

**Town of Andover
Board of Selectmen
Regular Meeting**
Monday, July 11th 2022 at 7:00 P.M.
Location: virtual Zoom meeting

Regular Meeting Agenda DRAFT

Zoom Directions:

Click here to join by computer for video/audio: <https://us02web.zoom.us/j/84225825391>

Call-in from your phone for audio: +1 646 558 8656.

Meeting ID: 842 2582 5391

Passcode: 734253

*Please mute yourself unless you are a commission member or during Public Speak.

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions to the Agenda
4. Board and Commission Presentations
 - a. Conference of Board of Selectmen and Charter Revision Commission and possible action by the Commission to finalize their Report, and by the Selectmen to approve the Final Report
5. Appointments
6. Resignations
7. Town Administrator's Report
8. Old Business
Discuss and act upon the following:
 - a. Finance Department Transition
 - b. Community Center RFP for Design Build
 - c. 15 Center Street STEAP grant
 - d. Car charging Station at town Hall
 - e. Town Personnel Policy
 - i. Part time employee status (health care and MERF)
 - ii. Return to work after injury
 - iii. Longevity payments
 - iv. Senior Transportation Drivers
 - f. Senior Transportation Vehicle Parking
 - g. Employee Educational funding for Job skills
 - h. Purchase of a Portable PA system.
9. New Business
Discuss and act upon the following:
 - a. Purchasing Policy Waiver
 - b. approval of the proposed amendments of the Charter to be placed on the November 8, 2022 gubernatorial election ballot in the form of questions for the electors of the Town to approve or not.
 - c. Long Hill Rd bridge Replacement
 - d. Audit Status
 - e. 2021-22 Financial Status
 - f. Status of RFQ for Town Consulting Engineer
 - g. Status of bottle filling station in town hall
 - h. Emergency department Panic Buttons in Town Hall
 - i. Surge Suppressors for the irrigation system at the Veterans memorial field

- j. Cool Program Rent checks`
- k. Status of open board positions
 - i. Town treasurer
 - ii. Administrative assistant- communications
 - iii. Board Clerk

- 10. Approval of Meeting Minutes
 - a. Monday, June 13th, 2022 Regular Meeting Minutes
 - b. Monday, June 27th, 2022 Public Hearing Meeting Minutes
- 11. Finance Department Report
 - a. Revenue Summary
 - b. Town Budget Summary
 - c. Town Aid Road (TAR) Update
 - d. Town Cash Report
 - e. Over Expenditure Report
- 12. Budget
 - a. Appropriation Transfers
 - b. Over Expenditure Requests
- 13. Tax Collector's Report
 - a. Refunds Requests
- 14. Department Reports
 - a. Assessor's report
 - b. Fire Department
 - c. Burning Official
 - d. Resident State Trooper
 - e. Town Clerk
 - f. Building Department
 - g. Assessor's Office
 - h. Public Works
 - i. Transfer Station
 - j. Library
 - k. Senior Transportation
 - l. Registrars
 - m. AHM
- 15. Correspondence
- 16. Public Speak
- 17. Adjournment

ANDOVER CHARTER REVISION COMMISSION
FINAL DRAFT REPORT
AMENDED BY THE BOARD OF SELECTMEN ON JUNE 26, 2022
July 5, 2022

In full satisfaction of the requirements of State law governing Charter Revision, namely, the Connecticut Home Rule Act, General Statutes section 7-187, et seq., and certain resolutions of the **Board of Selectmen, (BOS)** the **Charter Revision Commission (CRC)** timely presented their Final Draft Report to the Board of Selectmen for possible action by the Board at the BOS meeting on June 26, 2022, immediately following a duly scheduled public hearing held by the BOS that same evening.

The following is **the CRC Final Draft Report as amended by the BOS on June 26, 2022**, to be considered by the BOS and CRC together at the regular monthly meeting of the BOS on July 11, 2022, starting at 7 pm. **PLEASE READ IT CAREFULLY!** Words not underlined or stricken are in the Charter as currently written. Words typed and underlined in blue are those agreed upon by the BOS and CRC to date. Those words ~~stricken in red~~ have been agreed to be ~~deleted from the current Charter~~ by BOTH the CRC and the BOS. Words typed and underscored or stricken in purple are those added to or deleted from the CRC Final Draft Report by June 26 action of the BOS, and are especially subject to consideration and possible approval by the CRC/BOS at the July 11th BOS meeting.

1. **Section 803. The Annual Town Budget Meeting and Referendum**

- A. The Annual Town Budget Meeting shall be held on one of the first ten business days of May. The proposed budget shall be the only substantive matter presented to the Annual Town Budget Meeting for adoption pursuant to the provisions of this section by the Board of Finance, for review and discussion only. It is the intent of this Charter that the provisions of the General Statutes governing town meetings as contained in Section 7-7 shall not apply to the adoption of the budget.
- B. If a quorum as defined in Section 302 of the Charter is present, then the meeting may proceed to adopt or reject the budget. Prior to taking a vote to adopt or reject the budget, the Town Meeting may make amendments to the proposed budget, provided, however, that the Town Meeting shall only have the power to reduce or modify, but not increase the budget or any portion thereof. The Town Meeting may not alter any specific items contained in the budget proposed by the local Board of Education. If the budget is rejected, the Board of Finance shall review the rejected budget and present the same or a revised budget to a subsequent Town Meeting held on the same day of the next following week. If The budget is approved, it shall be put to a referendum on the second following Tuesday. Voting by absentee ballot at the referendum is allowed.
- C. If a quorum is not present, the meeting shall be recessed to the same day of the following week. If a quorum is not present at the second Town Meeting on the budget, the budget shall automatically be put to a referendum on the first Tuesday following the next Monday. If a majority of those voting at the referendum shall vote "yes," then the budget shall stand approved. If a majority of those voting at the referendum shall vote "no," then

the proposed budget is defeated, and it shall be bifurcated as set forth below in Section 803D, and returned to the Board of Finance which shall review the rejected budget and shall present the same or a revised budget to a Town Meeting to be held on the next succeeding Tuesday.

- D. ~~If a quorum is present at the Succeeding Town Meeting on the rejected budget, the Town Meeting may proceed. If a quorum is not present, the budget shall be put to a referendum on the Tuesday following the next Monday. This same adoption cycle shall be followed if the budget is rejected at Town Meeting or referendum until a budget is finally adopted.~~ If the budget is defeated at a first referendum or for a second time at Town Meeting, the budget will be bifurcated into separate votes on the Town Budget and on the local Board of Education Budget individually, and the process shall begin again with the Board of Finance as set forth in Section 803C, above, and continue until each bifurcated budget is passed. The Board of Finance shall review ~~the~~ any rejected budget and present, for review and discussion only, the same or revised budget(s) to a subsequent Town Meeting held exactly one week after the day of the referendum at which the budget was rejected, and the next referendum will be held exactly two weeks later. If only one of the two bifurcated budgets is passed at referendum, it is final and may be implemented for the new Fiscal Year, but this process must continue for any failed budget until it is passed.

2. (The following shall be inserted into the Charter as a new **Subsection 803G.**)

Should any budget fail to gain final approval prior to the beginning of the new Fiscal Year, the Town must implement a substitute for any such failed budget at the beginning of the Fiscal Year pursuant to General Statutes sections 7-405 and 12-123 and the court cases decided thereunder, and in the case of the Board of Education budget, in compliance with the Minimum Budget Requirement (MBR) of State law. If the Board of Selectmen is legally required to set a mill rate, it may do so only after considering the timely advice of the Board of Finance.

3. **Section 701C Qualifications; Compensation.**

The Town Administrator shall be chosen by the Board of Selectmen exclusively on the basis of executive, technical and administrative qualifications, character, educational background, training/certification and professionally related experience. ~~Educational training must include a minimum of a baccalaureate degree.~~ A Bachelor's Degree is required, or an equivalent combination of education, training and experience. The Town Administrator shall devote full working time to the duties of the office.

4. **Section 701. General.** (Paragraph one of its two paragraphs only. Paragraph 2 shall remain).

~~With the exception of 702(O), Town Clerk, which is an elected position, the Board of Selectmen shall appoint, and as necessary remove the Administrative Officers provided for in Section 702 by the methods and manners contained in each subsection. Appointments shall be made through competitive examination. In this Competitive Examination process a screening/interview committee made up of incumbents from other towns of the office to be~~

~~appointed shall be assigned to determine qualified candidates. The competitive exam process may be modified as necessary by a majority vote of the Board of Selectmen after holding a public hearing and modifications shall be recorded with the Office of the Town Clerk.~~

In the best interests of the people and Town of Andover, by vote of at least three selectmen, the Board of Selectmen may employ, appoint or contract with qualified persons or entities to perform the duties of the following requisite administrative positions, offices or departments in a manner that is consistent with the powers and duties conferred and imposed upon them by the General Statutes and the ordinances of the Town, and also by a minimum of three votes remove any such person or entity from any such position, office or department, subject to any applicable provision of the Town of Andover Personnel Policies or any collective bargaining agreement or other contract:

Town Assessor, Building Official, Municipal Agent for the Aging, Director of Health, Animal Control Officer, Tree Warden, Sanitarian/Wetlands Enforcement Officer, Zoning Enforcement Officer, Treasurer, Town Attorney, Town Engineer, ~~Police Service such as the Resident State Trooper Program~~, Public Works Supervisor and Tax Collector.

5. (Section 702 of the Charter shall be deleted in its entirety, and fully replaced simply as follows):

Section 702. Police Service

Local police service is authorized. The Town may utilize the services of the resident state trooper program.


Respectfully submitted this 5th day of July, 2022.

Carol H. Lee,
Chairperson
Charter Revision Commission

Assisted by Town Attorney Dennis O'Brien

Administrators Report

Old Business

 <p>EVSE LLC A Subsidiary of Control Module Inc. 89 Phoenix Ave Enfield, CT 06082 PH: 860-745-2433</p>		QUOTE		No. 21217			
		Issue Date 6/8/2022		Expiration Date 7/8/2022			
		RFQ No. Town of Andover, MA		Due Date ----			
				Page 1 of 1			
Company:		Attention To:		Additional Info:			
		Ric Lenco _ Lenco Electrical - 860-883-7255 riclenco434@gmail.com					
Brief: A 25% discount is applied to this EVSE LLC Quote for one 3704 Dual Pole Mounted Level 2 EV Charger with cable retraction with a 20 foot cord. Also priced is an Ethernet Credit Card Station to enable site host to charge public for usage, and with an RFID card reader for employees to use chargers at no cost. These chargers operate off a 40A or 50A breaker. We highly recommend using 50A breakers for each charger for faster charging @9.6kW adding about 35 miles of driving range to the battery per hour of charge. EVSE LLC is an approved Eversource EV charger manufacturer, as is AmpUp, the Managed Charging Network in the cloud Eversource requires to track charger demand on the grid. AmpUp also provides Live Operator Support to assist drivers with credit card payment. AmpUp also displays real time charger status, kilowatt demand/usage, pricing dashboard to set pricing per hour or per flat fee, and carbon emission reduction report. Three Year Warranty on EVSE chargers and Payment Station and 5 Years on patented Cable Retraction Drive .							
REF	QTY	DESCRIPTION	ITEM NUMBER	UNIT PRICE	DISCOUNT PRICE	EXTENDED PRICE	WTY
		One Dual 3704 Pole Mounted Level 2 Charger with one Ethernet Credit Card Station with RFID Reader. We can also use customer RFID cards.					
6030	2	Model 3704, w/Retractable Cable,40/30A Switchable, ZigBee, Wall Mountable, DR	3704-2000-W-28-xx-41-xx	\$3,730.00	\$2,797.50	\$5,595.00	3 yr
6543	1	Pole, Dual, Surf, Use w/Serial/ZigBee EVSE, Pmt/Gate w/Enet on EVSE Pole	3841-309	\$495.00	\$371.25	\$371.25	
6902	1	Pmt Module Only, Enet, CC & RFID, ZigBee	3725-104-E-10-Z-xx	\$2,012.00	\$1,509.00	\$1,509.00	
5720	5	Factory Provisioning Per Port (With Back Office, Include Payment/Gateway as Port)	0920-002	\$50.00	\$50.00	\$250.00	
	1	Remote Tech Support to Assist Installer Onsite in Activating EV Chargers and Gateway		160.00/hour	\$160.00	\$160.00	
		Optional - Box of 25 RFID CARDS @ \$125.00 if customer does not have its own RFID cards. If customer has its own RFID cards send to EVSE for compatability testing.		\$125.00	\$93.75	\$93.75	
					EVSE Total	\$7,979.00	
		AmpUp Managed Charger Network - Required by Eversource					
6707	2	AmpUp Lite Software License, Per EVSE Port (Cable) Per Year Excluding Cellular (Discount Not to be Applied to this Item)	9909-008	\$149.00	\$149.00	\$298.00	Annual
6754	2	AmpUp Commissioning Per Site (1-10 ports)	0920-208	\$50.00	\$50.00	\$200.00	One Time
					AmpUp Total	\$498.00	
					Grand Total	\$8,477.00	
Subject to terms & conditions and applicable software license found at www.controlmod.com			Please forward P.O. to:		For technical information, contact:		
Salesperson		Date	Terms		CMI Technical Support		
Daniel Shanahan			Net 30		Phone: (860) 745-2433		
			Ex-Works		Toll Free: (800) 722-6654		
Signature			Enfield, CT				
Daniel Shanahan 6/8/22			Shipment				
			Prepay & Add				
			EVSE LLC ATTN: Order Entry 89 Phoenix Avenue Enfield, CT 06082 E-Mail: orderentry@controlmod.com				

Lenco Electrical Contractors

CT License # 104177

Town of Andover
Charging Station

June 13, 2022

We propose to provide labor and materials as outlined herein to facilitate the installation of the dual charging system provided and purchased by The Town Of Andover

Excavation, Backfill

Excavate utility trench as required from the building out to the curb area within 18 inches. Extend the trench along the curb to the location of the charger pedestal base to be located centered between the last two parking spaces closest to the road. Backfill compact, rake seed and stabilize soil. NOTE: Watering and inadequate germination is outside the scope of this work.

Material	121.09
Labor	900.00
Equipment	370.00

Deducted if performed by Town personnel.

Concrete Pedestal Base

Provide prepare and install a concrete base as specified and outlined in the installation protocol documents provided by the manufacturer.

Materials	97.38
Labor	360.00

Deducted if performed by Town personnel.

Inter building conduit system

Provide and install 1 1/4 inch emt conduit system from the 400 amp MDP in the electrical room across the building through the lower level corridor and the resident troopers office to the exterior of the building terminating to an exterior rated enclosure.

Exterior conduit system

Provide and install 1 1/4 inch schedule 40 PVC conduit system from the exterior of the building enclosure across the unpaved area in a the excavated trench to the curb area and extend to the location of thee pedestal base.

Line voltage

Provide and install two 50 amp 230 volt circuit conductors with ground through the conduit system from the MDP to the location of the pedestal. Provide and install breakers. Provide final connection and terminate as required

Installation

Install provided charging station and associated equipment. Terminate connections. Energize verify voltage and test under load.

Materials	4,989.13
Labor	7,700.00.

Future Option

In order to facilitate the installation of another two circuits to a twin charging station at the curb line the following installation and material modifications must be made.

- ** Increase conductor size facilitating the initial twin charge station in order to provide de rating when additional conductors are required.
- ** Increase conduit size to allow for future additional conductors.
- ** Provide ground box in order to extend future conduit extension to new twin charging station.

Materials	793.21
Labor	145.00

Add this line Item as option.

Eversource is offering the CT Electric Vehicle (EV) Charging Program to incentivize the installation of EV charging station equipment, including:

- Level 2 charging stations to charge light-duty EVs, and
- Direct current fast chargers (DCFCs) to charge light-duty EVs

This application is for all non-residential Eversource electric service customers who purchase and install qualified electric vehicle supply equipment (EVSE) charging stations at facilities including workplace, light-duty fleets, public charging, and multifamily properties with five or more units on or after January 1, 2022 through December 31, 2022. **Submission of this application is required prior to installing qualifying chargers.**

To be eligible for an EVSE charging station rebate, you must purchase a model from the EV Charger Qualified Product List (QPL). Charger hardware and networked software must be a matched system on the QPL to be eligible. Please check our [website](#) for the latest version.

APPLICATION INSTRUCTIONS

1. Complete this application with all required documents listed in the Pre-Installation Checklist, prior to installing qualified chargers. Include the authorized signature(s) to indicate your acceptance of the terms and conditions
2. Mail or email the application with required documents to EversourceEVApplications@clearresult.com or Eversource CT EV Charging c/o of CLEAResult, 16350 Felton Rd, Lansing, MI 48906
3. Eligible applicants will receive an incentive reservation letter and payment request form
4. Complete the project within the timeframe of the incentive reservation letter
5. Submit the payment request form, that will be sent to you, with required documents from Post-Installation Checklist
6. Receive the rebate check

Read Terms and Conditions for more program details and for definitions of terms that are referenced throughout this application

SECTION 1: APPLICANT INFORMATION

Customer Name: (Company or Organization responsible for monthly bills)			
Existing Electric Account Number:		Account Executive Name: (Optional)	
Customer Primary Business Address, Street:	City:	State:	ZIP:
Primary Contact Name:	Contact Phone:		
Contact Email:	Is Applicant the Property Owner of the installation Site(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, please complete the information below and attach an authorization letter signed by the Property Owner)		
Property Owner Name:			
Property Owner Address, Street:	City:	State:	ZIP Code:

SECTION 2: SITE INFORMATION

One application must be submitted for each property. An application may contain multiple Sites. See "Site" definition in the Terms and Conditions. The project proposal that you attach to this application and project invoices that you submit after installation must separately identify each Site.

Street Address:	City:	State:	ZIP:
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Underserved Community? <input type="checkbox"/> Yes <input type="checkbox"/> No	Parcel #: (optional)
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What type of Facility is at this location (if multiple facilities are present, select the one most aligned with the expected EV charging users).

<input type="checkbox"/> College/University	<input type="checkbox"/> Education/K-12	<input type="checkbox"/> Fast Food Restaurant	<input type="checkbox"/> Food Sales/Grocery	<input type="checkbox"/> Hospital	<input type="checkbox"/> Industrial
<input type="checkbox"/> Lodging	<input type="checkbox"/> Medical Clinic	<input type="checkbox"/> Office	<input type="checkbox"/> Parking Garage	<input type="checkbox"/> Retail	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Other:					

Please describe Site(s) included in the project

Unique Site Name	ID	Charging Location Type	Parking Type	EV Parking Space Counts	Electric Service Scenario
	A	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs Public EV Plugs Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available): <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)
	B	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs Public EV Plugs Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available): <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)
	C	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs Public EV Plugs Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available): <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)
	D	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs Public EV Plugs Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available): <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)

SECTION 3: REBATE AMOUNTS

Location of Charger	EV Charger Type	Per Site Maximum Rebate Amounts ^{2,3}	Property Type	Requirements
Baseline Property	Level 2	Up to \$20,000	Multifamily	Must install at least 2 ports
			Public	Must install at least 2 ports
			Workplace	Must install at least 4 ports
Property in an Underserved Community ¹	DCFC	Up to \$150,000	Any	Must install at least 2 ports
	Level 2	Up to \$40,000	Multifamily	Must install at least 2 ports
			Public	Must install at least 2 ports
			Workplace	Must install at least 4 ports
	DCFC	Up to \$250,000	Any	Must install at least 2 ports

¹ See Department of Economic and Community Development (DECD), Distressed Municipalities Map to identify which locations are meet the criteria to be considered "Underserved". Follow this link to access the map: <https://portal.ct.gov/DEEP/Environmental-Justice/Environmental-Justice-Communities#Map>

² Rebate amounts will be capped at up to 50% of EVSE charger cost + up to 100% make-ready installation costs

³ If proposing multiple sites on one application, refer to Site Definition in Terms & Conditions to determine if project is eligible for multiple sites

SECTION 4: PROJECT SCOPE

Contractor Name:		Contractor Primary							
		Name:		Phone:			Email:		
Contractor Address, Street:				City:			State:		ZIP:
Charging Network Service Provider Name:									
Site ID See table above	Planned EVSE/Charger Installation							Futureproofing (if applicable)	
	Type	Hardware Manufacturer	Hardware Model	Unit Quantity	Number of Ports per Unit ¹	Total Ports	Total Power Output (kW)	Included	# of Planned Future Ports
A	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	
B	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	
C	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	
D	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	

¹Only count ports capable of simultaneous charging. To count toward the minimum DCFC site requirement, each port must be capable of simultaneous 50 kW or greater output. Level 2 ports must utilize a J1772 connector. DCFC units must include a CCS connector.

SECTION 5: PROJECT FINANCIALS

Only include eligible EVSE and Make Ready costs. See definitions in the Terms and Conditions to identify eligible costs.

Site ID See table above	Total Site Cost	EVSE Cost	Make Ready Cost			Futureproofing Cost (if applicable)			Requested Incentive Amount
			Utility Side	Customer Side	Total	Utility Side	Customer Side	Total	
A									
B									
C									
D									

Current Project Status

☐ Planning
 ☐ Design
 ☐ Procurement
 ☐ Ready to Install

Estimated Activation Date
Is this a new construction project?

☐ Yes
 ☐ No

Pre-Installation Checklist:

Submit your application with the required documentation:

- Contractor proposal, including cost estimates for EVSE, cost of networking, and make ready infrastructure. (If you are pricing out EVSE chargers and make ready separately, provide proposals for both.)
- Site plan showing proposed circuits overlaid on an image or scale drawing of the property, clearly showing:
 - o Location of each EVSE
 - o Planned conduit paths
 - o Location of the existing or intended electric service
 - o Identification and description of any futureproofing measures
- Specifications sheet for each EVSE showing manufacturer name and model number
- If applicant is not the property owner, attach a letter of authorization for this installation that is signed by the property owner

Installation Checklist:

- Install only new EVSE that is included on the Program's EV Charger Qualified Products List
- Have the installation performed by a qualified and licensed contractor in accordance with all applicable laws and permitting requirements
- Activate qualified EVSE in a manner consistent with an approved program application and within the timeframe of the incentive reservation letter. Activate means the equipment is installed, energized and able to charge an electric vehicle. Date extensions will be granted at Eversource sole discretion.

Post-Installation Checklist:

Submit your payment request with the required documentation:

- Copy of inspection sign-off by the local authority having jurisdiction
- Copy of contractor invoice marked paid, identifying the contractor business name and license number, date(s) work performed and with the following costs for each Site:
 - o Total cost
 - » EVSE subtotal, and itemization of:
 - ◇ Actual unit purchase price, reflecting any discounts received
 - ◇ Cost of networking
 - ◇ Shipping and handling charges
 - ◇ Sales tax
 - » Make Ready subtotal, and itemization of:
 - ◇ Site design and engineering
 - ◇ Permitting
 - ◇ Panels, breakers and or meter enclosures
 - ◇ Conduit and cable (include footage lengths of conduit and cable runs)
 - ◇ Trenching, backfill and restoration (including any concrete mounting pads or bases)
 - ◇ Payments to Eversource for electric service upgrades
- A list of all EVSE installed, including the following information for each:
 - o Site name where installed
 - o Model
 - o Serial number

Payee Information

For a third party to be eligible to receive payment, they must provide an installation invoice with zero balance, and be licensed to perform the work included in the project. Eversource reserves the right to exclude any third party from participation in the program at any time.

Payee Name (please print):

Relationship to applicant:

Mailing Address:

(Completed by) Name:

(Completed by) Telephone:

City:

State: ZIP:

Payee Federal Tax ID:

Phone:

Email:

Applicant Signature (Required) I acknowledge the Payee information provided.

Customer Certification Agreement and Signature (Please Read Carefully)

I certify that I intend to purchase and install the indicated electric vehicle charging equipment on or after January 1, 2022, for use at the service address listed above and not for resale. I further agree to provide the required documentation and, if requested, I agree to a verification by a Utility representative of both the sales transaction and product installation and also allow Utility access to pre and post-monitor the installation. Falsifying any of the above information will void this rebate application and any future rebate applications.

By signing this form below, I certify that all of the information described on this Application and all documents provided with this Application are accurate and true and that I have read and understand the TERMS AND CONDITIONS on this form.

Customer Printed Name

Customer Signature (required)

Date

Terms and Conditions

These Terms & Conditions govern The Connecticut Light & Power Company d/b/a Eversource Energy ("Company") Connecticut Commercial Electric Vehicle (EV) Charging Program ("Program"). CLEAResult Consulting Inc. is implementing the Program on behalf of the Company. As used in these Terms & Conditions, "Eversource" shall include the Company and CLEAResult Consulting Inc. By submitting this signed application, the current or prospective non-residential Eversource electric service customer ("Applicant" or "Customer") acknowledges that Applicant has read, understands, and agrees to these Eversource Terms & Conditions. Applicant understands that funding for rebates under this program is derived from Eversource electric service customers. Eversource does not guarantee the availability of funding for this program and neither is responsible for any costs or damages incurred by applicant if funding for this program is reduced or eliminated by the State of Connecticut, the Public Utilities Regulatory Authority, or other State of Connecticut action. Rebates are subject to funding availability and are subject to change at any time without notice.

APPLICATION FORM: This application must be filled out completely, truthfully and accurately. The Customer or their authorized representative must sign, date, and submit this application along with the required documentation outlined under the Pre & Post Installation Checklists, and any other required documentation identified in this application.

ELIGIBILITY: Rebates are available to a new or existing non-residential electric Eversource Customers who purchase and install qualified electric vehicle supply equipment (EVSE) at a property that houses a workplace, light-duty fleet charging, public charging, or multifamily properties with five or more units (a "Site") on or after January 1, 2022 through December 31, 2022. Eligible EVSE must be installed in the Eversource service territory. The EVSEs must be listed on the EV Charger Qualified Products List ("QPL") and be installed at the Site address listed on this application. For a complete list of qualifying EV chargers, check our [website](#). Charger hardware and networked software must be a matched system on the QPL to be eligible.

PRE-APPROVAL, POST-APPROVAL, AND VERIFICATION: To be eligible for any potential rebates, Applicant must submit this application prior to installing qualifying EVSE. If Applicant is a tenant, Applicant has obtained the property owner's permission to install the equipment and has included an authorization letter signed by the property owner. Applicant shall submit application and all documentation listed in Pre-Installation Checklist. Eversource will review the submitted application and if approved, will send the applicant an incentive reservation letter and a payment request form. The incentive determination letter will contain an expiration date that the qualifying EVSE must be installed by to be eligible for rebates. Upon completion of work, Applicant must submit the required documentation in the Post Installation Checklist and the payment request form. If more than one Site is listed on the Application, and the incentive determination letter includes more than one (1) site, Applicant may submit payment requests for each site separately. Eversource reserves the right to verify sales transactions and to have reasonable access to your facility to inspect the equipment installed under this Program, prior to issuing rebates or at a later time. All work must be completed in accordance with all applicable laws and regulations, including, but not limited to, obtaining required permits. Applicant agrees and authorizes that they will operate and maintain the equipment in proper working condition and the primary utilization audience, listed on the Application, will have access to the equipment for a term of not less than five (5) years from installation. This will be done at Applicant's sole cost and expense.

REBATE OFFER: Rebate amounts will be either 50% of eligible EVSE charger costs plus 100% eligible make-ready installation costs or the Per Site Maximum Rebate, whichever is less. Refer to the chart on page 3 of the Application for Maximum Site Rebate amounts. Eversource alone will determine eligible costs based on the documentation supplied by the Applicant and any other information Eversource chooses to collect, in its sole discretion. Eversource reserves the right to modify site rebate cap amounts.

REBATE PAYMENT: Payment for complete and accurate payment requests associated with approved applications are typically issued within 10-20 business days. Payment processing may take longer if Applicant submits incomplete or inaccurate information. Rebate checks will be mailed to the Applicant, except that payment to a designated third party will be permitted if signed off by Applicant. Payments are sent via US Postal Service, which requires several more days for delivery. Please contact the Administrator with questions about your rebates by emailing EversourceEVSUPPORT@clearesult.com or calling (888) 978-1440.

PROOF OF PURCHASE: Rebate levels will be confirmed upon receipt of detailed invoices as requested in the Post-Installation Checklist. Eversource will review required documentation and determine final eligible rebate levels before payment is made.

ENDORSEMENT: Eversource does not endorse any particular manufacturer, contractor, vendor, product, retailer or system design in promoting this Program.

TAX LIABILITY: Eversource will not be responsible for any tax liability that may be imposed on the Applicant as a result of the payment of rebates. All Applicants must attach a completed IRS W-9 and as part of this Application to receive a rebate. Rebate amounts will be reported to the IRS unless proof of tax-exempt status is provided.

WARRANTIES: EVERSOURCE DOES NOT WARRANT THE PERFORMANCE OF INSTALLED EQUIPMENT, EXPRESSLY OR IMPLICITLY. Eversource makes no warranties or representations of any kind, whether statutory, expressed, or implied, including without limitations, warranties of merchantability or fitness for a particular purpose regarding the equipment or services provided by a manufacturer, contractor or vendor. Eversource not shall be responsible for costs or corrections of conditions already existing in the property which fail to comply with applicable laws and regulations. Contact your retailer, manufacturer, vendor or contractor for details regarding equipment performance and warranties.

LIMITATION OF LIABILITY: Eversource liability is limited to paying the rebates specified. Eversource is not liable for any damages arising out of or resulting from participation in this rebate offer, including but not limited to loss of profits, loss of revenues, failure to realize expected savings, loss of data, loss of business opportunity, or similar losses of any kind, as well as any indirect, incidental, punitive, special, or consequential damages, or for any damages in tort connected with or resulting from participation in this Program. Applicant understands that all funding for rebates under this Program derives from Eversource ratepayers in part by approval from the Public Utilities Regulatory Authority (PURA). Eversource does not guarantee the availability of funding for the program and is not responsible for any costs or damages incurred by applicant if funding for this program is reduced or eliminated by the State of Connecticut or PURA action. Funding is subject to change at any time without notice.

Definitions:

- **Connecticut EV Charging Program (Commercial):** A program that provides incentives for the installation of electric infrastructure and EVSE to residential multi-unit dwellings, destination locations, workplace and light-duty fleet charging locations in Connecticut.
- **Electric Vehicle Supply Equipment (EVSE):** Level 2 or direct current fast charger (DCFC). A level 2 EVSE provides at least 3.3 kilowatts (kW) of output power from 208/240-volt input with a J1772 connector. A DCFC provides at least 50 kW of output power from 208 or 480-volt, 3-phase input, with at least one CCS connector. When calculating the EVSE rebate amount, EVSE Cost includes the main hardware unit certified by a nationally recognized testing laboratory, a charging cable of up to 25-feet in length, the vehicle connector, a cable management device, and required mounting hardware. Network communication and software fees are not included in the EVSE cost, nor are extended warranty or maintenance service agreements.
- **Make-Ready Infrastructure Cost:** is the sum of 1) Design and engineering services, 2) Permitting fees, 3) Materials and labor for construction and installation, and 3) Any fees owed to Eversource for a new or upgraded electrical service. It does not include the cost of the EVSE hardware or network service.
- **Site Definition:** Prewiring of electrical infrastructure at a set of parking spaces to facilitate cost-efficient installation of a bank of EVSE, either Level 2 or DCFC, on a property within Eversource's service territory owned or controlled by the Applicant. A site may include a service panel, junction boxes, conduit, wiring and other components necessary to make a particular location able to accommodate a bank of EVSE. The maximum incentives shall apply to each site. A site host may have more than one site at a single property to the extent that each site meets the specific electrical infrastructure criteria as defined.
- **Underserved Communities:** Includes "distressed municipalities," "environmental justice communities," and "public housing authorities" as defined in the Connecticut General Statutes. The state may reevaluate its definitions as necessary to appropriately meet the needs of low- to moderate-income residents (LMI) and communities. Please refer to capacity map [HERE](#) to determine if your location is in an underserved community.
- **Futureproofing:** Make-ready infrastructure upgrades, included in site design that would allow for future charging infrastructure upgrades. Futureproofing costs would include the following: oversized or additional conduit; oversized panels; additional conduit, trenching, connection points to additional parking spaces, service for the station and larger or additional transformers and pads. Futureproofing detail provided by the Applicant on this application, as well as itemized on their respective proposal/invoice, will be considered for incentives but will be capped at the Per Site Maximum Rebate amounts listed on page 3.
- **Light Duty:** Cars and trucks with maximum Gross Vehicle Weight Rating (GVWR) < 8,500 lbs.

Memorandum to: Board of Selectmen
From: Eric Anderson Town Administrator
Subject: Waiver of Purchasing Policy rules

The Board of finance has asked for Concurrence from the Board of Selectman and CIP to waive requirements of the towns Purchasing Policy for 2 items

1. Hiring a Surveyor for surveying a parcel at 15 center St
2. Acceptance of a grant and installation of an electric car charging station

The town has the opportunity to apply for two grants to accomplish two town objectives

The first is a Small Town Economic Assistance Grant to demolish the Andover old fire house located at 15 center St. This grant is due August 15. The prerequisites for this grant are that the town contribute 20% cost share to the project, and the project be "Shovel Ready" or at least near shovel ready. This requires an 8-24 referral to Planning and Zoning, a variance from the Zoning Board of Appeals for Use, and front and side yard setbacks. Prior to applying to the ZBA the property needs a survey, so we can accurately determine what the current setbacks are and the proposed setbacks for the new Structure.

The Board of Selectman authorized the project at the June 13 meeting leaving 61 days to get firm cost estimates for asbestos and lead evaluation and abatement, Demolition, boundary survey, project acceptance by PZC, ZBA, CIP BOF.

To get this done in a timely fashion, I used a single vendor, BSC and agreed to provide the survey as well as a foundation design for the project. This requires a waiver because the cost is in excess of \$5000 and should have been competitively bid. However, I needed the preliminary survey sketch in hand by 7/7 so that I could complete the application for ZBA and certified mail the notice to abutters for July 20. The reality is that there was no realistic way I was getting multiple bids, awarding the project and getting the preliminary survey results in 3 weeks. Hence the need for a waiver.

The second issue involved a grant application for a car charger installation. Eversource has a first come first serve municipal grant available to pay the majority of the installation costs for Car Chargers installed on town Property. In a perfect world with unlimited resources we would have hired an MEP (Mechanical Electrical and Plumbing) engineer to design the charger installation for the town hall, and then submit an RFP with the design documents for the installation since the project is over \$15,000 total dollars. There are 2 problems with this, first it would take too much time and potentially the grant dollars would already be spent. Second we would have to pay at least a few thousand dollars for the MEP. I chose to ask Lenco to work with the town to produce bid documents and figure out how to install the charger. My rationale for the waiver was that the towns costs would be ½ the cost of the charger

hardware itself, which is less than \$5000 and they would be purchased from a vendor preauthorized by the state of Connecticut for the program. The installation costs and ½ the hardware costs will be covered by the grant.

TOWN OF ANDOVER CHARTER REVISION COMMISSION
Draft BALLOT QUESTIONS FOR November 8, 2022 Charter Revision Referendum Vote
(Alternative B, which MAY be in play if the BOS/CRC keep the Budget Town Meeting as it is).

1. Shall the Town Charter be revised to provide that if the budget is defeated at a first referendum, it shall be bifurcated into two separate simultaneous votes on the Town Budget and on the local Board of Education budget, and the approval process shall begin again with the Board of Finance and continue until each bifurcated budget is finally approved, while either bifurcated budget may be separately implemented once it is enacted?
2. Shall the Town Charter be revised to add a provision requiring that if any budget fails to gain final approval of the voters before the start of the applicable new fiscal year, the Town shall timely implement a temporary substitute for any such budget in the manner required by State law, and that if the Board of Selectmen is thereby required to set any mill rate, it may do so only after considering the timely advice of the Board of Finance?
3. Shall the Town Charter be revised to delete the absolute requirement that a person must possess a "baccalaureate degree" to be chosen for the position of Town Administrator and replace it with the requirement of a "bachelor's degree or an equivalent combination of education, training and experience?"
4. Subject to the limitations of Federal, State and local law including Town Personnel Policies and collective bargaining and special contractual agreements, shall the Town Charter be amended to increase Board of Selectmen authority and discretion to appoint, contract with or dismiss persons or entities applying to perform or performing administrative functions of the Town, with the exception of "police service, such as the resident state trooper program," which will be authorized in its own special section of the Charter?

TOWN OF ANDOVER CHARTER REVISION COMMISSION
Draft BALLOT QUESTIONS FOR November 8, 2022 Charter Revision Referendum Vote
(Alternative A, which is consistent with the CRC Report, as amended by the BOS on 6/26/22)

- 1.Shall the Town Charter be revised so that the Board of Finance will present any proposed budget(s), to any Annual Town Budget Meeting(s) for review and discussion only, so that no vote is taken on any proposed budget at any Annual Town Budget Meeting(s) and that any such vote may only be taken at referendum?
- 2.Shall the Town Charter be revised to provide that if the budget is defeated at a first referendum, it shall be bifurcated into two separate simultaneous votes on the Town Budget and on the local Board of Education budget, and the approval process shall begin again with the Board of Finance and continue until each bifurcated budget is finally approved, while either bifurcated budget may be separately implemented once it is enacted?
3. Shall the Town Charter be revised to add a provision requiring that if any budget fails to gain final approval of the voters before the start of the applicable new fiscal year, the Town shall timely implement a temporary substitute for any such budget in the manner required by State law, and that if the Board of Selectmen is thereby required to set any mill rate, it may do so only after considering the timely advice of the Board of Finance?
4. Shall the Town Charter be revised to delete the absolute requirement that a person must possess a “baccalaureate degree” to be chosen for the position of Town Administrator and replace it with the requirement of a “bachelor’s degree or an equivalent combination of education, training and experience?”
5. Subject to the limitations of Federal, State and local law including Town Personnel Policies and collective bargaining and special contractual agreements, shall the Town Charter be amended to increase Board of Selectmen authority and discretion to appoint, contract with or dismiss persons or entities applying to perform or performing administrative functions of the Town, with the exception of “police service, such as the resident state trooper program,” which will be authorized in its own special section of the Charter?



ESTIMATE #180

SENT ON:

Feb 16, 2022

RECIPIENT:**Andover Town Hall**

17 School Road
Andover, CT 06232

SENDER:**My-Tech Mechanical Contractors, LLC**

428 Lake Rd
Andover, CT 06232

Phone: 860-965-1070

Email: info@mytechct.com

Website: www.mytechct.com

SERVICE ADDRESS:

17 School Road
Andover, Connecticut 06232

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
14 Plumbing	<p>Replace existing water cooler at Andover Town Hall with new cooler and bottle filling station.</p> <p>Replace existing Halsey Taylor HTV8Q_1A water cooler with new Elkay LZS8WSLP water cooler with bottle filling station and water filter. Installation includes drain, disconnect and discard old unit. Open CMU block wall to access plumbing and electrical. Relocate domestic water, drain and electrical outlet to proper rough-in dimensions. Repair CMU wall with mortar. Install new Elkay EZH20 water cooler with bottle filling station.</p> <p>https://www.elkay.com/products/details/lzs8wslp</p> <p>1 units in stock in stock at Distro as of 4/8/22</p>	1	\$0.00	\$0.00
14 Plumbing	<p>Equipment:</p> <p>Elkay LZS8WSLP</p> <p>Elkay Enhanced EZH2O® Bottle Filling Station & Single ADA Cooler, Filtered Refrigerated Light Gray. Chilling Capacity of 8.0 GPH (gallons per hour) of 50°F drinking water, based on 80°F inlet water and 90°F ambient, per ASHRAE 18 testing. Features shall include Antimicrobial, Automatic Filter Status Reset, Energy Savings, Filtered, Green Ticker™, Hands Free, Laminar Flow, Real Drain, Visual Filter Monitor. Furnished with Flexi-Guard® Safety Bubbler. Electronic Bottle Filler Sensor with Electronic Front and Side Bubbler Pushbar activation.</p>	1	\$1,417.10	\$1,417.10



ESTIMATE #180

SENT ON:

Feb 16, 2022

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
14 Plumbing	Water Cooler Shipping: FedEx	1	\$125.36	\$125.36
14 Plumbing	Material & Labor: Plumbing pipes, valves, labor, permits and appurtenances.	1	\$1,384.00	\$1,384.00

This quote is valid for 10 days due to current market price conditions.
A 50% Deposit is due prior to commencement of work.

Subtotal	\$2,926.46
No tax (0.0%)	\$0.00
Total	\$2,926.46

Signature: _____ Date: _____

**Town of Andover Board
of Selectmen Regular
Meeting**
Monday, June 13th, 2022 at 7:00 P.M.
Location: virtual Zoom meeting

Regular Meeting Minutes

1. Call to Order/Pledge of Allegiance-

Jeff Maguire called the meeting to order at 7:02 P.M. The Pledge of Allegiance was recited.

Members: First Selectman Jeff Maguire, Vice Selectman Adrian Mandeville, Paula King, Jeff Murray, Scott Person.

Town Administrator: Eric Anderson, Board Clerk: Marina Pandolfi

Assistant Finance Officer: Marina Pandolfi

Town Clerk: Carol Lee

Charter Revision Commission: Karen Madore

Senior Services Coordinator: Cathy Palazzi

Town Attorney: Dennis O'Brien

Board of Finance: Diane Choquette, Joanne Hebert

Planning & Zoning Commission: Anne Cremè, Jed Larson, Leigh Ann Hutchinson

Public Works: Jay Tuttle

Andover Board of Education: Superintendent Valerie Bruneau

175th Anniversary Committee: Catherine Magaldi-Lewis

Public Present: Mike Palazzi, John Kentris

2. Public Speak

Mike & Cathy Palazzi – none

Anne Cremè – none

John Kentris – inquired with Board of Selectmen about receiving permission to hunt on land in Town

Catherine Magaldi-Lewis – update on 175th Town Anniversary, could use help and support from Town leaders – looking for sponsors and donations

Diane Choquette – none

Carol Lee – none

Leigh Ann Hutchinson – asked if there will be enough Public Works personnel to complete seasonal roadside mowing

Attorney Dennis O'Brien – none

Marina Pandolfi – none

Jed Larson – none

Superintendent Valerie Bruneau – none

Jay Tuttle – none

3. Additions/Deletions to the Agenda

Eric Anderson asked to move agenda items 9b, 9c, 9d, 9e, 9g, and 9h before agenda item 5 - Appointments

4. Board and Commission Presentations

a. Recommendations from the Charter Revision Commission

Carol Lee stated she submitted a draft report for the Charter Revision Commission – provided in meeting packet. Dennis O'Brien commented that the Board of Selectmen will need to have a public hearing. Attorney O'Brien has sent in the revision, ballot questions will need to be submitted and reviewed at the Board of Selectmen's July meeting – it will then go on to the Secretary of the State's office to be put on the November election ballot.

Scott Person MOTIONED to set a Public Hearing date of Monday, June 27th, 2022 at 7pm via Zoom.

Jeff Murray SECONDED

MOTION CARRIES 5:0:0

Discussion between Board members and Attorney O'Brien if there are any changes the public would like to make, what the next steps would be.

Adrian Mandeville MOTIONED to schedule a meeting between the Board of Selectmen and the Charter Revision Commission immediately after the Board of Selectmen meeting for the Charter Revision Commission presentation.

Scott Person SECONDED

MOTION CARRIES 5:0:0

b. Planning and Zoning

Jed Larson touched on Affordable Housing Plan, all Towns were required to come up with an Affordable Housing Plan – Bill Warner put plan together and was submitted to the State before the deadline of June 1, 2022.

Reviewed and discussed the Affordable Housing Plan and Andover's demographic information, spoke to Board members about opting out of Public Act 21-29 Accessory Dwelling Units. Concern is for small building lots around the Lake, Accessory Dwelling Unit's on these lots would not be conducive to maintaining water quality of the Lake.

Jed also explained the process of opting out of this Public Act – presentation shown in meeting packet.

Additional discussion and questions regarding regulations from Board members.

Jed additionally discussed the Affordable Housing Plan – the State requirement is 10% of housing needs to be affordable. New potential units could be added to the senior housing by the ball fields, or by the new Community Center. The end goal is 10 new units over the next 10 years.

The Board of Selectmen will need to approve the opt out after the Planning and Zoning Commission meeting. In the future a building committee will need to be put together for affordable housing.

9. b. Demolition estimates for the Old Fire House

Jay Tuttle (DPW) discussed that his department could demo the building – no cost estimates yet. Would need to rent an excavator with attachment for around \$5000-\$6000, 10 +/- dumpsters for material, cost of diesel/Town vehicles, and employee time – project could be done for under \$20,000.

Additional discussion between Jay Tuttle, Eric Anderson, and Board on ideas for replacing the Old Fire House or other Town locations to store the Senior Transportation vehicles. Grant funding could potentially be used for this project. Need to have future discussion on demolition.

Adrian Mandeville MOTIONED to allow Eric Anderson to pursue the Old Fire House/Senior Transportation vehicles project as a STEAP grant option, and allot \$250,000k of STEAP funds towards the project.

Jeff Murray SECONDED
No action taken.

Board members discussed other options for STEAP grant funds. Superintendent Valerie Bruneau shared the Andover Elementary School could use STEAP grant funding to make the current playground and facility ADA compliant. There are currently no accommodations for students in wheelchairs.

Additional discussion on the requirements for the grant application, and how to apply the funds to certain projects.

Adrian Mandeville MOTIONED to authorize the Town Administrator to put together a STEAP grant application up to \$250,000 plus the requirement match funds from the Town for a new building to store Senior Transportation vehicles and the Old Fire House location project, and an additional \$250,000 grant for the Andover Elementary School to ensure the playground is ADA compliant.

Scott Person SECONDED
MOTION CARRIES 5:0:0

e. Purchase of a Portable PA System

New portable PA system needs to be purchased for Town events.

Adrian Mandeville MOTIONED to authorize the Town Administrator to purchase a new portable PA system for under \$600 for Town events.

Paula King SECONDED

Adrian Mandeville AMENDED his motion that Jeff Murray will select this new system.

Paula King SECONDED
MOTION CARRIES 5:0:0

g. Resolution Regarding Driveway Apron Permits

Adrian Mandeville MOTIONED to approve the resolution delegating Board of Selectmen authority for permits regarding driveways connecting the roads in Town to the Department of Public Works supervisor of the Town, as so written by Attorney Dennis O'Brien in the Board of Selectmen meeting packet.

Scott Person SECONDED
MOTION CARRIES 5:0:0

h. Employee Educational Funding for Job Skills

Discussion regarding Town considering contributing funds to a portion of an online college degree program for Department of Public Works Supervisors for a current DPW employee. Eric Anderson and Jay Tuttle will put together a proposal for costs. Will need to speak with AFSCME Union as well.

5. Appointments - none

6. Resignations – none

7. Town Administrator's Report

Eric Anderson reviewed his report provided in the meeting packet.

An RFQ is out for Engineering Services – will consult with Jay Tuttle, Jed Larson and Ed Sarisly to interview & pick a firm. Eric is consulting with the project engineer for the Community Center design – will be paid from the Multi-Use Building Fund. Reviewed RFP for reclaim on Long Hill Road and Shoddy Mill Road. He will begin to advertise for the open Public Works Maintainer position. Adrian Mandeville will additionally join the interview panel. The Connectivity Grant project is 75% complete – a landscape design will be added. The Town should be receiving the remaining portion of the ARP Grant funds soon.

8. Old Business

a. Renewal of Tax Abatement for Hop River Homes and Softball Field Renewal

Board of Selectmen signed and agreed to the Tax Abatement, Softball field Renewal needs remaining signature from USDA

b. Community Center RFP for Design Build

RFP's still in process – sent out to a few people for consult

c. Authorize UCONN Energy Benchmarking Study

Eric Anderson provided all of the information required. Waiting on one more piece of information from the Andover Elementary School.

d. Town Personnel Policy

i. Part Time Employee Status (health care and MERF)

To be discussed in Executive Session

ii. Return to work after injury

no discussion

iii. Longevity Payments

no discussion

iv. Senior Transportation Drivers

No discussion

Eric Anderson is waiting for the Board to review the redline copy and provide feedback.

e. Finance Department Structure

No major changes – Eric sent note to Board on Friday June 10th, 2022 on status of office

f. Board Clerk Employment

Job posting is active – look into posting on Indeed

g. Senior Transportation Vehicle Parking – previously discussed in meeting

9. New Business

a. Fiscal Year 2022-2023 Proposed Town Budget – budget passed at referendum, Board of Finance set Mil Rate at 31.91

f. Car Charging Installation at Town Hall

Eric Anderson stated that a grant can be applied for through Eversource, Town will pay for half the cost of the chargers – Eversource will cover the installation, funds will be taken from the Building Maintenance Fund.

Adrian Mandeville MOTIONED for the Town Administrator to submit an Eversource application for a grant to cover the installation cost of 2 Electric Chargers – EVSE 3704 pole mounted Level 2 chargers with a credit card station and RFID reader at the Andover Town Hall with an estimated cost of \$24,132 – Town's cost is about \$5,000. Chargers to be located on the south-west side of the Town Hall building, project will not be started until Eversource issues the official incentive reservation determination letter.

Paula King SECONDED
MOTION CARRIES 5:0:0

Eric Anderson will also let the Library know about this program – if they are interested a 2nd grant application will be submitted.

10. Approval of Meeting Minutes

- a. Monday, April 11th, 2022 Regular Meeting Minutes
- b. Monday, May 16th, 2022 Regular Meeting Minutes

Paula King MOTIONED to approve the Monday, April 11th, 2022 Regular Meeting Minutes and the Monday, May 16th, 2022 Regular Meeting Minutes.
Adrian Mandeville SECONDED
MOTION CARRIES 5:0:0

11. Finance Department Reports

- a. Revenue Summary
- b. Town Budget Summary
- c. Town Aid Road (TAR) Update
- d. Town Cash Report
- e. Over Expenditure Report

Adrian Mandeville asked a quick question regarding multiple line items on the same Purchase Order/Check #. Many vendors have multiple invoices that are paid on one check.

12. Budget

- a. Appropriation Transfers
- b. Over Expenditure Report
 - In meeting packet

13. Tax Collector's Report

- a. Refunds Requests - none

14. Assessor's Report

- a. Revaluation Services – none will move this report into agenda item 15 going forward

15. Department Reports – provided in packet

- a. Fire Department
- b. Burning Official
- c. Resident State Trooper
- d. Town Clerk
- e. Building Department
- f. Assessor's Office
- g. Public Works
- h. Transfer Station
- i. Library
- j. Senior Transportation
- k. Registrars
- l. AHM

16. Correspondence – none

17. Public Speak

Karen Madore – none

Joanne Hebert – commented regarding consideration of employee education funding

Anne Cremè – none

Diane Choquette – none

Leigh Ann Hutchinson – none

Carol Lee – none

Marina Pandolfi – circled back on longevity payment for employee to be paid out this fiscal year

Attorney Dennis O'Brien – question on public hearing for Charter Revision Commission meeting date

Paula King – stated the 175th Anniversary Committee is collecting recipes for a book that will be sold. Recipes can be submitted through the Facebook page, Library, and Town Hall. There is also a donation link on the Support Network, Town Website, and Town Facebook page

18. Executive Session to discuss Union Contract

Paula King MOTIONED to enter Executive Session at 9:45pm. Scott Person SECONDED. MOTION PASSES 5:0:0

Executive Session ended at 10:06pm

19. Adjournment

Adrian Mandeville MOTIONED to adjourn the meeting at 10:06pm. Paula King SECONDED. MOTION PASSES 5:0:0

* The following boards/commission Zoom Video Recordings are posted to the NEW Town of Andover, CT YouTube Channel: Board of Selectmen, Board of Finance, Board of Assessment Appeals, Inland Wetlands and Watercourses Commission, Planning and Zoning Commission, Zoning Board of Appeals. Like our www.facebook.com/townofandoverct page for community updates! Helpfully submitted by the Board Clerk Marina Pandolfi. Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.

July 6, 2022
09:52 AM

Andover Town
Check Register By Check Date

Page No: 1

Range of Checking Accts: POOLED to POOLED Range of Check Dates: 06/01/22 to 06/30/22
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
POOLED					
926	06/08/22	ABBIE005 ABBIE WINTER	112.50		33
927	06/08/22	AL Alicia Lee	93.50		33
928	06/08/22	ANTHE005 ANTHEM LIFE & DISABILITY INSUR	331.96		33
929	06/08/22	BRICK005 BRICKS R US	15.00		33
930	06/08/22	CITIZ005 ANDOVER SENIOR CITIZENS	474.00		33
931	06/08/22	DIME0005 DIME OIL COMPANY LLC	3,362.62		33
932	06/08/22	DUBOI005 DUBOIS AUTOMOTIVE, INC.	655.20		33
933	06/08/22	FASTE005 FASTENAL COMPANY	192.41		33
934	06/08/22	GENIE005 Genie Innovations Inc.	409.95		33
935	06/08/22	GOODS005 GOODSPEED MUSICALS, GROUP SALE	888.00		33
936	06/08/22	HANDF005 JOHN HANDFIELD	85.92		33
937	06/08/22	HDP00005 DAS-ACCT.REC.- HDP	160.00		33
938	06/08/22	INFOS005 INFOSHRED LLC	19.85		33
939	06/08/22	LEAF0005 LEAF	223.32		33
940	06/08/22	LEE00005 CAROL LEE	103.58		33
941	06/08/22	LHSAS005 LHS ASSOCIATES INC.	560.25		33
942	06/08/22	MIKEL005 MIKE LESTER	25.72		33
943	06/08/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST	88.00		33
944	06/08/22	OFFIO005 OFFICE OF THE TREASURER	1,067.00		33
945	06/08/22	PAPER005 WILLIMANTIC WASTE PAPER	3,682.29		33
946	06/08/22	PHOEN005 PHOENIX ENVIRONMENTAL LABORATO	133.50		33
947	06/08/22	PIZZA005 ANDOVER PIZZA	74.80		33
948	06/08/22	POINT010 POINT & PAY	2,300.00		33
949	06/08/22	PROFE005 PROFESSIONAL LOCK & SAFE	13.16		33
950	06/08/22	QUALI005 QUALITY DATA SERVICE INC	1,692.18		33
951	06/08/22	RECEI005 ACCOUNTS RECEIVABLE	241.00		33
952	06/08/22	RONSP005 RON'S PROFESSIONAL LAWN CARE	7,955.00		33
953	06/08/22	SWISS005 SWISS UNIFORM RENTAL	261.40		33
954	06/08/22	TARGE005 TARGET ENTERPRISES, INC.	825.04		33
955	06/08/22	TOWN0015 TOWN OF MANCHESTER	3,115.00	06/21/22 VOID	33
956	06/08/22	TOWN0025 TOWN OF SOUTH WINDSOR	579.50		33
957	06/22/22	ABBIE005 ABBIE WINTER	93.50		34
958	06/22/22	ABBYS005 ABBY'S CONTRACTING LLC	36,548.50		34
959	06/22/22	ADKIN005 ADKINS	474.36		34
960	06/22/22	AFSCM005 AFSCME, LOCAL 1303	275.30		34
961	06/22/22	AIGRE005 AIG RETIREMENT SERVICES	2,625.00		34
962	06/22/22	AMERI005 AMERI-LOO	447.00		34
963	06/22/22	AMYKN005 AMY KNOX	206.00		34
964	06/22/22	ANDOV025 ANDOVER LANDSCAPING	559.69		34
965	06/22/22	AVENU005 AVENU HOLDINGS, LLC	665.20		34
966	06/22/22	CAROL005 CAROLYN BRODGINSKI	90.00		34
967	06/22/22	CASBO005 CASBO	435.00		34
968	06/22/22	CCM00005 CCM	150.00		34
969	06/22/22	COITE005 COIT EXCAVATING INC	2,406.43		34
970	06/22/22	CONST005 CONSTELLATION NEW ENERGY INC	763.78		34
971	06/22/22	EVERS005 EVERSOURCE	1,310.06		34
972	06/22/22	FIREP005 Fire Protection Testing Inc	8,850.00		34
973	06/22/22	FPMAI005 FP MAILING SOLUTIONS	150.00		34
974	06/22/22	FRONT005 FRONTIER COMMUNICATION	68.49		34

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
POOLED		Continued			
975	06/22/22	GRAVE005 BEYOND THE GRAVESTONE	1,725.00		34
976	06/22/22	GULEM005 GULEMO PRINTERS INC	97.58		34
977	06/22/22	HAINM005 HAIN MATERIALS CORP	1,106.55		34
978	06/22/22	HEALT005 HEALTH EQUITY	25.00		34
979	06/22/22	HEBRO005 HEBRON ACE HARDWARE	157.93		34
980	06/22/22	HOMED005 HOME DEPOT CREDIT SERVIC	360.34		34
981	06/22/22	HOSME005 HOSMER MT. BOTTLING COMPANY IN	27.00		34
982	06/22/22	INQUI005 JOURNAL INQUIRER	140.09		34
983	06/22/22	KAIN005 KAINEN, ESCALERA AND MCH	495.00		34
984	06/22/22	KDCKA005 KDC - KAULBACK DESIGN CO	784.28		34
985	06/22/22	LACRO005 NOREEN LACROIX	13.00		34
986	06/22/22	LHSAS005 LHS ASSOCIATES INC.	466.89		34
987	06/22/22	LISWE010 BILL LISWELL	20.00		34
988	06/22/22	MAMON005 JEAN MAMONAS	104.00		34
989	06/22/22	MARIN005 MARINA PANDOLFI	201.25		34
990	06/22/22	MEUI0005 MEUI	125.10		34
991	06/22/22	MOULT005 HUNTER MOULTON	20.00		34
992	06/22/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST	506.00		34
993	06/22/22	NICKE005 NICK ECKHERT	150.00		34
994	06/22/22	OBRIE005 ATTY DENNIS O'BRIEN	2,250.00		34
995	06/22/22	OFFIC010 THE OFFICE WORKS	132.51		34
996	06/22/22	PALAZ010 MICHAEL PALAZZI	53.91		34
997	06/22/22	PAPER005 WILLIMANTIC WASTE PAPER	6,643.39		34
998	06/22/22	PERRY005 PERRY LINDLEY	91.00		34
999	06/22/22	POINT005 POINT SOFTWARE	690.00		34
1000	06/22/22	RECRE005 HEBRON PARKS & RECREATI	3,260.00		34
1001	06/22/22	STATE045 STATE OF CONNECTICUT	369.00		34
1002	06/22/22	TIARE005 TIARE KAHANA BOURGET	150.00		34
1003	06/22/22	TOLLA015 TOLLAND COUNTY TOWN CLE	20.00		34
1004	06/22/22	TOWN0015 TOWN OF MANCHESTER	3,115.00	06/23/22 VOID	34 (Reason: this is a mess)
1005	06/22/22	VERIZ005 VERIZON WIRELESS	142.34		34
1006	06/22/22	WHPRE005 W.H. PREUSS SONS, INC.	49.99		34
1007	06/23/22	TOWN0015 TOWN OF MANCHESTER	3,054.00		35
1008	06/23/22	TOWN0015 TOWN OF MANCHESTER	61.00		36

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	81	2	106,237.11	6,230.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	<u>81</u>	<u>2</u>	<u>106,237.11</u>	<u>6,230.00</u>

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	81	2	106,237.11	6,230.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	<u>81</u>	<u>2</u>	<u>106,237.11</u>	<u>6,230.00</u>

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	2-100	43,400.87	0.00	62,836.24	106,237.11
Total of All Funds:		43,400.87	0.00	62,836.24	106,237.11

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	100	43,400.87	0.00	62,836.24	106,237.11
Total of All Funds:		43,400.87	0.00	62,836.24	106,237.11

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
	2-100	43,400.87	0.00	0.00	0.00	43,400.87
Total of All Funds:		<u>43,400.87</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>43,400.87</u>

Account Range: First to Last		Include Zero Activity Accounts: No				
Current Date Range: 06/01/22 to 06/30/22		Year To Date As Of: 06/30/22				
Account Id	Description	Adopted	Current Revenue	YTD Revenue	Excess/Deficit	% Realized
100-04-0100-401	Fire - Burn Permits	0.00	0.00	120.00	120.00	0.00
100-10-0000-101	Current Grand List	9,739,497.00	0.00	9,640,566.49	98,930.51-	98.98
100-10-0000-103	Interest on Active Taxes	40,000.00	0.00	53,160.48	13,160.48	132.90
100-10-0000-104	Lien on Active Taxes	2,000.00	0.00	4,870.65	2,870.65	243.53
100-10-0000-108	Prior Yr Taxes	100,000.00	0.00	141,224.13	41,224.13	141.22
100-20-0000-209	STATE PROPERTY PILOT	12,127.00	0.00	8,947.56	3,179.44-	73.78
100-20-0000-211	Veteran's Tax Relief	0.00	0.00	1,373.40	1,373.40	0.00
100-20-0000-222	Municipal Grants in Aid	2,620.00	0.00	0.00	2,620.00-	0.00
100-20-0000-223	Pequot Funds	6,680.00	0.00	4,453.33	2,226.67-	66.67
100-20-0000-226	State Miscellaneous/COVID Funds	2,500.00	0.00	393.09	2,106.91-	15.72
100-20-0000-227	Municipal Stabilization Grant	43,820.00	0.00	43,820.00	0.00	100.00
100-20-0000-238	Disabled Programs	400.00	0.00	495.38	95.38	123.85
100-20-0000-239	Telecommunications' Personal Prop. Tax	5,000.00	0.00	4,257.63	742.37-	85.15
100-20-0100-227	MRSA Municipal Revenue Sharing	20,219.00	0.00	3,179.64	17,039.36-	15.73
100-20-0100-231	Historic Document Preservation Grant	0.00	0.00	5,500.00	5,500.00	0.00
100-20-0900-219	E.C.S.	2,004,782.00	0.00	2,004,782.00	0.00	100.00
100-30-0000-303	Interest	40,000.00	0.00	2,841.18	37,158.82-	7.10
100-40-0100-407	Town Clerk Fees	50,000.00	0.00	78,626.92	28,626.92	157.25
100-40-0700-413	Transfer Station Permits	35,000.00	0.00	26,431.50	8,568.50-	75.52

Account Id	Description	Adopted	Current Revenue	YTD Revenue	Excess/Deficit	% Realized
100-40-0700-415	Waste Redemption	1,000.00	0.00	768.50	231.50-	76.85
100-40-0800-405	Building Department	55,000.00	0.00	82,051.04	27,051.04	149.18
100-80-0000-801	Miscellaneous	3,000.00	0.00	1,456.90	1,543.10-	48.56
100-80-0000-803	Rentals	1,500.00	0.00	8,900.00	7,400.00	593.33
Anticipated Total		12,165,145.00	0.00	12,118,219.82	46,925.18-	99.61
Unanticipated Total		0.00	0.00	0.00	0.00	0.00
Fund Total		12,165,145.00	0.00	12,118,219.82	46,925.18-	99.61
201-20-0100-226	Connectivity Grant	297,620.00	0.00	297,620.00	0.00	100.00
201-20-1001-225	CT State Library ARPA Funds Grant	15,457.00	0.00	15,457.00	0.00	100.00
Anticipated Total		0.00	0.00	0.00	0.00	0.00
Unanticipated Total		313,077.00	0.00	313,077.00	0.00	0.00
Fund Total		313,077.00	0.00	313,077.00	0.00	0.00
Final Total		12,478,222.00	0.00	12,431,296.82	46,925.18-	97.11

Town Aid Roads

G/L Account No: L-100-00-3700-006

Date	Description	Payee	Amount	Balance
	Opening Balance			138,460.56
7/21/2021	Check # 46 PO #22-00047	The Gorman Group LLC	\$ (39,060.00)	\$ 99,400.56
7/21/2021	Check #15 PO #22-00048	AEN Asphalt	\$ (48,020.25)	\$ 51,380.31
8/31/2021	Cash Receipt State of Connecticut		\$ 93,562.28	\$ 144,942.59
9/1/2021	Check #143 PO #22-00132	AEN Asphalt	\$ (40,556.25)	\$ 104,386.34
9/1/2021	Check #142 PO #22-00145	Adelman Sand & Gravel Inc	\$ (224.40)	\$ 104,161.94
9/15/2021	Check #203 PO #22-00186	Target Enterprises, Inc.	\$ (211.76)	\$ 103,950.18
9/29/2021	Check #207 PO #22-00193	Able Tool & Equipment LLC	\$ (9,500.00)	\$ 94,450.18
12/22/2021	Check #493 PO #22-00446	Weatherworks	\$ (1,650.00)	\$ 92,800.18
1/19/2022	Check #566 PO #22-00513	Streetscan, Inc.	\$ (6,000.00)	\$ 86,800.18
1/19/2022	Check #544 PO #22-00526	Fastenal Company	\$ (185.63)	\$ 86,614.55
1/31/2022	Cash Receipt State of Connecticut		\$ 93,562.28	\$ 180,176.83
2/3/2022	Check #571 PO #22-00565	Adelman Sand & Gravel Inc	\$ (140.80)	\$ 180,036.03
3/3/2022	Check #639 PO #22-00634	Adelman Sand & Gravel Inc	\$ (118.80)	\$ 179,917.23
3/3/2022	Check #645 PO #22-00636	Coit Excavating Inc	\$ (422.39)	\$ 179,494.84
4/13/2022	Check #763 PO# 22-00788	Adelman Sand & Gravel Inc	\$ (155.10)	\$ 179,339.74
5/11/2022	Check #866 PO# 22-00839	Target Enterprises, Inc.	\$ (88.88)	\$ 179,250.86
5/11/2022	Check #863 PO# 22-00846	Red's Building Supplies LLC	\$ (473.50)	\$ 178,777.36
5/11/2022	Check #831 PO# 22-00847	Adelman Sand & Gravel Inc	\$ (115.50)	\$ 178,661.86
5/26/2022	Check #884 PO #22-00880	Coit Excavating Inc	\$ (425.38)	\$ 178,236.48
5/26/2022	Check #884 PO# 22-00880	Coit Excavating Inc	\$ (419.84)	\$ 177,816.64
6/8/2022	Check #954 PO# 22-00949	Target Enterprises, Inc.	\$ (825.04)	\$ 176,991.60
6/8/2022	Check #933 PO# 22-00950	Fastenal Company	\$ (192.41)	\$ 176,799.19
6/22/2022	Check #969 PO# 22-00986	Coit Excavating Inc	\$ (1,437.67)	\$ 175,361.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (4,807.00)	\$ 170,554.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (4,048.00)	\$ 166,506.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (5,060.00)	\$ 161,446.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (3,542.00)	\$ 157,904.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (2,530.00)	\$ 155,374.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (4,544.00)	\$ 150,830.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (4,048.00)	\$ 146,782.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (3,542.00)	\$ 143,240.52
6/22/2022	Check #958 PO# 22-00991	Abby's Contracting LLC	\$ (4,427.50)	\$ 138,813.02
6/22/2022	Check #969 PO# 22-00994	Coit Excavating Inc	\$ (968.76)	\$ 137,844.26
6/22/2022	Check #977 PO# 22-00998	Hain Materials Corp	\$ (548.72)	\$ 137,295.54
6/22/2022	Check #977 PO# 22-00998	Hain Materials Corp	\$ (557.83)	\$ 136,737.71

Current as of 7/6/2022

Town of Andover - Custom Expenditure Report

Current Period: 6/1/2022-6/30/2022

(This is after all approved budget transfers, final payroll, and final June A/P batch - still awaiting final invoices, & posting June Revenue and any grants)

Account Id	Description	Adopted Budget	Expended Curr	Expended YTD	Balance	% Used
100-01-0101-000	Selectmen	0	0	0	0	0
100-01-0101-105	Selectmen Salary	4,800.00	500.00	4,800.00	0.00	100.0000
100-01-0101-115	Board Clerk BOS	1,500.00	-712.71	1,403.79	96.21	93.5900
100-01-0101-836	Veteran's Day Committee	500.00	199.63	500.00	0.00	100.0000
	Control Total	6,800.00	-13.08	6,703.79	96.21	
100-01-0102-000	Town Administrator	0	0	0	0	0
100-01-0102-100	Town Administrator Salary	82,500.00	6,518.22	82,500.00	0.00	100.0000
100-01-0102-120	Administrative Assistant	21,370.00	1,874.12	21,370.00	0.00	100.0000
100-01-0102-330	Conference/Seminars	200.00	200.00	200.00	0.00	100.0000
100-01-0102-535	Telephone	852.00	-73.86	852.00	0.00	100.0000
100-01-0102-580	Travel	1,200.00	100.00	1,200.00	0.00	100.0000
	Control Total	106,122.00	8,618.48	106,122.00	0.00	
100-01-0103-000	Board of Finances	0	0	0	0	0
100-01-0103-121	Board Clerk Wages-BOF	1,700.00	-16.50	1,592.50	107.50	93.6800
100-01-0103-310	Legal Fees	2,500.00	2,500.00	2,500.00	0.00	100.0000
	Control Total	4,200.00	2,483.50	4,092.50	107.50	
100-01-0105-000	Auditor/Actuary	0	0	0	0	0
100-01-0105-320	Annual Audit-Auditor	33,000.00	0	22,000.00	11,000.00	66.6700
100-01-0105-325	Actuarial Services	5,000.00	-200.00	5,000.00	0.00	100.0000
	Control Total	38,000.00	-200.00	27,000.00	11,000.00	
100-01-0107-000	Town Attorney	0	0	0	0	0
100-01-0107-310	Legal Fees	14,000.00	3,240.00	14,000.00	0.00	100.0000
100-01-0107-312	Assessor - Legal Counsel	6,000.00	5,336.00	6,000.00	0.00	100.0000
	Control Total	20,000.00	8,576.00	20,000.00	0.00	
100-01-0109-000	Treasurer/Finance	0	0	0	0	0
100-01-0109-120	Assistant Treasurer	53,560.00	-1,761.02	53,555.08	4.92	99.9900
100-01-0109-330	Conference/Seminars - Treasurer	500.00	500.00	500.00	0.00	100.0000
100-01-0109-610	Office Supplies - Treasurer	200.00	100.00	150.55	49.45	75.2800
	Control Total	54,260.00	-1,161.02	54,205.63	54.37	
100-01-0111-000	Tax Collector	0	0	0	0	0

100-01-0111-100	Salary-Tax Collector	42,651.00	3,373.25	42,648.35	2.65	99.9900
100-01-0111-330	Conf. & Seminars-Tax Collector	400.00	260.00	400.00	0.00	100.0000
100-01-0111-438	Contracted Software Maint.-Tax Collec	8,859.00	2,832.44	8,411.83	447.17	94.9500
100-01-0111-580	Mileage-Tax Collector	200.00	54.57	200.00	0.00	100.0000
100-01-0111-610	Office Supplies-Tax Collector	400.00	58.33	200.00	200.00	50.0000
100-01-0111-810	Dues/Membership - Tax Collector	100.00	25.00	100.00	0.00	100.0000
Control Total		52,610.00	6,603.59	51,960.18	649.82	
100-01-0113-000	Assessor	0	0	0	0	0
100-01-0113-100	Salary-Assessor	28,374.00	1,148.76	28,374.00	0.00	100.0000
100-01-0113-120	Salary-Asst. Assessor	36,156.00	1,585.23	36,156.00	0.00	100.0000
100-01-0113-335	Training/Assessor	650.00	471.00	650.00	0.00	100.0000
100-01-0113-438	Contracted Software Maint.-Assessor	18,098.00	2,408.00	18,098.00	0.00	100.0000
100-01-0113-580	Mileage-Assessor	500.00	342.25	342.25	157.75	68.4500
100-01-0113-610	Office Supplies-Assessor	425.00	-730.74	421.22	3.78	99.1100
Control Total		84,203.00	5,224.50	84,041.47	161.53	
100-01-0115-000	BD Assess Appeal	0	0	0	0	0
100-01-0115-100	Salaries-BAA	680.00	0	680.00	0.00	100.0000
100-01-0115-120	BAA-Clerk	400.00	-96.00	400.00	0.00	100.0000
100-01-0115-335	BAA-Training	150.00	-16.25	150.00	0.00	100.0000
Control Total		1,230.00	-112.25	1,230.00	0.00	
100-01-0117-000	Town Clerk	0	0	0	0	0
100-01-0117-100	Salary-Town Clerk	50,774.00	3,810.85	50,774.00	0.00	100.0000
100-01-0117-120	Asst. Salary-Town Clerk	23,275.00	1,587.03	23,275.00	0.00	100.0000
100-01-0117-330	Conf. / Seminars-Town Clerk	1,000.00	-27.50	1,000.00	0.00	100.0000
100-01-0117-335	Training-Town clerk	2,000.00	1,170.06	1,170.06	829.94	58.5000
100-01-0117-438	Equip. Maint.-Town Clerk	540.00	-440.00	540.00	0.00	100.0000
100-01-0117-580	Travel- Town Clerk	400.00	103.58	160.70	239.30	40.1800
100-01-0117-610	Office Supplies-Town Clerk	1,400.00	474.36	1,153.32	246.68	82.3800
100-01-0117-612	Land Records-Town Clerk	10,100.00	665.20	8,806.50	1,293.50	87.1900
100-01-0117-616	Maps Filming & Indexing-Town Clerk	600.00	0	0	600.00	0.0000
100-01-0117-810	Dues / Memberships-Town Clerk	500.00	-61.99	500.00	0.00	100.0000
100-01-0117-865	Vital Statistics-Town Clerk	300.00	0	0	300.00	0.0000
100-01-0117-885	Restoration-Town Clerk	1,000.00	0	639.61	360.39	63.9600
Control Total		91,889.00	7,281.59	88,019.19	3,869.81	

100-01-0119-000	Probate Court	0	0	0	0	0
100-01-0119-800	Misc. Expenses-Probate Court	3,200.00	3,200.00	3,200.00	0.00	100.0000
	Control Total	3,200.00	3,200.00	3,200.00	0.00	
100-01-0121-000	Elections	0	0	0	0	0
100-01-0121-100	Salaries-Elections	16,000.00	6,566.61	16,000.00	0.00	100.0000
100-01-0121-335	Training - Elections	600.00	357.00	600.00	0.00	100.0000
100-01-0121-438	Equip. Maint.-Elections	3,000.00	2,325.00	3,000.00	0.00	100.0000
100-01-0121-610	Supplies-Elections	8,000.00	6,854.25	7,908.99	91.01	98.8600
100-01-0121-800	MISC/CANV	120.00	0	78.00	42.00	65.0000
100-01-0121-830	Meals-Elections	600.00	318.37	596.67	3.33	99.4500
	Control Total	28,320.00	16,421.23	28,183.66	136.34	
100-01-0123-000	Old Town Hall	0	0	0	0	0
100-01-0123-432	Building Maint.- Old Town Hall	2,500.00	-468.75	2,500.00	0.00	100.0000
100-01-0123-490	Alarm System-Old Town Hall	500.00	21.50	500.00	0.00	100.0000
100-01-0123-601	Electricity-Old Town Hall	600.00	-149.83	600.00	0.00	100.0000
100-01-0123-603	Fuel Oil-Old Town Hall	400.00	400.00	400.00	0.00	100.0000
	Control Total	4,000.00	-197.08	4,000.00	0.00	
100-01-0125-000	Registrars	0	0	0	0	0
100-01-0125-100	Salary-Registrars	12,000.00	5,967.52	11,935.04	64.96	99.4600
100-01-0125-120	Asst. Salary-Registrars	1,000.00	410.00	820.00	180.00	82.0000
100-01-0125-330	CONF & SEMINARS - Registrars	1,200.00	481.73	921.73	278.27	76.8100
100-01-0125-335	Registrar-Training	3,500.00	3,105.65	3,465.65	34.35	99.0200
100-01-0125-580	Travel-Registrars	500.00	347.90	500.00	0.00	100.0000
100-01-0125-610	Office Supplies-Registrars	300.00	108.99	297.81	2.19	99.2700
100-01-0125-810	Dues / Memberships-Registrars	200.00	10.00	200.00	0.00	100.0000
	Control Total	18,700.00	10,431.79	18,140.23	559.77	
100-01-0127-000	ADS	0	0	0	0	0
100-01-0127-540	Legal Ads-Advertising	4,000.00	-1,221.56	4,000.00	0.00	100.0000
	Control Total	4,000.00	-1,221.56	4,000.00	0.00	
100-01-0129-000	Town Office Building	0	0	0	0	0
100-01-0129-315	Payroll Service-Town Office	6,500.00	-1,916.74	5,784.66	715.34	88.9900
100-01-0129-350	Water Testing	500.00	95.00	500.00	0.00	100.0000
100-01-0129-365	Elevator-Service Contract	2,300.00	7.79	2,300.00	0.00	100.0000
100-01-0129-401	Elevator Permit	240.00	240.00	240.00	0.00	100.0000

100-01-0129-430	ProComm.Maint.Agr.-Town Office Bldg	600.00	600.00	600.00	0.00	100.0000
100-01-0129-432	Building Maint.-Town Office Building	3,500.00	-945.53	3,500.00	0.00	100.0000
100-01-0129-439	Software Maint.-Town Office Building	7,500.00	-461.65	7,500.00	0.00	100.0000
100-01-0129-442	Computer Tech Support	8,000.00	2,314.23	8,000.00	0.00	100.0000
100-01-0129-443	Website Fees	4,618.00	-213.00	4,618.25	-0.25	100.0100
100-01-0129-444	Copier Rental-Town Office	2,680.00	223.32	2,679.84	0.16	99.9900
100-01-0129-490	Tolland 911 Dispatch-Town Office	10,531.00	499.40	10,531.00	0.00	100.0000
100-01-0129-530	Telephone-Town Office Building	10,500.00	478.44	9,778.16	721.84	93.1300
100-01-0129-531	Postage-Town Office	7,000.00	1,057.81	4,315.80	2,684.20	61.6500
100-01-0129-533	Postage Meter Rental-Town Office	600.00	150.00	600.00	0.00	100.0000
100-01-0129-537	CEN Fiberoptic Internet-Office Building	1,500.00	393.00	1,500.00	0.00	100.0000
100-01-0129-550	Printing-Town Office Building	1,600.00	1,592.44	1,592.44	7.56	99.5300
100-01-0129-601	Electricity-Town Office Building	7,500.00	-170.60	7,500.00	0.00	100.0000
100-01-0129-603	Fuel Oil-Town Office Building	5,800.00	1,770.84	5,800.00	0.00	100.0000
100-01-0129-610	Office Supplies-Town Office Building	3,000.00	-142.35	3,000.00	0.00	100.0000
100-01-0129-652	Custodial Supplies - Town office Buildir	1,000.00	0	891.05	108.95	89.1100
100-01-0129-730	Equipment-Town Office Building	750.00	0	0	750.00	0.0000
100-01-0129-735	Computer Services Town Office	1,900.00	0	763.96	1,136.04	40.2100
Control Total		88,119.00	5,572.40	81,995.16	6,123.84	
100-01-0135-000	Civil Preparedness	0	0	0	0	0
100-01-0135-100	Salary-Civil Preparedness	600.00	300.00	300.00	300.00	50.0000
100-01-0135-335	Civil Preparedness Training	350.00	0	0	350.00	0.0000
100-01-0135-435	Vehicle Maintenance	1,000.00	0	891.00	109.00	89.1000
100-01-0135-610	Office/Training Supplies - Civil Prep	850.00	0	376.62	473.38	44.3100
Control Total		2,800.00	300.00	1,567.62	1,232.38	
100-01-0137-000	Insurance	0	0	0	0	0
100-01-0137-500	Insurance	113,000.00	0	105,359.92	7,640.08	93.2400
Control Total		113,000.00	0.00	105,359.92	7,640.08	
100-01-0141-000	Employee Benefits	0	0	0	0	0
100-01-0141-205	Social Security-Employee Benefits	52,086.00	3,447.74	52,086.00	0.00	100.0000
100-01-0141-207	Medicare-Employee Benefits	12,060.00	670.59	12,060.00	0.00	100.0000
100-01-0141-210	Unempl. Comp.-Employee Benefits	10,000.00	2,575.30	10,000.00	0.00	100.0000
100-01-0141-215	Health Insurance-Employee Benefits	177,456.00	6,895.40	164,579.22	12,876.78	92.7400
100-01-0141-221	Longevity	1,500.00	1,500.00	1,500.00	0.00	100.0000

100-01-0141-223	Disability-Employee Benefits	2,500.00	-35.21	2,500.00	0.00	100.0000
100-01-0141-225	Life Ins.-Employee Benefits	1,500.00	549.00	1,500.60	-0.60	100.0400
100-01-0141-230	Retirement-Employee Benefits	95,576.00	-12,898.32	92,615.71	2,960.29	96.9000
100-01-0141-280	CDL, Physicals, Drug Testing-Employee	750.00	300.00	750.00	0.00	100.0000
100-01-0141-295	Adm. Fee Merf.-Employee Benefits	3,000.00	3,000.00	3,000.00	0.00	100.0000
Control Total		356,428.00	6,004.50	340,591.53	15,836.47	
100-01-0143-000	Andover Senior Transportation	0	0	0	0	0
100-01-0143-100	Salaries-Driver/Dispatch	18,600.00	2,440.47	27,406.39	-8,806.39	147.3500
100-01-0143-380	Comm. Drivers Test-Dial a Ride	1,000.00	700.00	1,000.00	0.00	100.0000
100-01-0143-435	Vehicle Maint.-Dial a Ride	5,000.00	1,607.81	5,000.00	0.00	100.0000
100-01-0143-603	Fuel-Dial a Ride	3,000.00	-1,652.61	3,397.47	-397.47	113.2500
Control Total		27,600.00	3,095.67	36,803.86	-9,203.86	
100-01-0145-000	Senior Citizens	0	0	0	0	0
100-01-0145-100	Municipal Agent-Salary	4,000.00	581.32	3,540.72	459.28	88.5200
100-01-0145-820	Senior Lunch-Senior Citizens	1,080.00	0	1,045.68	34.32	96.8200
100-01-0145-870	Programs-Senior Citizens	2,000.00	-16.77	2,000.00	0.00	100.0000
100-01-0145-875	Trips-Senior Citizens	4,000.00	1,362.00	3,999.49	0.51	99.9900
Control Total		11,080.00	1,926.55	10,585.89	494.11	
100-01-0147-000	Custodian	0	0	0	0	0
100-01-0147-365	Custodian	9,300.00	1,000.00	9,256.25	43.75	99.5300
Control Total		9,300.00	1,000.00	9,256.25	43.75	
100-01-0149-000	Old Fire House	0	0	0	0	0
100-01-0149-434	Furnace Maint.-Old Fire House	300.00	0	0	300.00	0.0000
100-01-0149-490	Alarm Maint.-Old Fire House	250.00	250.00	250.00	0.00	100.0000
100-01-0149-601	Electricity-Old Fire House	500.00	-670.46	500.00	0.00	100.0000
100-01-0149-603	Fuel Oil-Old Fire House	1,000.00	-1,553.32	1,000.00	0.00	100.0000
Control Total		2,050.00	-1,973.78	1,750.00	300.00	
100-01-0151-000	Dog Fund	0	0	0	0	0
100-01-0151-100	Dog Warden Salary-Dog Fund	4,635.00	-2,725.26	4,635.00	0.00	100.0000
100-01-0151-434	Furnace Maintenance - Dog Pound	175.00	175.00	175.00	0.00	100.0000
100-01-0151-580	Dog Warden-Travel	100.00	100.00	100.00	0.00	100.0000
100-01-0151-610	Dog Warden - Supplies	800.00	800.00	800.00	0.00	100.0000
Control Total		5,710.00	-1,650.26	5,710.00	0.00	
100-01-0153-000	Historical	0	0	0	0	0

100-01-0153-800	Town Historian	200.00	0	0	200.00	0.0000
	Control Total	200.00	0.00	0.00	200.00	
100-02-0201-000	NL - Health Officer	0	0	0	0	0
100-02-0201-841	Health Director-Eastern Highlands	19,060.00	0	18,396.66	663.34	96.5200
	Control Total	19,060.00	0.00	18,396.66	663.34	
100-02-0205-000	NL - North Central Mental Hlth	0	0	0	0	0
100-02-0205-843	Amplify Mental Health	250.00	0	231.00	19.00	92.4000
	Control Total	250.00	0.00	231.00	19.00	
100-02-0207-000	NL - AHM Youth Services	0	0	0	0	0
100-02-0207-844	AHM Youth Services	88,684.00	0	88,684.00	0.00	100.0000
	Control Total	88,684.00	0.00	88,684.00	0.00	
100-03-0301-000	P.W. Dept	0	0	0	0	0
100-03-0301-100	Salary-Public Works	246,350.00	13,830.20	246,350.00	0.00	100.0000
100-03-0301-111	Temp/PW	2,500.00	2,140.72	2,500.00	0.00	100.0000
100-03-0301-112	Overtime/PW	7,000.00	-6,183.09	2,113.81	4,886.19	30.2000
100-03-0301-391	Fire Ext. Ck.-Public Works	500.00	-26.68	500.00	0.00	100.0000
100-03-0301-392	Welding Supply-Public Works	850.00	416.29	850.00	0.00	100.0000
100-03-0301-435	Vehicle Maint.Public Works	22,000.00	-9,032.79	22,000.00	0.00	100.0000
100-03-0301-448	Misc. Labor/Rental-Town Garage	1,500.00	1,500.00	1,500.00	0.00	100.0000
100-03-0301-535	Telephone - Public Works	852.00	68.41	852.00	0.00	100.0000
100-03-0301-602	Diesel-Public Works	14,000.00	3,362.62	15,314.07	-1,314.07	109.3900
100-03-0301-603	Fuel-Public Works	5,760.00	0	9,408.60	-3,648.60	163.3400
100-03-0301-620	Supplies - Public Works	12,000.00	-2,915.09	12,000.00	0.00	100.0000
100-03-0301-730	Equipment - Public Works	6,400.00	5,628.74	6,400.00	0.00	100.0000
100-03-0301-810	Dues/ Memberships-Public Works	75.00	0	75.00	0.00	100.0000
	Control Total	319,787.00	8,789.33	319,863.48	-76.48	
100-03-0302-000	Connectivity Grant	0	0	0	0	0
100-03-0302-330	Contractual Serv.-Connectivity Grant	297,620.00	0	0.00	0.00	0
	Control Total	297,620.00	0.00	0.00	0.00	
100-03-0303-000	Snow Removal	0	0	0	0	0
100-03-0303-130	Overtime Wages-Snow Removal	15,000.00	575.56	19,886.19	-4,886.19	132.5700
100-03-0303-436	Ice Maint. Bldg.--Snow Removal	500.00	315.28	500.00	0.00	100.0000
100-03-0303-642	Supplies - Snow Removal	67,700.00	20,224.74	67,662.23	37.77	99.9400
100-03-0303-730	Sanding Equip-Snow Removal	500.00	317.93	500.00	0.00	100.0000

100-03-0303-830	Meals-Snow Removal	650.00	222.11	650.00	0.00	100.0000
	Control Total	84,350.00	21,655.62	89,198.42	-4,848.42	
100-03-0305-000	Lighting	0	0	0	0	0
100-03-0305-410	Street Lighting	6,000.00	-189.18	6,000.00	0.00	100.0000
	Control Total	6,000.00	-189.18	6,000.00	0.00	
100-03-0309-000	Town Garage	0	0	0	0	0
100-03-0309-330	Conf/Seminars-Town Garage	500.00	-200.00	500.00	0.00	100.0000
100-03-0309-432	Building Maint.-Town Garage	5,000.00	-718.56	5,000.00	0.00	100.0000
100-03-0309-537	Internet Cable-Town Garage	1,400.00	125.65	1,400.00	0.00	100.0000
100-03-0309-601	Electricity-Town Garage	3,000.00	-2,096.11	3,000.00	0.00	100.0000
100-03-0309-603	Fuel Oil-Town Garage	5,000.00	1,265.91	5,000.00	0.00	100.0000
100-03-0309-610	Office Supplies-Town Garage	150.00	-616.75	91.74	0.00	100.0000
100-03-0309-618	Computer Supplies-Town Garage	300.00	300.00	300.00	0.00	100.0000
	Control Total	15,350.00	-1,939.86	15,291.74	0.00	
100-03-0311-000	Town Engineer	0	0	0	0	0
100-03-0311-370	Consulting Fees-Engineer	10,000.00	4,436.79	9,022.79	977.21	90.2300
	Control Total	10,000.00	4,436.79	9,022.79	977.21	
100-03-0313-000	Ground Care	0	0	0	0	0
100-03-0313-420	Mowing-Ground Care	20,000.00	4,550.97	19,233.42	766.58	96.1700
100-03-0313-422	Beautifications-Ground Care	2,050.00	499.26	1,694.86	355.14	82.6800
100-03-0313-424	Old Cemetary - Ground Care	2,000.00	1,725.00	1,725.00	275.00	86.2500
	Control Total	24,050.00	6,775.23	22,653.28	1,396.72	
100-04-0401-000	Fire Department	0	0	0	0	0
100-04-0401-800	Fire Department	140,650.00	126.00	134,284.23	6,365.77	95.4700
	Control Total	140,650.00	126.00	134,284.23	6,365.77	
100-04-0403-000	Resident Trooper	0	0	0	0	0
100-04-0403-375	Contract St. Fee-Law Enforcement	176,000.00	0	0	176,000.00	0.0000
100-04-0403-610	Office Supplies-Law Enforcement	450.00	0	144.00	306.00	32.0000
	Control Total	176,450.00	0.00	144.00	176,306.00	
100-04-0405-000	Fire Marshall	0	0	0	0	0
100-04-0405-100	Salary - Fire Marshall	7,919.00	609.08	7,909.17	9.83	99.8800
100-04-0405-110	Deputy Salary	1,267.00	633.45	1,266.90	0.10	99.9900
100-04-0405-335	Training-Fire Marshall	300.00	300.00	300.00	0.00	100.0000
100-04-0405-610	Office Supplies-Fire Marshall	50.00	50.00	50.00	0.00	100.0000

100-04-0405-612	Subscriptions/Fire Marshall	700.00	526.25	700.00	0.00	100.0000
100-04-0405-730	Equipment-Fire Marshall	500.00	0	0	500.00	0.0000
100-04-0405-810	Dues / Memberships-Fire Marshall	140.00	-1,552.33	140.00	0.00	100.0000
	Control Total	10,876.00	566.45	10,366.07	509.93	
100-05-0501-000	Welfare	0	0	0	0	0
100-05-0501-580	Social Services - Travel	50.00	50.00	50.00	0.00	100.0000
100-05-0501-845	Social Services-ACCESS	400.00	0	400.00	0.00	100.0000
	Control Total	450.00	50.00	450.00	0.00	
100-06-0601-000	Memorial Day Comm.	0	0	0	0	0
100-06-0601-800	Misc. Exp-Memorial Day	800.00	0	237.65	562.35	29.7100
	Control Total	800.00	0.00	237.65	562.35	
100-06-0603-000	Recreation Commission	0	0	0	0	0
100-06-0603-493	Outside Facility-Recreation Comm	2,630.00	372.00	2,232.00	398.00	84.8700
100-06-0603-870	Programs-Recreation Comm	5,835.00	0	4,025.72	1,809.28	68.9900
	Control Total	8,465.00	372.00	6,257.72	2,207.28	
100-07-0701-000	Transfer Station	0	0	0	0	0
100-07-0701-100	Wages-Transfer Station	21,218.00	674.72	21,218.00	0.00	100.0000
100-07-0701-438	Maintence-Transfer Station	2,500.00	0	2,056.20	443.80	82.2500
100-07-0701-442	Brush Pile Removal	7,500.00	6,471.40	6,471.40	1,028.60	86.2900
100-07-0701-480	Hauling Fees-Transfer Station	39,520.00	3,902.73	31,835.09	7,684.91	80.5500
100-07-0701-481	Bulky Waste-Transfer Station	30,160.00	3,124.72	28,499.95	1,660.05	94.5000
100-07-0701-493	Outdoor Facility-Transfer Station	900.00	75.00	900.00	0.00	100.0000
100-07-0701-601	Electricity-Transfer Station	2,400.00	-50.24	2,399.97	0.03	100.0000
100-07-0701-803	Compactor Lease Transfer Station	3,120.00	257.50	3,090.00	30.00	99.0400
100-07-0701-998	Tipping Fees-Transfer Station	44,720.00	3,040.73	38,630.35	6,089.65	86.3800
	Control Total	152,038.00	17,496.56	135,100.96	16,937.04	
100-07-0703-000	Recycling	0	0	0	0	0
100-07-0703-484	Antifreeze Pickup-Recycling	100.00	100.00	100.00	0.00	100.0000
100-07-0703-485	Used Oil Pickup-Recycling	450.00	-233.63	450.00	0.00	100.0000
100-07-0703-488	Tire Pickup-Recycling	800.00	-608.30	800.00	0.00	100.0000
100-07-0703-807	Mid-Neroc Fees - Recycling	800.00	-3,378.16	800.00	0.00	100.0000
	Control Total	2,150.00	-4,120.09	2,150.00	0.00	
100-08-0801-000	Ec Development Comm	0	0	0	0	0
100-08-0801-800	Economic Development Comm.	500.00	70.00	500.00	0.00	100.0000

	Control Total	500.00	70.00	500.00	0.00	
100-08-0803-000	P&Z Commission	0	0	0	0	0
100-08-0803-100	Wages-Planning & Zoning	1,350.00	-910.75	1,350.00	0.00	100.0000
100-08-0803-310	Legal/Professional P&Z	5,000.00	-7,529.00	5,000.00	0.00	100.0000
100-08-0803-335	Training-Planning & Zoning	350.00	350.00	350.00	0.00	100.0000
100-08-0803-340	Planning & Zoning - Mapping	300.00	300.00	300.00	0.00	100.0000
	Control Total	7,000.00	-7,789.75	7,000.00	0.00	
100-08-0805-000	Zoning Board of Appeals	0	0	0	0	0
100-08-0805-115	Board Clerk - ZBA	500.00	0	355.00	145.00	71.0000
	Control Total	500.00	0.00	355.00	145.00	
100-08-0807-000	Building Department	0	0	0	0	0
100-08-0807-100	Wages - Building Department	13,354.00	-2,661.52	13,354.00	0.00	100.0000
100-08-0807-120	Clerk's Wages-Building Department	19,240.00	-3,491.18	19,240.00	0.00	100.0000
100-08-0807-438	Equipment maint.-Building Dept.	1,500.00	1,429.97	1,429.97	70.03	95.3300
100-08-0807-580	Mileage-Building Department	250.00	250.00	250.00	0.00	100.0000
100-08-0807-610	Office Supplies-Building Department	550.00	140.00	493.81	56.19	89.7800
100-08-0807-612	Bks. & Manuals-Building Department	500.00	380.00	500.00	0.00	100.0000
100-08-0807-810	Dues / Membership-Building Department	200.00	200.00	200.00	0.00	100.0000
100-08-0807-890	PermitLink Fees - Building Department	0	-3,342.00	-357.00	357.00	0
100-08-0807-901	Building Dept.-Equipment	250.00	0	320.03	-70.03	128.0100
	Control Total	35,844.00	-7,094.73	35,430.81	413.19	
100-08-0809-000	Wetlands	0	0	0	0	0
100-08-0809-100	Wages-Inland/Wetlands	16,470.00	1,860.65	16,470.00	0.00	100.0000
100-08-0809-115	Board Clerk - IWC	1,300.00	93.50	1,169.00	131.00	89.9200
100-08-0809-335	Training-Inland/Wetlands	250.00	250.00	250.00	0.00	100.0000
100-08-0809-610	Office Supplies-Inland/Wetland	250.00	237.40	250.00	0.00	100.0000
100-08-0809-810	Dues / Memberships-Inland/Wetlands	65.00	65.00	65.00	0.00	100.0000
	Control Total	18,335.00	2,506.55	18,204.00	131.00	
100-08-0815-000	Conservation Commission	0	0	0	0	0
100-08-0815-330	Conservation-membership	65.00	0	0	65.00	0.0000
100-08-0815-335	Conservation-training	200.00	100.00	100.00	100.00	50.0000
100-08-0815-609	Conservation-equipment	100.00	-400.00	-75.44	175.44	-75.4400
100-08-0815-810	Conservation-conferences	300.00	300.00	300.00	0.00	100.0000
	Control Total	665.00	0.00	324.56	340.44	

100-08-0817-000	Zoning Agent	0	0	0	0	0
100-08-0817-100	Salary-Zoning Agent	16,470.00	-1,058.58	16,470.00	0.00	100.0000
100-08-0817-580	Mileage-Zoning Agent	300.00	300.00	300.00	0.00	100.0000
	Control Total	16,770.00	-758.58	16,770.00	0.00	
100-08-0819-000	CRCOG, CCM, Cost	0	0	0	0	0
100-08-0819-810	Capital Region Council of Govt.	8,216.00	1.00	8,112.00	104.00	98.7300
	Control Total	8,216.00	1.00	8,112.00	104.00	
100-09-0901-000	Education	0	0	0	0	0
100-09-0901-590	RHAM Payment	5,119,757.00	-1.00	5,119,756.36	0.64	100.0000
100-09-0901-595	Board of Education Expenses	3,902,400.00	0	2,851,934.22	#####	73.4800
	Control Total	9,022,157.00	-1.00	7,971,690.58	#####	
100-10-1001-000	Library	0	0	0	0	0
100-10-1001-100	Library Payroll	75,808.00	4,267.93	75,808.00	0.00	100.0000
100-10-1001-800	Library-Operations	26,289.00	0	41,746.00	0.00	100.0000
	Control Total	102,097.00	4,267.93	117,554.00	0.00	
100-11-1101-000	Capital Expenditures	0	0	0	0	0
100-11-1101-701	Town Garage-Capital Expenditure	32,615.00	0	32,614.61	0.39	100.0000
100-11-1101-714	Revaluation	16,500.00	0	16,500.00	0.00	100.0000
100-11-1101-715	P & Z-Capital POCD	5,000.00	0	5,000.00	0.00	100.0000
	Control Total	54,115.00	0.00	54,114.61	0.39	
100-12-1201-000	Debt Service	0	0	0	0	0
100-12-1201-960	School-Debt	90,000.00	0	90,000.00	0.00	100.0000
	Control Total	90,000.00	0.00	90,000.00	0.00	
100-12-1203-000	Interest Expense	0	0	0	0	0
100-12-1203-950	School Interest	3,000.00	806.25	3,000.00	0.00	100.0000
	Control Total	3,000.00	806.25	3,000.00	0.00	
100-13-1305-000	Fund Transfers	0	0	0	0	0
100-13-1305-860	Insurance Severance	25,000.00	0	25,000.00	0.00	100.0000
100-13-1305-899	Contingency	50,000.00	0	11,736.50	38,263.50	23.4700
100-13-1305-901	DPW Equipment	100,000.00	0	100,000.00	0.00	100.0000
100-13-1305-907	Transfer-Multi-Use Public Bldg.	50,000.00	0	50,000.00	0.00	100.0000
100-13-1305-908	Fire Dept. Equip. Fund	60,000.00	0	60,000.00	0.00	100.0000
100-13-1305-911	Road Improvement Fund	290,000.00	0	290,000.00	0.00	100.0000
100-13-1305-912	tree removal fund	50,000.00	0	50,000.00	0.00	100.0000

100-13-1305-913	bunker hill bridge	120,000.00	0	120,000.00	0.00	100.0000
100-13-1305-914	bridge and culvert	90,000.00	0	90,000.00	0.00	100.0000
100-13-1305-915	building maintenance	40,000.00	0	40,000.00	0.00	100.0000
Control Total		875,000.00	0.00	836,736.50	38,263.50	
Final Totals		12,725,050.00	126,237.29	#####	#####	

ant money received)

Nissan	\$1084.14	Sec 12-129 Refund of excess payment
Taff Valerie	\$102.42	Sec 12-129 Refund of excess payment

07/18/2022 Tax Refunds Total: \$1186.56

Sec. 12-129. Refund of excess payments. Any person, firm or corporation who pays any property tax in excess of the principal of such tax as entered in the rate book of the tax collector and covered by his warrant therein, or in excess of the legal interest, penalty or fees pertaining to such tax, or who pays a tax from which the payor is by statute exempt and entitled to an abatement, or who, by reason of a clerical error on the part of the assessor or board of assessment appeals, pays a tax in excess of that which should have been assessed against his property, or who is entitled to a refund because of the issuance of a certificate of correction, may make application in writing to the collector of taxes for the refund of such amount. Such application shall be delivered or postmarked by the later of (1) three years from the date such tax was due, (2) such extended deadline as the municipality may, by ordinance, establish, or (3) ninety days after the deletion of any item of tax assessment by a final court order or pursuant to subdivision (3) of subsection (c) of section 12-53 or section 12-113. Such application shall contain a recital of the facts and shall state the amount of the refund requested. The collector shall, after examination of such application, refer the same, with his recommendations thereon, to the board of selectmen in a town or to the corresponding authority in any other municipality, and shall certify to the amount of refund, if any, to which the applicant is entitled. The existence of another tax delinquency or other debt owed by the same person, firm or corporation shall be sufficient grounds for denying the application. Upon receipt of such application and certification, the selectmen or such other authority shall draw an order upon the treasurer in favor of such applicant for the amount of refund so certified. Any action taken by such selectmen or such other authority shall be a matter of record, and the tax collector shall be notified in writing of such action. Upon receipt of notice of such action, the collector shall make in his rate book a notation which will date, describe and identify each such transaction. Each tax collector shall, at the end of each fiscal year, prepare a statement showing the amount of each such refund, to whom made and the reason therefor. Such statement shall be published in the annual report of the municipality or filed in the town clerk's office within sixty days of the end of the fiscal year. Any payment for which no timely application is made or granted under this section shall permanently remain the property of the municipality. Nothing in this section shall be construed to allow a refund based upon an error of judgment by the assessors. Notwithstanding the provisions of this section, the legislative body of a municipality may, by ordinance, authorize the tax collector to retain payments in excess of the amount due provided the amount of the excess payment is less than five dollars.

ANDOVER PUBLIC LIBRARY - LIBRARIAN'S REPORT - June 2022					
	Jun-22	YTD 21-22 (July 1, 2021 - June 30, 2022)			
Adult:					
Fiction	466	5023			
Non-fiction	132	1038			
Video	58	721			
Audio	25	308			
Magazines	0	19			
E-reader (Kindle)	0	0			
Total Adult	681	7109			
Children:					
Fiction	180	1811			
Non-fiction	21	255			
Video	5	55			
Audio	0	2			
Total Children	206	2123			
Young Adult:					
Fiction	25	278			
Non-fiction	0	6			
Audio	1	3			
Magazines	0	0			
Total Young Adult	26	287			
Total Fiction	671	7112			
Total Non-fiction	153	1299			
Total Video	63	776			
Total Audio	26	313			
Total Magazines	0	19			
Total Uncategorized**	8	144			
Total Passes	0	0			
Total OverDrive	139	1711			
Total E-readers	0	0			
Total Circulation	1060	11374			
Out-of-town circ.	62	780			
Ref. questions	33	339			
Patrons registered:					
Andover	1548				
Out-of-town	466				
Total Patrons	2014				
Collection size *	20540				
Public Computer Usage (hrs.)	72.75	866.5			
ILL provided	38	581			
ILL received	39	532			
# Patrons (inc. programs):	535	3854			

[illegible]

[illegible]

[illegible]

Conditions: District:

Reported Type: All

Order By : List No

ORIGINAL

ADJUSTMENT

NEW

LIST NO NAME / ADDRESS

UNIQUE ID

COC#

BAA

GR/EX/NET

GR/EX/NET

GR/EX/NET

50133	ASPINWALL KAREN S	50133	08379M	C	9,280	-9,280	0
1	67 SOUTH RD APT 20	2013 01	SUBAR XV CROSS	2021 05/31/2022	0	0	0
	BOLTON CT 6043-7432		JF2GPACC0D2889898		9,280	-9,280	0
50176	BAILEY PAULA L	50176	08388M	C	7,580	-4,419	3,161
1	9 SUNSET LN	2007 01	TOYOT SEQUOIA	2021 05/31/2022	0	0	0
	ANDOVER CT 6232-1527		5TDBT48A27S283643	SOLD 2/22	7,580	-4,419	3,161
50755	DAKE JAMES C	50755	08380M	C	17,570	-17,570	0
1	40 FIR GROVE RD	2017 01	NISSA FRONTIER	2021 05/31/2022	0	0	0
	MANCHESTER CT 6040-7139		1N6AD0EV5HN720791	WRONG TT - SENT TO MANCHESTER	17,570	-17,570	0
51070	FORAN DANIEL J	51070	08386M	C	22,050	-22,050	0
1	26 WILLOWBROOK RD	2019 01	VOLKS ATLAS S	2021 05/31/2022	0	0	0
	WEST HARTFORD CT 6107-1638		1V2GR2CA3KC526563	WRONG TT SENT TO WEST HARTFORD	22,050	-22,050	0
51071	FORAN DANIEL J	51071	08387M	C	8,470	-8,470	0
1	26 WILLOWBROOK RD	2015 01	VOLKS PASSAT S	2021 05/31/2022	0	0	0
	WEST HARTFORD CT 6107-1638		1VWAT7A33FC085045	WRONG TT - SENT TO WEST HARTFORD	8,470	-8,470	0
52308	MERRYMAN MARY E	52308	08381M	C	500	-250	250
1	28 SCHOOL RD	1996 01	HONDA ACCORD L	2021 05/31/2022	0	0	0
	ANDOVER CT 6232-1525		1HGCD563XTA264083	SOLD 3/22	500	-250	250
53130	SAMMARTINO EUGENE	53130	08385M	C	4,250	-2,478	1,772
1	101 HUTCHINSON RD	2008 01	FORD EXPLORER	2021 05/31/2022	0	0	0
	ANDOVER CT 6232-1016		1FM EU73E48UB29871	REG IN CA 2/2022	4,250	-2,478	1,772
53244	SHAW TIMOTHY R	53235	08383M	C	300	-175	125
1	43 GILEAD RD	1995 11	HM HM	2020 05/31/2022	0	0	0
	ANDOVER CT 6232-1604		CTUNKNOWN89271811	SOLD 2/21	300	-175	125
53258	SHAW WENDY L	53258	08382M	C	13,140	-7,661	5,479
1	43 GILEAD RD	2013 01	BMW Z4 3.0 S	2021 05/31/2022	0	0	0
	ANDOVER CT 6232-1604		WBALL5C54DJ104822	SOLD 2/22	13,140	-7,661	5,479
53358	SOUCY GILBERT A JR	53358	08384M	C	500	-250	250
1	183 BOSTON HILL RD	1980 25	CHEVR CAMARO	2021 05/31/2022	0	0	0
	ANDOVER CT 6232-1401		1S87HAN554790	SOLD 3/2022	500	-250	250
TOTAL # Of Accts 10					83,640	-72,603	11,037
					0	0	0
					83,640	-72,603	11,037
YEAR 2021 # Of Accts 10					83,640	-72,603	11,037
					0	0	0
					83,640	-72,603	11,037
GRAND TOTAL # Of Accts 10					83,640	-72,603	11,037
					0	0	0
					83,640	-72,603	11,037

6-1-22 55°/69° Cloudy

Jay 5:30 - 4:00
10

- Admin
- Trash Run & Pick up Old A/C & Cabinet From Town Hall - Take to T.S.
- Clean/Vac Breakroom, Office, Bathrooms
- BOS Report
- Tailgate w/ Shimming Contractor
- Meeting w/Eric - Discuss Future Roadwork
- Continue Marking for Shimming - Bear Swamp

5) Cans Marking Paint

Equip: Trk 1

- Abby Contracting in for Shimming

- 7 Tom
8 Rich
8 Zach
- Finish Setting CB Top, Backfill & Compact - Shoddy & Birch
 - Secure work site
 - Roadside Mow Next Drainage Site on Shoddy Mill

1) 80 lb bag Mortar

Equip: Trk 3

Trk 4 w/Tools

Excavator

Back Hoe

Tom: Early Out 1 PM Sick

6-2-22 55°/74° cldy

Jay 5:30 - 3:30
9.5

- Admin
- Raise Flaggs Full Staff
- Tailgate w/Shimming Contractor - Hendee
- Continue Marks For Shimming - Bear Swamp
- Inspections

8) Cans Marking Paint

Equip: Trk 1

- Abby Contracting in for Shimming
- Trash Compaction at T.S.
- 8 Tom • Roadside mow Roads to be Chipsealed
- 8 Rich • Return Skid Steer to Coventry (15.9 gals Diesel)
- Pick up Catch Basin Supplies and deliver to Drainage
- 8 Zach • Job site (next Phase of Drainage) on Shoddy Mill Rd
- Place waste Block at New yard storage area - delineate material storage areas

Equip: Back Hoe
Roadside Mower
Trk 10 w/Trailer
Loader

6-3-22 58°/78°

Psb1 AM Shws - Cldy - Some Sun

Jay 5:30

- Admin
- Prep For Shimming - Blow off Edges of Roadway on Hendee
- Meeting w/Contractor Bidding Long Hill & Shoddy Paving Project
- Meeting w/Eric Review town properties (Senior Transportation Local)
- Sweep area of long Hill (off Road Edge by basins) w/Drainage Problem
- Tailgate w/Shimming Crew on Hendee
- Pay Bills

Equip: Trk 1 w/Trailer
Stiener w/Blower
Sweeper

- Abby Contracting in for Shimming

- 8 Rich
 - Roadside Mow & Trim around Guide Posts
 - Separate & sort old waste Block at T.S. to Re-use
- 8 Zach
 - Haul 1) Load Sweepings
 - Grease & Wash Equip
 - Remove Downed Limb

Equip: Roadside Mower
Trk 4 w/Trimmers
Trk 7
Back Hoe
Chain Saw

8 Tom - Sick

6-6-22 46°/81° Sunny

Jay 5:30-4:00
11

7:00-8:30 PM
Inland Wetlands Mtg.

- Admin
- Inspections - Shimming
- Receive materials from DEEP for Rail Trail at Shoddy mill
- Receive 1 1/4" Stone for Road stock
- Re-do material Bin out Back
- Assist Drainage crew on Shoddy mill - Placement of 36" Riser
- Payroll
- Pay Bills
- Inspect/view Cold in Place Process w/Eric (Coventry)

Abby Contractor In For Shimming

Equip: Trk 1
Loader

- 8.5 Tom • Drainage Work Shoddy mill - Replace Catch Basin with New

NO Lunch Break

8.5 Rich

8.5 Zach

materials: 5) Loads Spoils
2) Loads 1 1/4" Stone
1) 2' CB Sump
1) 36" Corbel Riser

Equip: Trks 3 & 7
Trk 4 w/Tools
Excavator
Backhoe
Loader
Rescue Saw

6-7-22 50°/76° Sunny - mostly cldy

6 Jay 5:30 - 11:30^{AM}

- Admin
- Put out Vote Today Signs
- Pick up CB Supplies and Grass seed at Vendor
- Inspections - Shimming

Equip: Trk 1

Abby Contracting In For Shimming

- 8 Tom • Drainage Shoddy Mill - Continue Build Catch Basin
- 8 Rich Connect and Mortar around Pipes, Set Basin Top,
- 8 Zach Back Fill and Secure

Material

- 2) Loads Gravel
- 1) Load Process
- 5) 80 lb bags Mortar
- 4) CB Block
- 8) CB Brick
- 1) CB Top

Equip: Trks 3 & 7
Trk 4 w/Tools
Excavator
Back Hoe
Loader

6-8-22 63°/80° Rain^{Am} - Mostly Cldy^{PM}

Jay 5:30 - 4:00

10

- Admin
- Pick up Vote Today Signs
- Inspections
- Haul Waste Block
- Blow off Edges of Road to be shimmed - Long Hill
- See Lynn in Building dept.

Trk 1 w/Trailer
Stirrer w/Blower

Abby Contracting in for Shimming - Long Hill
Fire Alarm upgrades at DPW By Vendor

- 9.5 Rich • Roadside Mowing - Trk 10 Route
- 9.5 Zach • Trash Run
- Re-use Old Waste Block From T.S. and Put in Place to Make Material bins in storage yard behind Salt Shed at DPW.
- Roadside Mower break down - Load & Haul Back to shop
- Set CB Grate risers on Long Hill - (2) areas to be shimmed

21) Waste Block

Equip: Trk 3 w/Trailer
Loader
Roadside Mower

Tom - Sick 8 hrs

6-9-22 62°/79° Rain^{AM} - Mstly Cldy^{PM}

Jay 5:15 - 3:30
9.75

Admin

Budget Reconciliation

Work on Skidsteer purchase Agreement

Equip: Trk 1

Fire Alarm upgrades at DPW By Vendor

- 8 Tom • Trash Compaction @ T.S.
- 8 Rich • Repair Roadside Mower
- 8 Rich • Parts Run For Roadside Mower
- 8 Zach • Repairs to small tools
- 8 Zach • Fill & Re-Grade w/millings Bus Turnaround - Bear Swamp Rd

3) Loads Millings

Equip: Trk 3
Trk 4
Back Hoe
Loader

6-10-22 54°/78° Mstly Sunny

Jay 5:15 - 3:30
9.75

- Admin
- Pay Bills
- Budget Reconciliation
- Blow of Edges of Roadway to be Shimmied - Long Hill
- Meet w/Eric at Old Firehouse w/Engineer & Discuss Building Site demo & Rebuild For senior bus Parking
- Meeting w/Eric & Contractor For Connectivity Add on's
- Deliver & Pick up Grill For Elementary School Picnic

Equip: Trk 1 w/Trailer
Stiener w/Blower

Fire Alarm Vendor in to Finish Upgrades 12:15 PM - 3:00 PM
Clean up mess in Office/Breakroom 3:00 - 3:30 PM

- 8 Tom • Remove Gates From Rail Trail at Shaddy and Prep For additional Drainage
- 8 Rich • Saw Cut Areas For Catch Basin Locations and excess pavement to be removed at Shaddy Rail Crossing
- 6.5 Zach • Finish Repairs to Roadside Mower
- Transport Antique Wood Planer to Museum Garage From DPW For Covered Storage

Equip: Trk 10 w/Trailer
Excavator
Back Hoe
Trk 4
Road Saw

Zach - Early Out 1 PM

6-13-22 63°/82° Mstly-Prtty Cldy

Jay 5:30 - 4:45
12.25 10.75

7:00 - 8:30^{PM}
Selectmans Meeting
1.5

- Admin
- Pay Bills
- Blow off Edges of Roadway - Prep for Shim, Long Hill & Bear Swamp
- Tailgate w/ Drainage crew on shoddy, Bring Mortar mixer
- Contact Artist of Mural on Back of Library and get permission to recreate use for Rail trail Signage.
- Bid Opening Meeting for Long Hill & Shoddy Reclaim & Pave
- Tailgate w/ Abby's & Shimming Inspections

Abby's Contracting In for Shimming

Equip: Trk 1
Trailer
Steiner w/ Blower

- Drainage Shoddy Mill - Install new CB East Side
- 8 Tom of Rail Trail & Connect Old Existing Underdrain to Basin

8 Rich

8 Zach

- 4) Loads Spoils
- 2) Loads 1 1/4 stone
- 1) Load Gravel
- 1) CB Sump
- 1) 30" Riser
- 1) 80 lb bag Mortar
- 1) 6" Fernco

Equip: Trks 3 & 7
Trk 4 w/ Tools
Excavator
Back hoe
Loader

6-14-22 59°/83° Sunny

Jay 5:45 - 3:00
10.75

7:00 - 9:00 PM
Rail Trail Alliance Mtng @ Town Hall

- Admin
- Get Caught up on Office work...
- Tailgate w/ Abby's
- Inspections
- Pick up Drainage Pipe From Vendor & Deliver to Job site

Trk 1 & Trailer

Abby Contracting In for Shimming

- Shoddy Mill Drainage - Start New run of 15" Pipe, Connect to existing Catch Basin and Mortar around pipe and Back Fill

8.25 Tom: Trk 4 w/ Tools
Excavator
Back Hoe

8.25 Rich: Trk 3

8.25 Zach: Trk 7

shop: Loader

40' x 15" ADS Pipe

24 yards Spoils

16 yards Gravel

3 yards Process

2) 80 lb bags Mortar

8) CB Brick

6-15-22

57°/79°

Cldy

Jay 5:30 - 3:00 PM

3:00 - 4:15 PM
mtg w/Adrian

- Admin
- Set up road Closure - Shoddy Mill
- Trash Run
- Clean up Bus Parking Area - Remove Piles of Material
- Receive 3 Tri-axle loads 1 1/4" process for Stock
- Inspection & Fill Sink Hole in driveway at Elementary School

Equip: Trk 1
Loader

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
8.5	• Trash Run	All	.5		Trk 1
	• Drainage Shoddy Mill:	Tom	8	55' ADS	Trk 4 w/Tool:
	Continue 15" pipe, Connect			2) 80 lb Mortar	Excavator
	to New Basin, Back Fill &			6) CB Brick	Back Hoe
	Compact.	Rich	8	1) Spoils	Trk 3
	Secure Site.	Zach	8	1) Millings	
				3) Spoils	Trk 7
				1) Gravel	
					Loader

6-16-22 59°/69° Cldy

Jay 5:15 - 2:30
8.75

- Admin
- Clean up Bus Parking Area - Finish Removal Material Piles
- Mark out Trees For Removal
- Tailgate w/ Shimming Contractor
- Road Inspections w/ Eric

Equip: Trk 1
Loader

- Abby Contracting in for Shimming: Finish long Hill / start Bear Swamp
- Tennett Tree in for Removals: 5) Shoddy Mill 2) Townsend

Job	Staff	Time	Material	Equip
• Trash Compaction at T.S.	Zach	1.0		Back Hoe
8.0 { • Drainage Shoddy Mill: Set Catch Basin Top. Finish Back Fill & Compact. Pick up Wood of Removed Trees for next Phase. Secure Job.	Tom	8.0	4) yds Millings	Trk 4 w/ tools
	Rich	8.0	1) CB Top	Trk 3
	Zach	7.0	24) yds Wood	Trk 7
				Excavator
				Back Hoe
				Loader
				Compactors

6-17-22 65°/84° Cldy w/T-Storms Aftn

Jay 5:30 - 2:30
8.5

- Admin
 - Tree Inspections - Make list of Removals For Monday
 - Blow off Edges of Roadway for Shimming - Bear Swamp
 - Tailgate With Shimming Contractor
 - " " Tree Removal Contractor
 - Meeting w/Eric - Review Connectivity Work & Bills to be Paid
-
- Abby Contracting in for Shimming: Bear Swamp
 - Tennett Tree in for Removals: Townsend by Cemetery Wall
3) removed and 1) Hanger

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
8.0 {	• Roadside Mowing	Rich	8.0		Roadside Mwr
	• Tree Work: work with Contractor and Take away and Remove wood From Roadway. Make Safe (Trees on Embankment)	Tom	8.0	5) Loads	Back Hoe
		Zach	8.0		Trk 3 Chainsaw

6-20-22 51°/77° Sunny

9 Jay 5:30 - 3:00

- Admin
- Payroll
- Paybills
- Tailgate w/ Contractors - Shimming & Tree Removal
- Signage to drainage Job @ Shoddy Mill Equip: Trk 1
- Abby Contracting in for Shimming: Bear Swamp
- Tennett Tree in for Removals: Lake Rd, Lake Side, School Street
- Remove Hanger's from (3) Various Locations
- Remove (4) Hazard Dead Trees

	Job	Staff	Time	Material	Equip
8.75	• Drainage Shoddy Mill:	Tom	8.75	8 yds Spoils	Trk 4 w/ Tools
	Install Catch Basin			1) CB Sump	Trk 3
	& 15" x 25' Cross Culvert	Rich	8.75	1) 30" CB Riser	Excavator
	Mortar around Pipe			8) Brick	Back Hoe
	Back Fill & Compact	Zach	8.75	4) Patio Block	Loader
	Secure Job End of Day			25' x 15" ADS Pipe	Compactor
				5) 80 lb bags Mortar	
				8) yds Gravel	
				6) yds Millings	

6-21-22 53°/77° Cldy

Jay 2.5 5:45 - 8:15^{AM}

Sick 5.5 hrs - Dr. Appointment

Admin

- Inspect Extinguishers Senior Bus - Replace 1 w/spare

Equip: Trk 1

- Abby Contracting in for Shimming - Bear Swamp

Job	Staff	Time	Material	Equip
8.0 { • Drainage Shaddy Mill: Finish Compacting around Basins and set CB Top. Backfill and compact Trench then Pave Trench. open Road.	Tom	8.0	2" Grade Ring	Trk 4 w/Tools
			3) Patio Block	Trk 3
	Rich	8.0	2) 80lb bag Mortar	Excavator
			1) CB Top	Back Hoe
	Zach	8.0	4.5 Ton Asphalt	Loader
				Compactors

6-22-22 57°/68° Rain Shwrs

Jay 5:30 - 3:30
a.s

- Admin
- Ck/Clear Waterways & Catch Basins - Trk 3 Route
- Pick up 6' Spruce Tree From Andover Landscape and
- meet w/Cathy Pallazzi determine where to plant Tree
- Notify all Concerned of Planting

Equip: Trk 1
Trk 4

	Job	Staff	Time	Material	Equip
3.0	• Trash Run:	Tom	3.0	/	Trk 4
	• Ck/Clear Catch Basins and Waterways Trk 10 & 7 Route	Zach	3.0		
5.0	• Shop/yard:	Tom	5.0	21) Waste Block (3 Loads)	Trk 10 w/Trailer Back Hoe Loader
	Retrieve Old Waste Block From Transfer Station to Re-use at DPW Stock/Material yard and Set up in Place	Zach	5.0		
8.0	• Roadside Mow: Trk 3 Route	Rich	8.0	/	Roadside Mower

6-23-22 57°/74° Mstly - Prtly Cbly

Jay 5:30 - 3:30
9.5

- Admin
- Plant Spruce Tree @ Museum, Water & Mulch
- Tailgate w/ Shimming Contractor
- Deliver Grill w/ Propane Bottles to Town Hall For Event this Weekend
- Meet w/ Eric End of Day

Material: 1/2 yrd Mulch Equip: Trk 1

Abby Contracting in for Shimming - Bear Swamp

	Job	Staff	Time	Material	Equip
1.5	• Plant Spruce Tree at Museum	Tom	1.5	1/2 yrd Spoils	Trk 4
		Rich	1.5	1 yrd Loam	Trk 3
		Zach	1.5		Back Hoe Loader
6.5	• Drainage Shoddy Mill: Replace failed Cross Culvert & Repair Catch Basins	Tom	6.5	8 yds Spoils	Trk 4 w/ Tools
		Rich	6.5	17' x 12" ADS Pipe	Trk 3
		Zach	6.5	4) 80 lb bags Mortar	Excavator
				2) CB Block	Back Hoe
				6) CB Brick	Loader
				6) yds millings	Compactor

6-24-22

56°/80°

Prtty Cldy

* Sunday
6-26-22Jay
10.75

5:30 - 3:30

11:15 PM - 12:30 AM

- Fire Alarm Co. Reports Fault in System
- Inspected and Notified Eric Building
- ~~OK~~ Fire system is offline
- Call for service in AM

- Admin
- Clean Office/Breakroom/Bathrooms
- Blow of Edges of Roadway - Bear Swamp (prep for Shimming)
- Tack areas needed Before Shimming - Bear Swamp
- Eversource Municipal Hub Training
- Contact Eversource & set up meeting next week for Tree Co-Op
- 2) 5 gal pails Tack
- Trk 1 w/Trailer
- Steiner w/Blower
- Abby Contracting in for Shimming

	Job	Staff	Time	Material	Equip
4.5	• Drainage Shoddy Mill:	Tom	4.5	2.5 Ton Asphalt	Trk 4 w/Tools
	Prep & Pave Cross Culvert	Rich	4.5		Trk 3
	Clean up Job Site	Zach	4.5		Excavator
	Secure For Weekend				Back Hoe
3.5	• Roadside Mow:	Rich	3.5		Compactors
	Trk 3 Route				Roadside Mower
3.5	• Shop/Yard:	Tom	3.5		Trk 10 w/Trailer
	Continue Retrieve and	Zach	3.5		Back Hoe
	Set up of old waste block				Loader
	from T.S. to DPW				

6-27-22 68°/74°

Cldy - Rain - T Storms

Jay 5:30 - 2:45
8.75

Admin

- Re-New CB40-Shaddy Mill Rd
- Schedule Fire Alarm Service @ Library For tomorrow 7AM
System seems to be online at this time
- Receive 7) CB Tops from Vendor - Shaddy Mill
- Tree & Road Inspections

Trk 1

Job	Staff	Time	Material	Equip
3.0 { <ul style="list-style-type: none"> • Compact Trash @ T.S. • Push up piles @ Pit • Clean up DFW yard 	Tom	3.0	/	Back Hoe Loader
3.0 { <ul style="list-style-type: none"> • Change Oil Trk 1 • CK Fluids & Top off other Equip • Pick up Supplies - Drainage Job 	Zach	3.0	/	Trk 3
5.0 { <ul style="list-style-type: none"> • Drop off from yard material For Drainage Job - Shaddy Mill • Haul Spoils to pit From yard • Start Re-locate Concrete Products 	Tom Zach	5.0 5.0	24) yds Spoils	Trk 10 Trailer Trk 3 Loader
8.0 • Roadside Mow - Rail Trail	Rich	8.0	/	Roadside Mower

6-28-22 53°/78° Mstly Sunny

Jay 5:30 - 4:30
10.5

• Admin

- Blow off Edges of Roadway for Shimming - Bear Swamp
- Meet Service Repair Fire Alarm system @ Library - Poor Reception, need to put (Cell) Antenna outside of building.
- Clear Filter & Backflow Preventer @ Museum - (Leaking again)
- Tailgate w/Shimming Contractor - Bear Swamp
- Meet w/Eversource Arborist & Go over Tree work on Gilead Rd.
- meeting w/Eric - Where are we, Where do we scale back, Cost Adjust Road Preservation

Equip: Trk 1 w/ Trailer
Steiner w/Blower

Abby Contracting in for Shimming - Bear Swamp

	Job	Staff	Time	Material	Equip
8.5 NO LUNCH	• Drainage Work: Shoddy Mill	Tom	8.5	24) yds Spoils	Trk 4 w/Tools
	Remove Failing Head wall.	Rich	8.5	6) yds 1 1/4" stone	Excavator
	Install New Catch Basin off Road at Cross Culvert.	Zach	8.5	1) 8" CB Slab 1) 12" riser 1) 36" Core Tran 4) 80 lb bags Mortar 6) CB Brick	Back Hoe Trk 3 Trk 7 Loader

6-29-22 54°/83° Sunny

Jay
11.0

5:45 - 4:30

7:15 - 8:00^{PM}
BoF meeting

- Admin
 - Trash Run
 - Dig around and Straighten Spruce tree at Museum
 - Tailgate w/ Shimming Contractor
 - 10AM - 12^{PM} State of CT Annual Storm Preparedness and debris Management Work Shop* (FEMA requirements for reimbursements)*
 - Tailgate w/ Drainage Crew
 - Prep For BoF meeting
 - Update & Forecast TAR & Capital Roads Account to include all work to date including Planned Chipseal of Roads. and send to Eric
- Equip: Trk 1

Abby Contracting in for Shimming - Bear Swamp

Job	Staff	Time	Material	Equip
8.0 { Drainage: Shoddy Mill Install 12' Drainage Pipe to Water Course, Finish build of Catch Basin, Back Fill and Compact	Tom	8.0	8 yds spoils	Trk 4 w/Tools
			8 yds Gravel	Excavator
	Rich	8.0	7 yds 1 1/4" Stone	Trk 3
			12' x 24" ADS Pipe	Trk 7
	Zach	8.0	4 yds Rip-Rap	Loader
			30' x 12' filter fabric	Compactor
			1) 6" Grade Ring	
			1) CB Flat Top	
			4) 80 lb bags mortar	

6-30-22 58°/82° Mostly Sunny

Jay 5:30

- Admin
- Pay Bills
- Meet w/Abby Winters @ Town Hall discuss shed location at Community Gardens.
- Meeting w/Eric discuss & Inspect for: Trail Maintenance, Potential site location of debris management area at Transfer Station, on going Road work and other Projects.
- Tailgate w/shimming contractor Bear Swamp
- Stake in and Secure Spruce tree at Museum & water

Abby Contracting in for Shimming

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.0	• Trash Compaction @ T.S.	Zach	1.0	/	Back Hoe
5.0	• Drainage: Shoddy Mill	Tom	5.0	8 yds Gravel	Trk 4 w/tools
	Install Rip-Rap Back of Basin	Rich	5.0	4 yds Rip-Rap	Excavator
	Finish Backfill & Compact	Zach	4.0	3 yds Loam	Trk 3
	Loam & Seed, Clean up			5 lbs seed 1 Bale Hay	Trk 7 Compactor Loader
3.0	• Roadside Mow, Mow & Trim	Tom	3.0	/	Roadside mower
	DPW & Rail Trail at Depot	Rich	3.0		Steiner w/mower
		Zach	3.0		Trimmers Trk 4 w/sigs

ANDOVER SENIOR TRANSPORTATION
MONTH OF JUNE 2022

Dated 7/5/2022
Cathy Palazzi
Senior Coordinator

1) Drug tests – none.

2) List of Clients Serviced in June

- Medicals 78
- Events 3
- Maintenance 1*
- Incident Log 0
- Disabled 9
- Veterans 1
- Meetings 4 includes YAH meetings, movies and lunch
- Shopping 6-7 seniors 4 trips (one per week) depending on week.

- If funds are available in the future, it would be useful and cost saving to have a car for medicals. An electric car would be useful for conserving energy and better for the environment. Due to increase in medicals as seniors age I am making this request again. Believe a cost savings would be realized by taking a senior in a car compared with the cost of running the bus. On a normal schedule we have both small bus and van going out every day for medicals. Vehicles are out at a minimum of 4-6 times per day.
- Bus transportation continues to drive our seniors, disabled and veterans to their medical appointments plus meetings, movies, luncheons, town meetings, shopping, and voting sessions.
- Transportation took (16) seniors to Little Theater of Manchester June 5, 2022.
- Transportation took (26) seniors to the annual picnic June 8, 2022.
- Transportation took (34) seniors to lunch at Main Moose June 29, 2022.
- Since we do not have enough drivers to fill all the transportation senior needs, we have discontinued our MOTTO “NO SENIOR LEFT BEHIND” at this time. We are forced to refuse some medicals if there is a scheduling issue or no driver available. We are researching the best motto for our transportation needs.
- We have one new senior who will be in need of disabled assistance starting in July.
- Our two drivers will be taking the second part of their annual driving test in July.

*New tires were put on the 2014 Dodge Caravan.

Our Mission Statement is to service Seniors, Veterans and honor the American Disability Act (ADA) Clients in their medical or transportation needs: If underage disabled person requests assistance there must be a parent, guardian or caregiver present. Title VI state requirements are incorporated.

Cathy Palazzi
Senior Coordinator



ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

July 4, 2022

The Andover Fire Department responded to 18 calls in June. Here is the breakdown.

Medical Calls 14

Fire Alarms 1

Brush Fire 2

Haz Mat 1

Work Detail 1

Meetings 1

Drills 2

Ron Mike

Andover Fire Chief

ANDOVER PUBLIC LIBRARY - LIBRARIAN'S REPORT - May 2022					
	May-22	YTD 21-22 (July 1, 2021 - June 30, 2022)			
Adult:					
Fiction	433	4557			
Non-fiction	85	906			
Video	54	663			
Audio	36	283			
Magazines	0	19			
E-reader (Kindle)	0	0			
Total Adult	608	6428			
Children:					
Fiction	81	1631			
Non-fiction	9	234			
Video	4	50			
Audio	0	2			
Total Children	94	1917			
Young Adult:					
Fiction	9	253			
Non-fiction	1	6			
Audio	1	2			
Magazines	0	0			
Total Young Adult	11	261			
Total Fiction	523	6441			
Total Non-fiction	95	1146			
Total Video	58	713			
Total Audio	37	287			
Total Magazines	0	19			
Total Uncategorized**	5	136			
Total Passes	0	0			
Total OverDrive	149	1572			
Total E-readers	0	0			
Total Circulation	867	10314			
Out-of-town circ.	51	718			
Ref. questions	46	306			
Patrons registered:					
Andover	1540				
Out-of-town	477				
Total Patrons	2017				
Collection size *	20490				
Public Computer Usage (hrs.)	77.75	793.75			
ILL provided	59	543			
ILL received	45	493			
# Patrons (inc. programs):	362	3319			

[illegible]

[illegible]

[illegible]

Registrar of Voters
17 School Road
Andover, Connecticut 06232

June Monthly Report

Processed 26 Voters

Took on line Security Training

Town Budget Referendum June 7, 2022

Started Preparations for August 9, 2022 State Primaries

Linda Derick

Wallace Barton

ROV's