

# **Town of Andover**

## **Connecticut**



# **Annual Report**

## **2018 – 2019**

**Fiscal Year 07/01/2018 to 06/30/2019**



Office of the Town Administrator

February 2020

Dear Residents,

The following is the Annual Report for the 2018-2019 Fiscal Year containing reports compiled from town departments and our school administrations. The Auditor's report will be located at the end of this Annual Report.

This past year has been a time of growth and opportunity. Please see details of this past year's progress in our Annual Report. We are currently working hard on numerous changes for our town including but not limited to: new town website, town hall technology upgrade, Public Works and Transfer Station improvements, road work and more. I appreciate your patience and trust during this exciting time.

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  
[aanderson@andoverct.org](mailto:aanderson@andoverct.org)  
[www.andoverct.org](http://www.andoverct.org)

## TABLE OF CONTENTS

<u>Page</u>	
Introduction	2
Table of Contents	3
Town Officials/Boards/Commissions/Departments/Committees	4-7
Town Department Staff	8-9
Reports of Officials/Boards/Commissions/Departments and Committees	
Animal Control Officer	10
Assessor's Office	11
Beautification Committee	12
Board of Assessment Appeals	13
Board of Education	14-15
Board of Selectmen	16
Building Department	17
Capital Improvement Planning Committee	18
Commission on Aging	19
Conservation Commission	20
Eastern Highlands Health District	21
Economic Development Commission	22
Emergency Management (CERT)	23
Farmers' Market	24
Fire Commission	25
Inland Wetlands and Watercourses Commission	26
Library Board of Directors	27
Long Term Planning Committee	28
Municipal Agent Social Services	29
Norton Children's Fund Commission	30
Planning and Zoning Commission	31
Region 8 School District	32
Registrars of Voters	33
Resident State Trooper	34
Safety Committee	35
Senior Luncheon	36
Senior Transportation Committee	37
Tax Collector's Office	38
Town Clerk	39
Town Historian	40
Transfer Station	41
Volunteer Fire Department	42
AHM Youth and Family Services	43-44
Zoning Board of Appeals	45
Financial Reports	
Appendix I – Basic Financial Statements, Supplementary Information & Independent Auditor's Report	
Appendix II – State Single Audit Reports	
Town Offices and Telephone Directory (back cover)	

# ELECTED OFFICIALS 2018-2019

Office	Officer Name	Position	Term
Board of Selectmen	Robert Burbank Jeffrey Maguire Cathleen Desrosiers Julia Haverl Jay Linddy	First Selectman Vice Selectman Selectman Selectman Selectman	07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19
Board of Education	Shannon O'Neil Loudon Gerard Crème Lisa L. Hewett Jay Linddy Danielle Burke Maguire Cynthia L. Murray Michael Scott Russo	Chair Member Member Member Member Member Member	07-01-15 to 06-30-19 07-01-17 to 06-30-21 07-01-17 to 06-30-21 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-17 to 06-30-21 07-01-15 to 06-30-19
Board of Education Region 8 (RHAM)	David Gostanian Stephanie Bancroft	Treasurer Secretary	07-01-15 to 06-30-23 03-29-18 to 06-30-23
Board of Assessment Appeals	Elaine Buchardt Penny Auer Georgette Conrad James C. R. Dake Margaret Wright	Chair Member Member Member Member	07-01-15 to 06-30-19 11-05-15 to 06-30-19 07-26-17 to 06-30-19 07-01-15 to 06-30-19 *Resigned 06-05-17 07-01-15 to 06-30-19 *Resigned 10-06-15
Board of Finance	Daniel H. Warren Robert T. England Linda H. Fish Dennis Foran David S. Hewett Adrian Mandeville Jeffrey A. Murray Ted Sakelarakis Eric Shevchenko	Chair Vice Chair Member Member Member Member Member Member Member	07-01-15 to 06-30-19 07-01-17 to 06-30-21 07-01-15 to 06-30-19 07-01-15 to 06-30-19 *Resigned 10-28-15 07-01-17 to 06-30-21 10-28-15 to 06-30-19 07-01-17 to 06-30-21 07-01-15 to 06-30-19 *Resigned 09-15-15 11-18-15 to 06-30-19
Board of Fire Commissioners	Wallace Barton Jr. Curtis Dowling Mark Williams Gerry B. Wright Scott E. Yeomans	Chair Member Member Member Member	07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-17 to 06-30-21 07-01-17 to 06-30-21
Planning and Zoning Commission	Eric Anderson Robert Hamburger Leigh Ann Hutchinson Mike Palazzi Scott Person John H. Cochrane Gerald Hardisty Jesse Person Jed Larson Edward Sarisley Jr.	Chair Vice Chair Member Member Member Alternate Alternate Alternate Alternate	07-01-15 to 06-30-19 07-01-17 to 06-30-21 07-01-17 to 06-30-21 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-17 to 06-30-21 07-18-16 to 06-30-19 *Resigned 08-23-17 10-16-2017 to 6-30-19 07-01-15 to 06-30-19 *Resigned Jan 2019
Registrars of Voters	Linda Derick Wallace Barton	Democratic Party Republican Party	Until 12-31-20 Until 12-31-20
Town Clerk's Office	Carol Lee	Town Clerk	Until 06-30-23

Zoning Board of Appeals	Evelyn Russell David Hewett Jonathan Yeomans Wayne Thorpe Caren Osborne Dorothy Yeomans Walter Weir Jr.	Chair Member Member Member Member Member Member	07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19 07-01-15 to 06-30-19
Justices of the Peace	Elaine Buchardt Margaret H. Busch Georgette M. Conrad Joan V. Foran George Kitchin Carol H. Lee Katherine Marcia Jay K. Linddy Dawn D. Quint Robert C. Russell Erich Siismets Kristina M. Wilsey Richard G. Swartwout Jr. Suzanne Langlois		Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20 Until 12-31-20

## APPOINTED BOARD, COMMISSION, COMMITTEE MEMBERS 2018-2019

Office	Officer Name	Position	Term
Beautification Committee	Joan Foran Patricia Billings Laurie Easton Valerie Jurovaty Emily Timreck	Chair Member Member Member Member	07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19
Capital Improvement Planning Committee	Fred Oliver Eric Anderson Curt Dowling Shannon Loudon Jeff Maguire Eric Shevchenko Louise Goodwin Adrian Mandeville Edward Sarisley Jr.	Chair Member Member Member Member Member Member Member Member	01-03-18 to 06-30-19 12-05-18 to 06-30-19 *Removed 07-10-19 12-06-17 to 06-30-19 01-03-18 to 06-30-19 12-6-2017 to 6-30-2019 *Removed 07-10-19 12-6-2017 to 6-30-2019 *Resigned 09-03-18 09-17-19 to 06-30-21 11-28-18 to 06-30-19 03-06-19 to 06-30-19
Commission on Aging	Judy Knox George O'Brien Cathy Palazzi Elinor Skoog Elaine Buchardt	Chair Trip Consultant Senior Coordinator Member Member	07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19
Conservation Commission	Mike Palazzi Carrie Crompton Andrea Gaines Maryann Gile Meghan Lally Scott Warren	Chair Member Member Member Member Member	07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 *Resigned 11-04-17 07-01-17 to 06-30-19 *Resigned 09-03-19 03-27-18 to 6-30-19 *Resigned 07-01-17 to 06-30-19
Economic Development Commission	Elaine Buchardt Patrick Dougherty Cathy Palazzi	Chair Member Member	12-06-17 to 06-30-19 12-06-17 to 06-30-19 01-03-18 to 06-30-19
Farmers' Market Committee	Amanda Gibson Elaine Buchardt Shirley Deflavis Kaila Lockhart Celeste Willard Lucie Wilson Meghan Moriarity	Chair Secretary Member Member Member Member Alternate Member	05-17-18 to 06-30-19 07-01-17 to 06-30-19 05-17-18 to 06-30-19 06-27-18 to 06-30-19 06-27-18 to 06-30-19 06-27-18 to 06-30-19 08-01-18 to 06-30-19
Inland Wetlands Commission	John England Meghan N. Lally Mike Landolphi Jed Larson Richard Osborne Wayne Thorpe Bethany Busch George Elliot Ed Smith Jim Hallisey	Chair Member Chair Member Member Member Member Alternate Alternate Alternate Alternate	07-01-17 to 06-30-19 *Resigned 03-28-18 08-02-17 to 06-30-19 *BOS meeting 08-02-17 07-01-17 to 06-30-19 01-09-19 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 07-01-17 to 06-30-19 *Resigned 11-8-2017 01-14-19 to 06-30-19 07-01-17 to 06-30-19 01-14-19 to 06-30-19

## APPOINTED BOARD/COMMISSION/COMMITTEE MEMBERS 2018-2019

Office	Officer Name	Position	Term
Library Board of Directors	Cathleen Desrosiers Mimi Boxwell Linda Fish Dianne Grenier Lisa A. Kurtz Julie Victoria Jeffery C. Ballard Sharon Shevchenko	Chair Member Member Member Member Member Alternate Alternate	07-01-17 to 06-30-19 07-01-17 to 06-30-19 *Resigned 2-7-18 07-01-17 to 06-30-19 07-01-17 to 06-30-19 04-04-18 to 06-30-19 07-01-17 to 06-30-19 04-04-18 to 06-30-19 04-04-18 to 06-30-19
Memorial Day Committee	Karin Denley John E. McCall Lauren Person Gerard Scagliola Wayne Thorpe	Chair Member Member Member Member	12-06-17 to 06-30-19 *Resigned 2019 12-06-17 to 06-30-19 12-06-17 to 06-30-19 *Resigned 2018 12-06-17 to 06-30-19 12-06-17 to 06-30-19
Norton Children's Fund Commission	Dianne Grenier Cheryl Mayhew Sue Schmidt Debra M. Thompson Heidi Xenophontos	Chair Member Member Member Member	12-06-17 to 06-30-19 8-2-17 to 6-30-19 12-06-17 to 06-30-19 *Resigned 07-31-18 7-1-2017 to 6-30-2019 *Resigned 7-10-18 12-06-17 to 06-30-19
Olde Andover Burying Ground Committee	Michael Kurdzo Robert Post Steven Fish Catherine Palazzi Maria Tulman	Chair Vice Chair Member Member Member	9-24-2019 to 6-30-2021 9-24-2019 to 6-30-2021 9-24-2019 to 6-30-2021 9-24-2019 to 6-30-2021 9-24-2019 to 6-30-2021
Recreation Commission	Carol Lee Brian Briggs Ann Marie Daigle Joseph King Michelle Lorentz Kimberly Hawes	Chair Member Member Member Member Alternate	10-2-19 to 6-30-21 10-2-19 to 6-30-21 10-2-19 to 6-30-21 10-2-19 to 6-30-21 10-2-19 to 6-30-21 10-2-19 to 6-30-21
Safety Committee	Joseph Higgins Curt Dowling Sally Doyen RST Darrell Tetreault Ed Kasacek Carol Lee Dianne Grenier Cathy Palazzi	Chair Member Member Member Member Member Member Member	Term ends 6-30-19 Term ends 6-30-19 Term ends 6-30-19 Term ends 6-30-19 Term ends 6-30-19 Term ends 6-30-19 Term ends 6-30-19 Term ends 6-30-19
Senior Transportation Committee	Cathy Palazzi George Knox Mike Wallace Elaine Buchardt Judy Knox Sue Schmidt Elinor Skoog Sue Abrams	Chair/Senior Coordinator Driver Treasurer/Secretary Member Member Driver Driver Member	7-1-17 to 6-30-19 7-1-17 to 6-30-19 7-1-17 to 6-30-19 7-1-17 to 6-30-19 7-1-17 to 6-30-19 7-1-17 to 6-30-19 7-1-17 to 6-30-19 7-1-17 to 6-30-19

## TOWN DEPARTMENT STAFF 2018-2019

Animal Control Officer	Scott Beebe
Assessor	John Chaponis
Assistant Assessor	Roberta Dougherty
Building Official	Edward Kaulback
Building Department Administrative Assistant	Kathy Luntta
Burning Official	Edwin Kasacek
Eastern Highlands Health District	Holly D. Hood, MPH, RS Sanitarian II
Emergency Management (CERT)	Paul Bancroft - Coordinator
Inland Wetlands Agent	John Valente
Land Use Board Clerk	Amanda Gibson
Municipal Agent/Social Services Director	Laurel Edwards
Public Works	Edwin Kasacek - Foreman Tim Higley - Highway Maintainer Tom Pearl - Highway Maintainer
Registrar of Voters	Wallace Barton – Republican Party Linda Derick – Democratic Party
Resident State Trooper	Darrell Tetreault
Tax Collector	Eileen Curtin
Town Administrator Administrative Assistant	Eric Anderson Linda McDonald
Town Attorney Town Land Use Attorney	Dennis O’Brien Mark Branse
Town Clerk Assistant Town Clerk	Carol Lee Therese Gonyea
Town Engineer	Gerald Hardisty
Town Historian	Scott Yeomans
Transfer Station	Dominic DiRico
Treasurer Assistant Treasurer	Barbara Griffin Maureen Brancado
Tree Warden	Edwin Kasacek
Volunteer Fire Department	Ron Mike – Chief Michael Lester – Fire Marshal
Zoning Enforcement Officer	John Valente



**Thank you to our dedicated staff  
of the Town of Andover, CT!**



## **ANIMAL CONTROL OFFICER**

### **Annual Report 2018-2019**

I have responded to over 40 calls during the 2019 calendar year. In addition to the 40 plus calls I responded to, I answered an additional 10 phone calls that did not require me to respond. The average time to handle a call that responded to was 2.5 hours.

On three occasions, I was called to assist the state police. One of those calls required me to remove deceased animals from a burnt out home. On another occasion, I had to catch several cats in a home where a deceased person lived. The home was in a condition of squalor. The animals were hiding throughout the home and it took several hours to make sure I had retrieved all the pets. I did not have a hazmat suit or respirator when working in those conditions. I also had to rescue a cat from a tree. It took three days to complete that rescue.

I responded to a bear sighting on Hickory Hill Rd. I also have responded to calls for loose cows and horses.

I needed to respond to a home and capture a bat. Since the bat had possible human contact, it required me to have the bat put to sleep and transport it to the State Department in Rocky Hill for rabies testing.

I also responded to four calls involving raccoons. Two which I have to dispose of the bodies and two which I had to remove from barns.

I impounded 4 dogs during the calendar year. The average stay of the impounded animals was 2 nights.

I look forward to continuing to serve as your animal control officer for this year.

Respectfully submitted,

Scott W. Beebe  
Andover Animal Control Officer  
(860) 428-7684

## **ASSESSOR'S OFFICE**

### **Annual Report 2018-2019**

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 property. 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 expect that contract to be awarded in the spring of 2020 with the project beginning that fall.

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

The 2018 Grand List indicates 1,675 real property accounts, 261 personal property accounts, 4035 regular registered motor vehicles and approximately 637 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 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

## BEAUTIFICATION COMMITTEE

Annual Report 2018-2019



The Beautification Committee planted, watered, and maintained the Veterans Monument Park, areas around the Town Office Building and gazebo. Annual flowering plants were provided for the Olde Andover Burying Ground, the Old Andover Town Hall, the Doris Chamberlain Nature Preserve and the Rail Trail Bridge.

The Committee prepared the park and town grounds for Memorial and Veterans Days observances, as well as providing seasonal clean-ups, and decorations. Litter and debris were removed during the year from these areas as well as the Rail Trail. The Committee and other volunteers raked, trimmed, weeded, pruned woody ornamentals, fertilized the plantings, and coordinated the activation of the electric pump for the watering of the park. Flags were displayed on Hebron Road from Veterans Monument Park to School Road from Memorial Day to Veterans Day. A wreath was provided for the Veterans Day observances in coordination with the Andover Recreation Committee.

Committee members restored the gardens in front of the Town Community Room after the sidewalk installation.

The Andover Beautification Committee wishes to thank Andover Fire Department, Ron Mike Jr., Rusty Billings, Ed Jurovaty, Carrie Crompton, Cathy Desrosiers, Julia Haverl, Matt and Cathy Cordner, Andover Landscaping, Hurst Farm, M and M Oil Company, Woodland Gardens, Bob Farrand, Lois and John Handfield, Bill and Lorraine Liswell, John Quigliano, Dennis Foran, Carol Lee, Therese Gorry, Barbara Griffin, Maureen Brancata, Skip and Dottie Scagliola, Maria Tulman, Alan Roy, Andy Gasper, Scott Person, Scott Yeomans, Kim Silcox, Student Affairs Department, staff and students from Eastern Connecticut State University, the Public Works personnel, Ed Kasacek, Tom Pearl, and Tim Higley.

Thank you to the Ole Andover Burying Ground Committee, Jeff Ballard, Mike Kurdzo, Cathy and Mike Palazzi, Bob Post, Steve Fish, and Maria Tulman. Their Committee watered the planters at the Burying Ground during the spring and summer months.

The care of Veterans Monument Park is truly a labor of love for the Beautification Committee members and our way of honoring all veterans who served and sacrificed for our country. The Beautification Committee was proud to have Andover Veterans Monument Park honored by nationwide veterans group as a Distinguished Monument, one of the hundred honored across the United States.

Respectfully, Joan Foran, Chairman

Andover Beautification Committee Members: Pat Billings, Lori Easton, Valerie Jurovaty, and Emily Timreck

## **BOARD OF ASSESSMENT APPEALS**

**Annual Report 2018-2019**



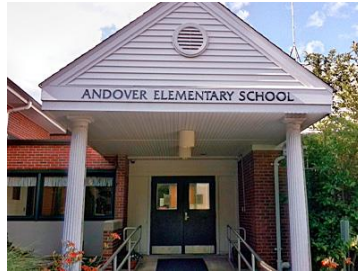
The Andover Board of Assessment Appeals consisted of Elaine Buchardt, Penny Auer and Georgette Conrad. We had automobile appeals hearings in September 2018 and heard appeals from four residents. Decisions were rendered by the end of September.

The board held three appeals hearings in March 2019 and heard 7 appeals on real estate, business assessments and supplemental auto. Final decisions submitted the end of March 2019.

Elaine Buchardt (chairman)

## BOARD OF EDUCATION

### Annual Report 2018-2019



Andover Elementary School (AES) continued to excel during the 2018-2019 school year.

#### ◆ RECENT SCHOOL AWARDS

- School of Distinction for third consecutive year (High Academic Performance in ELA, Math, and Science for all students, and for high-needs students).
- Top 20% of Connecticut Elementary Schools 2020 (*Niche.com*).
- Top 5% of Best Public Elementary School Teachers in Connecticut 2020 (*Niche.com*).
- Recipient of Be Internet Awesome grant from CT PTA.

#### ◆ STUDENT ACADEMIC HEALTH

- Small, student-centered school, Pre-K – 6<sup>th</sup> Grade.
- “Makerspace” student technology center integrated into all grades.
- Average Pupil to Classroom Teacher Ratio = 14 Students/Teacher.
- Full-day Kindergarten.
- NAEYC accredited full-day preschool.
- 1:1 ratio of computers in grades 3 – 6.
- 71-74% of students in grades 3 – 6 at or better than goal on the State Smarter Balanced Assessment in both Math and ELA.
- Regional 6 – 12 secondary school, RHAM Middle School, ranked in top 18% CT Middle Schools, 2020 (*Niche.com*).
- Active and involved PTA.

#### ◆ STUDENT SOCIAL, EMOTIONAL, AND PHYSICAL HEALTH

- K – 6 classes in Health: making positive choices, eating healthy foods.
- CT Healthy Foods certification for breakfast/lunch program.
- School-wide positive student recognition:
  - Silver Sneaker Award
  - Lunch with the Principal
  - Student-led assemblies for monthly character themes
- RULER (recognizing, understanding, labeling, expressing, and regulating emotion) Program implementation through Yale’s Center for Emotional Intelligence.
- Student “buddies” for new students.
- Support services from School Social Worker, School Psychologist, Occupational Therapist, Physical Therapist, Speech and Language Pathologist, School Nurse.
- Nurse’s office on each floor to meet student needs.

#### ◆ AES FACULTY AND STAFF

- Special Area Teachers for Art, Music, PE/Health, Library/Media, Technology, Reading, Math, and Spanish.
- Full-time School Nurse.
- Paraprofessionals on staff for classroom and student assistance.
- Pre-K paraprofessionals trained in Early Childhood Education.
- Staff certified in First Aid, CPR, and Emergency Responses.

#### ◆ SPECIAL SUBJECT AREAS

- Spanish taught in grades 2 through 6.
- Computer Education taught in Pre-K through grade 6.
- Comprehensive Music program.
- Chorus, Beginner Band, Advanced Band, Jazz Band, General Music.
- Annual special school-wide projects including Art Show, Science Fair, Curriculum Night, Winter Concert, Spring Concert, Read Across America, Scripp's Spelling Bee, National Geographic Geography Bee.

#### ◆ STUDENT CLUBS AND ACTIVITIES

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

#### ◆ FACILITIES AND RESOURCES

- Excellent, well-maintained buildings and grounds.
- Large playground and pavilion for Pre-K through grade 6 students.
- Proximity to Fire/Police Stations.
- Resident State Trooper presence in and around building.

Overall, Andover Elementary School is a center of learning, growing, creating, and caring. The 2018-2019 school year was an outstanding year with many opportunities for all AES students.

Submitted by,

Dr. Sally E. Doyen, Superintendent

## **BOARD OF SELECTMEN**

### **Annual Report 2018-2019**



Members of the Board of Selectmen with the term expiring June 30<sup>th</sup>, 2019 listed as the following:

Robert Burbank, First Selectman  
Jeffrey Maguire, Vice Selectman  
Cathleen Desrosiers, Selectman  
Julia Haverl, Selectman  
Jay Linddy, Selectman

The Board of Selectmen met on the following dates:

July 2<sup>nd</sup>, 2018 Special Meeting  
July 11<sup>th</sup>, 2018 Regular Meeting  
August 9<sup>th</sup>, 2018 Special Meeting  
August 27<sup>th</sup>, 2018 Special Meeting  
September 5<sup>th</sup>, 2018 Regular Meeting  
September 11<sup>th</sup>, 2018 Special Meeting Executive Session  
October 3<sup>rd</sup>, 2018 Regular Meeting  
November 7<sup>th</sup>, 2018 Regular Meeting  
December 5<sup>th</sup>, 2018 Regular Meeting  
January 9<sup>th</sup>, 2019 Regular Meeting  
January 14<sup>th</sup>, 2019 Special Meeting  
January 17<sup>th</sup>, 2019 Special Meeting and Public Hearing  
January 28<sup>th</sup>, 2018 Special Meeting  
February 4<sup>th</sup>, 2019 Special Meeting  
February 6<sup>th</sup>, 2019 Regular Meeting  
February 11<sup>th</sup>, 2019 Special Meeting  
February 19<sup>th</sup>, 2019 Special Meeting  
February 25<sup>th</sup>, 2019 Special Meeting  
March 4<sup>th</sup>, 2019 Special Meeting  
March 6<sup>th</sup>, 2019 Regular Meeting  
April 3<sup>rd</sup>, 2019 Regular Meeting  
May 1<sup>st</sup>, 2019 Regular Meeting  
June 5<sup>th</sup>, 2019 Regular Meeting  
June 10<sup>th</sup>, 2019 Special Meeting



## BUILDING DEPARTMENT

### Annual Report 2018-2019



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 Building Department's 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.  
2018 - 2019**

New Houses (includes tear down & rebuild)	6
New Commercial	0
Commercial Additions/Alterations	5
Residential Alterations/Remodeling	63
Residential Additions	9
Residential Utility Buildings	5
Pools	3
Demolition	3
Other – Electric	34
Heating	42
Plumbing	17
Mechanical	29
Total Permits Issued	221

**Inspections Performed:**

Building 138, Electrical - 70, Plumbing - 70, Mechanical 26, Heating, 6 - Total Inspections: 310

Respectfully submitted,  
Edward Kaulback, Building Official

## **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, and 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 2018-2019



Our members consist of Elaine Buchardt, Judy Knox Chairman, Georgia O'Brien Trip Consultant, Cathy Palazzi Senior Coordinator, 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.

#### Goals FY 2018/2019:

- Cracked glass replaced in Community Room.
- The former BOS had a request on the agenda for the past three years to improve the acoustics in the community room but there is never money allotted in the budget to make repairs so residents hear better when they attend meetings
- Long Term Committee has been working on building a Community Building/Senior Center.
- Seniors meet bi-monthly in the Town Hall Community Room, at AFD for monthly movies and at Andover Pizza for their weekly luncheons.
- The senior coordinator working with the AES Superintendent, BOE and BOS for a temporary solution to find a new home for the seniors.

Our Trip Consultant, Georgia O'Brien does an excellent job of providing a variety of trips for the seniors to enjoy. Goodspeed, Little Theater of Manchester, Aqua Turf, Finnegan's, for lunch, Empty Bowl at RHAM.

#### Goals for FY 2019/2020:

- Find adequate space for the seniors to meet
- Organize birthday cake for all those 90+ and hold a celebration in the town for all.
- Continue luncheons on Fridays at Andover Pizza
- Bring entertainment to seniors monthly.
- Encourage Municipal Agent to become part of our COA meeting.
- Send letters to seniors in town telling them of activities/trips available encourage them to attend
- Create By-Laws

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

By Cathy Palazzi, Senior Coordinator

# CONSERVATION COMMISSION

## Annual Report 2018-2019



Our commission consists of the following members: Chair Mike Palazzi, Maryann Gile, Carrie Crompton, Scott Warren and Alternate Gary Gile. Currently, we do not have a secretary and rotate responsibilities. Our commission is active and involved with the natural resources environmental health of our town properties.

### **July 1, 2018 and June 30, 2019 the Conservation Commission accomplishments:**

- Participated in C.A.C.W. Conference in November 2018
- Participated invasive plant work shop at UCONN
- Approved Mission Statement for the Conservation Commission
- Organized a work party to remove invasive plants in the Doris Chamberlin Pond area.
- Wrote a grant for funding from the Last Green Valley to support and sponsor a town wide litter walk in April 2019.
- Participated Land Conservation Conference in March 2019
- Participated in a walk with the Town Zoning Agent to review (3) parcels of land for possible donation to the town of Andover. Waiting for final report before recommendation to the BOS
- Purchased material and worked on the planning for repair wet areas of trails behind A.E.S.
- Purchased boundary markers for future use on town owned property.
- Maintained schedules, supplies and pay outs for the C.A.R.T. bottle and can recycling program at the Andover transfer station
- Worked on creation of By Laws for the Conservation Commission.

### **Goals for the future:**

- Continue to lead stewardship efforts on town lands
- Priorities include conducting invasive species eradication on those lands that abut the Hop River Trail and other high priority recreational areas
- and developing guidelines to insure new trail is balanced with adverse impacts to the environmental quality and natural and historic character of town lands
- complete natural resource inventories on town land
- continue to conduct stream temperature and biological monitoring
- continue to conduct plant inventories on town lands
- organize environmental education and outreach events for the community
- work with library to improve pollinator habitat in town
- continue to manage C.A.R.T. program
- support town POCD in conjunction with BOS to protect natural resources

By Chairman,  
Mike Palazzi

# EASTERN HIGHLANDS HEALTH DISTRICT

Annual Report 2018-2019



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, promotion 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 2018-2019:**

- Board of Directors adoption of an operating budget of \$836,382 for FY 19/20, which is a 3.0% increase from the previous fiscal year.
- In partnership with many of our member towns the Substance Abuse in Our Communities Workgroup was established in 2016 with the goal of advancing opioid addiction prevention, treatment, and recovery efforts in our local communities. Most notably in the past year the workgroup obtained a \$8,000 mini grant that supported the development and distribution of model policies to stage NARCAN in Town buildings, and campaigns to promote community awareness and drug take back activities.
- In April we formally launched the backside of our ViewPermit on-line permit application, and payment system, and subsequently launched the public portal in the following October.
- Our efforts in Public Health Emergency Preparedness continue to expand by adding new members to the Medical Reserve Corps unit, with the unit participating in more training, exercises, and real world responses. A few examples include Medical Aid Station Team support for the Hartford Marathon, pop up flu clinics, and a deployment in response to Hurricane Florence.
- With the passing of new legislation, the State of Connecticut has adopted the FDA Food Code. Parts of the Code are in effect, and eventually the entire code will apply to all restaurants state-wide. Over this fiscal year much has gone into preparing for this transition. This includes the completion of FDA on-line field staff training, informing local food establishments, and aligning fee schedules with FDA food establishment definitions. We look forward to continuing the important partnership we have with our area restaurants as we work together to implement this important change.
- The health district now employs its first Registered Nurse. While only a part-time appointment the position greatly improves our communicable disease control capabilities, pop up wellness clinic capacities, and medical reserve unit leadership.
- Salient projects and initiatives in support of specific member towns during this past year include: Town of Bolton response to Lower Bolton Lake blue/green algae bloom; Coventry risk communication support regarding Coventry Lake Hydrilla treatment; technical and monitoring support for Tolland in addressing elevated NaCl in wells; technical support for Scotland regarding arsenic in wells; and, support for Mansfield and Coventry in their community sustainability efforts.
- Communicable disease control activities included review and follow up (as needed) of 1036 case reports; and, conducted 22 disease outbreak or individual case investigations.
- Main indicators for environmental health activity in Andover include: 61 site inspections for septic systems; 33 septic permits issued; 6 well permits issued; 3 complaints investigated; 17 environmental samples taken for lab analysis; 21 food establishment inspections and other health inspections; 33 public health reviews; and 59 test pits and perc tests.

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

- Material upgrade of our on-line permitting and application platform
- Complete transition to FDA Food Code
- Update agency strategic plan
- Implement a Cosmetology registration and routine inspection program
- Address the individual public health needs of member towns as they arise

# ECONOMIC DEVELOPMENT COMMISSION

## Annual Report 2018-2019

The EDC Mission Statement: The Andover Economic Development Commission is to focus on bringing new business into town for the purpose of increasing town revenue to reduce or maintain tax levels as well as retain current businesses. EDC needs to create a business friendly environment. EDC will preserve the history of Andover wherever possible. **Currently the EDC is:**

- working to retain and assist existing businesses
- working to attract new low-impact business development to Andover to help increase tax revenues
- to have businesses sell desirable goods, services and employment opportunities in Andover

The EDC members are Elaine Buchardt – Chairman and Secretary, Patrick Dougherty and Cathy Palazzi. We are down two members and have been for quite some time.

The EDC created a Business Directory these past years, printed and sent it out in the Rivereast News Bulletin. We now have an electronic version that is on the town website recently updated by Cathy Palazzi. Cathy has been in contact with most of the town businesses and she is the person to be contacted if there is a need to add or delete a business from the directory.

In the past, Patrick was our Planning and Zoning contact. He is no longer on the Board. Through Patrick we were informed of projects and businesses applying to the Planning and Zoning department. We could then discuss what kind of communication we could create so businesses would have the information they needed to open a business in town. As time went on there were informational articles and forms added to the P&Z website for people to see what they need to do. The EDC had input into the P&Z Plan of Conservation and Development through Patrick and Cathy's husband, Mike who was on the board until recently. We will now have to read the minutes to determine what new businesses are coming to town. We also look at the assessor's list of business entities paying business taxes to see what is in town. Some of this information was used to update the business directory.

Over the years the EDC has put on a several business showcases trying to introduce the public to local businesses. We also joined with some of the town Boards and held a showcase. One showcase we had at the same time as a fire station open house to offer synergy. None of these were well attended. We struggle with getting public participation.

Since communication with the public seems to be a key to good marketing, we will be working on the marketing section of the website to try to get our businesses showcased on line.

The EDC was instrumental in getting a farmers market committee created so the town of Andover could have a farmers market. This market has changed over the years and currently has only farmers and does not include vendors or crafters. Our Senior Coordinator holds an annual fundraiser for the seniors each February that encourages local crafters and vendors located in Andover to sell their wares. The EDC is now spearheading the "Welcome to Andover" signs proposed to go on Route 6. These signs are supported according to the survey results from the Long Term Planning Commission.

### **Our future goals:**

- EDC's goal is to develop the business community while preserving Andover's quality of life.
- work on marketing on the town website to attract more businesses in town
- work on a survey of our own to local businesses to see what they would like to have the EDC do to support their business
- review the Planning and Zoning information that businesses would need
- we want to be business friendly.
- EDC would like to see more crafter and business vendors utilized in fairs/showcases. This is an important future goal.

Elaine is on the Community Voice Channel Board of Directors and records the Bolton Town Administrator's bi-monthly live show where town departments are interviewed and keep people informed on what is going on in town. Elaine records the monthly show done by the town of Ellington's First Selectman, Lori Spielman. Lori interviews local businesses as well as, discusses what is going on in town.

Elaine is currently talking to our new Town Administrator, Eric Anderson, to do his own 30 minute segment to communicate what is going on in Andover and possibly interview local businesses to assist in economic development. We can link these shows to our town website for viewing or lead people to the CVCCT.org website to watch the shows on demand.

The town of Andover is a member of the Tolland County Chamber of Commerce. The membership dues come out of our EDC budget. Elaine is a member of the TCCC regional EDC board that meets with planners of surrounding towns and business leaders from the region. She has the opportunity to learn useful information about different development projects going on in the region. She has learned and communicated with the Connecticut Economic Resource Center (CERC) at the TCCC EDC meeting.

The EDC would like to have CERC have one of their EDC 101 seminars in the Town of Andover, but we need at least 20 people to attend for CERC to agree to it. The EDC is going to be communicating with different Boards as well as town residents to set up a successful seminar. Surrounding towns can be invited to attend if we need a bigger audience.

The EDC does not have by-laws. We follow Robert's Rules for our meeting format.

Respectfully submitted by

Elaine Buchardt, Economic Development Commission Chair

## EMERGENCY MANAGEMENT (CERT)

### Annual Report 2018-2019



It's been an exciting year for the Community Emergency Response Team. One thousand one hundred thirty two man hours were logged by the CERT team while volunteering for various activities both in Andover and Hebron, and even some in South Windsor.

Cert maintained safety for the runners by providing traffic control and road closures at the Annual Hop River 5K/10K race, the Andover 5K Fun Run, and the Annual Ghost Run in Hebron. Multi department radio communications and strategic placement of CERT members on the trails at Gay City State Park allowed the Summer Solstice runners to have access to immediate first aid care and a link to medical services if they were required. Search and rescue skills were also utilized when several runners were missing in 2 different areas of the park.

Road closures, traffic control, and radio communications in coordination with the local State Trooper, were implemented during the Memorial Day Parade in Andover. Traffic was diverted away from the parade route during the parade and until all participants had returned.

At the Hebron Harvest Fair, CERT provides radio communications at Fair Comm head quarters. This involves communicating with several different departments to maintain safety for all participants. The CERT trailer is also stationed on the fair grounds and is manned during fair hours. During the fair, CERT promotion and recruitment take place as well as emergency preparedness training, which included training with the CT State fire simulator and fire extinguisher. Search and Rescue was also preformed, reuniting children with lost parents.

The CERT trailer was stationed at the First Annual CERT Awareness Day in South Windsor, CT. CERT teams from all over CT came to share knowledge, give presentations, and make important connections with other towns and the public. The Awareness Day event brought the STEP program, Student Training for Emergency preparedness, to the 5th grade students at Andover Elementary School.

During the Hebron Maple Fest, CERT had a table set up inside the Hebron Fire Dept. The CT State fire simulator was again put to use training the public on fire extinguisher use. Emergency Preparedness brochures and training were provided and recruitment for new members was successfully attempted.

Traffic control and pedestrian safety was performed during the June Farmers Market, held at the Andover Congregational Church. This will be held monthly through October.

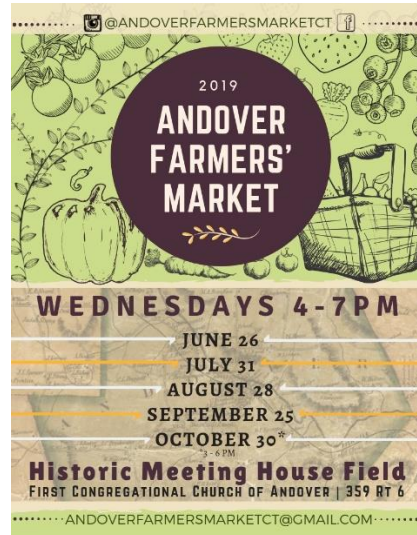
A new CERT vehicle, a retired Hebron ambulance, has been procured for both EMT training at RHAM High School and Emergency Management Response by the CERT team. This will be a shared vehicle with Andover. Hebron and Marlborough contributing to maintenance, gas, and supplies. The vehicle will help to provide faster and safer response for traffic control, search and rescue, recovery missions, and crisis events.

Andover CERT has been working in collaboration with Hebron CERT, and will continue to do so. An alliance with Marlborough's new CERT team is anticipated once their first class of students graduates CERT training.



## FARMERS MARKET COMMITTEE

### Annual Report 2018-2019



#### Committee Members:

Chair/Market Master Amanda Gibson, Secretary Elaine Buchardt, Kaila Lockhart, Celeste Willard, Lucie Wilson, Shirley DeFlaviis and Jean Person (life members)

Church Council Members: Julia Haverl, Joan Soucy, Beth Lundberg

Volunteers: Gil Soucy, Suzanne Heise and many others!

#### Fiscal Year 7/1/2018 – 6/30/2019:

In the spring of 2018, our market was refreshed with a new committee established. The initial markets were a success but it needed a new location. For better visibility, we searched for a location along Route 6. The 2018 market was hosted on the third Wednesday of each month from July to August on the following days: 7/18, 8/15, 9/19. The market was generously hosted by local business Over AndOver (which supports local artists) at 415 Route 6. The market was hosted under the business' big tent allowing vendors to have easy setup, not having to bring tables or tents. With 10+ farmers, live local music and kids' activities hosted by the Cub Scouts, it was a great success!

Due to various reasons including needing more space for parking/visitors and following the overall vision of the market, the committee decided to move the location of the market for 2019. The market was relocated to the old Meeting House Field at the First Congregational Church of Andover at 359 Route 6. The old Meeting House is historic and is now home to the Andover Food Pantry. The 2019 market was hosted on the last Wednesday of each month from June to October on the following days: 6/26, 7/31, 8/28, 9/25 and 10/30. Only June 6/26 was within the fiscal year. The market formed a great partnership with the Church Council who voluntarily runs the Andover Food Pantry. The vendors enjoyed the new space as it had great visibility, attendance and atmosphere. Plus, the market could be hosted inside due to inclement weather. The Andover Food Pantry sold concessions to the visitors in order to raise funds for the pantry. The market had 12 farmers, live local music and themes/kids' activities hosted by the Cub Scouts. Our newly refreshed market provided a fun, family-friendly market for all. We look forward to an even more successful upcoming season at the historic Meeting House Field!

Follow us on Facebook and Instagram at **@andoverfarmersmarketct** for market dates, event photos, farmer features, market product, community involvement and more!

Helpfully submitted by the Chair/Market Master, Amanda Gibson



## **FIRE COMMISSION**

### **Annual Report 2018-2019**



During the last year the Fire Commission was busy with a number of projects at the Fire Station and in purchasing new equipment.

With monies obtained from LOCIP, we removed the underground fuel oil tank, replaced the oil burner and hot water heater at the Fire Station. A new propane furnace and an electric water heater were installed replacing units installed in 1990. Propane tanks and an aboveground Diesel tank for the emergency generator were installed.

The well water pump had to be replaced after it was struck by lightning and the cost was partially covered by insurance.

A storage shed was purchased and installed on the Fire Station property for storage of Firefighting and hazardous material mitigation material.

A request was submitted to CIP for the purchase of 3,000 gallon tanker. This was approved by CIP and the Board of Finance and included in the Town Budget. This truck has been ordered and should arrive in late spring of 2020.

The Fire Commission would like to thank Chief Ron Mike, the Officers and members of the Andover Fire Department for the dedicated service they provide the town.

Wallace Barton Jr.

Chairman

# INLAND WETLANDS AND WATERCOURSE COMMISSION

## Annual Report 2018-2019



The Inland Wetlands and Watercourse Commission (IWWC) is charged by Connecticut General Statutes, §22a-45 to regulate activities in or near wetlands and/or watercourses in the Town of Andover. The Commission discharges this obligation by provisions set forth in the Town of Andover Inland Wetlands and Watercourses Regulations. These regulations require that all landowners and their agents who propose activity within 100 feet of wetlands or within 200 feet of an area of special concern (e.g. Hop River, Andover Lake, and other watercourses as specified in the IWW Regulations) to first obtain a permit from the IWWC or its agent before the start of work. These activities include, but are not limited to, the cutting of trees, removal or deposition of material, disturbance of natural drainage and construction of new residences. This Commission meets the second Monday of each month at 7:00pm in the Community Room. Please contact the building department with any questions regarding this Commission or if you are interested in serving on this Commission. Below is a summary of the Commission's activities for the year.

**Commission Membership:** June 2018 marked the conclusion of the most recent 2-year term for commission members (July 1, 2016 - June 30, 2018). The Commission experienced several significant changes in membership during this past term including the resignations of regular member and long-time chairman John England (March 2018) and alternate Bethany Busch (November 2017). In addition, John Valente, wetlands agent for the town since April 2007, resigned from his role at the end of the fiscal year; the Board of Selectmen is currently recruiting to fill this vacancy.

Commission membership during July 2018-June 2019 was as follows:

*Regular Members (5 seats):* Mike Landolphi, Vice Chairman/Acting Chairman, Richard Osborne, Wayne Thorpe, Meghan Lally, Jed Larson, P&ZC Representative (*Appointed 1/09/19*)

*Alternates (3 seats):* Ed Smith, Jim Hallisey (*Appointed 1/14/19*), George Elliott (*Appointed 1/14/19*)

### **Meeting & Permit Application Review Summary**

The Commission held a total of seven (7) regular meetings, and one (1) special meeting between July, 2018 and June, 2019. Four (4) site walks were also conducted in relation to pending applications. No meetings or site walks were held between July 2018 and November 2018; no applications were received during this time.

Regular Meetings: 7, Special Meetings: 1, Applications received: 6, Sites Walks: 4, Permits Issued: 5

### **Additional 2018-2019 Commission Accomplishments**

In addition to the above mentioned duties, the IWWC also engaged in several special projects during the fiscal year including:

- Reviewed proposed Conservation Commission invasive species management plans for wetlands and watercourses regulation compliance;
- Provided requested review of draft Andover Lake Regulations;
- Updated commission bylaws; and
- Drafted updated regulations to be in compliance with State Statutes

### **2019-2020 Commission Goals**

The Commission's goals for the next fiscal year include the continuation of its regular duties (e.g. permit application review and approval) as well as the following specific tasks:

1. Update the Andover IWW Regulations as recommended by DEEP to be in compliance with current state statutes.
2. Clarify and update the wetlands and watercourses permit application process:
  - a. Develop tools including an application process flowchart and checklist to assist applicants and commissioners.
  - b. Update the application package to insure alignment with current regulations and state statutes and to support submission of complete applications.
3. Work with the BOS to resolve current discrepancies between the Town Wetlands Ordinance (Ordinance 74-01 ) and the Town Charter.

# LIBRARY BOARD OF DIRECTORS

## Annual Report 2018-2019



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

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

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

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

### 2017-2018 Statistics:

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

Respectfully submitted, Amy Orlomoski, Director/Librarian

# LONG TERM PLANNING COMMITTEE

## Annual Report 2018-2019



The following is the 2019 Annual Report for the Long Term Planning Committee and 18-month term.

**Term:** The Long Term Planning Committee had its first meeting on March of 2018 for an 18-month term.

### **Committee Members**

Eric Anderson, Chairman; Ed Sarisley, Vice Chairman; Amanda daCunha, Secretary; Wendy Kopp, Member, Elaine Buchardt, Member; Ken Marcia, Member and Cathleen Desrosiers, Member. Ken left the committee in 2018. Wendy Kopp took over as Chairman in October 2019.

### **LTPC Vision Statement:**

Our vision for the future of the Town of Andover is to live in a sustainable, positive and welcoming community. Rooted in tradition, we will maintain our strong sense of historical and rural character by fostering a sense of place and pride. We will promote a safe, healthy and active lifestyle for all ages through accessibility, amenities and beautification of buildings, grounds, parks & trails. Our community will support educational, social and recreational connectivity and excellence. We will encourage a greater quality of life, bring a more diverse demographic and preserve the integrity of our small town heritage. We will attract businesses which align with our town's values and encourage environmental responsibility in order to best serve our residents and visitors.

Our integrity will continue with strong communication, trust and respect among our citizens. Implementation of our vision will involve residents, officials, employees and state agencies. Our planning will maximize existing town assets while proposing cost-effective enhancements. We are committed to providing positive opportunities for our town!

### **Table of Contents**

- Chapter 1: Introduction & Mission Statement
- Chapter 2: Executive Summary
- Chapter 3: Demographic Trends
- Chapter 4: Town Wide Survey
- Chapter 5: Senior/Community Center
- Chapter 6: Communication Plan
- Chapter 7: Marketing Strategy
- Chapter 8: Public Amenities
- Chapter 9: Town Staffing Needs
- Chapter 10: Public Works Department
- Chapter 11: Connectivity, Transportation & Safety
- Chapter 12: Town Buildings & Public Spaces
- Appendix

The complete Long Term Planning Committee Final Report can be viewed on the town website.

Submitted by Chair Wendy Kopp.

## **MUNICIPAL AGENT (SENIOR AND SOCIAL SERVICES)**

### **Annual Report 2018-2019**

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 22 Hop River Homes led the way with 18, Kinsley Drive had 3 applications, and the last was a new single occupancy home rental. None of these were denied either by income limitations or other qualifications.

One of the interesting groups that has come into being is the Hunger Action Team made up of clergy, social service and lay people from the towns of Andover, Columbia, 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.

Laurel Warner Andrews was the Director of Social Services and Municipal Agent for the Town for the 2018/2019 fiscal year.

## NORTON CHILDREN'S FUND COMMISSION

### Annual Report 2018-2019



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 2019 a \$1,000 scholarship was awarded.

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

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

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

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

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

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

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

# PLANNING AND ZONING COMMISSION

## Annual Report 2018-2019



Regular Members: Chair Eric Anderson, Vice Chair Robert Hamburger, Leigh Ann Hutchinson, Mike Palazzi, Scott Person  
Alternate Members: John Cochrane, Gerald Hardisty, Jesse Person, Jed Larson, Edward Sarisley

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

The commission is responsible for acting as a Planning agency for the town of Andover through the development of the Plan of Conservation and Development (POCD) well as review all Municipal land purchase and sales and major civic improvements to make sure they are consistent with planning objectives. The Commission creates laws that regulate how land is used in the Town of Andover. There are 2 primary documents, Zoning Regulations and Subdivision Regulations. When the commission is creating law, it is acting in a legislative capacity. The commission also reviews and determines compliance with those regulations through its executive power. The commission has 5 regular and 3 alternate members. The commission generally meets on the third Monday of each month.

**The commission hosted meetings on the following dates:**

July 16<sup>th</sup>, 2018 Regular Meeting – Discussed Solar Access Regulations and Lighting Regulations.

August 20<sup>th</sup>, 2018 Regular Meeting – Discussed the parking situation at Andover Plaza

September 17<sup>th</sup>, 2018 Regular Meeting -

October 15<sup>th</sup>, 2018 Regular Meeting – Permit Application Checklist

November 19<sup>th</sup>, 2018 Regular Meeting

December 17<sup>th</sup>, 2018 Regular Meeting

January 22<sup>nd</sup>, 2019 Regular Meeting

February 21<sup>st</sup>, 2019 Regular Meeting

March 18<sup>th</sup>, 2019 Regular Meeting

March 25<sup>th</sup>, 2019 Special Meeting

April 1<sup>st</sup>, 2019 Special Meeting Site Walk

April 15<sup>th</sup>, 2019 Regular Meeting & Public Hearing: Gravel Operation on Route 6

April 29<sup>th</sup>, 2019 Special Meeting

May 20<sup>th</sup>, 2019 Regular Meeting & Public Hearing: Gravel Operation on Route 6

June 3<sup>rd</sup>, 2019 Special Meeting

June 17<sup>th</sup>, 2019 Regular Meeting

June 24<sup>th</sup>, 2019 Special Meeting & Public Hearing: Zoning Regulations & Subdivision Regulations

In the spring, the commission worked on updating the Lake Regulations including the Nutrition Allocation Worksheets.

**At the June 24<sup>th</sup> Public Hearing, the commission approved the updated Zoning Regulations and Subdivision Regulations for the following 7 Regulatory Documents:** 1. Home Occupation Regulations, 2. Accessory Apartment Regulations, 3. Parking Regulations for Commercial Vehicles and Signage Requirements, 4. Proposed Zoning Regulations for Keeping of Animals, 5. Solar Access Regulations Subdivision and Zoning, 6. Lighting Regulations, 7. Andover Zoning Application Checklist Appendix.

**In the spring of 2019, the commission prepared for the following Public Hearings:**

- 8-24 Referral for 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 Athletic fields.



## REGIONAL SCHOOL DISTRICT NO. 8 (RHAM)

### Annual Report 2018-2019



The Region 8 Strategic Plan was the primary driver of budgeting, programming and projects at RHAM for the 2018-19 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 2018-19 budget of \$29,314,722 was aligned to these goals and was responsive to community needs and expectations. The budget for the 2018-19 school year was voted on in May of 2018. The budget was passed by all three towns and included a 1.76% increase over the previous year's budget. The district successfully reconfigured the technology department, added the Pupil Personnel Services Supervisor and launched a new program at RHAM for students with school anxiety. ADA access and Title IX issues throughout the campus were addressed as well as other needed capital improvement projects. Student in 2018-19 demonstrated high levels of college and career readiness as measured by the SAT School Day test. The district's overall average score of 1136 ranked us 13th in the state and third in our District Reference Group (DRG) for math and fourth for reading.

A new programming initiative, The Manufacturing Pipeline Program, was launched at the high school and provided students with a school to career opportunity. This program was a collaborative effort with RHAM, Three Rivers Community College and Electric Boat. 13 students participated in and successfully completed the program. The district is continuing the Manufacturing Pipeline Program in 2019-20 as well as adding additional Technology courses at the middle and high schools. 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.

Enrollment at RHAM middle and high schools has seen a decrease over the past six years. Trend data from EdSite shows the October 1 enrollment information over time (<http://edsight.ct.gov/SASPortal/main.do>). In 2018-19, enrollment in grades 7-12 totaled 1,456. That is a decrease of 52 students from the previous year. Although enrollment has declined, needs of students continues to increase. As mentioned earlier, 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.

Submitted by Dr. Patricia D. Law, Superintendent August 2019



## REGISTRARS OF VOTERS

### Annual Report 2018-2019



- Staffing: Cathy Palazzi retired at the end of June. Elinor Skoog was appointed into the position of Republican Deputy Registrar of Voters in September. Linda Derick completed the state certification program and was certified by the Secretary of State's Office in December.
- Wallace Barton and Linda Derick attended the spring ROVAC conference.
- had several town meetings, referenda and the municipal election during the year:
  - March 12 Referendum to authorize the purchase of the new dump truck
  - May 6 Municipal election
  - May 7 RHAM budget referendum
  - May 13 Recount from the municipal election driven by close votes in several of the races
  - May 21 Andover budget referendum
  - November 5 Referendum to fund the town's IT upgrade

During the fiscal year the ROVs processed 630 voters who either moved, changed parties or registered as first time voters.

Respectfully submitted by,

- Wallace E. Barton, Jr., Republican Registrar of Voters
- Elinor Skoog, Republican Deputy Registrar of Voters
- Linda Derick, Democratic Registrar of Voters
- Julie Victoria, Democratic Deputy Registrar of Voters

## RESIDENT STATE TROOPER

Annual Report 2018-2019



This correspondence is an effort to keep the town apprised of the yearly State Police services occurring within the Town of Andover for the 2018/2019 Fiscal Year.

For the time period from July 1, 2018 through June 30, 2019 the Andover Resident Trooper as well as Troop K Patrol Troopers, responded to 2,269 Calls for service in the Town of Andover. This number included self-initiated activity. The most notable Calls for Service are listed below.

Motor Vehicle Accidents: 47  
Fatal Motor Vehicle Accidents: 0  
Structure Fire: 1  
Motorist Assists: 44  
Burglaries: 3  
Larcenies: 5  
Vehicle Theft: 2  
K9: 7  
Alarms: 69  
Disturbances: 21  
Emergency Committals: 9  
Untimely Deaths: 6  
Assist Citizen: 105

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

Driving Under the Influence: 3  
Traffic Infractions: 374  
Narcotic Violations: 5  
Seat Belt Infractions: 4  
Written Warnings: 130  
Motor Vehicle Summons: 2

Respectfully Submitted,

Trooper First Class Darrell Tetreault #1201  
Andover Resident State Trooper

**SAFETY COMMITTEE**  
**Annual Report 2018-2019**



**The Safety Committee comprised of the following members with their term ending June 30<sup>th</sup>, 2019:**

Town Administrator, Joseph Higgins  
Volunteer Fire Department Member, Curt Dowling  
Superintendent, Sally Doyen  
Resident State Trooper, Darrell Tetreault  
Public Works Foreman, Ed Kasacek  
Town Clerk, Carol Lee  
This n' That Volunteer, Dianne Grenier  
Senior Transportation Volunteer, Cathy Palazzi

**The committee met on the following dates:**

May 9<sup>th</sup>, 2018  
December 12<sup>th</sup>, 2018  
April 2<sup>nd</sup>, 2019

## **SENIOR LUNCHEON**

### **Annual Report 2018-2019**

Submitted by Cathy Palazzi, Senior Coordinator

Senior luncheon program restarted in September 2018 as we do not meet in July and August. We end for the summer in June. We meet every Friday at the Andover Pizza Restaurant for a delicious hot meal. John Kona, the owner is very kind to the seniors and prepares a different entrée each week. We continue to charge only \$5. per person and these meals are free to low income individuals. In November and December we enjoyed a delicious Thanksgiving and Christmas dinner with all the trimmings

Following the luncheon there is a speaker regarding some type of issue seniors face everyday. Programs are on Medicare, Medicaid, Investments, Disability Issues, various insurance problems, local school issues, Alzheimer programs, and more. Once a year, the VNA comes to give flu shots to the seniors. In the past the VNA came monthly to take senior blood pressures. However; they are not doing the amount of outreach as past years. Mainly it is the cost of sending out a nurse. We also enjoy the different political speakers we are fortunate enough to have visit us. This past year we heard from state Senator Steve Cassano, state Representative Robin Green, individuals in Andover who have run for Boards and Commissions. Our Andover Fire Department, RHAM Supv. Patricia Law came to talk about the school budget, as did Supv. Doyen speaking about the AES budget. Our Resident Trooper briefed us on scams and issues in town. Speaking of Trooper Tetreault, he has saved our Andover senior transportation money by having boys who must do community service, wash our van and buses. Our Andover Veteran Coordinator, Gerry Wright comes to see us frequently to keep us updated on important topics. These people visit and offer so much help for us on a free basis. We find all these speakers well informed, friendly and caring. We are thankful our bus drivers are available to drive seniors to and from the luncheon.

Seniors are pleased the town offers a small budget to help us finance this program. In addition, a fundraiser is held by the Senior Coordinator and Town Clerk to bring money each year to keep our program solvent. Anyone who eats out knows how expensive it can be and the budget money goes quickly.

We will continue to meet weekly at the Andover Restaurant until our Board of Selectmen find an adequate building to be used for this program.

Our bi monthly meetings, movies, programs, wii, exercise classes, games, crochet and knitting classes and other events will be held at the Community Room at Town Hall. Our goal for the future is to have people on site to supervise these events.

Goals for FY 2020/2021 will be to recreate the community room into a temporary senior center until the time comes when our town votes for a community building that will house the senior center.

## SENIOR TRANSPORTATION COMMITTEE

### Annual Report 2018-2019



Submitted by Cathy Palazzi, Senior Coordinator

Senior Transportation services seniors, veterans, disabled (no age limit), but if underage must be accompanied by adult or caregiver. The committee meets the last Wednesday of the month. Members are George Knox, Chairman/Driver, Mike Wallace Treasurer and Secretary, Cathy Palazzi, Senior Coordinator, Elaine Buchardt, Judy Knox, members and Sue Schmidt/Driver and Elinor Skoog/Driver.

We drive four days a week for medicals, including weekly to food share/food pantry. This includes one day a week for grocery shopping and other errands as needed. Bus service is provided for the Young-At-Heart that meet bi-monthly as they enjoy first a birthday cake for the seniors who celebrate their birthdays that month followed by bingo. We drive seniors to a weekly luncheon on Fridays. The senior bus is also available for any Board of Selectmen, Public Hearing, Town Meeting, and voting. Seniors enjoy trips such as Aqua Turf, Good Speed plays, Little Theater of Manchester and much more. These are organized by our Trip Coordinator, Georgia O'Brien.

#### Goals FY 2018/2019:

- service as many seniors, disabled and veterans as possible
- treat each passenger with great respect
- intergenerational programs with AES children
- transportation responsibilities increased and will be greater FY 2019/2020 as seniors age
- transportation grant was approved by state for a two year period
- complete Title VI requirements to the state

Our senior transportation has three vehicles with ramp accessibility, if needed. A 2014 van is used daily for Medicals. A 2017 - 12 passenger bus used weekly for shopping, trips. Since we have more medicals this year then last we are using the bus almost every day for medicals as well as the van. Our 20 passenger bus cannot be filled to capacity since none of the three drivers have a CDL and one is required by state law in order to fill the bus. We are allowed to drive the bus with a limited passenger list of 15 plus a driver. This is rather inconvenient and we have been searching for a CDL driver since June.

#### Our goals for FY 2019/2020:

- hire at least one qualified CDL Driver
- research combining trips with Columbia to save money
- hold safety class in December for drivers
- from state request purchases of a van and a bus
- coordinate Title VI program with state to keep in compliance

## **TAX COLLECTOR**

### **Annual Report 2018-2019**

I would like to thank the citizens of Andover for allowing me the opportunity to continue to serve as their Tax Collector. The Town relies on municipal tax collection to fund the budget and I take that responsibility very seriously.

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. Bills are mailed by 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 was \$8,893,240.95. As of June 30<sup>th</sup>, 2019 we had collected \$8,739,476.56. That give a collection rate of 98.27% which is excellent and a tribute to the people of Andover and their commitment to our community.

Respectfully submitted,

Eileen Curtin  
Town of Andover  
Tax Collector

**TOWN CLERK**  
**Annual Report 2018-2019**

**Special Town Meeting September 11, 2018 Highlights**

To determine if the Town should commit \$80,000 from the undesignated fund balance for design services for Bunker Hill Bridge over Hop River

Yes 7 No 31

**Special Town Meeting February 27, 2019 Highlights**

To see if the Town will approve the purchase of a Volvo L-60H Wheel Loader upon completion of lease Yes 42, No 1

To see if the Town will approve the purchase of a Peterbilt plow truck Yes 40 No 3 Both of these purchases were approved at Referendum on March 12, 2019.

**Annual Town Budget Meeting May 9, 2019 Highlights**

The budget as presented by the Board of Finance was approved to go to Referendum on May 21, 2019 where it was passed.

Yes 148, No 122

**Historical Document Preservation Grant**

All Building Department files have been scanned to a Laserfiche program which allows for a quick search and print feature.

**Dog Licensing**

294 Dog and 4 Kennel licenses were issued

**Transfer Station Stickers**

1,367 Residential and 67 Seasonal stickers were issued

Carol H. Lee - Town Clerk

## **TOWN HISTORIAN**

### **Annual Report 2018-2019**



The office of the Town Historian continued throughout the 2018-2019 fiscal year to work with the Andover Historical Society to collect and interpret artifacts pertinent to understanding Andover's past. Items and information were then used to educate Andover's residents as to their remarkable heritage.

In addition to the traditional means of disseminating information, including Museum and Library displays, a website ([andoverconnecticut.homestead.com](http://andoverconnecticut.homestead.com)), printed materials, and formal presentations, this year, a Facebook page was begun with frequent posts pertinent to Andover's past (search for "andover historical society Connecticut").

This year's primary presentation was about the town's citizens during the Civil War. The talk not only tracked numerous soldier's experiences, but also discussing activities in the town around supporting the war efforts and the draft.

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

Scott Yeomans – Town historian, President/Archivist-Andover historical Society



## TRANSFER STATION

Annual Report 2018-2019



Located at 155 Shoddy Mill Road. Hours of operation: Wed & Sat. 8:00 A.M. – 3:50 P.M.

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

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

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

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

Single stream recycling– All newspaper, chipboard, bottles and cans, plastics number 1 thru 7 can be grouped together. This has shown over 29% increase in recycling in Andover.

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

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

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

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

**Your cooperation in performing all of the above before you come to the Transfer Station will help us serve you better while reducing operating costs. The cost of the land fill has not increased in 10 years. The cost of the land fill has not increased because of everyone working together and recycling.**

**Signage around to direct residents to where items go.**

**Goals for the new year: All large cardboard should be cut to fit loosely into the recycling hopper. It has to be smaller than 27 x 48". Get a volunteer to hand out pamphlets.**

Respectfully submitted by Transfer Station Attendant, Dominic DeRico

# ANDOVER VOLUNTEER FIRE DEPARTMENT

## Annual Report 2018-2019



The Andover Volunteer Fire Department Inc. responded to 346 calls in 2019. We also had 2 fund raisers. The members participated in 28 scheduled training drills. Also many members completed hours of training outside of the firehouse taking EMT and Firefighter 1 classes. We had 12 scheduled work details which are nights that we do apparatus and equipment maintenance. We also participated in multiple community events such as Andover Fun Day, Make A Wish truck convoy, Stuff a Truck/Cruiser, and Fire Prevention at the school. Also with the help of our mutual aid partners with their UTV's we stood by for many scheduled races on the rail trail and trails behind the school. As always we would like to thank the residents in town for their support. Here is the breakdown of calls.

Medical Calls 216  
Structure Fires 15  
Fire Alarms 30  
Haz Mat Incidents 5  
Chimney Fires 2  
Brush Fire 1  
Officer Calls 2  
Motor Vehicle Accidents 41  
Wire Related Incidents 20  
Service Calls or Investigations 7  
Car Fires 1  
Cover Assignments 4  
Outside Fire 1  
Appliance Fire 1

Ron Mike  
Fire Chief

Andover Volunteer Fire Department  
11 School Road, Andover, CT 06232  
Phone: 860-742-7477

# AHM YOUTH AND FAMILY SERVICES

Annual Report 2018-2019

Andover Hebron and Marlborough  
Youth and Family Services, Inc.



## ANNUAL REPORT 2019

### What our Communities have to say about AHM!

"AHM helps children, teens and families overcome challenges, which is important in today's world"

"AHM's board, staff and volunteers are always looking at new ways to provide services that matter"

"AHM's many different partners work together to make life better for our communities"

FROM OUR EXECUTIVE DIRECTOR

AHM is once again honored to be your agent for Youth Services for the towns of Andover, Hebron, Marlborough and Columbia. Our dedicated staff and passionate board for this public charity work all year to support youth and families with a variety of events and programs. We continue to work closely with our schools, town administrators and other local organizations to provide a level of support unmatched.

We are grateful for our dedicated donors and volunteers that help to bring the AHM mission to life each and every day. Your support of time, talent, and financial gifts changes lives!

During 2019, AHM went through a very detailed 3-year strategic planning process. With over 100 members from our communities participating in focus groups, we were able to construct a plan that aligns the needs, concerns, and wants of our four towns. Special thanks to the Hartford Foundation for Public Giving for funding this project.

As the new Executive Director of this agency, I am honored to have the opportunity to work with our amazing staff, board, and town leaders in ensuring that AHM delivers high quality programs and services to our youth and families. The future for AHM is exciting and bright!

Sincerely,  
*Tressa Giordano*  
Tressa Giordano  
Executive Director



WHO MAKES IT ALL HAPPEN!

### AHM'S CURRENT BOARD OF DIRECTORS

#### Executive Board of Directors

President .....Steven Fish  
Vice-President .....Kristen Kania  
Treasurer .....Brendan Shea  
Corresponding Secretary .....Joleen Yorio  
Immediate Past President...Peter Yorio  
Member at Large .....Kay Corl  
Member at Large .....Robert McBrair

#### Directors

Paulette Adams	Brenda Bula
Denise Esslinger	Bill Sudol
Denis Killeen	Allyson Schmeizl
Denise Morell	Marcia Tecca
Jeanne Worthen	Denise Morell
Ed Skopas	

#### Youth Directors

Christina Leshak

### AHM'S STAFF

#### Administration

Executive Director .....Tressa Giordano  
Director, Finance & Operations...Nella Stelzner  
Fund Development Director .....Joel Rosenberg

#### Administrative Support

Office Manager.....Lisa Reeve  
Clinical Administrative Asst .....Katherine Graham  
Human Resource Associate .....Laureen Davids  
Finance Assistant.....Jennifer Greene  
Fundraising Associate.....Deborah Walls  
Evening Receptionist .....Diane Kane

#### Clinical Program

Clinical Director .....Megan Aldridge  
Family Therapist .....Lauren Scharn

#### Student Support Services

Andover Elem School.....Cheri Rivard-Lentz  
Marlborough Elem School.....Michele Thorn  
Gilead Hill Elem School .....Lauren Scharn  
Hebron Elem School .....Lauren Scharn  
Horace W. Porter School .....Cheri Rivard-Lentz  
RHAM Middle School.....Nikki Knight  
RHAM High School.....Didi Crowley

#### Family Resource Center

FRC Program Coordinator.....Rebecca Murray  
Mentoring Facilitator.....Jahnna Sieckowski  
Parent Educator.....Jahnna Sieckowski  
Preschool Teacher .....Cari Duigou  
Preschool Teacher .....Heather Holbrook

#### Prevention Services

Prevention Coordinator.....Brendan Grimm





**6259** ← number of visits from Andover, Hebron, Marlborough & Columbia residents who received our services this past year! AHM also responds to over **260** calls per year assisting families in crisis. AHM serves as a human service clearing house for referring families to help within our 4 towns. The following is a sampling of program participation.

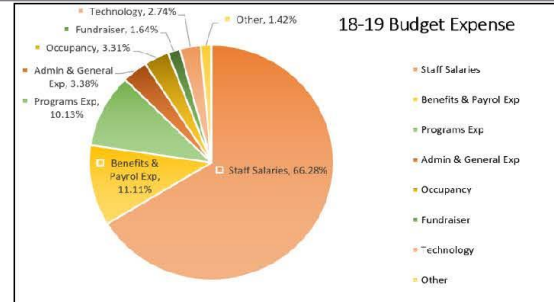
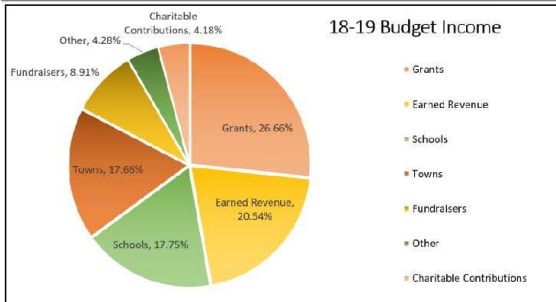
Positive Youth Development	
7 <sup>th</sup> Grade Team Building	286
Child Development & Psych. Students	75
Freshman Orientation	208
Garden Club	14
Girl Power Camp	11
Lanterns Mentoring & Celebrations	58
Social Skills/Friendship/Kindness Groups	727
Nature and Adventure Day	464
Peer Helpers-High School	67
Peer/Playground Mentors-Elementary	64
Power of Words- Junior/Middle School/ High School	584
Power of Words Leadership Team	12
Summer Youth Theater Participants	35
Summer Youth Theater Audience	452
Family Fest	161
Chores/Tasks	158
No One Eats Alone Day	395



Intervention	
Individual & Family Therapy	32
Individual In School Counseling/Case Management-Elementary	107
Individual In School Counseling/Case Management- Middle School	41
Individual In School Counseling/Case Management-High School	54
Juvenile Review Board (includes board members)	48
Smart Recovery Teen & Friend/Family	11

Prevention/Support	
CHEC Coalition	20
Parent Talk Series	39
FRC Enrichment Programs	287
FRC Field Trips	164
FRC Home Visits/Screenings	33
FRC Kinder-RHAMA Preschool	25
FRC Parent & Provider Workshops	99
FRC Play & learn Groups	135
FRC Home Alone Program	30
Human Growth & Development Workshops	26
Prevention Training-RHAM Middle & High School	850
Project Graduation	106
Rally Awareness Group	25
Mental Health First Aid	21
Peace at Home	36
Take Back Events	91
Screenagers Movie and Discussion	16

### 2019 Financial Income and Expense Budget \$1,407,535.00



At the present time, 60.3% of AHM's budget comes from Charitable Contributions, Grants, Earned Revenue and Fundraisers. The importance of local contributing support from individuals, businesses, civic and faith groups to this public charity cannot be overstated. Thank you to all of our volunteers and donors who have supported the work and mission of AHM this past year. We couldn't have done it without you!

**Connect with us and stay on top of all that AHM has to offer!**



- Andover, Hebron, Marlborough Youth Services
- AHM Family Resource Center
- AHM CHEC



Follow us  
@ahmyouth



25 Pendleton Drive  
Hebron CT 06248  
(860) 228-9488

**Visit our website at [ahmyouth.org](http://ahmyouth.org)**

**ZONING BOARD OF APPEALS**  
**Annual Report 2018-2019**



Submitted by current Chair Caren Osborne

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

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

Variance Applications Received: 3

Variance Applications Received regarding the Andover Lake District: 2 Variance Applications

Granted: 3

Variance Applications Denied: 0

=====

David Hewitt  
Evelyn Russell  
Jonathan Yeomans  
Wayne Thorpe

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



# THANK YOU TO OUR VOLUNTEERS!

*"It's what happens in your community that changes your world"*



## TOWN OFFICES AND TELEPHONE DIRECTORY

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

### HOURS OF OPERATION

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

Monday 8:15 a.m. to 6:45 p.m.

Tuesday - Thursday 8:15 a.m. to 3:45 p.m.

Friday - Sunday CLOSED

Transfer Station, Shoddy Mill Road, Andover, CT

Wednesday & Saturday 8:00 a.m. to 3:50 p.m.

Andover Public Library, 355 Route 6, Andover, CT

Monday & Wednesday 10:00 a.m. to 8:00 p.m.

Tuesday & Thursday 12:00 p.m. to 8:00 p.m.

Friday & Sunday CLOSED

Saturday 10:00 a.m. to 2:00 p.m.

CLOSED Saturday in July & August

### TOWN OFFICE BUILDING HOLIDAY CLOSINGS

New Year's Day, Martin Luther King Jr. Day, Lincoln's Birthday, Washington's Birthday Good Friday

Memorial Day Independence Day, Labor Day, Columbus Day, Veterans Day

Thanksgiving Day (and day after), Christmas Day (and day after)

### WEBSITES

Town of Andover [www.andoverct.org](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)