

Town Administrator's Report for the 7.11.22 Board of Selectmen Regular Meeting

Town Hall Operations:

Cleaning/Custodian: William Bell has the building looking better than it has in recent memory. Currently he is repainting the exterior soffits which is coming out great

The Gazebo looked great with plantings and mulch. And received a lot of compliments at the concerts held the last few weeks

Assessor's Office:

Nothing big right now

Administrator's Office:

Generally busy we have a lot of projects going right now. See the list of ongoing projects at the end of this report

Working on future grant STEAP and TRIP, executing previous STEAP grant and the federal local bridge program

Town Clerks office

We are issuing transfer station stickers getting ready for the issuing of transfer station stickers. Working on a plan so that it is easy to administer, and any employee can help out if the office is backed up. As of July 1 we had issued approx 550

Carol issued stickers one Saturday June 25th from 9-2 pm at the town hall for those that work on the weekdays. Lots of people came in the last few weeks to get their stickers

Finance Office:

Still working on the Audit

New Financial year budget is entered in Edmunds. We are working hard to cut the last checks for last fiscal year.

Phoenix is supposedly rebuilt on the school server but we still can not access it.

Building Department:

We are live with online payments for all for the land use agencies and it appears to be going smoothly

At this point the only thing we are planning on not running through permit link will be bond payments for driveway aprons, etc. as these are tracked separately in a bond account.

The Zoning officer is struggling a bit with permit link- it will be worked out.

Town Engineer:

We received 14 solicitations for town Engineer. A committee including myself, Jed Larson(PZC chair) and Ed Sarisley (Retired PHD in civil engineering) narrowed it down to 4 candidates and then we interviewed 4 firms. Nathan Jacobson, BSC, Close Jensen and Miller and Lenard Engineering. Adrian Mandeville also attended the interviews. We have now narrowed it down to 2 firms.

Public Works:

Debris management

If we are going to set ourselves up for claiming it during FEMA storms there is an enormous amount of paperwork and we would need to hire a “clerk of the works” during the storm if we do it. This will take a lot of resources and we will need to work out a management process and documentation. Alternatively we would hire a firm to document for this would we pay a retaining fee, etc. All of this must be done ahead of time.

Drainage work ongoing on Shoddy Mill Rd and Birch Dr. Working on the 6th basin now. Approval by IWWC for the rest of the project

Abbey Contracting is finished shimming. Next Up is Gorman Inc Chipsealing

Tree Work:

None currently on the schedule- there are a lot of singletons that were addressed this month by tennant tree service. . We did reach out to Distinctive Tree care. They are willing to honor the pricing from our original bid in 2020 so we are not sending this back to RFP. We are working with Eversource (they agreed to Partner with us) Still working out shared costs. . Anticipating that Gillead rd will be a major focus of our efforts end of July.

Change in Federal-Local Bridge Program

We are able to get the Long Hill Bridge as well as the Bunker Hill bridge Fully funded by the federal and state government under the IJA investment program. Ultimately this will save the town more than **1 million dollars** in town taxes.

Bunker Hill Bridge Design:

The 30% design stage complete.

Long Hill Rd Bridge Design

I signed the initial intent to fund letter. The first Project Scope meeting was held Thursday 7/7 via MS teams. With DOT as well as Close Jenson and Miller. We discussed desiring sidewalk extensions as well as installing a light on Hendee- Rt 6 intersection.

Small Bridges and Culverts:

Waiting on selection of new Engineering firm to get an RFP together for a final design for Hutchinson Rd culvert replacement

Andover Proposed Community Senior Center:

Still developing the RFP for a design build firm to complete the project.

Andover Veterans Monument:

We are working with Randazzo design on the fertilization and weed eradication program and will plan on slit seeding in August at some point. Overall it looks very nice

Times Farm Bridge:

Working on the final close out.

Received what should be the final state change order paperwork from the State DOT 3/15/2022 so they may finally be closing the project out. We just got billed for the holdback from CJM who is the states Rep doing the closeout so still making slow progress.

STEAP Grant:

We are applying for a STEAP Grant. I don't have enough cost data yet to assume we know how much we are asking for. The school would also like to submit for a grant. I would think that whatever the difference between what the town asked for and 500K would be allotted to the School to submit a second STEAP grant.

Full approval of STEAP grant Due August 15 Currently we have:

1. 8-24 Referral to Planning and Zoning commission on behalf of the BOS (Next meeting July 18th)

2. the asbestos and Lead Sampling,
3. estimates from demolition contractors,
4. materials cost for the shell,
5. the survey is mostly complete We have a preliminary one but they need to work on one corner boundary
6. Application for the ZBA for a variance for Front and Side Yard Setbacks as well as a use variance. (July 20th)
7. Engineering design for the Foundation
8. Met with Millennium Builders (CRCOG EZIQC approved contractor for construction)
9. Will need a formal resolution by the BOS once we are further along in the grant writing process.

Connectivity Grant:

Contractor has restarted work. Project is delayed waiting on the contractor for the timber rial fence

We have resovned the issue with the project and state law regarding minority set aside for the project

Town-Wide Alarm Monitoring and Repair:

FPT finally completed the rebuilding of the alarm system in the public works building. We are having some issues with signal strength for some of the buildings when it rains. This has causes some signal notifications. Working on a solution

There was a secondary request by Jeff Murray based on feedback from employees that they wanted panic buttons installed.

Possibility We are putting together what a package would be to do this. We would need another cellular modem, a monitoring service separate from the fire alarm. Likely we would use a double button or a latch release system to cut down on false trips

Budget:

2021-22 budget finished in the black. Spending appears to be aprox \$70,000 under budget at this point- the money to pay the resident state trooper has been encumbered so is not part of this amount.

American Recovery Act Funding:

We have first allotments of **\$478,848.04** **We should be getting our second allotment sometime soon**

The board of selectman have voted to devote all of the American recovery act funding to construction of the community center.

Town Hall Projects”

We resolved the issues with the supply chain and will install the water bottle filler this week

The VOIP system is up and running smoothly. Minor issues that we will work out with the provider.

The AC system in the community room is fixed

Transfer Station

Transfer Station continues to run fairly smoothly. Lots of people were turned away this weekend for not having a sticker. We had a one week amnesty but reminded people that they needed one for next week

Mr Lunberg completed his eagle scout project and there are now sorting bins at the transfer station. Thank you for that work. Tires are relocated to the blue building

We did have one irate non-resident who’s driveway is in andover and house in Coventry that was angry that we refused to issue a sticker. We have subsequently transferred the car taxes to Coventry to avoid any confusion.

Safety committee quarterly

Nothing new this month.

Gazebo plantings and Mulching by the Derosiers and Liswells looking awesome. Concert Goers were very happy with the results. I have noticed a number of commissions using the space4 for meetings.

Town Tent erected for the summer by Public Works has been getting a ton of usage by many groups. The seniors, rec program and other groups use it for meetings an luncheons



Garden Shed Restored by the Community Garden Group We have created a spot for it next to the fire dept shed. We are waiting until it is fully moved to paint it.



Andover community Garden looking great for the summer



Town Tree located at the Andover Museum



Concert sponsored by friends of the library very well attended.



We relocated the millstone from the andover library to the museum

