the new town website. The town administrators admin will be updating it as we get more information.
- 2) 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.
- 3) Encourage more dense housing to allow for more residences to spread out the property tax burden. We need town growth.
- 4) Work on town branding. Starting with identifying Andover signs on Route 6.

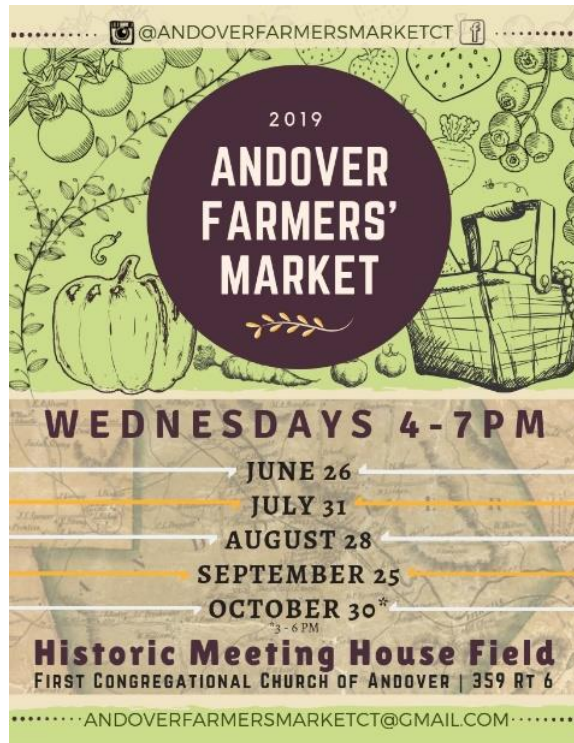
Catherine Magaldi-Lewis created and Andover CT Economic Development Facebook page. Since March when the state was shutdown due to COVID-19 we have been posting information concerning businesses in the area.

We are registered to be a part of the Sustainable CT project to work on getting certified by that department. There is quite of list of activities involved to be certified. Our registration was approved by the Board of Selectman and we will be getting other town committees and organizations involved. Cathy Palazzi is spear heading this effort. Go to <https://sustainablect.org> for details.

Elaine Buchardt – EDC chair  
Patrick Dougherty  
Cathy Palazzi  
Catherine Magaldi-Lewis  
Lori Blake

# FARMERS MARKET COMMITTEE

Annual Report 2019-2020



## Committee Members:

Chair/Market Master Amanda Gibson, Secretary Elaine Buchardt, Kaila Lockhart, Celeste Willard, Lucie Wilson, Shirley DeFlaviis, Suzanne Heise, and lifetime member Jeanne Person.

## Fiscal Year 7/1/2019 – 6/30/2020:

Hosted at the Historic Meeting House Field at First Congregational Church of Andover at 359 Route 6.

The 2019 seasonal market was held on the following last Wednesday of each month from June to October:

FY 2018-2019: June 26<sup>th</sup>

FY 2019-2020: July 31<sup>st</sup>, August 28<sup>th</sup>, September 25<sup>th</sup>, October 30<sup>th</sup>

**Thank you to our community for supporting our monthly market! The market had approximately 10 farmers at each market with live local music and themes/kids' activities hosted by the Cub Scouts. The market was a huge success for the second year at this location. The market could be hosted inside due to inclement weather. It did in fact rain for 3 out of the 5 markets. The old Meeting House is historic and is now home to the Andover Food Pantry. The market formed a great partnership with the Church Council who voluntarily runs the Andover Food Pantry. The Andover Food Pantry sold concessions to the visitors to raise funds for the pantry. Our newly refreshed market provided a fun, family-friendly market for all. We look forward to an even more successful upcoming season!**



Follow us on Facebook and Instagram at [@andoverfarmersmarketct](https://www.instagram.com/andoverfarmersmarketct) for market dates, event photos, farmer features, market product, community involvement and more!

Helpfully submitted by the Chair/Market Master, Amanda Gibson

# Inland Wetlands and Watercourses Commission

## Annual Report 2019-2020

The [Inland Wetlands and Watercourse Commission](#) (IWWC) is charged by Connecticut General Statutes, §22a-45 to regulate activities in or near wetlands and watercourses in the Town of Andover. The Commission carries out 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 1) within a wetland or watercourse, 2) within the upland review area of a wetland or watercourse, or 3) in any other location when the activity is likely to impact a nearby wetland or watercourse, first obtain a permit from the IWWC before the start of work. These activities include, *but are not limited to*, the cutting of trees, removal or deposition of any material, disturbance of natural drainage and construction of new residences.

All required permit forms are available for download from the [Town website](#). Hard copy forms can be obtained from the Land Use Department. If you plan to submit an application you are strongly encouraged to contact the Wetland Agent prior to doing so by email ([wetlands@andoverct.org](mailto:wetlands@andoverct.org)) or phone (860-742-7305).

The Inland Wetlands and Watercourses Commission normally meets the first Monday of each month at 7:00 pm in the Town Hall Community Room. Due to the COVID-19 pandemic, the Commission held virtual meetings via the Zoom platform from April 2020 through June 2020, inclusive. Please refer to the [town calendar](#) for future meeting dates, times, and locations.

There are currently vacancies on the commission. Please contact the Chairman by email ([IWWCchair@andoverct.org](mailto:IWWCchair@andoverct.org)) if you are interested in serving.

The following is a summary of the Commission's activities for the 2019-2020 fiscal year (July 1, 2019 through June 30, 2020, inclusive).

### Membership

	June 2020 - August 2020	Sept. 2020 – June 2021
Chairman	Michael Landolphi	Meghan Lally
Vice Chairman	Rick Osborne	George Elliott
Regular Commissioner	Wayne Thorpe	Ed Smith
Regular Commissioner	Ed Smith	Jim Hallisey
Regular Commissioner / P&Z Representative	Jed Larson	Jed Larson
Alternate Commissioner	Meghan Lally	Rick Osborne
Alternate Commissioner	George Elliott	Wayne Thorpe
Alternate Commissioner	Jim Hallisey	Vacant

FY20 Wetlands Agent: John Valente (Retired October 2019)  
Josh Snarski (November 2019-January 2020)  
Jim Hallisey, Interim Agent (February 2020 – June 2020)

FY20 was a year of significant change in membership for the commission. In September 2020, the Commission membership was reappointed by the Board of Selectman for a new two-year term.

Membership changes included the transition of Rick Osborne and Wayne Thorpe to alternate commissioners, and the transition of Meghan Lally, George Elliott and Jim Hallisey to regular commissioners. Ms. Lally and Dr. Elliott were voted by the newly appointed membership to serve as Chairman, and Vice Chairman, respectively. As part of this transition, former long-time Vice Chairman and FY19 Acting Chairman Michael Landolphi stepped down from the Commission. In addition, in April 2020, the Commission was saddened to learn that long-time commissioner and FY20 interim chairman (June-August), Rick Osborne passed away. Michael and Rick served the Commission tirelessly for years. The Commission would like to recognize their significant contribution to the protection of the Town of Andover's natural resources and thank them for their many years of service.

FY19 also saw an unusual degree of turnover in the Wetland Agent/Enforcement Officer role. In October 2019, long-time Agent John Valente announced his (well-deserved) retirement. The Commission wishes him an enjoyable retirement and thanks him for his passionate protection of the Town's wetlands and watercourses. In November 2019, Josh Snarski was hired to serve as the new town wetlands agent; Mr. Snarski later resigned in January 2020. For the remainder of the fiscal year (Feb.- June 2020), Commissioner Jim Hallisey served as interim Wetlands Agent and Wetlands Enforcement Officer. During this time, to assist with challenges presented by the Wetlands Agent staff vacancy, Chairman Lally completed the CT DEEP Municipal Inland Wetlands Agency Comprehensive Training Program and was approved by the Commission in June 2020 to serve as duly authorized agent of the commission, as appropriate, in order to issue permit approvals for activities in the upland review area that would have no greater than minimal impact to wetlands and/or water resources.

### *Meeting Summary*

10 regular meetings of the commission were held, including 3 virtual meetings. A total of 11 special meetings were also held during fiscal year 2020. Special meetings include regular meetings rescheduled within 30 days of the original date (Nov. 2019 and Jan. 2020), site walk visits, and enforcement hearings. No public hearings were held during FY19. All meeting [agendas](#) and [minutes](#) are posted on the town website for public review.

### *Regulatory Activity*

The following is a summary of the FY19 regulatory activity conducted by the commission.

- **Applications received: 20\***
  - Administrative Approval: 1
  - New Permits Approved: 15
  - Modifications Approved: 1
  - Applications Denied: 1
  - Applications Withdrawn: 2
- **Jurisdictional Rulings: 1**
- **Enforcement Investigations: 5\***
  - NOV issued: 3
  - Order issued: 2
  - Show Cause Hearings: 2

\* Note that the above numbers reflect activities that occurred all *or in part* in fiscal year 2019. One application was received in FY18 but not decided until FY19. Similarly, 3 applications were received in FY19 but not decided until FY20. All 5 enforcement issues remained open going into FY20.

#### *Other Activity*

During fiscal year 2019, the Commission worked with Land Use Department staff to improve the application process and permit management. An application tracking system has been established; all new applications are now given a unique number that identifies the application as an Inland Wetlands and Watercourses Application and the calendar year during which it was received. Other improvements to the process included the development of an [application requirements checklist](#) for applicants and a [standard fee assignment worksheet](#).

Commissioners have been encouraged to complete related trainings as available. As required by state statute, the Commission now has at least one commissioner who has completed the State municipal inland wetlands and watercourses training. Several commissioners attended a FOIA training held by the town in February 2020. To improve commissioner site plan understanding, a Center for Land Use Education and Research training was scheduled to provide basic land use training to town land use commissioners, but subsequently cancelled due to the pandemic; efforts will be made to reschedule this training in FY20. The Commission continued its membership with the Connecticut Association of Conservation and Inland Wetland Commissions (CACIWC) during FY19 and at least one member attended the CACIWC annual meeting and training in November 2019. This opportunity will be offered to members again in FY20, budget allowing.

Finally, the IWWC has been involved in efforts to improve regulation of the Lake district. Commission reviewed and provided feedback on the proposed Andover Lake District special zoning regulations. A preliminary meeting of ALMA, ALPOA and IWWC leadership was also scheduled to discuss application procedures and potential opportunities for communication improvement related to activities in Andover Lake and/or the associated upland review area. This meeting was subsequently cancelled due to the pandemic; efforts will be made reschedule the meeting in FY20.

#### *Future Goals and Priorities:*

The following activities were initiated but not completed in FY19 and will remain a priority for the commission during FY20:

1. Update the Commission bylaws, in particular to better reflect current staff assignments.
2. Improve the IWW permit application to simplify and clarify permit submission requirements. Develop separate applications for administrative approvals, permit modification requests, and jurisdictional ruling requests.
3. Update of the town Inland Wetlands and Watercourses Regulations, including the fee schedule and standard permit conditions, via public hearing



# Norton Children's Fund Commission

## FY2019-2020 Annual Report

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 2020 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. Unfortunately, low-interest income has prevented the awarding of this scholarship.

The Norton Commission consists of 5 members 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*.

During January, the Andover Norton Children's Fund Commission held the "*Guess the Norton Number Challenge*" for students at the Andover Elementary School. The challenge was an effort by the commission members to raise awareness for the commission and the work they do. Winners had estimated the correct number of items in a jar. Norton Commission member Heidi Xenophontos presented each of the winners of the challenge with a gift card to Barnes and Nobel.

Commission members also participated in the Senior Fundraiser in February to bring attention to our mission.

The biggest challenge for the Commission is letting residents in-need know services are available

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, Sarah Shapiro – Secretary  
Cheryl Mayhew, Jan Neumuth, Heidi Xenophontos

# **Olde Andover Burying Ground Committee**

## **FY2019-2020 Annual Report**

Cathy Palazzi, Secretary

### **Mission Statement:**

We, the Olde Andover Burying Ground committee, adopt as our purpose to promote, restore and sustain the historic cemetery at lower (eastern) Cider Mill and Hebron Roads, so that the memories, stories, and lives of people buried here are honored.

Members of the Olde Andover Burying Ground Committee are: Mike Kurdzo, Chairman/Building Maintenance, Cathy Palazzi, Secretary, Maria Tulman, Treasurer, Bob Post, Vice Chairman/Building Maintenance, Steve Fish, Building Maintenance and Jeff Ballard, Alternate/Building Maintenance.

### **Our Goals set for FY 2019-2020 were:**

- 1) clean as many stones as our budget/grant money allows
- 2) continue to greet visitors at the cemetery
- 3) look for more grants to use for the 19 stones that remain to be restored
- 4) build a gate to complete the beauty of the cemetery

### **Goal #1 - we received a grant for \$2500 that was used to clear, clean and refurbish the following stones:**

#14-Lydia Sprague, large marble, heavy cleaning, new base; #15 Post, large brownstone, delaminated repair and cleaning; #2 Joseph Payne, extra large, brownstone cleaning and preparation for restoration, cracks dammed, pin holes drilled to fill voids with flow-able mortar. These applications require a four step process. Protection from weather, lime mortar prepared, preparation including cleaning and restoration, and custom color matched for stones.

Goal #2 – Mike Kurdzo, Bob Post, Cathy Palazzi met tourist visiting the cemetery in the summer of 2019. These guests included people as far away as California who wanted to locate their families who were buried there.

Goal #3 Our Treasurer, Maria Tulman located applied and received a grant of \$500 from the Katherine Winthrop Crane Foundation. She continues to research more grants for us to help complete the 19 stones in need of repair.

Goal #4 – Vice Chairman, Bob Post built a gate for entrance into the cemetery. This new look is more inviting to visitors.

The Andover Beautification Committee donated beautiful plants again this year to beautify our cemetery. We are thankful to Joan Foran, Chairman of the committee and their caring and love of our project.

### **Our Goals for FY 2020-2021:**

- continue to improve and clear the cemetery
- look for more grants to use for the remaining stones that need to be restored
- encourage people to learn more about the olde cemetery as there is so much history of our town.

Unfortunately, due to the COVID-19 outbreak and the need to be isolated work has not been done during most of 2020. A possible clean up day has been discussed for the fall.

# **Planning and Zoning Commission**

## **FY2019-2020 Annual Report**

### **Mission Statement:**

The Planning and Zoning Commission (PZC) is an elected board 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's zoning responsibilities include the development of regulations and the implementation of the regulations in the review of land use applications. The regulations are contained in two documents: Zoning Regulations and Subdivision Regulations.

The commission is also responsible for acting as a Planning agency for the Town of Andover through the development and implementation of the Plan of Conservation and Development (POCD). The PZC also reviews municipal land purchase and sales and major civic improvements to insure consistency with planning objectives.

### **Overview of 2019-2020:**

The period of June 2019 through June 2020 presented significant challenges for the Planning and Zoning Commission.

The Commission has experienced a significant loss of institutional memory as a result of the resignations of regular member and Chairman Eric Anderson who accepted the position of Town Administrator, and his successor as chairman, Bob Hamburger who resigned last March. Zoning Agent John Valente retired in June 2019 following many years of service with the town.

While these challenges during the past year were significant and hindered the ability of the Commission to make significant improvements noted during the previous year, the remaining team is building momentum. The current commission is fortunate to have several members with significant planning and zoning experience in Scott Person, Leigh Ann Hutchinson and Susan England to maintain a good institutional knowledge base while newer members get up to speed. Additionally, several members of the Commission participated in Town of Andover sponsored training events on land use management and Freedom of Information requirements.

The Coronavirus added an additional challenge to the commission as we struggled to adapt to the challenges of online meetings.

However, regardless of restrictions with holding public meetings due to the coronavirus, all applications were processed within regulatory guidelines. The time extensions granted by the Governor's executive order were not required. The exceptional support of Amanda Gibson and Linda McDonald were instrumental in making this possible.

The commission generally meets on the third Monday of each month. In FY 2019, the PZC held a total of 9 regular meetings, 3 special meetings and 3 public hearings.

**Exciting Improvements and Projects:**

Approved an application regarding a municipal improvement via the Department of Transportation Community Connectivity Grant awarded to the Town of Andover. This project is designed to make a safe and accessible pedestrian and cycling connection between the north and south sides of Route 6, The Hop River Rail Trail, Library, First Congregational Church and the athletic fields.

**Important Meetings and Events:**

- Conducted a site visit and special hearing to determine whether or not using a portion of the Andover Elementary School was consistent with the Town's Plan of Conservation and Development.
- Approved a special permit application for an open space residential subdivision.
- Several members of the commission participated in Town of Andover sponsored training events on land use management and Freedom of Information requirements.
- Approved a special permit application for a detached Accessory Apartment.

**Future Goals**

- Recruit additional commission members to fill existing vacancies.
- Update the PZC Bylaws
- Develop a better understanding of the application process to make this more user friendly for all concerned.
- Develop regulations to protect the water quality of Andover Lake.

**Member Names and Positions**

Commission Membership: The commission has 5 regular and 3 alternate members.

Current Commission membership includes:

- Regular members (5 seats): Jed Larson, Chairman, Anne Crème, Vice-Chairman, Scott Person, and Leigh Ann Hutchinson. One position is currently vacant.
- Alternate members (3 seats): Susan England. Two positions are vacant.

# Senior Transportation Committee

## FY2019-2020 Annual Report

By Cathy Palazzi, Senior Coordinator

Senior Transportation services seniors, veterans, disabled (no age limit), but if underage must be accompanied by adult or caregiver.

### Mission Statement:

Our Mission Statement is to service seniors, Veterans and honor the American Disability Act (ADA) Clients in their transportation needs: If underage disabled person requests assistant there must be a parent, guardian or caregiver to accompany them. Title VI state requirements apply. "No Resident Left Behind".

The committee meets the last Wednesday of the month. Members are Secretary, Sue Schmidt, Cathy Palazzi, Senior Coordinator, Judy Knox, member, Kathy Bishop, Elinor Skoog/Driver and Rick Kauffman, Driver. Our Chairman, George Knox retired in June.

Due to COVID-19 our buses did not run from March 11<sup>th</sup> until July 28<sup>th</sup>, 2020. This was a new experience for us. We now wear masks and each client before they enter the vehicles has their temperature taken.

In the past, we drove medicals, including weekly food share/food pantry, weekly shopping, YAH meetings, town events, a weekly luncheon, movies, and trips. This all changed in March 2020 and we have not recovered yet. We have been informed by the state Phase 3 will not be opened until at least February 2021.

George Knox retired in June and he also served as our Chairman. Since we have not met we have not had a chance to replace his position. He drove for many years and was indispensable to the seniors. He cared for the vehicles as though they were his own, he carried groceries in and out for seniors, he made sure to let me know when any maintenance needed doing on the vehicles, he made the best coffee every at YAH meetings. We wish George the best in his retirement.

Our goals for FY 2019/2020 were:

- hire at least one qualified CDL Driver. We hired two-Kathy Bishop who came from driving school buses and Rick Kauffman, who drove as his career for 31 years. Both have their CDL's. We welcome Kathy and Rick to our group.

- research combining trips with Columbia to save money  
This was put on hold due to COVID-19.

- hold safety class in December for drivers  
Part One was completed in December and Part Two in January-all drivers passed.

- from state request purchases of a van and a bus  
Cathy Palazzi submitted a grant to receive a van and a small bus. We will not hear until April 2021 whether we qualify or not.

- coordinate Title VI program with state to keep in compliance  
Cathy Palazzi completed the Title VI program in the summer of 2020 and we are now in compliant with the state requirements.

# Vernon Area Cable Advisory Committee (VACAC)

## FY2019-2020 Annual Report



PURA (Public Utilities Regulatory Authority), formerly the DPUC (Dept. of Public Utilities Commission) require that there be advisory committees to field and complaints or comments from cable (Comcast) customers. Contact information for VACAC is on the Comcast bill. We meet at least 4 times a year to discuss concerns brought up by customers. Twice a year Comcast sends its representative.

The committee is made up of appointed people from the towns it serves - Andover, Bolton, Ellington, Hebron, Marlborough, Tolland and Vernon. There is room for at least two representatives from each town. You may solicit the Board of Selectmen to be appointed.

In the past year- 2019 – we sent out scholarship checks to a senior in each of our representative high schools. Bolton High School, Rockville High School, Tolland High School, Ellington High School and RHAM High School. We try to do this every few years with the money given to us by Comcast.

Currently Elaine Buchardt is one representative from Andover since 2012. There is room for another.

# Zoning Board of Appeals

FY2019-2020 Annual Report



Submitted by current Vice Chair William Desrosiers

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. During the COVID-19 Pandemic, the board will meet via ZOOM Meetings.

Variance Applications Received: 3

Granted: 3

Variance Applications Denied: 0

=====

William Desrosiers Vice Chair

Kathleen Skorka

Walter Weir Jr.

William Munroe

Gerry Cremes

Jim Hal, Agent

**State Agency**  
**ANNUAL REPORT**  
**FY 2019-2020**



## 2019-2020 Andover Data Summary

During the 2019-2020 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	Youth Served	Adults Served	Youth All Towns	Adults All Towns
Play & Learn Groups	13	6	113	73
KinderRHAMa Preschool	4	n/a	22	n/a
Home Visits	1	1	5	5
Developmental Screenings	8	n/a	28	n/a
Lanterns Mentoring	4	2	17	14
Lanterns Mentoring Events	5	7	17	27
FRC Field Trips	9	11	47	56
FRC: Music, Movement Programs	10	7	36	44
KinderRHAMa Preschool Family Events	14	11	132	122
FRC Workshops	2	1	11	8
<b>Total:</b>	<b>70</b>	<b>46</b>	<b>428</b>	<b>349</b>

## Andover Elementary School

<b>Program</b>	<b>Youth Served</b>	<b>Adults Served</b>		
Individual In School Counseling / Case Management/Crisis	40	n/a		
Lunch Groups	18	n/a		
Friendship Groups	9	n/a		
Power of Words Jr.	16	n/a		
Character Education	50	n/a		
No One Eats Alone Committee	8	n/a		
No One Eats Alone Day	149	n/a		
Kindness Celebration	194	n/a		
Playground Mentoring	21	n/a		
Restorative Conference	n/a	11		
<b>Total:</b>	<b>505</b>	<b>11</b>		

## RHAM Middle School

<b>Program</b>	<b>Youth Served</b>	<b>Adults Served</b>	<b>Youth All Towns</b>	<b>Adults All Towns</b>
Individual In School Counseling /	6	n/a	36	n/a
Power of Words Middle School	39	n/a	249	n/a
7th Grade Team Building	31	n/a	200	n/a
Parent Conferences at M.S	n/a	5	n/a	25
Girl Power Camp	0	n/a	4	n/a
<b>Total:</b>	<b>76</b>	<b>5</b>	<b>489</b>	<b>25</b>

## RHAM High School

Program	Youth Served	Adults Served	Youth All Towns	Adults all towns
Individual In School Counseling/ Case Management	8	n/a	61	n/a
Peer Helpers Retreat	4	n/a	31	n/a
Power of Words Training	6	n/a	42	n/a
Power of Words High School	49	n/a	207	n/a
Freshmen Orientation	29	n/a	186	n/a
Athletic Nights Education	40	48	225	256
RALLY Meetings	2	n/a	14	n/a
RHAM Child Development Lab	10	n/a	43	n/a
Parent Conferences at RHAM H.S.	n/a	7	n/a	23
Project Graduation**				
<b>Total:</b>	<b>148</b>	<b>55</b>	<b>809</b>	<b>279</b>

## Outpatient Individual and Family Therapy

Program	Youth Served	Adults	Youth All Towns	Adults All Towns
Individual Therapy	4	n/a	56	n/a
Family Therapy	4	4	27	27
Summer Therapeutic Group	1		1	
<b>Total:</b>	<b>9</b>	<b>4</b>	<b>84</b>	<b>27</b>

<b>Community</b>				
<b>Program</b>	<b>Youth Served</b>	<b>Adults Served</b>	<b>Youth All Towns</b>	<b>Adults All Towns</b>
Mentor Meetings	n/a	2	n/a	9
Community Forum on Underage Drinking		2		11
Smart Recovery Group-Friends and Family		1		6
Smart Recovery-Teens	2	n/a	6	n/a
CHEC Coalition	n/a	3	n/a	13
ADHD Parents Support Group	n/a	1	n/a	6
Chores Employment Program	8	8	26	27
Juvenile Review Board	10	n/a	30	n/a
Family Fest	12	12	104	121
Summer Youth Theater	2	n/a	36	n/a
Summer Youth Theater Audience	11	12	147	170
Playhouse on Park Winter Theater	5	n/a	35	n/a
Take Back Events	n/a	10	n/a	52
Nature and Adventure Day**	n/a	n/a	n/a	n/a
Breakfast for Senior Citizens	n/a	1	n/a	27
Young Adult Services Kickoff	n/a	5	n/a	48
QPR Training	n/a	2	n/a	30
<b>Total:</b>	<b>50</b>	<b>59</b>	<b>384</b>	<b>520</b>
<b>Grand Totals</b>	<b>858</b>	<b>180</b>	<b>2194</b>	<b>1200</b>
<b>Total Andover Residents served</b>	<b>1038</b>			
<b>In total, Andover residents accessed the services provided by AHM 1038 times in individual and/or large group settings. Families often receive multiple services from our agency.</b>				

## **TOWN HALL OFFICE BUILDING**

### **HOURS OF OPERATION:**

Town Hall Office Building  
*17 School Rd, Andover, CT 06232*  
Monday 8:15 A.M. to 7:00 P.M.  
Tuesday to Thursday 8:15A.M. to 4:00 P.M.  
Friday - Sunday CLOSED

Transfer Station  
*155 Shoddy Mill Road, Andover, CT*  
Wednesday & Saturday 8:00 A.M. to 3:50 P.M.

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 Saturdays in July & August

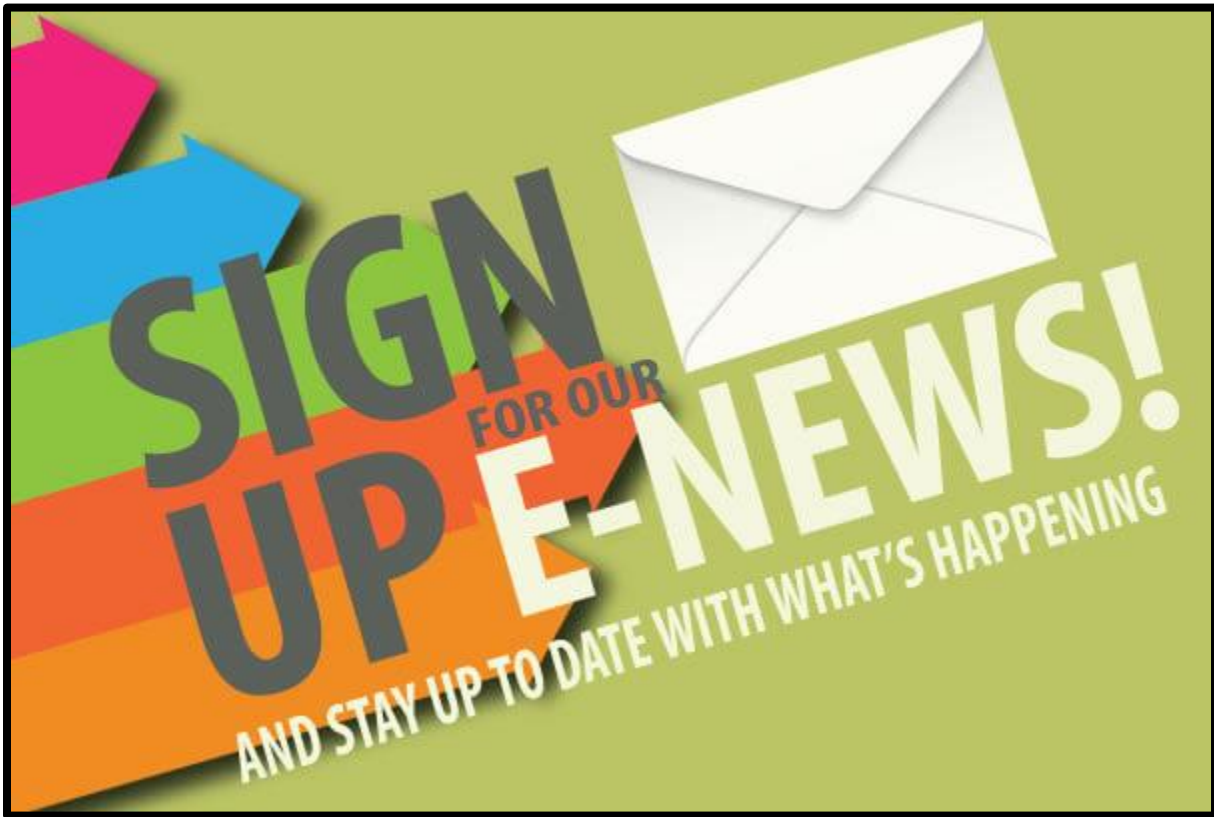
### **TOWN OFFICE BUILDING HOLIDAY CLOSINGS:**

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](http://www.andoverct.org)  
Andover Elementary School [www.andoverelementaryct.org](http://www.andoverelementaryct.org)  
RHAM Middle and High Schools [www.reg8.k12.ct.us](http://www.reg8.k12.ct.us)  
AHM Youth & Family Services [www.ahmyouth.org](http://www.ahmyouth.org)  
Andover Volunteer Fire Department [www.andoverfire.org](http://www.andoverfire.org)  
Eastern Highlands Health District [www.ehhd.org](http://www.ehhd.org)

Subscribe to News & Alerts on our  
Town Website at [www.andoverct.org](http://www.andoverct.org)



Here are the following categories:

- Emergency Alerts
- Town Updates
- Community Events
- Boards & Commissions

The Town of Andover, CT uses [CivicReady®](#) to send emergency alerts and other notifications. Subscribers can register to receive the notifications via phone call, text message, and/or email. **Please note that residents can decide how to receive their messages and are able to edit this at any time.**



Like the town page at [www.facebook.com/townofandoverct](http://www.facebook.com/townofandoverct)

**TOWN OF ANDOVER, CONNECTICUT**

**STATE SINGLE AUDIT**

**FOR THE YEAR ENDED JUNE 30, 2020**

**TOWN OF ANDOVER, CONNECTICUT**  
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**FOR THE YEAR ENDED JUNE 30, 2020**

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Finance  
Town of Andover, Connecticut

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Andover, Connecticut (the "Town"), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated June 11, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of state findings and questioned costs as items 2020-001, 2020-002, and 2020-003 that we consider to be significant deficiencies.

## **Compliance and Other Matters**


As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Town's Responses to Findings**

The Town's responses to the finding identified in our audit are described in the accompanying schedule of state findings and questioned costs. The Town's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Certified Public Accountants  
Glastonbury, Connecticut  
June 11, 2021

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR STATE PROGRAM,  
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON THE SCHEDULE OF EXPENDITURES  
OF STATE FINANCIAL ASSISTANCE REQUIRED BY THE STATE SINGLE AUDIT ACT**

To the Board of Finance  
Town of Andover, Connecticut

**Report on Compliance for Each Major Program**

We have audited the Town of Andover, Connecticut's (the "Town"), compliance with the types of compliance requirements described in the State of Connecticut, Office of Policy and Management *Compliance Supplement* that could have a direct and material effect on each of the Town's major state programs for the year ended June 30, 2020. The Town's major state programs are identified in the summary of auditor's results section of the accompanying schedule of state findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the Town's major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State Single Audit Act (C.G.S. Sections 4-230 to 4-236). Those standards and the State Single Audit Act require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major state program occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major state program. However, our audit does not provide a legal determination of the Town's compliance.

***Opinion on Each Major State Program***

In our opinion, the Town of Andover, Connecticut, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended June 30, 2020.

## **Report on Internal Control Over Compliance**

Management of the Town is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town's internal control over compliance with the types of requirements that could have a direct and material effect on each major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with the State Single Audit Act, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Purpose of this Report**

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the State Single Audit Act. Accordingly, this report is not suitable for any other purpose.

## **Report on Schedule of Expenditures of State Financial Assistance Required by the State Single Audit Act**

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements. We issued our report thereon, dated June 11, 2021, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of state financial assistance is presented for purposes of additional analysis as required by the Connecticut State Single Audit Act and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of state financial assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.



Certified Public Accountants  
Glastonbury, Connecticut  
June 11, 2021

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE**  
**FOR THE YEAR ENDED JUNE 30, 2020**

<b>State Grantor; Pass-Through Grantor; Program Title</b>	<b>State Grant Program Core-CT Number</b>	<b>Expenditures</b>
<b>NONEXEMPT PROGRAMS:</b>		
<b>OFFICE OF POLICY AND MANAGEMENT:</b>		
<b>Direct:</b>		
Payment in Lieu of Taxes (PILOT) on State-Owned Property	11000-OPM20600-17004	\$ 9,631
Municipal Grants-In-Aid	12052-OPM20600-43587	2,620
Neglected Cemetery Program	12060-OPM20600-35570	2,500
Property Tax Relief for Veterans	11000-OPM20600-17024	1,129
Property Tax Relief on Property of Totally Disabled Persons	11000-OPM20600-17011	372
<b>Total Office of Policy and Management</b>		<u>16,252</u>
<b>DEPARTMENT OF TRANSPORTATION:</b>		
<b>Direct:</b>		
Town Aid Road Grants - Transportation Fund	12052-DOT57131-43455-34005	54,397
Town Aid Road Grants - Transportation Fund	13033-DOT57131-43459-34005	54,396
		<u>108,793</u>
Other Reimbursements	34003-DOT57331-42350	3,951
<b>Total Department of Transportation</b>		<u>112,744</u>
<b>CONNECTICUT STATE LIBRARY:</b>		
<b>Direct:</b>		
Historic Documents Preservation Grants	12060-CSL66094-35150	5,500
Connecticut Education Network	12052-CSL66011-43649	34,350
Connecticard Payments	11000-CSL66051-17010	136
<b>Total Connecticut State Library</b>		<u>39,986</u>
<b>JUDICIAL BRANCH:</b>		
<b>Direct:</b>		
Court Fees	34001-JUD95162-40001	<u>3,045</u>
<b>DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION:</b>		
<b>Direct:</b>		
Public, Educational and Governmental Programming and Educational Technology Investment Account	12060-DEP44620-35363	<u>16,655</u>
<b>DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION:</b>		
<b>Direct:</b>		
School Security Infrastructure	12052-DPS32161-43546	<u>39,283</u>
<b>DEPARTMENT OF EDUCATION:</b>		
<b>Direct:</b>		
Talent Development	11000-SDE64370-12552	<u>771</u>
<b>OFFICE OF EARLY CHILDHOOD:</b>		
<b>Direct:</b>		
School Readiness in Competitive Grant Municipalities	11000-OEC64845-16274-83013	100,800
Smart Start	11000-OEC64845-16279	65,000
School Readiness Quality Enhancement	11000-OEC64845-16158	3,881
<b>Total Office of Early Childhood Education</b>		<u>169,681</u>
<b>Total State Financial Assistance Before Exempt Programs</b>		<u>398,417</u>

*(Continued)*

*The accompanying note is an integral part of this schedule.*

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE (Continued)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

<b>State Grantor; Pass-Through Grantor; Program Title</b>	<b>State Grant Program Core-CT Number</b>	<b>Expenditures</b>
<b>EXEMPT PROGRAMS:</b>		
<b>DEPARTMENT OF EDUCATION:</b>		
<b>Direct:</b>		
Education Cost Sharing	11000-SDE64370-17041-82010	\$ 2,055,296
<b>OFFICE OF POLICY AND MANAGEMENT:</b>		
<b>Direct:</b>		
Municipal Stabilization Grant	11000-OPM20600-17104	43,820
Mashantucket Pequot and Mohegan Fund Grant	12009-OPM20600-17005	6,680
<b>Total Office of Policy and Management</b>		<u>50,500</u>
<b>Total Exempt Programs</b>		<u>2,105,796</u>
<b>TOTAL STATE FINANCIAL ASSISTANCE</b>		<u>\$ 2,504,213</u>
		<i>(Concluded)</i>

*The accompanying note is an integral part of this schedule.*

**TOWN OF ANDOVER, CONNECTICUT**  
**NOTE TO SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE**  
**FOR THE YEAR ENDED JUNE 30, 2020**

---

The accompanying schedule of expenditures of state financial assistance includes state grant activity of the Town of Andover, Connecticut (the "Town"), under programs of the State of Connecticut for the fiscal year ended June 30, 2020. Various departments and agencies of the State of Connecticut have provided financial assistance to the Town through grants and other authorizations in accordance with the General Statutes of the State of Connecticut. These financial assistance programs fund several programs of the Town.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town conform to accounting principles generally accepted in the United States of America as applicable to governmental organizations.

The information in the schedule of expenditures of state financial assistance is presented based upon regulations established by the State of Connecticut, Office of Policy and Management. The following is a summary of the more significant policies relating to the aforementioned grant programs.

**BASIS OF ACCOUNTING**

The accompanying schedule of expenditures of state financial assistance has been prepared on the accrual basis consistent with the preparation of the basic financial statements.

For cost reimbursement awards, revenues are recognized to the extent of expenditures. Expenditures have been recognized to the extent the related obligation was incurred within the applicable grant period and liquidated within 90 days after the end of the grant period.

For performance based awards, revenues are recognized to the extent of performance achieved during the grant period.

Certain financial assistance is not dependent on expenditure activity or the achievement of performance goals and, accordingly, is considered expended in the fiscal year of receipt. In accordance with Section 4-236-22 of the regulations to the Connecticut State Single Audit Act, these financial assistance program receipts are reflected in the expenditures column of the schedule of expenditures of state financial assistance.

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF STATE FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

---

**I. SUMMARY OF AUDITOR'S RESULTS**

**FINANCIAL STATEMENTS**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

☐ Material weakness(es) identified? \_\_\_\_\_ Yes ✓ No  
None

☐ Significant deficiency(ies) identified? \_\_\_\_\_ ✓ Yes \_\_\_\_\_ Reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes ✓ No

**STATE FINANCIAL ASSISTANCE**

Internal control over major programs:

☐ Material weakness(es) identified? \_\_\_\_\_ Yes ✓ No  
None

☐ Significant deficiency(ies) identified? \_\_\_\_\_ Yes ✓ Reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 4-236-24 of the Regulations to the State Single Audit Act? \_\_\_\_\_ Yes ✓ No

The following schedule reflects the major programs included in the audit:

State Grantor/Program	State Grant Program Core-CT Number	Expenditures
<b>DEPARTMENT OF TRANSPORTATION:</b>		
Town Aid Road Grants - Transportation Fund	12052-DOT57131-43455-34005	\$ 54,397
Town Aid Road Grants - Transportation Fund	13033-DOT57131-43459-34005	54,396
		\$ 108,793
<b>OFFICE OF EARLY CHILDHOOD:</b>		
School Readiness in Competitive Grant Municipalities	11000-OEC64845-16274-83013	\$ 100,800

Dollar threshold used to distinguish between Type A and Type B programs: \$100,000

**II. FINANCIAL STATEMENT FINDINGS**

**Finding 2020-001: Significant Deficiency in Internal Control over Financial Reporting**

**Criteria:** The Town should have internal controls over financial reporting that provides reasonable assurance that the accounting records can be relied upon and used to prepare the basic financial statements and related notes to the basic financial statements, in conformity with accounting principles generally accepted in the United States of America ("U.S. GAAP").

**TOWN OF ANDOVER, CONNECTICUT**  
SCHEDULE OF STATE FINDINGS AND QUESTIONED COSTS *(Continued)*  
FOR THE YEAR ENDED JUNE 30, 2020

---

**II. FINANCIAL STATEMENT FINDINGS *(Continued)***

**Finding 2020-001: Significant Deficiency in Internal Control over Financial Reporting *(Continued)***

**Condition:** The Town's funds, other than the General Fund, are not properly set-up within the general ledger system. Specifically, the majority of these funds are accounted for within the General Fund trial balance as balance sheet accounts only. Revenues and expenditures attributed to these funds are currently recorded as an increase and decrease to the applicable balance sheet accounts. As a result, manual reconciliations are required in order to provide the necessary information to prepare the financial statements.

**Effect:** The Town is not able to produce a complete trial balance for each of these funds from the accounting system without performing manual reconciliations.

**Cause:** Deficiencies in the design of the Town's accounting system.

**Auditor's Recommendation:** We recommend that the Town develop and implement a comprehensive plan to overhaul its current accounting system. Specifically, we recommend that the Town no longer utilize balance sheet accounts for recording revenues and expenditures for governmental funds. Instead, the Town should establish separate funds within the accounting system.

**Views of Responsible Officials:** The Town intends to take the appropriate actions to strengthen its internal control and remedy the conditions giving rise to this reported deficiency.

**Finding 2020-002: Significant Deficiency in Internal Control over ACH Disbursements**

**Criteria:** Management is responsible for the design and implementation of internal controls to prevent and detect fraud.

**Condition:** During May 2020, an ACH fraud was perpetrated whereby a vendor payment was made to a fraudulent bank account.

**Effect:** The ACH fraud resulted in a loss of Town funds.

**Cause:** Deficiencies in the design of the Town's ACH disbursement process.

**Auditor's Recommendation:** We recommend that the Town implement procedures that require authentication and independent verification of vendor bank information. Authentication should be obtained by requiring the vendor to provide a voided check, deposit slip and/or old banking information. Verification can be performed by contacting the vendor to verify the information on hand.

**Views of Responsible Officials:** Town officials agree with the finding and have implemented additional controls to remedy the conditions giving rise to this reported deficiency.

**Finding 2020-003: Significant Deficiency in Internal Control over Payroll**

**Criteria:** Management is responsible for the design and implementation of internal controls to prevent and detect errors.

**Condition:** An employee was paid at an incorrect rate during the year ended June 30, 2020.

**TOWN OF ANDOVER, CONNECTICUT**  
SCHEDULE OF STATE FINDINGS AND QUESTIONED COSTS *(Continued)*  
FOR THE YEAR ENDED JUNE 30, 2020

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**II. FINANCIAL STATEMENT FINDINGS *(Continued)***

**Finding 2020-003: Significant Deficiency in Internal Control over Payroll**

**Effect:** The employee was overpaid, which resulted in an overstatement of expenditures.

**Cause:** Deficiencies in the design of the Town's payroll process.

**Auditor's Recommendation:** We recommend that a pay rate documentation form be utilized to document each employee's pay. The form should be reviewed and approved by an appropriate Town official and should be maintained in the employee's records. We further recommend that an appropriate Town official periodically perform a documented review of payroll records to verify that pay rates agree with the employee's records.

**Views of Responsible Officials:** Town officials agree with the finding and have implemented additional controls to remedy the conditions giving rise to this reported deficiency. The employee subsequently reimbursed the Town for the amount of the overpayment.

**III. STATE FINANCIAL ASSISTANCE FINDINGS AND QUESTIONED COSTS**

No matters were reported.

**SUMMARY SCHEDULE OF THE STATUS OF PRIOR AUDIT FINDINGS**

Prior year finding 2019-001, *Significant Deficiency in Internal Control over Financial Reporting*, has been repeated in the current year as finding 2020-001.

**TOWN OF ANDOVER, CONNECTICUT**

**FINANCIAL STATEMENTS**

**AS OF AND FOR THE YEAR ENDED  
JUNE 30, 2020**

**TOWN OF ANDOVER, CONNECTICUT**  
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## INDEPENDENT AUDITOR'S REPORT

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Finance of the  
Town of Andover, Connecticut

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Andover, Connecticut (the "Town"), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Andover, Connecticut, as of June 30, 2020, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 12 and the information on pages 53 through 63 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining and individual fund financial statements and schedules on pages 64 through 82 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 11, 2021, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.



Certified Public Accountants  
Glastonbury, Connecticut  
June 11, 2021

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

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**TOWN OF ANDOVER, CONNECTICUT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

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As management of the Town of Andover, Connecticut (the "Town"), we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2020.

**FINANCIAL HIGHLIGHTS**

- The assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$11,597,392 (net position). Of this amount, \$3,063,655 (unrestricted net position) may be used to meet the Town's ongoing obligations to citizens and creditors.
- The Town's total net position decreased by \$6,633.
- As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$4,451,239, a decrease of \$334,538 in comparison with the prior year.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$1,636,894 or 13.1% of the Town's total fiscal year 2021 General Fund budgetary expenditure appropriation of \$12,533,376. Expressed another way, unassigned fund balance for the General Fund was sufficient to cover approximately 1.57 months of General Fund operating expenditures.
- The principal balance outstanding on the Town's long-term bonded debt decreased by \$90,000, from \$270,000 as of June 30, 2019 to \$180,000 as of June 30, 2020. The decrease represents scheduled repayments made during the current fiscal year.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the Town's assets, deferred outflows and inflows of resources and liabilities, with net position as the residual of these other elements. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

**TOWN OF ANDOVER, CONNECTICUT**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

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**OVERVIEW OF THE FINANCIAL STATEMENTS *(Continued)***

**Government-wide Financial Statements *(Continued)***

The statement of activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

The government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The Town has no business-type activities. The governmental activities of the Town include general government, public works, public safety, sanitation and waste, building, planning and zoning, community services, health and welfare, and education services.

The government-wide financial statements can be found on pages 13 and 14 of this report.

**Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into two categories: governmental funds and fiduciary funds.

***Governmental Funds***

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Town's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Town's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains a number of individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund and the Capital Reserve Fund, both of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The basic governmental fund financial statements can be found on pages 13 through 18 of this report.

**TOWN OF ANDOVER, CONNECTICUT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

**OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)**

**Fund Financial Statements (Continued)**

***Fiduciary Funds***

Fiduciary funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to the Town's own programs.

The basic fiduciary fund financial statements can be found on page 19 of this report.

**Notes to the Financial Statements**

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 20 through 52 of this report.

**Other Information**

In addition to the basic financial statements and accompanying notes, this report also contains required supplementary information other than this management's discussion and analysis that can be found on pages 53 through 63 of this report. Combining and individual fund statements and schedules can be found on pages 64 through 82 of this report.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

**Net Position**

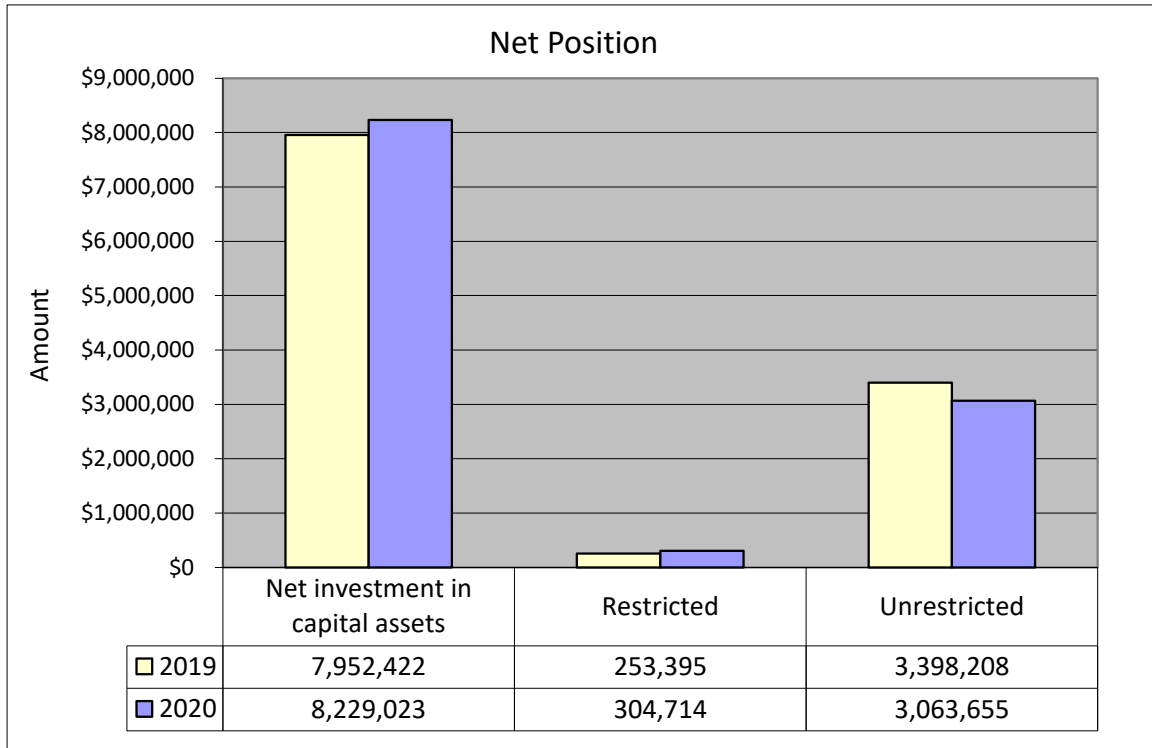
Over time, net position may serve as one measure of a government's financial position. Net position of the Town totaled \$11,597,392 as of June 30, 2020 and \$11,604,025 as of June 30, 2019 and is summarized as follows:

	2020	2019	\$ Variance	\$ Variance
Current and other assets	\$ 5,705,952	\$ 5,634,212	\$ 71,740	1.3%
Capital assets	8,470,475	8,312,810	157,665	1.9%
Total assets	14,176,427	13,947,022	229,405	1.6%
Deferred outflows of resources	926,266	885,762	40,504	4.6%
Other liabilities	749,096	526,230	222,866	42.4%
Long-term liabilities	2,470,645	2,535,913	(65,268)	-2.6%
Total liabilities	3,219,741	3,062,143	157,598	5.1%
Deferred outflows of resources	285,560	166,616	118,944	71.4%
Net position:				
Net investment in capital assets	8,229,023	7,952,422	276,601	3.5%
Restricted	304,714	253,395	51,319	20.3%
Unrestricted	3,063,655	3,398,208	(334,553)	-9.8%
Total net position	\$ 11,597,392	\$ 11,604,025	\$ (6,633)	-0.1%

**TOWN OF ANDOVER, CONNECTICUT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)**

**Net Position (Continued)**



Of the Town's net position as of June 30, 2020 and 2019, 71.0% and 68.5% reflects its investment in capital assets, less any related debt used to acquire those assets that is still outstanding, respectively. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

As of June 30, 2020 and 2019, 2.6% and 2.2% of the Town's net position, respectively, is subject to external restrictions on how it may be used and is therefore presented as restricted net position.

The remainder of the Town's net position is considered unrestricted and may be used to meet the Town's ongoing obligations to citizens and creditors.

**TOWN OF ANDOVER, CONNECTICUT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)**

**Changes in Net Position**

Changes in net position for the years ended June 30, 2020 and 2019 are as follows:

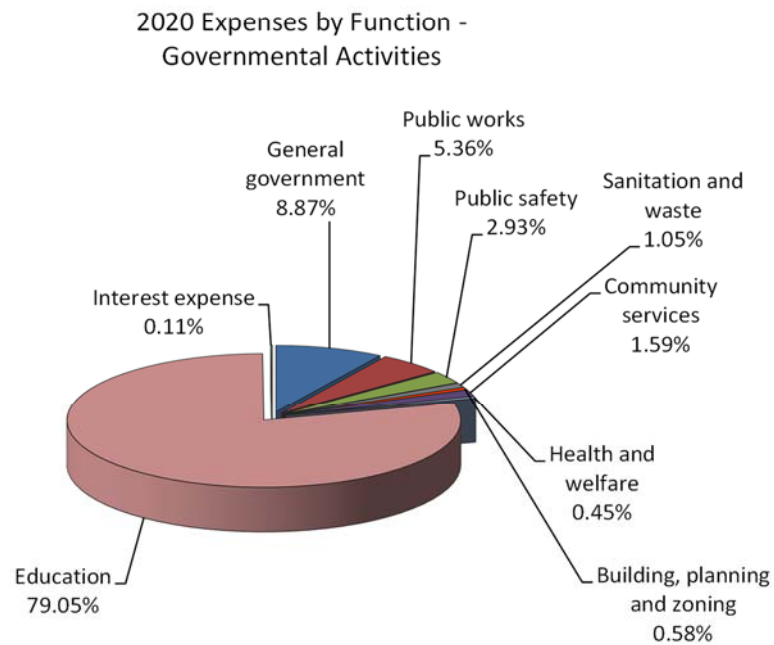
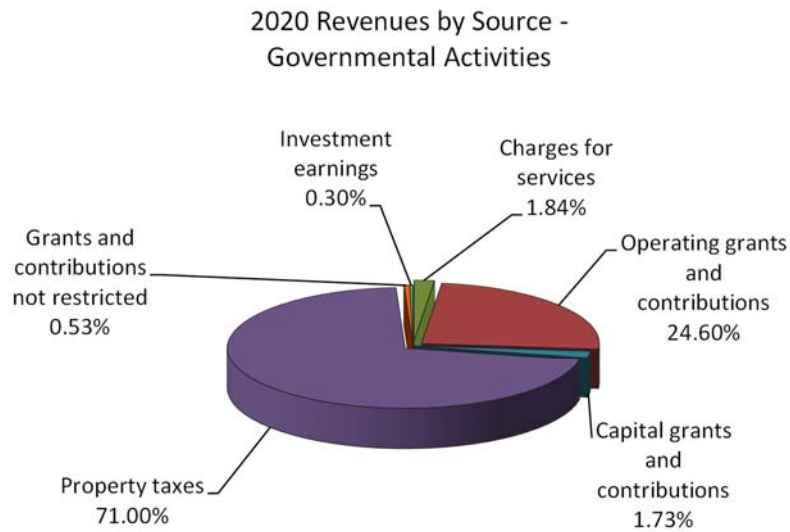
	2020	2019	\$ Variance	% Variance
Revenues:				
Program revenues:				
Charges for services	\$ 243,079	\$ 292,180	(49,101)	-16.8%
Operating grants and contributions	3,245,092	2,753,277	491,815	17.9%
Capital grants and contributions	228,874	291,382	(62,508)	-21.5%
General revenues:				
Property taxes	9,366,676	8,952,682	413,994	4.6%
Grants and contributions not restricted	69,449	70,968	(1,519)	-2.1%
Investment earnings	39,989	66,743	(26,754)	-40.1%
Total revenues	<u>13,193,159</u>	<u>12,427,232</u>	<u>765,927</u>	6.2%
Expenses:				
General government	1,170,234	1,207,434	(37,200)	-3.1%
Public works	708,052	502,524	205,528	40.9%
Public safety	386,589	339,462	47,127	13.9%
Sanitation and waste	139,202	118,098	21,104	17.9%
Building, planning and zoning	77,134	57,177	19,957	34.9%
Community services	209,561	163,059	46,502	28.5%
Health and welfare	59,928	56,379	3,549	6.3%
Education	10,434,568	9,410,523	1,024,045	10.9%
Interest expense	14,524	15,098	(574)	-3.8%
Total expenses	<u>13,199,792</u>	<u>11,869,754</u>	<u>1,330,038</u>	11.2%
Change in net position	<u>\$ (6,633)</u>	<u>\$ 557,478</u>	<u>\$ (564,111)</u>	-101.2%

**TOWN OF ANDOVER, CONNECTICUT**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

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**GOVERNMENT-WIDE FINANCIAL ANALYSIS *(Continued)***

**Changes in Net Position *(Continued)***



**TOWN OF ANDOVER, CONNECTICUT**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

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**GOVERNMENT-WIDE FINANCIAL ANALYSIS *(Continued)***

**Governmental Activities**

Governmental activities decreased the Town's net position by \$6,633 during the current fiscal year.

Revenues generated by the Town increased by \$765,927 or 6.2% over the prior year. Operating grants and contributions increased primarily due to an increase in on-behalf revenues and expenses recognized in connection with the Town's participation in the Connecticut Teachers' Retirement System. In addition, the Town recognized an increase in property tax revenues levied to fund current year operating and capital appropriations.

Non-Education expenses incurred by the Town increased by \$305,993 or 12.4% in comparison to expenses reported in the prior fiscal year. Public works expenses increased as a result of an increase in road maintenance over the prior year. Education expenses increased by \$1,024,045 or 10.9%. This increase was primarily due to the Town's participation in the Connecticut Teachers' Retirement System and an increase in the amount assessed by Regional School District No. 8.

**FINANCIAL ANALYSIS OF THE TOWN'S FUNDS**

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds**

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Town's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$4,451,239, a decrease of \$334,538 in comparison with the prior year. Of this amount, \$1,636,894 constitutes unassigned fund balance, which is available for spending at the Town's discretion.

**General Fund**

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$1,636,894, while total fund balance was \$2,051,894. As a measure of the General Fund's liquidity, it may be useful to compare unassigned fund balance to total General Fund expenditures. At the end of the current fiscal year, unassigned fund balance for the General Fund was \$1,636,894 or 13.1% of the Town's total fiscal year 2021 General Fund budgetary expenditure appropriation of \$12,533,376. Expressed another way, unassigned fund balance for the General Fund was sufficient to cover approximately 1.57 months of General Fund operating expenditures.

**Capital Reserve Fund**

The fund balance of the Capital Reserve Fund increased by \$713,319 during the current fiscal year from \$835,547 as of June 30, 2019 to \$1,548,866 as of June 30, 2020. The current year increase reflects budgeted transfers in from the General Fund of \$787,000 that will primarily be used to fund future capital outlays.

**TOWN OF ANDOVER, CONNECTICUT**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

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**GENERAL FUND BUDGETARY HIGHLIGHTS**

The Town's original budget planned for the use of fund balance of \$976,000 to reduce the amount of property taxes levied. The final budgeted included an additional appropriation of \$240,000 from fund balance, resulting in a planned use of fund balance of \$1,216,000. The actual net change in fund balance of the General Fund on a budgetary basis was a decrease of \$1,069,433, resulting in a favorable budgetary variance of \$146,567. Revenues were \$95,175 more than budgeted and expenditures and transfers of resources were \$51,392 less than budgeted. The revenue surplus was primarily due to favorable collections on property tax collections. Favorable budgetary expenditure variances were realized across all departments.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

The Town's investment in capital assets as of June 30, 2020 and 2019 totaled \$8,470,475 and \$8,312,810, respectively (net of accumulated depreciation). This investment in capital assets includes construction in progress, land, buildings and improvements, machinery, equipment and vehicles and infrastructure assets such as roads and bridges. The total increase in the Town's investment in capital assets for the current fiscal year was \$157,665 or 1.9%, which consisted of capital additions of \$537,480, offset by current year depreciation of \$379,815.

Major capital asset additions during the current fiscal year consisted of the following:

- outlays for improvements made to the public works garage,
- outlays for the purchase and installation of a fiber optic connection at the Town's library,
- outlays for the purchase of a plow truck for public works, and
- outlays for road improvements.

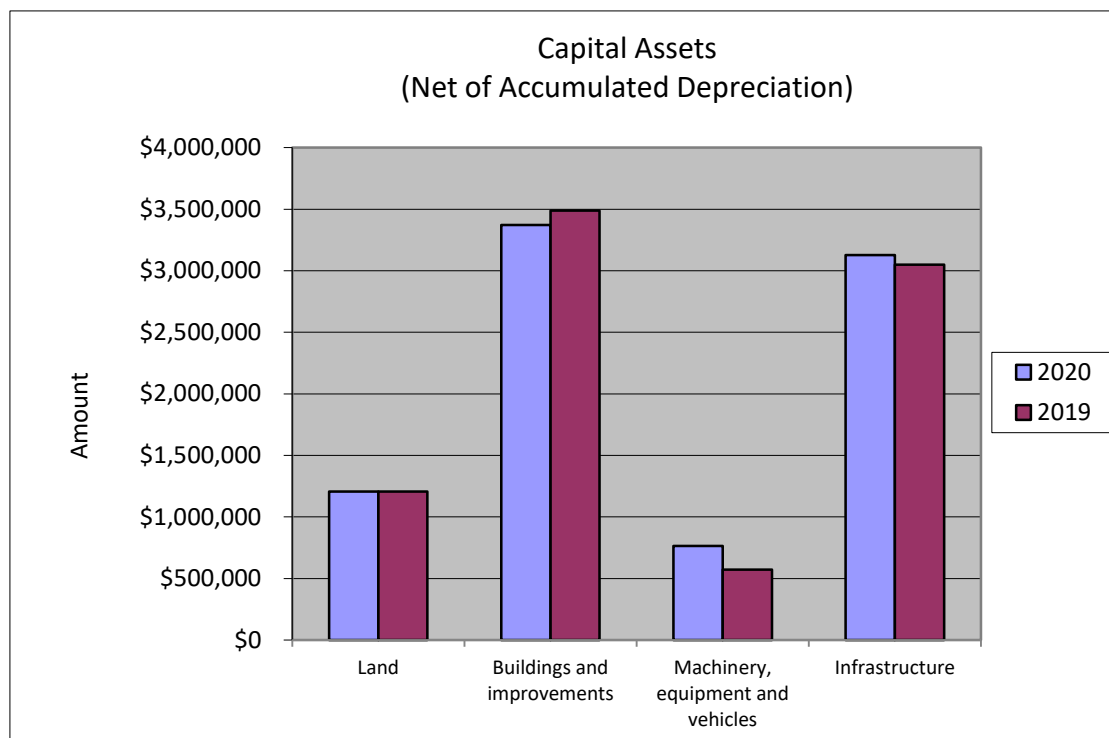
The following table is a two-year comparison of the investment in capital assets:

	2020	2019	\$ Variance	% Variance
Land	\$ 1,205,733	\$ 1,205,733	\$ -	0.0%
Buildings and improvements	3,372,477	3,487,961	(115,484)	-3.3%
Machinery, equipment and vehicles	763,992	570,278	193,714	34.0%
Infrastructure	3,128,273	3,048,838	79,435	2.6%
Totals	<u>\$ 8,470,475</u>	<u>\$ 8,312,810</u>	<u>\$ 157,665</u>	1.9%

**TOWN OF ANDOVER, CONNECTICUT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

**CAPITAL ASSET AND DEBT ADMINISTRATION (Continued)**

**Capital Assets (Continued)**



Additional information on the Town's capital assets can be found in the notes to the basic financial statements of this report.

**Long-term Debt**

At the end of the current fiscal year, the Town had \$180,000 of long-term bonded debt outstanding. This entire amount is comprised of debt backed by the full faith and credit of the Town. In addition, the Town had capital lease obligations outstanding of \$61,452.

The following table is a two-year comparison of long-term debt:

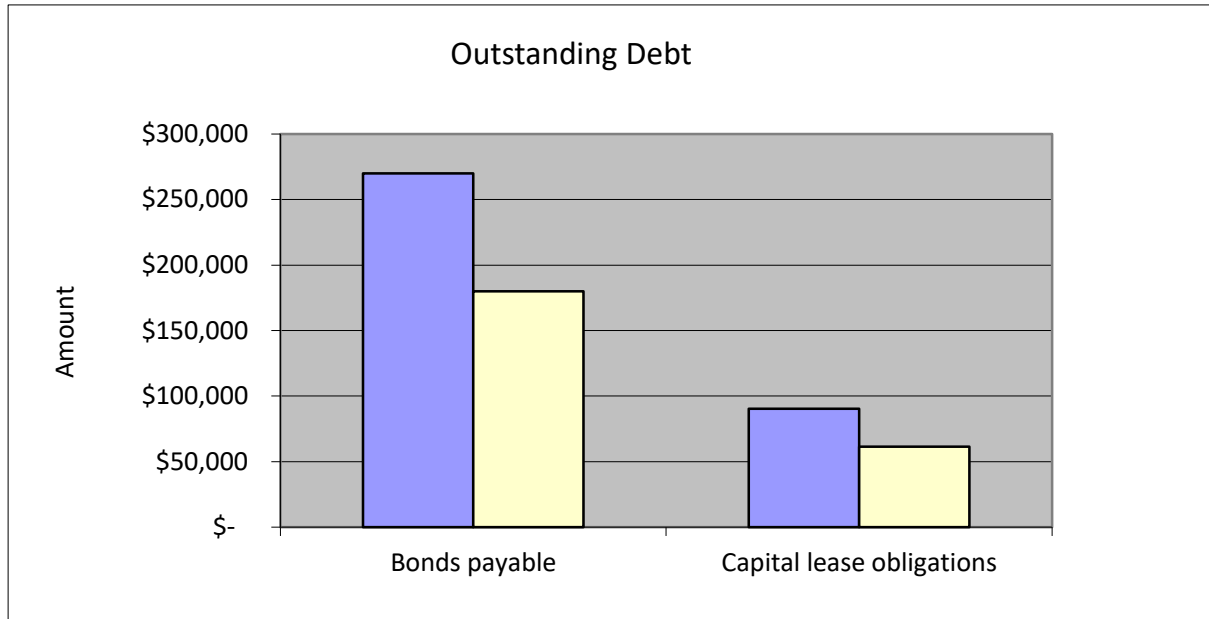
	2020	2019	\$ Variance	% Variance
Bonds payable	\$ 180,000	\$ 270,000	\$ (90,000)	-33.3%
Capital lease obligations	61,452	90,388	(28,936)	-32.0%
Totals	<u>\$ 241,452</u>	<u>\$ 360,388</u>	<u>\$ (118,936)</u>	-33.0%

**TOWN OF ANDOVER, CONNECTICUT**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

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**CAPITAL ASSET AND DEBT ADMINISTRATION *(Continued)***

**Long-term Debt *(Continued)***



Additional information on the Town's long-term debt can be found in the notes to the basic financial statements of this report.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

A summary of key economic factors affecting the Town are as follows:

- The Town receives intergovernmental revenues from the State of Connecticut. Connecticut's economy moves in the same general cycle as the national economy, which from time to time will affect the amount of intergovernmental revenues the Town will receive.
- The unemployment rate for the Town compares favorably to the state's average unemployment rate and the national unemployment rate.
- Inflationary trends in the region compare favorably to national indices.

All of these factors were considered in preparing the Town's budget for fiscal year 2021.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Administrator's Office, Town of Andover, 17 School Road, Andover, CT 06278.

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## **BASIC FINANCIAL STATEMENTS**

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**TOWN OF ANDOVER, CONNECTICUT**  
**STATEMENT OF NET POSITION**  
**AS OF JUNE 30, 2020**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 5,096,908
Investments	31,588
Receivables:	
Property taxes	375,139
Interest on property taxes	125,003
Other	77,314
Capital assets:	
Non-depreciable	1,205,733
Depreciable, net	7,264,742
Total assets	<u>14,176,427</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pension related	848,806
OPEB related	77,460
Total deferred outflows of resources	<u>926,266</u>
<b>LIABILITIES</b>	
Accounts payable	627,796
Accrued liabilities:	
Salaries and benefits payable	77,553
Other	24,592
Unearned revenue	19,155
Noncurrent liabilities:	
Due within one year	189,113
Due in more than one year	2,281,532
Total liabilities	<u>3,219,741</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension related	165,342
OPEB related	120,218
Total deferred inflows of resources	<u>285,560</u>
<b>NET POSITION</b>	
Net investment in capital assets	8,229,023
Restricted for:	
Endowments - nonexpendable	58,795
Endowments - expendable	42,610
Grant programs	203,309
Unrestricted	3,063,655
Total net position	<u><u>\$ 11,597,392</u></u>

*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2020**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position - Governmental Activities
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 1,170,234	\$ 103,914	\$ 7,843	\$ -	\$ (1,058,477)
Public works	708,052	-	2,620	194,524	(510,908)
Public safety	386,589	1,519	3,740	-	(381,330)
Sanitation and waste	139,202	25,407	-	-	(113,795)
Building, planning and zoning	77,134	-	-	-	(77,134)
Community services	209,561	21,396	7,441	34,350	(146,374)
Health and welfare	59,928	-	-	-	(59,928)
Education	10,434,568	90,843	3,223,448	-	(7,120,277)
Interest expense	14,524	-	-	-	(14,524)
Total governmental activities	<u>\$ 13,199,792</u>	<u>\$ 243,079</u>	<u>\$ 3,245,092</u>	<u>\$ 228,874</u>	<u>(9,482,747)</u>
General revenues:					
Property taxes, levied for general purposes					9,366,676
Grants and contributions not restricted to specific programs					69,449
Investment earnings					39,989
Total general revenues					<u>9,476,114</u>
					Change in net position (6,633)
					Net position - beginning <u>11,604,025</u>
					Net position - ending <u>\$ 11,597,392</u>

*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**

BALANCE SHEET  
GOVERNMENTAL FUNDS  
AS OF JUNE 30, 2020

	<b>General Fund</b>	<b>Capital Reserve Fund</b>	<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>				
Cash and cash equivalents	\$ 4,171,898	\$ 513,577	\$ 411,433	\$ 5,096,908
Investments	-	-	31,588	31,588
Receivables:				
Property taxes	375,139	-	-	375,139
Interest on property taxes	125,003	-	-	125,003
Other	77,314	-	-	77,314
Due from other funds	-	1,035,289	410,340	1,445,629
Total assets	<u>\$ 4,749,354</u>	<u>\$ 1,548,866</u>	<u>\$ 853,361</u>	<u>\$ 7,151,581</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 627,414	\$ -	\$ 382	\$ 627,796
Salaries and benefits payable	77,553	-	-	77,553
Other accrued liabilities	24,592	-	-	24,592
Due to other funds	1,445,629	-	-	1,445,629
Unearned revenue	16,655	-	2,500	19,155
Total liabilities	<u>2,191,843</u>	<u>-</u>	<u>2,882</u>	<u>2,194,725</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable revenue - property taxes	<u>505,617</u>	<u>-</u>	<u>-</u>	<u>505,617</u>
<b>FUND BALANCES</b>				
Nonspendable	-	-	58,795	58,795
Restricted	-	-	245,919	245,919
Committed	-	1,548,866	545,765	2,094,631
Assigned	415,000	-	-	415,000
Unassigned	1,636,894	-	-	1,636,894
Total fund balances	<u>2,051,894</u>	<u>1,548,866</u>	<u>850,479</u>	<u>4,451,239</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 4,749,354</u>	<u>\$ 1,548,866</u>	<u>\$ 853,361</u>	<u>\$ 7,151,581</u>

*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**  
**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS**  
**TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION**  
**AS OF JUNE 30, 2020**

Total fund balances for governmental funds	\$ 4,451,239
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Total net position reported for governmental activities in the statement of net position is different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds. Those assets consist of:

Land	\$ 1,205,733	
Buildings and improvements	10,801,440	
Machinery, equipment and vehicles	2,807,024	
Infrastructure	3,514,056	
Less: accumulated depreciation and amortization	<u>(9,857,778)</u>	
Total capital assets, net		8,470,475

Some of the Town's revenues will be collected after year end, but are not available soon enough to pay for the current period's expenditures and therefore are reported as deferred inflows of resources in the funds.

505,617

Long-term liabilities applicable to the Town's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities - both current and long-term - are reported in the statement of net position.

Long-term debt:		
Bonds payable	(180,000)	
Capital lease obligations	(61,452)	
Other long-term liabilities:		
Compensated absences	(208,327)	
Net pension liability	(1,537,000)	
Total OPEB liability	<u>(483,866)</u>	
Total long-term liabilities		(2,470,645)

Deferred outflows and inflows of resources resulting from changes in the components of the Town's net pension and total OPEB liabilities are reported in the statement of net position.

640,706

Net position of governmental activities	<u><u>\$ 11,597,392</u></u>
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*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>General Fund</b>	<b>Capital Reserve Fund</b>	<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>REVENUES</b>				
Property taxes	\$ 9,183,264	\$ -	\$ -	\$ 9,183,264
Intergovernmental	2,729,839	-	537,380	3,267,219
Charges for services	135,413	-	99,537	234,950
Investment earnings (losses)	37,689	4,732	(2,432)	39,989
Other	3,602	-	20,086	23,688
Total revenues	<u>12,089,807</u>	<u>4,732</u>	<u>654,571</u>	<u>12,749,110</u>
<b>EXPENDITURES</b>				
Current:				
General government	1,027,347	-	36,295	1,063,642
Public safety	171,993	-	143,950	315,943
Public works	355,313	-	108,793	464,106
Sanitation and waste	138,093	-	-	138,093
Building planning and zoning	77,134	-	-	77,134
Community services	100,150	-	45,772	145,922
Health and welfare	59,928	-	-	59,928
Education	9,558,008	-	410,765	9,968,773
Capital outlays	583,709	78,413	54,525	716,647
Debt service:				
Principal payments	118,936	-	-	118,936
Interest and fiscal charges	14,524	-	-	14,524
Total expenditures	<u>12,205,135</u>	<u>78,413</u>	<u>800,100</u>	<u>13,083,648</u>
Excess (deficiency) of revenues over expenditures	(115,328)	(73,681)	(145,529)	(334,538)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	787,000	167,105	954,105
Transfers out	(954,105)	-	-	(954,105)
Total other financing sources (uses)	<u>(954,105)</u>	<u>787,000</u>	<u>167,105</u>	<u>-</u>
Net change in fund balances	(1,069,433)	713,319	21,576	(334,538)
Fund balances - beginning	<u>3,121,327</u>	<u>835,547</u>	<u>828,903</u>	<u>4,785,777</u>
Fund balances - ending	<u>\$ 2,051,894</u>	<u>\$ 1,548,866</u>	<u>\$ 850,479</u>	<u>\$ 4,451,239</u>

*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES OF GOVERNMENTAL FUNDS TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2020**

Net change in fund balances - total governmental funds	\$	(334,538)
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Total change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. The amount by which capital outlays exceeded depreciation and amortization expense in the current period is as follows:

Expenditures for capital assets	\$ 537,480		
Depreciation and amortization expense	(379,815)		
Net adjustment			157,665

Certain revenues reported in the statement of activities do not provide current financial resources and therefore are reported as deferred inflow of resources in governmental funds. This amount represents the change in unavailable revenues.	183,412
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The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal on long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. The net effect of these differences in the treatment of long-term debt is as follows:

Principal repayments:			
Bonds payable	90,000		
Obligations under capital lease	28,936		
Net adjustment			118,936

Under the modified accrual basis of accounting used in the governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available financial resources. In the statement of activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. In addition, interest on long-term debt is not recognized under the modified accrual basis of accounting until due, rather than as it accrues. The net effect of such items is as follows:

Compensated absences	25,516		
Net pension liability	(20,000)		
Total OPEB liability	(59,184)		
Net adjustment			(53,668)

Deferred outflows and inflows of resources resulting from changes in the components of the net pension liability are amortized as a component of pension expense in the statement of activities.	(78,440)
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Change in net position of governmental activities	\$	(6,633)
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*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**  
STATEMENT OF FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
AS OF JUNE 30, 2020

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	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 74,284
Total assets	<u>\$ 74,284</u>
<b>LIABILITIES</b>	
Due to others	\$ 74,284
Total liabilities	<u>\$ 74,284</u>

*The accompanying notes are an integral part of these financial statements.*

**TOWN OF ANDOVER, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of Andover, Connecticut (the "Town") conform to accounting principles generally accepted in the United States of America, as applicable to governmental organizations. The following is a summary of significant accounting policies:

**Financial Reporting Entity**

**History and Organization**

The Town of Andover, Connecticut, was settled in 1848 and covers 39.5 square miles located in Tolland County. The Town operates under a Board of Selectmen, Town Meeting and Board of Finance form of government and provides the following services as authorized by Connecticut General Statutes: public works, public safety, sanitation and waste, building, planning and zoning, community services, health and welfare, education and general administrative services.

The legislative power of the Town is with the Board of Selectmen and Town Meeting. The Board of Selectmen may enact, amend or repeal ordinances and resolutions. The Board of Finance is responsible for financial and taxation matters as prescribed by Connecticut General Statutes, and is responsible for presenting fiscal operating budgets for Town Meeting approval.

The basic financial statements of the reporting entity include only the funds of the Town as no component units exist based on operational or financial relationships with the Town.

**Related Organizations**

The Town is a member of Regional School District No. 8 (the "District"), which is located in Hebron, Connecticut. The District provides educational services for the grade 7 through 12 populations within its member towns. The activities of the District are primarily supported by assessments made to member towns. In addition to annual member assessments, the Town is contingently liable for its pro-rata share of the District's outstanding bonds. The District is governed by an elected Board of Education and issues publicly available financial reports.

The Town contracts for fire protection and emergency ambulance services from the Andover Volunteer Fire Department, Inc. (the "Department"), a legally separate 501(c)(3) nonprofit corporation. The Town funds a significant portion of the Department's operating and capital activities. Budgetary operating appropriations paid by the Town to the Department totaled \$141,026 for the year ended June 30, 2020.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Government-Wide and Fund Financial Statements**

**Government-wide Financial Statements**

The statement of net position and the statement of activities display information about the Town and include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported as general revenues.

**Fund Financial Statements**

The fund financial statements provide information about the Town's funds, including its fiduciary funds. Separate statements for each fund category - governmental and fiduciary - are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds.

The Town reports the following major governmental funds:

**General Fund** - This fund is the Town's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Capital Reserve Fund** - This fund is used to account for the revenues and expenditures relating to construction, repairs and capital purchases.

Additionally, the Town reports the following fund types:

**Special Revenue Funds** - These funds account for proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

**Capital Projects Funds** - These funds account for financial resources that are restricted, committed, or assigned to expenditure for capital outlays.

**Permanent Funds** - These funds account for resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the Town's programs.

**Agency Funds** - These funds are used to account for resources held by the Town in a purely custodial capacity.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers property taxes and related interest to be available if they are collected within 60 days of the end of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within 60 days of the end of the current fiscal period. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received or is available to be received during the period or within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when the cash is received. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital lease are reported as other financing sources.

The agency fund has no measurement focus but utilizes the accrual basis of accounting for reporting its assets and liabilities.

**Implementation of Accounting Standards**

In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. The primary objective of this statement was to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective was accomplished by postponing the effective dates of certain provisions in statements and implementation guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later. As such, no new accounting standards were implemented by the Town for the year ended June 30, 2020.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Assets, Liabilities, Deferred Outflows and Inflows of Resources and Net Position/Fund Equity**

**Cash and Cash Equivalents**

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

**Investments**

Investments are measured by the Town at fair value (generally based on quoted market prices).

**Donor-restricted Endowments**

The Town allocates investment income on endowment investments in accordance with donor restrictions and Connecticut law. The State of Connecticut adopted the provisions of the Uniform Prudent Management of Institutional Funds Act (UPMIFA) effective October 1, 2007. UPMIFA requires the investment of endowments in good faith and with the care that an ordinarily prudent person in a like position would exercise under similar circumstances. It requires prudence in incurring investment costs, authorizing only costs that are appropriate and reasonable. Factors to be considered in investing are expanded to include, for example, the effects of inflation. UPMIFA emphasizes that investment decisions be made in relation to the overall resources of the Town.

**Property Taxes**

Property taxes are assessed as of October 1. Taxes are billed in the following July and are due in four installments, July 1, October 1, January 1, and April 1. Personal property and motor vehicle taxes are billed in July and are due in four installments. A supplemental motor vehicle tax is billed in one installment on January 1. Taxes not paid within 30 days of the due date are subject to an interest charge of 1.5% per month. Liens are effective on the assessment date and are continued by filing before the end of the year following the due date. Assessments for real and personal property, excluding motor vehicles, are computed at 70% of the market value.

**Capital Assets**

Capital assets, which include property, equipment, and infrastructure assets (e.g. roads, bridges, sidewalks, and similar items), are reported in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than \$5,000 for land, building and improvements, machinery, equipment and vehicles, and an estimated useful life in excess of one year. Such assets are recorded at historical cost, or estimated historical cost, if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of a capital asset or materially extend capital asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of the Town are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings and improvements	30 - 50
Machinery, equipment and vehicles	3 - 10
Infrastructure	30 - 50

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Assets, Liabilities, Deferred Outflows and Inflows of Resources and Net Position/Fund Equity *(Continued)***

**Unearned Revenue**

This liability represents resources that have been received but not yet earned.

**Deferred Outflows and Inflows of Resources**

Deferred outflows and inflows of resources represents a consumption or acquisition of net position that applies to a future period(s) and so will not be recognized as an outflow or inflow of resources until that time. The Town reports deferred charges on pension and other post-employment benefit (OPEB) expenses in the government-wide statement of net position. Deferred charges on pension and OPEB expenses are amortized as a component of pension and OPEB expense on a systematic and rational basis.

The Town also reports unavailable revenue from property taxes and related interest in the governmental funds balance sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

**Compensated Absences**

Town and Board of Education employees (except teachers who are granted sick time only) may accumulate unused vacation and sick pay benefits ("compensated absences") subject to certain union and contract provisions. All compensated absences are accrued when incurred in the government-wide financial statements. Expenditures for compensated absences are recognized in the governmental fund financial statements in the current year to the extent they are paid during the year or the vested amount is expected to be paid with available resources.

**Long-term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Assets, Liabilities, Deferred Outflows and Inflows of Resources and Net Position/Fund Equity *(Continued)***

**Net Position and Fund Balance**

The government-wide statement of net position presents the Town's assets, deferred outflows of resources and liabilities, with net position as the residual of these other elements. Net position is reported in three categories:

***Net investment in capital assets*** - This component of net position consists of capital assets, net of accumulated depreciation and amortization and reduced by outstanding balances for bonds, notes and other debt that are attributed to the acquisition, construction or improvement of capital assets.

***Restricted net position*** - This component of net position consists of amounts restricted either through external restrictions imposed by creditors, grantors, contributors, and the like, or through restrictions imposed by law through constitutional provisions or enabling legislation.

***Unrestricted net position*** - This component of net position is the net amount of the assets, liabilities and deferred outflows/inflows of resources which do not meet the definition of the two preceding categories.

The Town's governmental funds report the following fund balance categories:

***Nonspendable*** - Amounts that cannot be spent because they are not in spendable form or they are legally or contractually required to be maintained intact.

***Restricted*** - Constraints are placed on the use of resources that are either externally imposed by creditors, grantors, contributors or laws and regulations of other governments or imposed by law through enabling legislation.

***Committed*** - Amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Finance (the highest level of financial decision making authority of the Town) and cannot be used for any other purpose unless the Town removes or changes the specified use by taking the same formal action. The formal action required to be taken by the Board of Finance to commit fund balance includes formal voting procedures regulated by Connecticut General Statutes.

***Assigned*** - Amounts are constrained by the Town's intent to be used for specific purposes, but are not restricted or committed. The Board of Finance determines assignments by way of formal resolution on behalf of the Town to document the Town's intent to use available resources for specific purposes. The applicable assignments do not require formal Town Meeting approval. A review of assignments will be performed by the Board of Finance at regularly scheduled meetings.

***Unassigned*** - Residual classification for the General Fund or amounts necessary in other governmental funds to eliminate otherwise negative fund balance amounts in the other four categories. In accordance with the Town's fund balance policy, the Town strives to maintain a General Fund unassigned fund balance of 10.0% of current year General Fund budgetary operating expenditures.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Assets, Liabilities, Deferred Outflows and Inflows of Resources and Net Position/Fund Equity *(Continued)***

**Net Position and Fund Balance *(Continued)***

***Net Position Flow Assumption***

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

The Town's policy over net position considers restricted net position to have been depleted before unrestricted net position is applied.

***Fund Balance Flow Assumption***

Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied.

In accordance with the Town's fund balance policy, when committed, assigned and unassigned resources are available for use, it is assumed that the Town will use committed resources first, then assigned resources and then unassigned resources as they are needed.

**Interfund Activities**

**Interfund Receivables and Payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e. the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds".

Advances between funds, as reported in the fund financial statements, are offset by a restricted fund balance designation (non-spendable) in the General Fund and by a restricted, committed or assigned fund balance designation of other governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

**Interfund Services Provided and Used**

Sales and purchases of goods and services between funds for a price approximating their external exchange value are reported as revenues and expenditures, or expenses, in the applicable funds.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)***

**Interfund Activities *(Continued)***

**Interfund Transfers**

Interfund transfers represent flows of assets without equivalent flows of assets in return and without a requirement for repayment. In governmental funds, transfers are reported as other financing uses in the funds making transfers and other financing sources in the funds receiving transfers.

**Interfund Reimbursements**

Interfund reimbursements represent repayments from the funds responsible for particular expenditures or expenses to the funds that initially paid for them.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

**NOTE 2 - CASH DEPOSITS AND INVESTMENTS**

**Cash Deposits**

**Custodial Credit Risk**

Custodial credit risk is the risk that, in the event of a bank failure, the Town will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The Town does not have a deposit policy for custodial credit risk. As of June 30, 2020, the carrying amount of the Town's cash deposits totaled \$5,171,192. As of June 30, 2020, \$4,460,099 of the Town's bank balance of \$5,206,655 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$ 446,010
Uninsured and collateralized with securities held by the pledging bank's trust department or agent held in the Town's name	4,014,089
	<u>\$ 4,460,099</u>

All of the Town's deposits were in qualified public institutions as defined by Connecticut state statute. Under this statute, any bank holding public deposits must at all times maintain, segregated from its other assets, eligible collateral in an amount equal to a certain percentage of its public deposits. The applicable percentage is determined based on the bank's risk-based capital ratio. The amount of public deposits is determined based on either the public deposits reported on the most recent quarterly call report, or the average of the public deposits reported on the four most recent quarterly call reports, whichever is greater. The collateral is kept in the custody of the trust department of either the pledging bank or another bank in the name of the pledging bank.

A reconciliation of the Town's cash deposits as of June 30, 2020 is as follows:

Government-wide statement of net position:	
Cash and cash equivalents	\$ 5,096,908
Statement of fiduciary net position:	
Cash and cash equivalents	74,284
Total cash deposits	<u>\$ 5,171,192</u>

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 2 - CASH DEPOSITS AND INVESTMENTS *(Continued)***

**Investments**

A reconciliation of the Town's investments as of June 30, 2020 is as follows:

Government-wide statement of net position:	
Investments	\$ 31,588

As of June 30, 2020, the Town's investments consisted of the following:

Investment type	Valuation Basis	Value
<b>Other Investments:</b>		
<i>Government-wide statement of net position:</i>		
Common stock	Fair value	\$ 31,588

**Interest Rate Risk**

The Town does not have a formal investment policy that limits Town investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Credit Risk**

The Town has no investment policy that would further limit its investment choices beyond those limited by Connecticut General Statutes. Connecticut general statutes permit the Town to invest in obligations of the United States, including its instrumentalities and agencies; in obligations of any state or of any political subdivision, authority or agency thereof, provided such obligations are rated within one of the top two rating categories of any recognized rating service; or in obligations of the State of Connecticut or of any political subdivision thereof, provided such obligations are rated within one of the top three rating categories of any recognized rating service. The pension trust funds may also invest in certain real estate mortgages, in certain savings banks or savings and loan associations, or in stocks or bonds or other securities selected by the trustee, with the care of a prudent investor.

**Custodial Credit Risk**

For an investment, custodial credit risk is the risk that, in the event of the failure of a counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town's investments are not exposed to custodial credit risk because they are either not evidenced by securities that exist in physical or book entry form or they are held by a reputable custodian in the name of the Town.

**Concentrations of Credit Risk**

The Town places no limit on the amount of investment in any one issuer. As of June 30, 2020, 100% of the Town's investments within the government-wide statement of net position were invested in Bank of America Corporation common stock.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 3 - FAIR VALUE MEASUREMENTS**

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants, as of the measurement date. Authoritative guidance establishes a hierarchy of valuation techniques based upon whether the inputs to those valuation techniques reflect assumptions other market participants would use based upon market data obtained from independent sources (also referred to as observable inputs). The Town classifies its assets and liabilities measured at fair value into Level 1 (securities valued using quoted prices from active markets for identical assets), Level 2 (securities not traded on an active market for which market inputs are observable, either directly or indirectly), and Level 3 (securities valued based on unobservable inputs). Investments are classified in their entirety based on the lowest level of input that is significant to the fair value measurement.

The Town's financial assets that are accounted for at fair value on a recurring basis as of June 30, 2020 consists entirely of investments in common stock in the amount of \$31,588, which fall into Level 1 of the fair value hierarchy.

**NOTE 4 - CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2020 consisted of the following:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Governmental Activities</b>				
Capital assets, not being depreciated:				
Land	\$ 1,205,733	\$ -	\$ -	\$ 1,205,733
Total capital assets, not being depreciated	<u>1,205,733</u>	<u>-</u>	<u>-</u>	<u>1,205,733</u>
Capital assets, being depreciated:				
Buildings and improvements	10,704,398	97,042	-	10,801,440
Machinery, equipment and vehicles	2,524,841	282,183	-	2,807,024
Infrastructure	3,355,801	158,255	-	3,514,056
Total capital assets, being depreciated	<u>16,585,040</u>	<u>537,480</u>	<u>-</u>	<u>17,122,520</u>
Less accumulated depreciation for:				
Buildings and improvements	7,216,437	212,526	-	7,428,963
Machinery, equipment and vehicles	1,954,563	88,469	-	2,043,032
Infrastructure	306,963	78,820	-	385,783
Total accumulated depreciation	<u>9,477,963</u>	<u>379,815</u>	<u>-</u>	<u>9,857,778</u>
Total capital assets, being depreciated, net	<u>7,107,077</u>	<u>157,665</u>	<u>-</u>	<u>7,264,742</u>
Governmental activities capital assets, net	<u>\$ 8,312,810</u>	<u>\$ 157,665</u>	<u>\$ -</u>	<u>\$ 8,470,475</u>

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 4 - CAPITAL ASSETS *(Continued)***

Depreciation expense was charged to functions of the Town as follows:

<b>Governmental Activities:</b>	
General government	\$ 33,122
Public works	92,239
Public safety	70,646
Sanitation and waste	1,109
Community services	63,639
Education	119,060
Total depreciation expense - governmental activities	<u>\$ 379,815</u>

**NOTE 5 - INTERFUND RECEIVABLES AND PAYABLES**

Interfund receivable and payable balances at June 30, 2020 are as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
<b>Governmental Funds</b>		
General Fund	Nonmajor Funds	<u>\$ 363,063</u>
Capital Reserve Fund	General Fund	<u>1,035,289</u>
Nonmajor Funds	General Fund	<u>410,340</u>
		<u>\$ 1,808,692</u>

The above balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

**NOTE 6 - INTERFUND TRANSFERS**

Interfund transfers for the year ended June 30, 2020 consisted of the following:

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>
<b>Governmental Funds</b>		
Capital Reserve Fund	General Fund	<u>\$ 787,000</u>
Nonmajor Funds	General Fund	<u>167,105</u>
		<u>\$ 954,105</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (2) to account for unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 7 - LONG-TERM DEBT**

The applicable accounting standards define debt as a liability that arises from a contractual obligation to pay cash, or other assets that may be used in lieu of cash, in one or more payments to settle an amount that is fixed at the date the contractual obligation is established. For disclosure purposes, debt does not include accounts payable or leases, except for contracts reported as financed purchase of the underlying asset.

Changes in long-term debt for the year ended June 30, 2020, are as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
<b>Governmental Activities</b>					
Direct Placements:					
General obligation bonds	\$ 270,000	\$ -	\$ (90,000)	\$ 180,000	\$ 90,000
Capital lease from direct borrowings	90,388	-	(28,936)	61,452	30,113
	<u>\$ 360,388</u>	<u>\$ -</u>	<u>\$ (118,936)</u>	<u>\$ 241,452</u>	<u>\$ 120,113</u>

Long-term debt is liquidated by the General Fund.

**Direct Placements – General Obligation Bonds**

A summary of the general obligation bonds outstanding at June 30, 2020 is as follows:

<u>Bond Issue</u>	<u>Issue Date</u>	<u>Original Amount</u>	<u>Final Maturity Dates</u>	<u>Interest Rates</u>	<u>Amount Outstanding</u>
<b>Governmental Activities:</b>					
General obligation bonds	2002	\$ 1,800,000	2022	4.30%	\$ 180,000

Annual debt service requirements to maturity on general obligation bonds outstanding are as follows as of June 30, 2020:

	<b>Governmental Activities</b>		
<u>Year ending June 30:</u>	<u>Bonds Payable</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 90,000	\$ 6,548	\$ 96,548
2022	90,000	2,194	92,194
	<u>\$ 180,000</u>	<u>\$ 8,742</u>	<u>\$ 188,742</u>

**Overlapping Debt**

The Town is contingently liable for its pro-rata share of Regional School District No. 8's (the "District") outstanding bonds. At June 30, 2020, the District's total outstanding bonds were \$7,870,000. The Town's share will be approximately 16.22% of the total, or \$1,276,514. Such outstanding indebtedness represents general obligations of the Regional School District No. 8 and its member towns, however, the Town is not required to record its share in the accompanying statement of net position. Regional School District No. 8 has no authorized, unissued bonds, for which the Town would be contingently liable.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 7 - LONG-TERM DEBT *(Continued)***

**Capital Lease from Direct Borrowings**

Capital leases from direct borrowings include non-appropriation clauses and provide the obligor with a security interest in the underlying equipment in the event of default. A summary of assets under capital leases is as follows as of June 30, 2020:

Equipment	\$ 123,003
Less: accumulated amortization	(12,300)
	<u>\$ 110,703</u>

Amortization expense relative to leased property under capital leases totaled \$8,200 for the year ended June 30, 2020 and is included in depreciation and amortization expense disclosed in Note 4.

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2020 are as follows:

Year ending June 30:	
2021	\$ 32,615
2022	32,615
Total minimum lease payments	<u>65,230</u>
Less: amount representing interest	(3,778)
Present value of minimum lease payments	<u>\$ 61,452</u>

**Legal Debt Limit**

Connecticut General Statutes Section 7-374(b) provides that authorized debt of the Town shall not exceed seven times base receipts, as defined in the Statute. Further, the Statute limits the amount of debt that may be authorized by the Town for general purposes, schools, sewers, urban renewal and pension deficit. The Town did not exceed any of the statutory debt limitations at June 30, 2020.

**NOTE 8 - OTHER LONG-TERM LIABILITIES**

Changes in other long-term liabilities for the year ended June 30, 2020 are as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Other liabilities:					
Compensated absences	\$ 233,843	\$ -	\$ (25,516)	\$ 208,327	\$ 69,000
Net pension liability <i>(see Note 10)</i>	1,517,000	20,000	-	1,537,000	-
Total OPEB liability <i>(see Note 11)</i>	424,682	59,184	-	483,866	-
	<u>\$ 2,175,525</u>	<u>\$ 79,184</u>	<u>\$ (25,516)</u>	<u>\$ 2,229,193</u>	<u>\$ 69,000</u>

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 9 - FUND BALANCE**

The various components of fund balance at June 30, 2020 are as follows:

	<u>General Fund</u>	<u>Capital Reserve Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
Nonspendable:				
Permanent fund principal	\$ -	\$ -	\$ 58,795	\$ 58,795
Restricted for:				
Donor restrictions	-	-	42,610	42,610
Road maintenance	-	-	178,068	178,068
Education programs	-	-	19,739	19,739
Other purposes	-	-	5,502	5,502
Committed to:				
Community service programs	-	-	37,750	37,750
Open space	-	-	233,131	233,131
Severance pay	-	-	39,056	39,056
Library	-	-	35,979	35,979
Capital purposes	-	1,548,866	176,470	1,725,336
Other purposes	-	-	23,379	23,379
Assigned to:				
Use in fiscal year 2021 budget	415,000	-	-	415,000
Unassigned	1,636,894	-	-	1,636,894
	<u>\$ 2,051,894</u>	<u>\$ 1,548,866</u>	<u>\$ 850,479</u>	<u>\$ 4,451,239</u>

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS**

**Connecticut Municipal Employees' Retirement System**

The Town participates in the Connecticut's Municipal Employees' Retirement System (CMERS). CMERS is the public pension plan offered by the State of Connecticut for municipal employees in participating municipalities. The plan was established in 1947 and is governed by Connecticut Statute Title 7, Chapter 113. Chapter 113, Part II of the General Statutes of Connecticut, which can be amended by legislative action, establishes PERS benefits, member contribution rates, and other plan provisions.

Municipalities may designate which departments are to be covered under the CMERS. Only employees covered under the State Teachers' Retirement System may not be included. There are no minimum age or service requirements. Membership is mandatory for all regular full time employees of participating departments except Police and Fire hired after age 60.

The plan has 4 sub plans as follows:

- General employees with social security
- General employees without social security
- Policemen and firemen with social security
- Policemen and firemen without social security

**Plan Description**

*Plan administration* - CMERS is a multiemployer pension plan administered by the Connecticut State Retirement Commission. The State Retirement Commission is responsible for the administration of the CMERS. The State Treasurer is responsible for investing CMERS funds for the exclusive benefit of CMERS members.

*Plan membership* - All full-time employees of the Town, except for certified Board of Education personnel who are eligible for the State Teachers' Retirement System, who are age 55 or younger at the date of hire, participate in the CMERS plan for general employees with social security.

*Benefits provided* - General employees are eligible to retire at age 55 with 5 years of continuous service, or 15 years of active non-continuous service. Employees under the age of 55 are eligible to retire with 25 years of service. Police are eligible at the compulsory retirement age for police and fire members are eligible at the age of 65.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Municipal Employees' Retirement System *(Continued)***

**Plan Description *(Continued)***

For members not covered by social security, the benefit is 2% of average final compensation times years of service. For members covered by social security, the benefit is 1.5% of the average final compensation not in excess of the year's breakpoint plus 2% of average final compensation in excess of the year's breakpoint, times years of service.

The maximum benefit is 100% of average final compensation and the minimum benefit is \$1,000 annually. Both the minimum and the maximum include workers' compensation and social security benefits. If any member covered by social security retires before age 62, the benefit until age 62 is reached or a social security disability award is received, is computed as if the member is not under social security.

Employees are eligible for early retirement after 5 years of active continuous or 15 years of active non-continuous service. The benefit is calculated on the basis of average final compensation and service to date of termination. Deferred to normal retirement age, or an actuarially reduced allowance may begin at the time of separation.

Employees are eligible for service-related disability benefits from being permanently or totally disabled from engaging in the service of the municipality provided such disability has arisen out of and in the course of employment with the municipality. Disability due to hypertension or heart disease, in the case of firemen and policemen, is presumed to have been suffered in the line of duty. Disability benefits are calculated based on compensation and service to the date of the disability with a minimum benefit (including workers' compensation benefits) of 50% of compensation at the time of disability.

Employees are eligible for non-service-related disability benefits with 10 years of service and being permanently or totally disabled from engaging in gainful employment in the service of the municipality. Disability benefits are calculated based on compensation and service to the date of the disability.

The plan also offers a pre-retirement death benefit in the form of a lump sum return of contributions with interest or surviving spouse benefit depending on length of service.

*Contributions* - The contribution requirements of plan members are established and may be amended by the State Retirement Commission. The Town is required to contribute annual contributions consisting of a normal cost contribution, a contribution for the amortization of the net unfunded accrued liability and a prior service amortization payment which covers the liabilities of the system not met by member contributions. There is also an administrative fee per active and retired member. The current rate is 13.73% of the annual Town employees' covered payroll. The contribution requirements of the Town are established and may be amended by the State Retirement Commission. The Town's contributions to the CMERS for the year ended June 30, 2020 was \$151,449 and was equal to the required contributions for each year.

For employees not covered by social security, each person is required to contribute 5% of compensation. For employees covered by social security, each person is required to contribute 2.25% of compensation up to the social security taxable wage base plus 5% of compensation, if any, in excess of such base.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Municipal Employees' Retirement System *(Continued)***

**Summary of Significant Accounting Policies**

*Pensions* - For purposes of measuring the net pension liability, deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of CMERS and additions and deletions from CMERS' net position are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. For this purpose, benefit payments are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates.

*Investment policy* - The CMERS' policy in regard to the allocation of invested assets is established and may be amended by the State Retirement Commission. It is the policy of the State to pursue an investment strategy that reduces risk through the prudent diversification of the portfolio across a broad selection of distinct asset classes. The State Treasurer is responsible for investing CMERS funds for the exclusive benefit of CMERS members.

**Collective Net Pension Liability**

The total estimated collective net pension liability of the CMERS as of June 30, 2019 was \$1.033 billion, the most recent available reporting provided by the Board. The portion that was associated with the Town totaled \$1,537,000 or approximately 0.1488% of the total estimated net pension liability. The total collective pension liability used to calculate the collective net pension liability was determined by an actuarial valuation as of June 30, 2019. The portion of the collective net pension liability associated with the Town was based on the 2019 actuarial (expected) payroll amounts reported by participating employers. Expected payroll adjusts actual payroll for known changes in the status of employees, annualized salaries for partial year employees and anticipated salary increases.

*Actuarial assumptions* - The total pension liability for the CMERS was determined by an actuarial valuation as of June 30, 2019, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.50% - 10.00%, including inflation
Long-term investment rate of return	7.00%, net of pension plan investment expense, including inflation
Investment rate of return	7.00%, net of pension plan investment expense, including inflation

For the period after retirement and for dependent beneficiaries, mortality rates were based on the RP-2014 Combined Mortality Table adjusted to 2006 and projected to 2015 with Scale MP-2017 and projected to 2022 with Scale BB for General Employees and the RP-2014 Blue Collar Mortality Table adjusted to 2006 and projected to 2015 with Scale MP-2017 and projected to 2022 with Scale BB for Police and Fire. For disabled retirees, the RP-2014 Disabled Mortality Table projected with Scale BB to 2020 was used.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Municipal Employees' Retirement System *(Continued)***

**Net Pension Liability *(Continued)***

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-term Target Expected Real Rate of Return</b>
Domestic Equity	20.0%	5.3%
Developed Market International	11.0%	5.1%
Emerging Market International	9.0%	7.4%
Core Fixed Income	16.0%	1.6%
Inflation Linked Bond	5.0%	1.3%
Emerging Market Debt	5.0%	2.9%
High Yield Bond	6.0%	3.4%
Real Estate	10.0%	4.7%
Private Equity	10.0%	7.3%
Alternative Investments	7.0%	3.2%
Liquidity Fund	1.0%	0.9%
	<u>100.0%</u>	

*Discount rate* - The discount rate used to measure the CMERS' total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that State contributions will be made at the actuarially determined rates in future years. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the net pension liability to changes in the discount rate* - The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate:

	<b>1.00% Decrease</b>	<b>Current Rate</b>	<b>1.00% Increase</b>
Town's proportionate share of the net pension liability	\$ 2,234,000	\$ 1,537,000	\$ 954,000

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Municipal Employees' Retirement System *(Continued)***

**Net Pension Liability *(Continued)***

*Pension plan fiduciary net position* - Detailed information about the CMERS plan's fiduciary net position is included in the State of Connecticut's basic financial statements.

**Pension Expense and Deferred Outflows and Inflows of Resources**

For the year ended June 30, 2020, the Town recognized pension expense related to the CMERS of \$445,522. At June 30, 2020, the Town reported its proportionate share of deferred inflows and outflows of resources related to the CMERS from the following source:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>	<b>Net</b>
Differences between expected and actual experience	\$ 167,435	\$ (138,582)	\$ 28,853
Net difference between projected and actual earnings on pension plan investments	62,592	-	62,592
Change of assumptions	406,085	-	406,085
Contributions paid to the CMERS subsequent to the measurement date	151,449	-	151,449
Other	61,245	(26,760)	34,485
Total	<u>\$ 848,806</u>	<u>\$ (165,342)</u>	<u>\$ 683,464</u>

Amounts reported as deferred outflows and inflows of resources related to the CMERS will be amortized as a component of pension expense in future years as follows:

Year ended June 30,	
2021	\$ 354,506
2022	158,878
2023	185,099
2024	(15,019)
	<u>\$ 683,464</u>

**Connecticut Teachers' Retirement System**

**Plan Description**

The Connecticut Teachers' Retirement System ("TRS" or the "Plan") is the public pension plan offered by the State of Connecticut (the "State") to provide retirement, disability, survivorship and health insurance benefits for Connecticut public school teachers and their beneficiaries. The Plan is governed by Connecticut Statute Title 10, Chapter 167a of the Connecticut General Statutes. TRS is a multiemployer pension plan administered by the Connecticut State Teachers' Retirement Board ("TRB"). The State Treasurer is responsible for investing TRS funds for the exclusive benefit of TRS members. Teachers, principals, superintendents or supervisors engaged in the service of public schools are provided with pensions through the Connecticut Teachers' Retirement System - a cost sharing multi-employer defined benefit pension plan administered by the TRB. Chapter 167a of the State Statutes grants authority to establish and amend the benefit terms to the TRB. TRS issues a publicly available financial report that can be obtained at [www.ct.gov](http://www.ct.gov).

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Benefit Provisions**

The Plan provides retirement, disability and death benefits. Employees are eligible to retire at age 60 with 20 years of credited service in Connecticut, or 35 years of credited service including at least 25 years of service in Connecticut.

*Normal Retirement:* Retirement benefits for the employees are calculated as 2.0% of the average annual salary times the years of credited service (maximum benefit is 75.0% of average annual salary during the 3 years of highest salary). In addition, amounts derived from the accumulation of the 6.0% contributions made prior to July 1, 1989 and voluntary contributions are payable.

*Early Retirement:* Employees are eligible after 25 years of credited service with a minimum of 20 years of Connecticut service, or age 55 with 20 years of credited service with a minimum of 15 years of Connecticut service. Benefit amounts are reduced by 6.0% per year for the first 5 years preceding normal retirement age and 4.0% per year for the next 5 years preceding normal retirement age. Effective July 1, 1999, the reduction for individuals with 30 or more years of service is 3% per year by which retirement precedes normal retirement date.

*Minimum Benefit:* Effective January 1, 1999, Public Act 98-251 provides a minimum monthly benefit of \$1,200 to teachers who retire under the normal retirement provisions and who have completed at least 25 years of full time Connecticut service at retirement.

*Disability Retirement:* Employees are eligible for service-related disability benefits regardless of length of service. Five years of credited service is required to be eligible for non-service related disability. Disability benefits are calculated as 2.0% per year of service times the average of the highest three years of pensionable salary, but not less than 15.0%, nor more than 50.0%. In addition, disability benefits under this Plan (without regard to cost-of-living adjustments) plus any initial award of Social Security benefits and workers' compensation cannot exceed 75.0% of average annual salary. A plan member who leaves service and has attained 10 years of service will be entitled to 100.0% of the accrued benefit as of the date of termination of covered employment. Benefits are payable at age 60, and early retirement reductions are based on the number of years of service the member would have had if they had continued work until age 60.

*Pre-Retirement Death Benefit:* The plan also offers a lump-sum return of contributions with interest or surviving spouse benefit depending on length of service.

**Contributions**

*State of Connecticut* - Per Connecticut General Statutes Section 10-183z (which reflects Public Act 79-436 as amended), contribution requirements of active employees and the State are amended and certified by the TRB and appropriated by the General Assembly. The contributions are actuarially determined as an amount that, when combined with employee contributions and investment earnings, is expected to finance the costs of the benefits earned by employees during the year, with any additional amounts to finance any unfunded accrued liability.

*Employers* - School District employers are not required to make contributions to the Plan, as contributions are required only from employees and the State.

*Employees* - Effective July 1, 1992, each teacher was required to contribute 6.0% of pensionable salary for the pension benefit. Effective January 1, 2018, the required contribution increased to 7.0% of pensionable salary.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Administrative Expenses**

Administrative costs of the plan are to be paid by the General Assembly per Section 10-183r of the Connecticut General Statutes.

**Basis of Presentation**

The components associated with pension expense and deferred outflows and inflows of resources have been determined based on fiduciary net position as audited by the State of Connecticut Auditors of Public Accounts as part of the State of Connecticut Comprehensive Annual Financial Report as of and for the year ended June 30, 2019. The net pension liability at June 30, 2019 has been calculated using the audited amounts. TRS is included in the State of Connecticut audit as a pension trust fund. The State of Connecticut's Comprehensive Annual Financial Report can be obtained at [www.ct.gov](http://www.ct.gov).

The accounting standards require participating employers to recognize their proportional share of the collective net pension liability, deferred outflows and inflows of resources and pension expense. Contributions remitted by the State are recognized when legally due, based upon statutory requirements.

**Allocation Methodology**

The allocations for participating employers are based on the expected contribution effort as measured June 30, 2018, the date of the latest biennial valuation. The liabilities of the June 30, 2018 actuarial valuation were rolled forward to the measurement date of June 30, 2019. The employer allocations were then applied to the net pension liability and pension expense to determine the amount applicable to each employer. Based upon the employee contributions made by the employees of each employer, as compared to the total employee contributions, an employer allocation percentage is calculated to six decimal places and is used to allocate the elements noted above. The employer allocation applied to Town totaled 0.045% as of the most recent measurement date.

**Collective Net Pension Liability**

The following summarizes the collective net pension liability of the State for the TRS as of June 30, 2019, the measurement date, in addition to the Town's and State's proportionate shares of the collective net pension liability that is attributed to the Town:

Collective Net Pension Liability of the State for the TRS		<u><u>\$ 17,072,720,000</u></u>
	<u>Proportion</u>	<u>Proportionate Share</u>
Town's proportionate share of the Collective Net Pension Liability	0.000%	<u><u>\$ -</u></u>
State's proportionate share of the Collective Net Pension Liability attributed to the Town	0.045%	<u><u>\$ 7,748,000</u></u>

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Collective Pension Expense**

The Town's expected contribution effort for allocation purposes totaled \$586,446 or 0.045% of the total expected contribution effort. The Town has recognized this amount as an on-behalf payment into the TRS as intergovernmental revenues and related education expenditures in the General Fund for the year ended June 30, 2020.

The collective pension expense includes certain current period changes in the collective net pension liability, projected earnings on pension plan investments and the amortization of deferred outflows of resources and deferred inflows of resources for the current period. The portion of the collective pension expense attributed to the Town totaled \$951,528 or 0.045% of the total collective pension expense and has been recognized as an operating contribution and related education expenses in the statement of activities for the year ended June 30, 2020.

**Actuarial Assumptions**

The total pension liability was determined by an actuarial valuation as of June 30, 2018, and a measurement date of June 30, 2019, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.25% - 6.50%, including inflation
Investment rate of return	6.90%, net of pension plan investment expense, including inflation
Administrative expenses	\$0 assumption as expenses are paid for by the General Assembly

Mortality rates were based on the RPH-2014 White Collar table with employee and annuitant rates blended from ages 50 to 80, projected to the year 2020 using the BB improvement scale.

Future cost-of-living increases for teachers who retired prior to September 1, 1992, are made in accordance with increases in the Consumer Price Index, with a minimum of 3% and a maximum of 5.0% per annum. For teachers who were members of the Teachers' Retirement System before July 1, 2007, and retire on or after September 1, 1992, pension benefit adjustments are made that are consistent with those provided for Social Security benefits on January 1 of the year granted, with a maximum of 6.0% per annum. If the return on assets in the previous year was less than 8.5%, the maximum increase is 1.5%. For teachers who were members of the Teachers' Retirement System after July 1, 2007, pension benefit adjustments are made that are consistent with those provided for Social Security benefits on January 1 of the year granted, with a maximum of 5.0% per annum. If the return on assets in the previous year was less than 11.5%, the maximum increase is 3.0%, and if the return on the assets in the previous year was less than 8.5%, the maximum increase is 1.0%.

**Long-Term Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 10 - RETIREMENT PLANS *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Long-Term Rate of Return *(Continued)***

The current capital market assumptions and the target asset allocation as provided by the Treasurer's Office are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Expected Return</b>	<b>Standard Deviation</b>
Public Equity - US Equity	20.0%	8.1%	17.0%
Public Equity - International Developed Equity	11.0%	8.5%	19.0%
Public Equity - Emerging Markets Equity	9.0%	10.4%	24.0%
Fixed Income - Core Fixed Income	16.0%	4.6%	7.0%
Fixed Income - Inflation Linked Bonds	5.0%	3.6%	7.0%
Fixed Income - High Yield	6.0%	6.5%	11.0%
Fixed Income - Emerging Market Debt	5.0%	5.2%	11.0%
Private Equity	10.0%	9.8%	23.0%
Real Estate	10.0%	7.0%	15.0%
Alternative Investments - Real Assets	4.0%	8.2%	17.0%
Alternative Investments - Hedge Funds	3.0%	5.4%	7.0%
Liquidity Fund	1.0%	2.9%	1.0%
	<u>100%</u>		

The geometric rates of expected return shown in the table above are nominal returns net of investment expenses.

**Discount Rate**

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that the State contributions will be made at the actuarially determined rates in future years. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB)**

**Board of Education Other Post-Employment Benefits Plan**

**Plan Description**

The Town's Board of Education administers one single-employer defined benefit healthcare plan (the "Plan") to provide medical benefits to certain eligible retirees, spouses and beneficiaries. The plan provides for medical, prescription drugs and dental benefits. Benefits provisions are established by contract and may be amended by union negotiations each bargaining period. The Plan does not issue a publicly available financial report and is not included in the financial statements of another entity.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Board of Education Other Post-Employment Benefits Plan *(Continued)***

**Benefits Provided**

The OPEB Plan provides for medical, prescription, dental and vision insurance benefits to eligible retirees, spouses and beneficiaries. Contribution requirements of the participants and the Town are established by and may be amended through negotiations between the Town and the union representing the employees. Currently, participants are required to contribute 100% of their healthcare and dental premiums to the Town, less any reimbursements received by the Town from the State Retirement Board. The Town pays the benefits on a pay-as-you-go basis.

**Employees Covered by Benefit Terms**

As of the July 1, 2018 valuation date, the following employees were covered by the benefit terms:

Retirees, beneficiaries, and dependents currently receiving benefits	3
Active participants	51
	<u>54</u>

**Total OPEB Liability**

The total OPEB liability was measured as of June 30, 2020 using an actuarial valuation performed as of July 1, 2018. The July 1, 2018 total OPEB liability was increased by service cost and interest and decreased by benefit payments to estimate the total OPEB liability as of the measurement date.

*Actuarial Assumptions and Other Inputs* - The total OPEB liability as of June 30, 2020 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Discount rate	2.21%
Inflation rate	2.60%
Healthcare cost trend rates	7.00% decreasing to an ultimate rate of 4.60% in 2023

The discount rate was based on the Bond Buyer 20 (GO 20 Index) as of the measurement date, which represents municipal bond trends based on a portfolio of 20 general obligation bonds that mature in 20 years.

Mortality rates were based on the RP-2014 Adjusted to 2006 Total Dataset Mortality Table projected to valuation date with Scale MP-2018.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Board of Education Other Post-Employment Benefits Plan *(Continued)***

**Changes in the Total OPEB Liability**

	<b>Total OPEB Liability</b>
Balance as of June 30, 2019	\$ 424,682
<b>Changes for the year:</b>	
Service cost	11,247
Interest	14,750
Changes in benefit terms	-
Differences between expected and actual experience	11,199
Changes of assumptions	53,658
Benefit payments	(31,670)
<b>Net changes</b>	<b>59,184</b>
Balance as of June 30, 2020	<b>\$ 483,866</b>

*Sensitivity of the Total OPEB Liability to Changes in the Discount Rate* - The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using a discount rate that is 1- percentage-point lower or 1-percentage-point higher than the current discount rate:

	<b>1% Decrease</b>	<b>Current Discount</b>	<b>1% Increase</b>
Total OPEB Liability	\$ 531,589	\$ 483,866	\$ 441,835

*Sensitivity of the Total OPEB liability to Changes in the Healthcare Cost Trend Rates* - The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	<b>1% Decrease in Trend Rates</b>	<b>Current Trend Rates</b>	<b>1% Increase in Trend Rates</b>
Total OPEB Liability	\$ 424,634	\$ 483,866	\$ 554,793

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Board of Education Other Post-Employment Benefits Plan *(Continued)***

**OPEB Expense and Deferred Outflows and Inflows of Resources**

For the year ended June 30, 2020, the Town recognized OPEB expense of \$15,658. As of June 30, 2020, the Town reported deferred outflows and inflows of resources related to OPEB from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>	<b>Net</b>
Differences between expected and actual experience	\$ 10,778	\$ (109,292)	\$ (98,514)
Changes in assumptions	66,682	(10,926)	55,756
Total	<u>\$ 77,460</u>	<u>\$ (120,218)</u>	<u>\$ (42,758)</u>

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized as a reduction of OPEB expense as follows:

Year ended June 30,	
2021	\$ (4,839)
2022	(4,839)
2023	(4,839)
2024	(4,839)
2025	(4,839)
Thereafter	(18,563)
	<u>\$ (42,758)</u>

**Connecticut Teachers' Retirement System**

**Plan Description**

The Connecticut Teachers' Retirement System ("TRS" or the "Plan") is the public pension plan offered by the State of Connecticut (the State) to provide retirement, disability, survivorship and health insurance benefits for Connecticut public school teachers and their beneficiaries. The Plan is governed by Connecticut Statute Title 10, Chapter 167a of the Connecticut General Statutes. TRS is a multiemployer pension plan administered by the Connecticut State Teachers' Retirement Board ("TRB"). The State Treasurer is responsible for investing TRS funds for the exclusive benefit of TRS members.

Teachers, principals, superintendents or supervisors engaged in service of public schools are provided with benefits, including retiree health insurance, through the Connecticut Teachers' Retirement System - a cost sharing multi employer defined benefit pension plan administered by the TRB. Chapter 167a of the State Statutes grants authority to establish and amend the benefit terms to the TRB. TRS issues a publicly available financial report that can be obtained at [www.ct.gov](http://www.ct.gov).

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Benefit Provisions**

The Plan covers retired teachers and administrators of public schools in the State who are receiving benefits from the Plan. The Plan provides healthcare insurance benefits to eligible retirees and their spouses. Any member that is currently receiving a retirement or disability benefit through the Plan is eligible to participate in the healthcare portion of the Plan. Subsidized Local School District Coverage provides a subsidy paid to members still receiving coverage through their former employer and the TRB Sponsored Medicare Supplemental Plans provide coverage for those participating in Medicare, but not receiving Subsidized Local School District Coverage.

Any member that is not currently participating in Medicare Parts A & B is eligible to continue health care coverage with their former employer. A subsidy of up to \$110 per month for a retired member plus an additional \$110 per month for a spouse enrolled in a local school district plan is provided to the school district to first offset the retiree's share of the cost of coverage, any remaining portion is used to offset the district's cost. The subsidy amount is set by statute, and has not increased since July of 1996. A subsidy amount of \$220 per month may be paid for a retired member, spouse or the surviving spouse of a member who has attained the normal retirement age to participate in Medicare, is not eligible for Part A of Medicare without cost, and contributes at least \$220 per month towards coverage under a local school district plan.

Any member that is currently participating in Medicare Parts A & B is eligible to either continue health care coverage with their former employer, if offered, or enroll in the plan sponsored by the System. If they elect to remain in the Plan with their former employer, the same subsidies as above will be paid to offset the cost of coverage. If a member participating in Medicare Parts A & B so elects, they may enroll in one of the CTRB Sponsored Medicare Supplemental Plans. Active members, retirees, and the State pay equally toward the cost of the basic coverage (medical and prescription drug benefits).

Employees are eligible to retire at age 60 with 20 years of credited service in Connecticut, or 35 years of credited service including at least 25 years of service in Connecticut.

**Contributions**

*State of Connecticut* - Per Connecticut General Statutes Section 10-183z (which reflects Public Act 79-436 as amended), contribution requirements of active employees and the State of Connecticut are amended and certified by the TRB and appropriated by the General Assembly. The State pays for one third of plan costs through an annual appropriation in the General Fund.

*Employers* - School District employers are not required to make contributions to the Plan.

*Employees/Retirees* - The cost of providing plan benefits is financed on a pay-as-you-go basis as follows: active teachers' pay for one third of the Plan costs through a contribution of 1.25% of their pensionable salaries, and retired teachers pay for one third of the Plan costs through monthly premiums, which helps reduce the cost of health insurance for eligible retired members and dependents.

**Administrative Expenses**

Administrative costs of the Plan are to be paid by the General Assembly per Section 10-183r of the Connecticut General Statutes.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Basis of Presentation**

The components associated with the other postemployment benefits (OPEB) expense and deferred inflows and outflows of resources have been determined using the unrecognized portions of each year's experience and assumption changes as audited by the State of Connecticut Auditors of Public Accounts as part of the State of Connecticut Comprehensive Annual Financial Report as of and for the year ended June 30, 2019. The net OPEB liability at June 30, 2019 has been calculated using the audited amounts. The OPEB trust fund is included in the TRS, and the TRS is included in the State of Connecticut audit as a pension trust fund. The State of Connecticut's Comprehensive Annual Financial Report can be obtained at [www.ct.gov](http://www.ct.gov).

The accounting standards require participating employers to recognize their proportional share of the collective net OPEB liability, deferred outflows and inflows of resources and OPEB expense. Contributions remitted by the State are recognized when legally due, based upon statutory requirements.

**Allocation Methodology**

The allocations for participating employers are based on the expected contribution effort as measured June 30, 2018, the date of the latest biennial valuation. The allocations for participating employers are based on the expected contribution effort as measured June 30, 2018, the date of the latest biennial valuation. The liabilities of the June 30, 2018 actuarial valuation were rolled forward to the measurement date of June 30, 2019. The employer allocations were then applied to the net OPEB liability and OPEB expense to determine the amount applicable to each employer. Based upon the employee contributions made by the employees of each employer, as compared to the total employee contributions, an employer allocation percentage is calculated to six decimal places and is used to allocate the elements noted above. The employer allocation applied to Town totaled 0.045% as of the most recent measurement date.

**Collective Net OPEB Liability**

The following summarizes the collective net OPEB liability of the State for the TRS as of June 30, 2019, the measurement date, in addition to the Town's and State's proportionate shares of the collective net OPEB liability that is attributed to the Town:

Collective Net OPEB Liability of the State for the TRS		\$ 2,662,587,000
	<b>Proportion</b>	<b>Proportionate Share</b>
Town's proportionate share of the Collective Net OPEB Liability	0.000%	\$ -
State's proportionate share of the Collective Net OPEB Liability attributed to the Town	0.045%	\$ 1,208,000

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Collective OPEB Expense**

The Town's expected contribution effort for allocation purposes totaled \$16,028 or 0.045% of the total expected contribution effort. The Town has recognized this amount as an on-behalf payment into the TRS as intergovernmental revenues and related education expenditures in the General Fund for the year ended June 30, 2020.

The collective OPEB expense includes certain current period changes in the collective net OPEB liability, projected earnings on OPEB plan investments and the amortization of deferred outflows of resources and deferred inflows of resources for the current period. The portion of the collective OPEB expense attributed to the Town totaled a negative \$(88,417) or 0.045% of the total collective OPEB expense and has been recognized as a reduction in operating contributions and related education expenses in the statement of activities for the year ended June 30, 2020.

**Actuarial Assumptions**

The total OPEB liability was determined by an actuarial valuation as of June 30, 2018 using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Real Wage Growth	0.75%
Wage Inflation	3.25%
Salary increases	3.25% - 6.50%, including inflation
Investment rate of return	3.00%, net of OPEB plan investment expense, including inflation
Healthcare cost trend rates:	
Pre-Medicare	5.95% for 2018 decreasing to an ultimate rate of 4.75% by 2025
Medicare	5.00% for 2018 decreasing to an ultimate rate of 4.75% by 2028

Mortality rates were based on the RPH-2014 White Collar table with employee and annuitant rates blended from ages 50 to 80, projected to the year 2020 using the BB improvement scale.

**Long-Term Rate of Return**

The long-term expected rate of return on plan assets is reviewed as part of the actuarial valuation process. Several factors are considered in evaluation the long-term rate of return assumption, including the Plan's current asset allocations and a log-normal distribution analysis using the best-estimate ranges of expected future real rates of return (expected return, net of investment expense and inflation) for each major asset class.

The long-term expected rate of return was determined by weighing the expected future real rates of return by the target asset allocation percentage and then adding expected inflation. The assumption is not expected to change absent a significant change in the asset allocation, a change in the inflation assumption, or a fundamental change in the market that alters expected returns in future years.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 11 - OTHER POST-EMPLOYMENT BENEFITS (OPEB) *(Continued)***

**Connecticut Teachers' Retirement System *(Continued)***

**Long-Term Rate of Return *(Continued)***

The target asset allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Expected 10-Year Geometric Real Rate of Return</u>	<u>Standard Deviation</u>
U.S. Treasuries (Cash Equivalents)	100.0%	0.41%	2.31%

**Discount Rate**

The discount rate used to measure the total OPEB liability was 3.50%. The projection of cash flows used to determine the discount rate was performed in accordance with the applicable standards. The projection's basis was an actuarial valuation performed as of June 30, 2018.

In addition to the actuarial methods and assumptions of the June 30, 2018 actuarial valuation, the following actuarial methods and assumptions were used in the projection of cash flows:

- Total payroll for the initial projection year consists of the payroll of the active membership present on the valuation date. In subsequent projection years, total payroll was assumed to increase annual at a rate of 3.25%.
- Employee contributions were assumed to be made at the current member contribution rate. Employee contributions for future plan members were used to reduce the estimated amount of total service costs for future plan members.
- No future employer contributions were assumed to be made.

Based on those assumptions, the Plan's fiduciary net position was projected to be depleted in 2019 and, as a result, the Municipal Bond Index Rate of 3.87% was used in the determination of the single equivalent rate.

**NOTE 12 - RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts, thefts of, damage to, or destruction of assets; errors or omissions; injuries to employees or acts of God. The Town purchases commercial insurance for all risks of loss except workers' compensation and liability-automobile-property insurance for which it participates in risk sharing pools. During the year ended June 30, 2020, deductibles paid by the Town were insignificant. Neither the Town nor its insurers have settled any claims that exceeded the Town's insurance coverage during the past three years. In addition, there have been no significant reductions in pooled or insured liability coverage from coverage in the prior year.

The Town is a member of the Connecticut Interlocal Risk Management Agency (CIRMA), an unincorporated association of Connecticut local public agencies that was formed in 1980 by the Connecticut Conference of Municipalities for the purpose of establishing and administering an interlocal risk management program.

**TOWN OF ANDOVER, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**AS OF AND FOR THE YEAR JUNE 30, 2020**

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**NOTE 12 - RISK MANAGEMENT (Continued)**

**Workers' Compensation Pool**

The Town is a member of CIRMA's Workers' Compensation Pool, a risk-sharing pool. The Workers' Compensation Pool provides statutory benefits pursuant to the provisions of the Connecticut Workers' Compensation Act. The coverage is subject to an incurred loss retrospective rating plan, and losses incurred in the coverage period will be evaluated at 18, 30 and 42 months after the effective date of coverage. The premium is subject to payroll audit at the close of the coverage period. CIRMA's Workers' Compensation Pool retains \$1,000,000 per occurrence.

**Liability-Automobile-Property Pool**

The Town is a member of CIRMA's Liability-Automobile-Property Pool, a risk-sharing pool. The Liability-Automobile-Property Pool provides general liability, automobile liability, employee benefit liability, law enforcement liability, public officials and property coverage. The premium is subject to these coverages, and claims and expense payments falling within the deductible amounts are the responsibility of the Town. CIRMA's Liability-Automobile-Property Pool retains \$1,000,000 per occurrence for each line of liability coverage.

**Insurance Consortium**

The Town is a member of the Regional School District No. 8 Health and Medical Insurance Consortium (the "Consortium"), a cooperative formed in accordance with Public Act 10-174 of the Connecticut General Statutes. The Consortium provides medical and dental benefits to the employees and eligible retirees of its member Towns and Boards of Education. The costs of claims are paid by the Consortium and the risk of claims are shared collectively by its members. Each member is responsible for its share of any assessment or additional contribution. This share is based on its relative premium or equivalency contribution to the plan(s) as a percentage of the aggregate net total premium equivalency contribution to the plan(s), as is appropriate based on the nature of the assessment or contribution. In addition, each member is liable, on a pro rata basis, for any additional contributions required in the event the Consortium funding falls below specified levels. The Town believes that no additional contributions will be assessed for the year ended June 30, 2020.

**NOTE 13 - CONTINGENCIES**

**Litigation**

There are several legal matters pending against the Town. The outcome and eventual liability to the Town, if any, in these cases is not known at this time. The Town's management, based upon consultation with legal counsel, estimates that potential claims against the Town, not covered by insurance, resulting from such litigation would not materially affect the financial position of the Town.

**Federal Awards and State Financial Assistance**

The Town has received state and federal grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursement to the grantor agency for any expenditure disallowed under terms of the grant. Based on prior experience, Town management believes such disallowances, if any, will not be material.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 13 - CONTINGENCIES *(Continued)***

**Pandemic**

In early March 2020, there was a global outbreak of COVID-19 that was declared a Public Health Emergency of International Concern by the World Health Organization and was subsequently declared a state of emergency by the Governor of Connecticut and a national emergency by the President of the United States. The outbreak of the virus has affected travel, commerce and financial markets globally, and is widely expected to affect economic growth worldwide. The Town has received and continues to apply for additional funding from federal and state agencies to assist in covering certain costs associated with the response to the pandemic. However, the extent to which COVID-19 will impact the Town's tax base, operations and its financial condition will ultimately depend on future developments that are uncertain and cannot be fully predicted with confidence at this time.

**NOTE 14 - IMPACT OF NEW ACCOUNTING STANDARDS NOT YET EFFECTIVE**

In January 2017, the GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2020, which reflects the one year postponement pursuant to GASB Statement No. 95 issued in May 2020. The Town is currently evaluating the potential impact of adopting this Statement on its financial statements.

In June 2017, the GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2021, which reflects the eighteen month postponement pursuant to GASB Statement No. 95 issued in May 2020. The Town is currently evaluating the potential impact of adopting this Statement on its financial statements.

In June 2018, the GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. The objective of this Statement are (a) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (b) to simplify accounting for interest cost incurred before the end of a construction period. The requirements of this Statement should be applied prospectively and are effective for the Town's reporting period beginning July 1, 2021, which reflects the one year postponement pursuant to GASB Statement No. 95 issued in May 2020. The Town does not expect this statement to have a material effect on its financial statements.

In August 2018, the GASB issued Statement No. 90, *Majority Equity Interests - An Amendment of GASB Statements No. 14 and No. 61*. The objectives of this statement are to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2020, which reflects the one year postponement pursuant to GASB Statement No. 95 issued in May 2020. The Town does not expect this statement to have a material effect on its financial statements.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO FINANCIAL STATEMENTS *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 14 - IMPACT OF NEW ACCOUNTING STANDARDS NOT YET EFFECTIVE *(Continued)***

In May 2019, the GASB issued Statement No. 91, *Conduit Debt Obligations*. The objectives of this statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2022, which reflects the one year postponement pursuant to GASB Statement No. 95 issued in May 2020. The Town does not expect this statement to have a material effect on its financial statements.

In January 2020, the GASB issued Statement No. 92, *Omnibus 2020*. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics and the requirements of this statement are effective for the Town's reporting period beginning July 1, 2021, which reflects the one year postponement pursuant to GASB Statement No. 95 issued in May 2020. The Town does not expect this statement to have a material effect on its financial statements.

In March 2020, the GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*. Some governments have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR)—most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. The objective of this Statement is to address those and other accounting and financial reporting implications that result from the replacement of an IBOR. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2020. The Town does not expect this statement to have a material effect on its financial statements.

In March 2020, the GASB issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). The requirements of this statement are effective for the Town's reporting period beginning July 1, 2022. The Town does not expect this statement to have a material effect on its financial statements.

In May 2020, the GASB issued Statement 96, *Subscription-Based Information Technology Arrangements*. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). The requirements of this statement are effective for the Town's reporting period beginning July 1, 2022. The Town does not expect this statement to have a material effect on its financial statements.

In June 2020, the GASB issued Statement 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – An Amendment of GASB Statement No. 14 and No. 84, and a Supersession of GASB Statement No. 32*. The primary objectives of this Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2021. The Town is currently evaluating the potential impact of adopting this Statement on its financial statements.

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## REQUIRED SUPPLEMENTARY INFORMATION

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**TOWN OF ANDOVER, CONNECTICUT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (UNAUDITED)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Budgeted Amounts</b>			<b>Variance With Final Budget Over (Under)</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	
<b>REVENUES</b>				
Property taxes	\$ 9,062,579	\$ 9,062,579	\$ 9,183,264	\$ 120,685
Intergovernmental	2,186,079	2,186,079	2,127,365	(58,714)
Charges for services	114,000	114,000	135,413	21,413
Interest income	25,000	25,000	37,689	12,689
Other	4,500	4,500	3,602	(898)
Total revenues	<u>11,392,158</u>	<u>11,392,158</u>	<u>11,487,333</u>	<u>95,175</u>
<b>EXPENDITURES</b>				
Current:				
General government	1,162,425	1,049,575	1,027,347	(22,228)
Public works	377,363	360,441	355,313	(5,128)
Public safety	328,466	314,086	313,019	(1,067)
Sanitation and waste	161,650	139,250	138,093	(1,157)
Building planning and zoning	80,191	80,661	77,134	(3,527)
Community services	128,331	122,431	121,543	(888)
Health and welfare	61,184	61,184	59,928	(1,256)
Recreation	8,465	5,265	4,686	(579)
Education	8,955,623	8,955,623	8,955,534	(89)
Capital outlays	296,615	533,572	524,562	(9,010)
Debt service:				
Principal payments	90,000	90,000	90,000	-
Interest and fiscal charges	10,845	10,845	10,845	-
Total expenditures	<u>11,661,158</u>	<u>11,722,933</u>	<u>11,678,004</u>	<u>(44,929)</u>
Excess (deficiency) of revenues over expenditures	(269,000)	(330,775)	(190,671)	140,104
<b>OTHER FINANCING SOURCES (USES)</b>				
Appropriation of Fund Balance	976,000	1,216,000	-	(1,216,000)
Transfer out - Capital	(707,000)	(885,225)	(878,762)	6,463
Total other financing sources (uses)	<u>269,000</u>	<u>330,775</u>	<u>(878,762)</u>	<u>(1,209,537)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (1,069,433)</u>	<u>\$ (1,069,433)</u>

*See accompanying notes to required supplementary information.*

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY -**  
**CONNECTICUT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (UNAUDITED)**  
**LAST SIX FISCAL YEARS\***  
**(Rounded to Nearest Thousand)**

	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Town's proportion of the net pension liability	0.1488%	0.1586%	0.2446%	0.2167%	0.2887%	0.4242%
Town's proportionate share of the net pension liability	<u>\$ 1,537,000</u>	<u>\$ 1,537,000</u>	<u>\$ 607,000</u>	<u>\$ 720,749</u>	<u>\$ 556,399</u>	<u>\$ 418,050</u>
Town's covered payroll	\$ 1,070,924	\$ 1,116,491	\$ 874,125	\$ 901,816	\$ 901,809	\$ 908,272
Town's proportionate share of the net pension liability as a percentage of its covered payroll	143.5%	137.7%	69.4%	79.9%	61.7%	46.0%
Plan fiduciary net position as a percentage of the total pension liability	72.69%	73.60%	91.68%	88.29%	92.72%	96.06%

\* This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

*See accompanying notes to required supplementary information.*

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF CONTRIBUTIONS -**  
**CONNECTICUT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (UNAUDITED)**  
**LAST SIX FISCAL YEARS\***

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 125,726	\$ 127,057	\$ 99,475	\$ 108,038	\$ 108,037	\$ 107,085
Contributions in relation to the contractually required contribution	<u>125,726</u>	<u>127,057</u>	<u>99,475</u>	<u>108,038</u>	<u>108,037</u>	<u>107,085</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 1,070,924	\$ 1,116,491	\$ 874,125	\$ 901,816	\$ 901,809	\$ 908,272
Contributions as a percentage of covered payroll	11.74%	11.38%	11.38%	11.98%	11.98%	11.79%

\* This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

*See accompanying notes to required supplementary information.*

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE COLLECTIVE NET PENSION LIABILITY**  
**CONNECTICUT TEACHERS' RETIREMENT SYSTEM - (UNAUDITED)**  
**LAST SIX FISCAL YEARS\***  
**(Rounded to Nearest Thousand)**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Town's proportion of the collective net pension liability	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Town's proportionate share of the collective net pension liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State's proportionate share of the collective net pension liability attributed to the Town	7,748,000	5,974,000	7,092,000	7,482,000	6,105,000	5,643,000
Total	<u>\$ 7,748,000</u>	<u>\$ 5,974,000</u>	<u>\$ 7,092,000</u>	<u>\$ 7,482,000</u>	<u>\$ 6,105,000</u>	<u>\$ 5,643,000</u>
Town's covered payroll	1,992,000	1,945,000	2,268,000	\$ 2,186,000	\$ 2,269,000	\$ 2,187,000
Town's proportionate share of the collective net pension liability as a percentage of its covered payroll	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Plan fiduciary net position as a percentage of the total collective pension liability	52.00%	57.69%	55.93%	52.26%	59.50%	61.51%

\* This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

*See accompanying notes to required supplementary information.*

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY -**  
**OTHER POST-EMPLOYMENT BENEFITS PLAN (UNAUDITED)**  
**LAST THREE FISCAL YEARS\***  
**(Rounded to Nearest Thousand)**

	<b>2020</b>	<b>2019</b>	<b>2018</b>
<b>Total OPEB liability:</b>			
Service cost	\$ 11,247	\$ 13,916	\$ 13,773
Interest	14,750	20,561	19,447
Changes in benefit terms	-	-	-
Differences between expected and actual experience	11,199	(130,934)	667
Changes of assumptions	53,658	20,917	(14,412)
Benefit payments, including refunds	(31,670)	(33,973)	(29,151)
Net change in total OPEB liability	59,184	(109,513)	(9,676)
Total OPEB liability - beginning	424,682	534,195	543,871
Total OPEB liability - ending	<u>\$ 483,866</u>	<u>\$ 424,682</u>	<u>\$ 534,195</u>

\* This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE COLLECTIVE NET OPEB LIABILITY -**  
**CONNECTICUT TEACHERS' RETIREMENT SYSTEM (UNAUDITED)**  
**LAST THREE YEARS\***  
**(Rounded to Nearest Thousand)**

	<u><b>2020</b></u>	<u><b>2019</b></u>	<u><b>2018</b></u>
Town's proportion of the collective net OPEB liability	0.00%	0.00%	0.00%
Town's proportionate share of the collective net OPEB liability	\$ -	\$ -	\$ -
State's proportionate share of the collective net OPEB liability attributed to the Town	<u>1,208,000</u>	<u>1,194,000</u>	<u>1,825,000</u>
Total	<u><u>\$ 1,208,000</u></u>	<u><u>\$ 1,194,000</u></u>	<u><u>\$ 1,825,000</u></u>
Town's covered employee payroll	\$ 1,992,000	\$ 1,945,000	\$ 2,268,000
Town's proportionate share of the collective net OPEB liability as a percentage of its covered employee payroll	0.0%	0.0%	0.0%
Plan fiduciary net position as a percentage of the total collective OPEB liability	2.08%	1.49%	1.79%

\* This schedule is intended to show information for ten years and additional years' information will be displayed as it becomes available.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

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**NOTE 1 - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND**

**BUDGETARY INFORMATION**

The Town adheres to the following procedures in establishing the budgetary data included in the General Fund financial statements in accordance with provisions of Connecticut General Statutes and annually adopted budget policies.

- The head of each department, office or agency of the Town, supported wholly or in part from Town funds, except the Board of Education, files with the Board of Selectmen a detailed estimate of the expenditures to be made and the revenues, other than property taxes, to be collected in the ensuing fiscal year.
- The Board of Selectmen presents a budget message, estimates of revenues and expenditures and justifications to the Board of Finance for all Town-supported functions. The Board of Education presents estimates of revenues and expenditures and justifications to the Board of Finance for all local education functions.
- The Regional School District No. 8 (the "District") Board of Education presents the proposed District budget to the Board of Finance. A separate public hearing and referendum for the District's budget are administered by the District's Board of Education.
- The Board of Finance holds at least one public hearing on the proposed budget. The Board of Finance may review the budget requests with the head of each department, board, agency and commission including the local Board of Education. The Board of Finance then prepares a budget to be presented at the Town's Annual Budget meeting. This meeting shall consider the budget presented by the Board of Finance and may approve or lower the General Government, Andover Board of Education and/or Capital Projects budgets. The District's budget cannot be approved or lowered during this meeting as it is subject to a separate referendum held by the District. The Annual Budget meeting will adjourn to referendum.
- Expenditures are budgeted by function, department and object. The legal level of budgetary control, the level at which expenditures may not exceed appropriations, is established at the department level. Transfers of budgeted amounts between departments must be approved by the Board of Selectman and the Board of Finance. The Board of Selectman may transfer amounts between line items within a department. Additional appropriation requests are submitted by the department heads to the Board of Selectmen. The Board of Selectmen acts on the requests, which, if approved are sent to the Board of Finance. The Board of Finance may approve additional appropriations for a department, provided such additional appropriations do not exceed \$20,000 or are not a second request for an appropriation by the asking board, commission or department. Appropriations in excess of the amount which the Board of Finance may approve or a second request by the requesting board, commission or department, must also be approved by vote of a Town Meeting. During the year ended June 30, 2020, additional appropriations of \$240,000 from fund balance were authorized.
- Formal budgetary integration is employed as a management control device during the year.
- The budget is prepared on the modified accrual basis of accounting. Encumbrances are recognized as a valid and proper charge against a budget appropriation in the year in which the purchase order, contract or other commitment is issued and, accordingly, encumbrances outstanding at year-end are reported in budgetary reports as expenditures of the current year.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 1 - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (CONTINUED)**

**BUDGETARY INFORMATION *(Continued)***

- All unexpended appropriations lapse at year-end, except those amounts appropriated within the Capital Reserve Fund and certain amounts approved by the Board of Finance for carryover. Appropriations for capital projects are continued until completion of applicable projects, even when projects extend more than one fiscal year.

Accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with accounting principles generally accepted in the United States of America ("GAAP basis"). The differences consist primarily of payments made by the State of Connecticut "on-behalf" of the Town into the State Teachers' Retirement System, which are not recorded for budgetary purposes, and certain reclassifications between revenues, expenditures and other financing sources (uses) due to perspective differences.

A reconciliation of General Fund amounts presented on the budgetary basis to amounts presented on the GAAP basis is as follows for the year ended June 30, 2020:

	<u>Total Revenues</u>	<u>Total Expenditures</u>	<u>Other Financing Uses</u>	<u>Net Change in Fund Balance</u>
Budgetary basis	\$ 11,487,333	\$ 11,678,004	\$ (878,762)	\$ (1,069,433)
"On-behalf" payments - State Teachers Retirement Fund	602,474	602,474	-	-
Reclassification of transfers for GAAP purposes	-	(75,343)	(75,343)	-
GAAP basis	<u>\$ 12,089,807</u>	<u>\$ 12,205,135</u>	<u>\$ (954,105)</u>	<u>\$ (1,069,433)</u>

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 2 - SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - CONNECTICUT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM**

The Town began to report this schedule when it implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - An Amendment of GASB Statement No. 27*, in fiscal year 2015. GASB Statement No. 68 requires the information within this schedule to be presented for the ten most recent fiscal years.

Actuarial valuations are prepared every two years with the most recent available actuarial valuation performed as of June 30, 2018. This information is utilized by the Town for reporting as of June 30, 2020.

*Benefit Changes* - There have been no changes in benefit terms that have had a significant effect on the measurement of the collective total pension liability.

*Assumption Changes* - There have been no changes in assumptions that have had a significant effect on the measurement of the collective total pension liability.

**NOTE 3 - SCHEDULE OF CONTRIBUTIONS - CONNECTICUT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM**

The Town began to report the schedule of contributions and investment returns when it implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - An Amendment of GASB Statement No. 27*, in fiscal year 2015. GASB Statement No. 68 requires the information within this schedule to be presented for the ten most recent fiscal years.

Actuarially determined contribution rates are calculated as of June 30, 2018, two years prior to the end of the fiscal year in which contributions are reported.

**Methods and Assumptions Utilized**

- Actuarial cost method: Entry Age Actuarial Cost Method;
- Amortization method: Level dollar, closed;
- Remaining amortization period: 21 years;
- Asset valuation method: Smoothed market with 20% recognition of investment gains and losses;
- Inflation: 3.25%;
- Investment rate of return: 7.00%, net of investment related expenses;
- Salary increases: Varies 3.50% to 10.00%;
- Cost of living adjustments: 2.50% for those retiring on or after January 1, 2002, for retirements prior to January 1, 2002 2.50% up to age 65, 3.25% afterwards
- Social Security Wage Base: 3.00%
- Mortality: The RP-2014 Combined Mortality Table adjusted to 2006 and projected to 2015 with Scale MP-2017 and projected to 2022 with Scale BB is used by General Employees for the period after retirement and for dependent beneficiaries. For disabled retirees, the RP-2014 Disabled Retiree Mortality Table projected to 2020 by Scale BB is used.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 4 - SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE COLLECTIVE NET PENSION LIABILITY - CONNECTICUT TEACHERS' RETIREMENT SYSTEM**

The Town began to report this schedule when it implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - An Amendment of GASB Statement No. 27*, in fiscal year 2015. GASB Statement No. 68 requires the information within this schedule to be presented for the ten most recent fiscal years. Information prior to fiscal year 2015 is not available.

Actuarial valuations are prepared every two years with the most recent available actuarial valuation performed as of June 30, 2018. This information is utilized by the Town for reporting as of June 30, 2020, using a measurement date of June 30, 2019.

*Benefit Changes* - Beginning January 1, 2018, member contributions increased from 6.0% to 7.0% of salary.

*Assumption Changes* - The following assumption changes had a significant effect on the measurement of the total pension liability reported as of June 30, 2020.

- the inflation assumption was reduced from 2.75% to 2.50%;
- the real rate of return assumption was reduced from 5.25% to 4.40%, which when combined with the inflation assumption change, results in a decrease in the investment rate of return assumption from 8.00% to 6.90%; and
- the annual rate of wage increase assumption was increased from 0.50% to 0.75%; and
- phase in to a level dollar amortization method for the June 30, 2024 valuation.

**NOTE 5 - SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY - OTHER POST-EMPLOYMENT BENEFITS PLAN**

The Town began to report this schedule when it implemented GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pension*, in fiscal year 2018. GASB Statement No. 75 requires the information within this schedule to be presented for the ten most recent fiscal years. This schedule will present 10 years of information as additional information becomes available.

The July 1, 2018 actuarial valuation was utilized to calculate the July 1, 2018 total OPEB liability. The July 1, 2018 total OPEB liability was increased by service cost and interest and decreased by benefit payments to estimate the TOL as of June 30, 2020.

*Benefit Changes* - There have been no changes in benefit terms that have had a significant effect on the measurement of the total OPEB liability.

*Assumption Changes* - There have been no changes in assumptions that have had a significant effect on the measurement of the total OPEB liability.

**TOWN OF ANDOVER, CONNECTICUT**  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED) *(Continued)*  
AS OF AND FOR THE YEAR JUNE 30, 2020

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**NOTE 6 - SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE COLLECTIVE NET OPEB LIABILITY - CONNECTICUT TEACHERS' RETIREMENT SYSTEM**

The Town began to report this schedule when it implemented GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pension*, in fiscal year 2018. GASB Statement No. 75 requires the information within this schedule to be presented for the ten most recent fiscal years.

Actuarial valuations are prepared every two years with the most recent available actuarial valuation performed as of June 30, 2018. This information is utilized by the Town for reporting as of June 30, 2020, using a measurement date of June 30, 2019.

*Benefit Changes* - There have been no changes in benefit terms that have had a significant effect on the measurement of the total OPEB liability.

*Assumption Changes* - The following assumption changes collectively had a significant effect on the measurement of the net OPEB liability reported as of June 30, 2019:

- The discount rate used to measure plan obligations for financial accounting purposes as of June 30, 2019 was updated to equal the Municipal Bond Index Rate of 3.50% as of June 30, 2019;
- Expected annual per capita claims costs were updated to better reflect anticipated medical and prescription drug claim experience both before and after the plan change that became effective on January 1, 2019; and
- The expected rate of inflation was decreased and the Real Wage Growth assumption was increased.

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**COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES**

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**GENERAL FUND**

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**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL -**  
**BUDGETARY BASIS - GENERAL FUND (UNAUDITED)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance With Final Budget Over (Under)</b>
	<b>Original</b>	<b>Final</b>		
<b>PROPERTY TAXES</b>				
Tax collections - current year	\$ 8,926,379	\$ 8,926,379	\$ 9,077,698	\$ 151,319
Tax collections - prior year	100,000	100,000	71,639	(28,361)
Tax interest and liens	36,200	36,200	33,927	(2,273)
<b>TOTAL PROPERTY TAXES</b>	<b>9,062,579</b>	<b>9,062,579</b>	<b>9,183,264</b>	<b>120,685</b>
<b>INTERGOVERNMENTAL REVENUES</b>				
Town:				
Municipal Stabilization Grant	43,820	43,820	43,820	-
Mashantucket Pequot and Mohegan Fund Grant	6,680	6,680	6,680	-
Municipal Grant-in-Aid	2,620	2,620	2,620	-
Court fees	3,000	3,000	3,045	45
Telephone access	5,000	5,000	4,772	(228)
Payment in Lieu of Taxes on State-owned Property	9,631	9,631	9,631	-
Tax Relief for Veterans	-	-	1,129	1,129
Tax Relief on Property of Totally Disabled Persons	450	450	372	(78)
	<b>71,201</b>	<b>71,201</b>	<b>72,069</b>	<b>868</b>
Education:				
Education cost sharing	2,114,878	2,114,878	2,055,296	(59,582)
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>2,186,079</b>	<b>2,186,079</b>	<b>2,127,365</b>	<b>(58,714)</b>
<b>CHARGES FOR SERVICES</b>				
Town clerk	45,000	45,000	60,444	15,444
Building department	32,000	32,000	39,868	7,868
Dial-A-Ride	-	-	9,694	9,694
Transfer station	36,000	36,000	22,960	(13,040)
Permits	500	500	-	(500)
Waste redemption	500	500	2,447	1,947
<b>TOTAL CHARGES FOR SERVICES</b>	<b>114,000</b>	<b>114,000</b>	<b>135,413</b>	<b>21,413</b>
<b>INVESTMENT INCOME</b>	<b>25,000</b>	<b>25,000</b>	<b>37,689</b>	<b>12,689</b>
<b>OTHER REVENUES</b>	<b>4,500</b>	<b>4,500</b>	<b>3,602</b>	<b>(898)</b>
<b>TOTAL REVENUES</b>	<b>11,392,158</b>	<b>11,392,158</b>	<b>11,487,333</b>	<b>95,175</b>
<b>OTHER FINANCING SOURCES</b>				
Appropriation of Fund Balance	976,000	1,216,000	-	(1,216,000)
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>\$ 12,368,158</b>	<b>\$ 12,608,158</b>	<b>\$ 11,487,333</b>	<b>\$ (1,120,825)</b>

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL -**  
**BUDGETARY BASIS - GENERAL FUND (UNAUDITED)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	Budgeted Amounts			Variance With
	Original	Final	Actual	Final Budget Over (Under)
GENERAL GOVERNMENT				
Selectmen	\$ 9,400	\$ 9,848	\$ 9,748	\$ (100)
Town Administrator	104,290	103,842	91,007	(12,835)
Board Clerks	6,765	1,765	1,188	(577)
Audit, actuarial and consulting services	35,500	30,415	32,825	2,410
Town Attorney	25,000	12,000	10,981	(1,019)
Treasurer	92,388	89,858	89,358	(500)
Tax Collector	55,121	54,581	53,619	(962)
Assessor	81,261	84,061	82,623	(1,438)
Board of Assessment Appeals	906	906	806	(100)
Town Clerk	85,611	80,416	78,402	(2,014)
Probate Court	3,054	3,054	3,054	-
Elections	25,315	4,715	4,185	(530)
Old Town Hall maintenance	4,970	3,970	3,553	(417)
Registrars	14,512	10,522	9,590	(932)
Advertising	5,500	3,230	3,227	(3)
Town Office building	79,844	81,919	80,566	(1,353)
Insurance	109,252	109,737	109,737	-
Employee benefits	358,721	351,296	351,053	(243)
Custodial and cleaning services	10,000	8,000	7,905	(95)
Dog Warden	4,815	4,815	3,739	(1,076)
Contingency	50,000	425	-	(425)
Historical	200	200	181	(19)
TOTAL GENERAL GOVERNMENT	1,162,425	1,049,575	1,027,347	(22,228)
PUBLIC WORKS				
Public Works Department	242,563	245,275	243,869	(1,406)
Snow removal	88,550	58,162	57,072	(1,090)
Town Garage	15,750	11,050	9,959	(1,091)
Street lighting	7,500	5,800	5,759	(41)
Engineer	6,000	9,014	9,014	-
Ground maintenance	17,000	31,140	29,640	(1,500)
TOTAL PUBLIC WORKS	377,363	360,441	355,313	(5,128)
PUBLIC SAFETY				
Fire Department	136,650	136,650	136,531	(119)
Law enforcement	175,556	161,176	161,166	(10)
Old Fire House	3,250	3,250	3,258	8
Fire marshal	10,395	10,395	9,610	(785)
Civil preparedness	2,615	2,615	2,454	(161)
TOTAL PUBLIC SAFETY	328,466	314,086	313,019	(1,067)
SANITATION AND WASTE				
Transfer Station	159,100	135,535	134,423	(1,112)
Recycling	2,550	3,715	3,670	(45)
TOTAL SANITATION AND WASTE	161,650	139,250	138,093	(1,157)
				(Continued)

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL -**  
**BUDGETARY BASIS - GENERAL FUND (UNAUDITED) (Concluded)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance With Final Budget Over (Under)</b>
	<b>Original</b>	<b>Final</b>		
<b>BUILDING PLANNING AND ZONING</b>				
Building Department	\$ 46,270	\$ 45,270	\$ 42,982	\$ (2,288)
Zoning Agent	10,600	7,510	7,510	-
Conservation Commission	600	600	130	(470)
Capital Region Council of Governments	7,861	7,861	7,861	-
Planning and Zoning	7,010	7,850	7,391	(459)
Inlands Wetlands Commission	5,950	9,670	9,666	(4)
Memorial Commission	800	800	800	-
Economic Development	500	500	430	(70)
Zoning Board of Appeals	600	600	364	(236)
<b>TOTAL BUILDING PLANNING AND ZONING</b>	<b>80,191</b>	<b>80,661</b>	<b>77,134</b>	<b>(3,527)</b>
<b>COMMUNITY SERVICES</b>				
Library	97,879	96,779	96,714	(65)
Senior transportation	21,107	18,507	18,246	(261)
Senior citizens	9,345	7,145	6,583	(562)
<b>TOTAL COMMUNITY SERVICES</b>	<b>128,331</b>	<b>122,431</b>	<b>121,543</b>	<b>(888)</b>
<b>HEALTH AND WELFARE</b>				
Youth services	41,503	41,503	41,459	(44)
Health services	18,081	18,081	17,835	(246)
Social services	1,600	1,600	634	(966)
<b>TOTAL HEALTH AND WELFARE</b>	<b>61,184</b>	<b>61,184</b>	<b>59,928</b>	<b>(1,256)</b>
<b>RECREATION</b>	<b>8,465</b>	<b>5,265</b>	<b>4,686</b>	<b>(579)</b>
<b>EDUCATION</b>				
Andover Elementary School	4,065,000	4,065,000	4,064,911	(89)
Regional School District No. 8	4,890,623	4,890,623	4,890,623	-
<b>TOTAL EDUCATION</b>	<b>8,955,623</b>	<b>8,955,623</b>	<b>8,955,534</b>	<b>(89)</b>
<b>CAPITAL OUTLAYS</b>	<b>296,615</b>	<b>533,572</b>	<b>524,562</b>	<b>(9,010)</b>
<b>DEBT SERVICE</b>				
Principal	90,000	90,000	90,000	-
Interest	10,845	10,845	10,845	-
<b>TOTAL DEBT SERVICE</b>	<b>100,845</b>	<b>100,845</b>	<b>100,845</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>11,661,158</b>	<b>11,722,933</b>	<b>11,678,004</b>	<b>(44,929)</b>
<b>OTHER FINANCING USES</b>				
Transfers out to other funds	707,000	885,225	878,762	(6,463)
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,368,158</b>	<b>\$ 12,608,158</b>	<b>\$ 12,556,766</b>	<b>\$ (51,392)</b>
				<i>(Concluded)</i>

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING**  
**FOR THE YEAR ENDED JUNE 30, 2020**

Grand List Year	Balance Uncollected June 30, 2019	Current Levy	Lawful Corrections		Transfers To (From) Suspense	Balance To Be Collected	Collections			Balance Uncollected June 30, 2020
			Additions	Deductions			Taxes	Interest and Lien Fees	Total	
2018	\$ -	\$ 9,290,005	\$ 23,668	\$ 22,510	\$ -	\$ 9,291,163	\$ 9,072,640	\$ 24,820	\$ 9,097,460	\$ 218,523
2017	142,063	-	1,560	1,254	-	142,369	64,753	5,123	69,876	77,616
2016	33,096	-	20	18	-	33,098	3,708	778	4,486	29,390
2015	22,002	-	-	8	1,278	20,716	1,398	854	2,252	19,318
2014	14,978	-	-	-	2,879	12,099	1,129	989	2,118	10,970
2013	8,367	-	-	116	2,136	6,115	347	281	628	5,768
2012	8,853	-	-	9	2,379	6,465	287	363	650	6,178
2011	7,518	-	-	-	2,236	5,282	-	-	-	5,282
2010	1,461	-	-	-	1,234	227	16	329	345	211
2009	580	-	-	-	-	580	-	390	390	580
2008	549	-	-	-	-	549	1	-	1	548
2007	548	-	-	-	-	548	-	-	-	548
2006	207	-	-	-	-	207	-	-	-	207
Total	\$ 240,222	\$ 9,290,005	\$ 25,248	\$ 23,915	\$ 12,142	\$ 9,519,418	\$ 9,144,279	\$ 33,927	\$ 9,178,206	\$ 375,139

**TOWN OF ANDOVER, CONNECTICUT**  
**SCHEDULE OF DEBT LIMITATION**  
**CONNECTICUT GENERAL STATUTES, SECTION 7-374(b)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

Total cash collections for the year ended  
June 30, 2020:

Taxes	\$ 9,144,279
Interest and lien fees	33,927
Total	<u>9,178,206</u>

Reimbursement for revenue loss:

Tax relief (CGS 12-129d)	1,274
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Base	<u><u>\$ 9,179,480</u></u>
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	<b>General Purposes</b>	<b>Schools</b>	<b>Sewers</b>	<b>Urban Renewal</b>	<b>Pension Deficit</b>
Debt limitation:					
2-1/4 times base	\$ 20,653,830	\$ -	\$ -	\$ -	\$ -
4-1/2 times base	-	41,307,660	-	-	-
3-3/4 times base	-	-	34,423,050	-	-
3-1/4 times base	-	-	-	29,833,310	-
3 times base	-	-	-	-	27,538,440
Total debt limitation	<u>20,653,830</u>	<u>41,307,660</u>	<u>34,423,050</u>	<u>29,833,310</u>	<u>27,538,440</u>
Indebtedness:					
Bonds payable	180,000	-	-	-	-
Bonds payable, net - Regional School District No. 8	<u>-</u>	<u>1,276,514 *</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total indebtedness	<u>180,000</u>	<u>1,276,514</u>	<u>-</u>	<u>-</u>	<u>-</u>
Debt limitation in excess of outstanding and authorized debt	<u><u>\$ 20,473,830</u></u>	<u><u>\$ 40,031,146</u></u>	<u><u>\$ 34,423,050</u></u>	<u><u>\$ 29,833,310</u></u>	<u><u>\$ 27,538,440</u></u>
Total capacity of borrowing (7 times base)	\$ 64,256,360				
Total present indebtedness	<u>1,456,514</u>				
Margin for additional borrowing	<u><u>\$ 62,799,846</u></u>				

\* Andover is a member of Regional School District No. 8, which provides education for grades seven through twelve for the Towns of Marlborough, Andover and Hebron. As of June 30, 2020, the District has bonds outstanding of \$7,870,000. The Town of Andover's share is approximately 16.22%. These are general obligations of Regional School District No. 8 and its member towns.

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**CAPITAL RESERVE FUND**

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**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING BALANCE SHEET AND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**CAPITAL RESERVE FUND**  
**AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Nonrecurring Reserve Fund</b>	<b>Fire Engine Reserve Fund</b>	<b>School Improvement Reserve Fund</b>	<b>Equipment Reserve Fund</b>	<b>Tree Removal Fund</b>	<b>Library Reserve Fund</b>
<b>ASSETS</b>						
Cash and cash equivalents	\$ 40,877	\$ 53,876	\$ 165,120	\$ 25,231	\$ -	\$ 182,589
Due from other funds	-	412,000	10,164	50,000	25,000	-
Total assets	<u>\$ 40,877</u>	<u>\$ 465,876</u>	<u>\$ 175,284</u>	<u>\$ 75,231</u>	<u>\$ 25,000</u>	<u>\$ 182,589</u>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>						
Committed	<u>40,877</u>	<u>465,876</u>	<u>175,284</u>	<u>75,231</u>	<u>25,000</u>	<u>182,589</u>
Total fund balances	<u>40,877</u>	<u>465,876</u>	<u>175,284</u>	<u>75,231</u>	<u>25,000</u>	<u>182,589</u>
Total liabilities and fund balances	<u>\$ 40,877</u>	<u>\$ 465,876</u>	<u>\$ 175,284</u>	<u>\$ 75,231</u>	<u>\$ 25,000</u>	<u>\$ 182,589</u>
<b>REVENUES</b>						
Investment earnings	\$ 487	\$ 479	\$ 1,469	\$ 224	\$ -	\$ 1,623
<b>EXPENDITURES</b>						
Capital outlays	-	-	-	-	-	-
Excess (deficiency) of revenues over expenditures	487	479	1,469	224	-	1,623
<b>OTHER FINANCING SOURCES</b>						
Transfers in	-	412,000	-	50,000	25,000	-
Net change in fund balances	487	412,479	1,469	50,224	25,000	1,623
Fund balances - beginning	40,390	53,397	173,815	25,007	-	180,966
Fund balances - ending	<u>\$ 40,877</u>	<u>\$ 465,876</u>	<u>\$ 175,284</u>	<u>\$ 75,231</u>	<u>\$ 25,000</u>	<u>\$ 182,589</u>

(Continued)

**TOWN OF ANDOVER, CONNECTICUT**  
COMBINING BALANCE SHEET AND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES *(Concluded)*  
CAPITAL RESERVE FUND  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020

	Conservation and Development Reserve Fund	Revaluation Reserve Fund	Town Garage Fund	Multi-use Building Fund	Road Improvement Fund	Total Capital Reserve Fund
<b>ASSETS</b>						
Cash and cash equivalents	\$ -	\$ 45,884	\$ -	\$ -	\$ -	\$ 513,577
Due from other funds	14,200	-	26,697	447,228	50,000	1,035,289
Total assets	<u>\$ 14,200</u>	<u>\$ 45,884</u>	<u>\$ 26,697</u>	<u>\$ 447,228</u>	<u>\$ 50,000</u>	<u>\$ 1,548,866</u>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>						
Committed	14,200	45,884	26,697	447,228	50,000	1,548,866
Total fund balances	14,200	45,884	26,697	447,228	50,000	1,548,866
Total liabilities and fund balances	<u>\$ 14,200</u>	<u>\$ 45,884</u>	<u>\$ 26,697</u>	<u>\$ 447,228</u>	<u>\$ 50,000</u>	<u>\$ 1,548,866</u>
<b>REVENUES</b>						
Investment earnings	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ 4,732
<b>EXPENDITURES</b>						
Capital outlays	-	2,338	73,303	2,772	-	78,413
Excess (deficiency) of revenues over expenditures	-	(1,888)	(73,303)	(2,772)	-	(73,681)
<b>OTHER FINANCING SOURCES</b>						
Transfers in	-	-	-	250,000	50,000	787,000
Net change in fund balances	-	(1,888)	(73,303)	247,228	50,000	713,319
Fund balances - beginning	14,200	47,772	100,000	200,000	-	835,547
Fund balances - ending	<u>\$ 14,200</u>	<u>\$ 45,884</u>	<u>\$ 26,697</u>	<u>\$ 447,228</u>	<u>\$ 50,000</u>	<u>\$ 1,548,866</u>

*(Concluded)*

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**NONMAJOR GOVERNMENTAL FUNDS**

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TOWN OF ANDOVER, CONNECTICUT  
COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
AS OF JUNE 30, 2020

	Nonmajor Special Revenue Funds							
	Andover Public Library Fund	Andover Fire Commission Fund	Open Space Fund	Severance Pay Fund	Historic Preservation Fund	Community Investment Fund	Town Aid Road Fund	Housing Incentive Grant Fund
<b>ASSETS</b>								
Cash and cash equivalents	\$ 35,979	\$ 1,958	\$ 233,131	\$ 39,056	\$ 1,148	\$ -	\$ -	\$ -
Investments	-	-	-	-	-	-	-	-
Due from other funds	-	-	-	-	1,490	25,254	178,068	2,500
Total assets	<u>\$ 35,979</u>	<u>\$ 1,958</u>	<u>\$ 233,131</u>	<u>\$ 39,056</u>	<u>\$ 2,638</u>	<u>\$ 25,254</u>	<u>\$ 178,068</u>	<u>\$ 2,500</u>
<b>LIABILITIES</b>								
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ 382	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-	-	-	-	-
Unearned revenue	-	-	-	-	-	-	-	2,500
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>382</u>	<u>-</u>	<u>-</u>	<u>2,500</u>
<b>FUND BALANCES</b>								
Nonspendable	-	-	-	-	-	-	-	-
Restricted	-	-	-	-	2,256	-	178,068	-
Committed	35,979	1,958	233,131	39,056	-	25,254	-	-
Total fund balances	<u>35,979</u>	<u>1,958</u>	<u>233,131</u>	<u>39,056</u>	<u>2,256</u>	<u>25,254</u>	<u>178,068</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 35,979</u>	<u>\$ 1,958</u>	<u>\$ 233,131</u>	<u>\$ 39,056</u>	<u>\$ 2,638</u>	<u>\$ 25,254</u>	<u>\$ 178,068</u>	<u>\$ 2,500</u>

(Continued)

**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL FUNDS (Continued)**  
**AS OF JUNE 30, 2020**

	<b>Nonmajor Special Revenue Funds</b>					
	<b>Hartford Foundation Grant Fund</b>	<b>Energy Assurance Grant Fund</b>	<b>Senior Services Grant Fund</b>	<b>Eversource Energy Grant Fund</b>	<b>Senior Activities Fund</b>	<b>Social Services Fund</b>
<b>ASSETS</b>						
Cash and cash equivalents	\$ 509	\$ -	\$ -	\$ -	\$ -	\$ -
Investments	-	-	-	-	-	-
Due from other funds	1,574	600	425	138	1,874	5,727
Total assets	<u>\$ 2,083</u>	<u>\$ 600</u>	<u>\$ 425</u>	<u>\$ 138</u>	<u>\$ 1,874</u>	<u>\$ 5,727</u>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-	-	-
Unearned revenue	-	-	-	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>						
Nonspendable	-	-	-	-	-	-
Restricted	2,083	600	425	138	-	-
Committed	-	-	-	-	1,874	5,727
Total fund balances	<u>2,083</u>	<u>600</u>	<u>425</u>	<u>138</u>	<u>1,874</u>	<u>5,727</u>
Total liabilities and fund balances	<u>\$ 2,083</u>	<u>\$ 600</u>	<u>\$ 425</u>	<u>\$ 138</u>	<u>\$ 1,874</u>	<u>\$ 5,727</u>

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL FUNDS (Continued)**  
**AS OF JUNE 30, 2020**

	<b>Nonmajor Special Revenue Funds</b>						
	<b>Veterans Monument Fund</b>	<b>Miscellaneous Donations Fund</b>	<b>Dog Fund</b>	<b>Farmers Market Fund</b>	<b>Andover Youth Basketball Fund</b>	<b>Town Conservation Fund</b>	<b>School Lunch Fund</b>
<b>ASSETS</b>							
Cash and cash equivalents	\$ 170	\$ -	\$ -	\$ 160	\$ -	\$ 730	\$ 1,734
Investments	-	-	-	-	-	-	-
Due from other funds	1,882	1,004	3,431	949	1,711	-	-
Total assets	<u>\$ 2,052</u>	<u>\$ 1,004</u>	<u>\$ 3,431</u>	<u>\$ 1,109</u>	<u>\$ 1,711</u>	<u>\$ 730</u>	<u>\$ 1,734</u>
<b>LIABILITIES</b>							
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-	-	-	-
Unearned revenue	-	-	-	-	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-
Committed	2,052	1,004	3,431	1,109	1,711	730	1,734
Total fund balances	<u>2,052</u>	<u>1,004</u>	<u>3,431</u>	<u>1,109</u>	<u>1,711</u>	<u>730</u>	<u>1,734</u>
Total liabilities and fund balances	<u>\$ 2,052</u>	<u>\$ 1,004</u>	<u>\$ 3,431</u>	<u>\$ 1,109</u>	<u>\$ 1,711</u>	<u>\$ 730</u>	<u>\$ 1,734</u>

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL FUNDS (Continued)**  
**AS OF JUNE 30, 2020**

	<b>Nonmajor Special Revenue Funds</b>		<b>Nonmajor Capital Projects Funds</b>			
	<b>School Grants Fund</b>	<b>Total Special Revenue Funds</b>	<b>Pedestrian Bridge Fund</b>	<b>Andover Elementary Expansion Fund</b>	<b>Times Farm Bridge Fund</b>	<b>Total Capital Projects Funds</b>
<b>ASSETS</b>						
Cash and cash equivalents	\$ 19,739	\$ 334,314	\$ -	\$ 8,725	\$ -	\$ 8,725
Investments	-	-	-	-	-	-
Due from other funds	-	226,627	5,820	-	176,470	182,290
Total assets	<u>\$ 19,739</u>	<u>\$ 560,941</u>	<u>\$ 5,820</u>	<u>\$ 8,725</u>	<u>\$ 176,470</u>	<u>\$ 191,015</u>
<b>LIABILITIES</b>						
Accounts payable	\$ -	\$ 382	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-	-	-
Unearned revenue	-	2,500	-	-	-	-
Total liabilities	<u>-</u>	<u>2,882</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES</b>						
Nonspendable	-	-	-	-	-	-
Restricted	19,739	203,309	-	-	-	-
Committed	-	354,750	5,820	8,725	176,470	191,015
Total fund balances	<u>19,739</u>	<u>558,059</u>	<u>5,820</u>	<u>8,725</u>	<u>176,470</u>	<u>191,015</u>
Total liabilities and fund balances	<u>\$ 19,739</u>	<u>\$ 560,941</u>	<u>\$ 5,820</u>	<u>\$ 8,725</u>	<u>\$ 176,470</u>	<u>\$ 191,015</u>

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL FUNDS (Concluded)**  
**AS OF JUNE 30, 2020**

	<b>Nonmajor Permanent Funds</b>							<b>Total Nonmajor Governmental Funds</b>
	<b>Norton Children's Funds</b>	<b>Norton Library Fund</b>	<b>Norton School Fund</b>	<b>Sprague Library Fund</b>	<b>Irene Mooney Fund</b>	<b>Brown &amp; Brown Fund</b>	<b>Total Permanent Funds</b>	
<b>ASSETS</b>								
Cash and cash equivalents	\$ 14,293	\$ 3,689	\$ 9,273	\$ 3,273	\$ 11,825	\$ 26,041	\$ 68,394	\$ 411,433
Investments	-	-	31,588	-	-	-	31,588	31,588
Grants and contracts receivable	-	-	-	-	-	-	-	-
Due from other funds	364	-	1,059	-	-	-	1,423	410,340
Total assets	<u>\$ 14,657</u>	<u>\$ 3,689</u>	<u>\$ 41,920</u>	<u>\$ 3,273</u>	<u>\$ 11,825</u>	<u>\$ 26,041</u>	<u>\$ 101,405</u>	<u>\$ 853,361</u>
<b>LIABILITIES</b>								
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382
Due to other funds	-	-	-	-	-	-	-	-
Unearned revenue	-	-	-	-	-	-	-	2,500
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,882</u>
<b>FUND BALANCES</b>								
Nonspendable	8,795	3,000	8,000	3,000	11,000	25,000	58,795	58,795
Restricted	5,862	689	33,920	273	825	1,041	42,610	245,919
Committed	-	-	-	-	-	-	-	545,765
Total fund balances	<u>14,657</u>	<u>3,689</u>	<u>41,920</u>	<u>3,273</u>	<u>11,825</u>	<u>26,041</u>	<u>101,405</u>	<u>850,479</u>
Total liabilities and fund balances	<u>\$ 14,657</u>	<u>\$ 3,689</u>	<u>\$ 41,920</u>	<u>\$ 3,273</u>	<u>\$ 11,825</u>	<u>\$ 26,041</u>	<u>\$ 101,405</u>	<u>\$ 853,361</u>

(Concluded)

**TOWN OF ANDOVER, CONNECTICUT**  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2020

	<b>Nonmajor Special Revenue Funds</b>							
	<b>Andover Public Library Fund</b>	<b>Andover Fire Commission Fund</b>	<b>Open Space Fund</b>	<b>Severance Pay Fund</b>	<b>Historic Preservation Fund</b>	<b>Community Investment Fund</b>	<b>Town Aid Road Fund</b>	<b>Housing Incentive Grant Fund</b>
<b>REVENUES</b>								
Intergovernmental	\$ 34,350	\$ -	\$ -	\$ -	\$ -	\$ 3,465	\$ 187,352	\$ -
Charges for services	-	-	-	-	-	-	-	-
Investment earnings (losses)	2	-	2,288	397	10	-	-	-
Other	4,527	3,740	-	-	-	-	-	-
Total revenues	<u>38,879</u>	<u>3,740</u>	<u>2,288</u>	<u>397</u>	<u>10</u>	<u>3,465</u>	<u>187,352</u>	<u>-</u>
<b>EXPENDITURES</b>								
Current:								
General government	-	-	-	21,512	-	-	-	-
Public safety	-	142,975	-	-	-	-	-	-
Public works	-	-	-	-	-	-	108,793	-
Community services	31,458	-	-	-	-	-	-	-
Education	-	-	-	-	-	-	-	-
Capital outlays	34,350	-	-	-	-	17,825	-	-
Total expenditures	<u>65,808</u>	<u>142,975</u>	<u>-</u>	<u>21,512</u>	<u>-</u>	<u>17,825</u>	<u>108,793</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	(26,929)	(139,235)	2,288	(21,115)	10	(14,360)	78,559	-
<b>OTHER FINANCING SOURCES</b>								
Transfers in	<u>26,079</u>	<u>141,026</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(850)	1,791	2,288	(21,115)	10	(14,360)	78,559	-
Fund balances - beginning	<u>36,829</u>	<u>167</u>	<u>230,843</u>	<u>60,171</u>	<u>2,246</u>	<u>39,614</u>	<u>99,509</u>	<u>-</u>
Fund balances - ending	<u>\$ 35,979</u>	<u>\$ 1,958</u>	<u>\$ 233,131</u>	<u>\$ 39,056</u>	<u>\$ 2,256</u>	<u>\$ 25,254</u>	<u>\$ 178,068</u>	<u>\$ -</u>

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS *(Continued)*  
FOR THE YEAR ENDED JUNE 30, 2020

	<b>Nonmajor Special Revenue Funds</b>					
	<b>Hartford Foundation Grant Fund</b>	<b>Energy Assurance Grant Fund</b>	<b>Senior Services Grant Fund</b>	<b>Eversource Energy Grant Fund</b>	<b>Senior Activities Fund</b>	<b>Social Service Fund Fund</b>
<b>REVENUES</b>						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for services	-	-	-	-	-	-
Investment earnings (losses)	4	-	-	-	-	-
Other	145	-	-	-	5,271	1,000
Total revenues	149	-	-	-	5,271	1,000
<b>EXPENDITURES</b>						
Current:						
General government	-	-	-	-	-	-
Public safety	-	-	-	-	-	-
Public works	-	-	-	-	-	-
Community services	7,533	-	-	-	5,324	232
Education	-	-	-	-	-	-
Capital outlays	-	-	-	-	-	-
Total expenditures	7,533	-	-	-	5,324	232
Excess (deficiency) of revenues over expenditures	(7,384)	-	-	-	(53)	768
<b>OTHER FINANCING SOURCES</b>						
Transfers in	-	-	-	-	-	-
Net change in fund balances	(7,384)	-	-	-	(53)	768
Fund balances - beginning	9,467	600	425	138	1,927	4,959
Fund balances - ending	\$ 2,083	\$ 600	\$ 425	\$ 138	\$ 1,874	\$ 5,727

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS *(Continued)*  
FOR THE YEAR ENDED JUNE 30, 2020

	Nonmajor Special Revenue Funds						
	Veterans Monument Fund	Miscellaneous Donations Fund	Dog Fund	Farmers Market Fund	Andover Youth Basketball Fund	Town Conservation Fund	School Lunch Fund
REVENUES							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for services	-	-	1,519	360	6,815	-	20,725
Investment earnings (losses)	-	-	-	-	-	6	-
Other	-	4,378	-	-	-	-	-
Total revenues	-	4,378	1,519	360	6,815	6	20,725
EXPENDITURES							
Current:							
General government	-	6,628	-	-	8,155	-	-
Public safety	-	-	975	-	-	-	-
Public works	-	-	-	-	-	-	-
Community services	-	-	-	225	-	-	-
Education	-	-	-	-	-	-	20,931
Capital outlays	-	-	-	-	-	-	-
Total expenditures	-	6,628	975	225	8,155	-	20,931
Excess (deficiency) of revenues over expenditures	-	(2,250)	544	135	(1,340)	6	(206)
OTHER FINANCING SOURCES							
Transfers in	-	-	-	-	-	-	-
Net change in fund balances	-	(2,250)	544	135	(1,340)	6	(206)
Fund balances - beginning	2,052	3,254	2,887	974	3,051	724	1,940
Fund balances - ending	\$ 2,052	\$ 1,004	\$ 3,431	\$ 1,109	\$ 1,711	\$ 730	\$ 1,734

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NONMAJOR GOVERNMENTAL FUNDS (Continued)**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Nonmajor Special Revenue Funds</b>		<b>Nonmajor Capital Projects Funds</b>			
	<b>School Grants Fund</b>	<b>Total Special Revenue Funds</b>	<b>Pedestrian Bridge Fund</b>	<b>Andover Elementary Expansion Fund</b>	<b>Times Farm Bridge Fund</b>	<b>Total Capital Projects Funds</b>
<b>REVENUES</b>						
Intergovernmental	\$ 305,041	\$ 530,208	\$ -	\$ -	\$ 7,172	\$ 7,172
Charges for services	70,118	99,537	-	-	-	-
Investment earnings (losses)	-	2,707	-	77	-	77
Other	-	19,061	-	-	-	-
Total revenues	<u>375,159</u>	<u>651,513</u>	<u>-</u>	<u>77</u>	<u>7,172</u>	<u>7,249</u>
<b>EXPENDITURES</b>						
Current:						
General government	-	36,295	-	-	-	-
Public safety	-	143,950	-	-	-	-
Public works	-	108,793	-	-	-	-
Community services	-	44,772	-	-	-	-
Education	389,834	410,765	-	-	-	-
Capital outlays	-	52,175	-	-	2,350	2,350
Total expenditures	<u>389,834</u>	<u>796,750</u>	<u>-</u>	<u>-</u>	<u>2,350</u>	<u>2,350</u>
Excess (deficiency) of revenues over expenditures	(14,675)	(145,237)	-	77	4,822	4,899
<b>OTHER FINANCING SOURCES</b>						
Transfers in	-	167,105	-	-	-	-
Net change in fund balances	(14,675)	21,868	-	77	4,822	4,899
Fund balances - beginning	<u>34,414</u>	<u>536,191</u>	<u>5,820</u>	<u>8,648</u>	<u>171,648</u>	<u>186,116</u>
Fund balances - ending	<u>\$ 19,739</u>	<u>\$ 558,059</u>	<u>\$ 5,820</u>	<u>\$ 8,725</u>	<u>\$ 176,470</u>	<u>\$ 191,015</u>

*(Continued)*

**TOWN OF ANDOVER, CONNECTICUT**  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS *(Concluded)*  
FOR THE YEAR ENDED JUNE 30, 2020

	Nonmajor Permanent Funds							
	Norton Children's Funds	Norton Library Fund	Norton School Fund	Sprague Library Fund	Irene Mooney Fund	Brown & Brown Fund	Total Permanent Funds	Total Nonmajor Governmental Funds
REVENUES								
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 537,380
Charges for services	-	-	-	-	-	-	-	99,537
Investment earnings (losses)	127	33	(5,742)	29	105	232	(5,216)	(2,432)
Other	1,025	-	-	-	-	-	1,025	20,086
Total revenues	1,152	33	(5,742)	29	105	232	(4,191)	654,571
EXPENDITURES								
Current:								
General government	-	-	-	-	-	-	-	36,295
Public safety	-	-	-	-	-	-	-	143,950
Public works	-	-	-	-	-	-	-	108,793
Community services	1,000	-	-	-	-	-	1,000	45,772
Education	-	-	-	-	-	-	-	410,765
Capital outlays	-	-	-	-	-	-	-	54,525
Total expenditures	1,000	-	-	-	-	-	1,000	800,100
Excess (deficiency) of revenues over expenditures	152	33	(5,742)	29	105	232	(5,191)	(145,529)
OTHER FINANCING SOURCES								
Transfers in	-	-	-	-	-	-	-	167,105
Net change in fund balances	152	33	(5,742)	29	105	232	(5,191)	21,576
Fund balances - beginning	14,505	3,656	47,662	3,244	11,720	25,809	106,596	828,903
Fund balances - ending	\$ 14,657	\$ 3,689	\$ 41,920	\$ 3,273	\$ 11,825	\$ 26,041	\$ 101,405	\$ 850,479
	(Concluded)							

*(Concluded)*

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## FIDUCIARY FUNDS

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**TOWN OF ANDOVER, CONNECTICUT**  
**COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES**  
**AGENCY FUNDS**  
**AS OF JUNE 30, 2020**

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	<b>Driveway Bonds Fund</b>	<b>Zoning Board Bond Fund</b>	<b>Seniors Activity Fund</b>	<b>Andover Elementary Student Activity Fund</b>	<b>Total Agency Funds</b>
<b>ASSETS</b>					
Cash and cash equivalents	\$ 26,879	\$ 13,625	\$ 3,961	\$ 29,819	\$ 74,284
Total assets	<u>\$ 26,879</u>	<u>\$ 13,625</u>	<u>\$ 3,961</u>	<u>\$ 29,819</u>	<u>\$ 74,284</u>
<b>LIABILITIES</b>					
Due to others	\$ 26,879	\$ 13,625	\$ 3,961	\$ 29,819	\$ 74,284
Total liabilities	<u>\$ 26,879</u>	<u>\$ 13,625</u>	<u>\$ 3,961</u>	<u>\$ 29,819</u>	<u>\$ 74,284</u>

**TOWN OF ANDOVER, CONNECTICUT**  
COMBINING STATEMENT OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES  
AGENCY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2020

	Balance, July 1, 2019	Additions	Deletions	Balance, June 30, 2020
<b>Driveway Bonds Fund</b>				
Assets				
Cash and cash equivalents	\$ 26,639	\$ 240	\$ -	\$ 26,879
Total assets	<u>\$ 26,639</u>	<u>\$ 240</u>	<u>\$ -</u>	<u>\$ 26,879</u>
Liabilities				
Due to others	\$ 26,639	\$ 240	\$ -	\$ 26,879
Total liabilities	<u>\$ 26,639</u>	<u>\$ 240</u>	<u>\$ -</u>	<u>\$ 26,879</u>
<b>Zoning Board Bond Fund</b>				
Assets				
Cash and cash equivalents	\$ 12,512	\$ 2,113	\$ 1,000	\$ 13,625
Total assets	<u>\$ 12,512</u>	<u>\$ 2,113</u>	<u>\$ 1,000</u>	<u>\$ 13,625</u>
Liabilities				
Due to others	\$ 12,512	\$ 2,113	\$ 1,000	\$ 13,625
Total liabilities	<u>\$ 12,512</u>	<u>\$ 2,113</u>	<u>\$ 1,000</u>	<u>\$ 13,625</u>
<b>Seniors Activity Fund</b>				
Assets				
Cash and cash equivalents	\$ 3,488	\$ 3,534	\$ 3,061	\$ 3,961
Total assets	<u>\$ 3,488</u>	<u>\$ 3,534</u>	<u>\$ 3,061</u>	<u>\$ 3,961</u>
Liabilities				
Due to others	\$ 3,488	\$ 3,534	\$ 3,061	\$ 3,961
Total liabilities	<u>\$ 3,488</u>	<u>\$ 3,534</u>	<u>\$ 3,061</u>	<u>\$ 3,961</u>
<b>Andover Elementary Student Activity Fund</b>				
Assets				
Cash and cash equivalents	\$ 33,712	\$ 9,902	\$ 13,795	\$ 29,819
Total assets	<u>\$ 33,712</u>	<u>\$ 9,902</u>	<u>\$ 13,795</u>	<u>\$ 29,819</u>
Liabilities				
Due to others	\$ 33,712	\$ 9,902	\$ 13,795	\$ 29,819
Total liabilities	<u>\$ 33,712</u>	<u>\$ 9,902</u>	<u>\$ 13,795</u>	<u>\$ 29,819</u>
<b>Total All Agency Funds</b>				
Assets				
Cash and cash equivalents	\$ 76,351	\$ 15,789	\$ 17,856	\$ 74,284
Total assets	<u>\$ 76,351</u>	<u>\$ 15,789</u>	<u>\$ 17,856</u>	<u>\$ 74,284</u>
Liabilities				
Due to others	\$ 76,351	\$ 15,789	\$ 17,856	\$ 74,284
Total liabilities	<u>\$ 76,351</u>	<u>\$ 15,789</u>	<u>\$ 17,856</u>	<u>\$ 74,284</u>