

**Town of Andover  
Board of Selectmen  
Regular Meeting**  
Tuesday, February 15<sup>th</sup> 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 7:00 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/Admin Assistant: Amanda Gibson  
Zoning Agent: Jim Hallisey, Assistant Finance Officer: Marina Pandolfi, Public Works Supervisor: Jay Tuttle  
Senior Services Coordinator: Cathy Palazzi  
Eastern Highlands Health District Director: Rob Miller  
Town Attorney Dennis O'Brien  
Library Board of Directors: Sharon Shevchenko, Cathy Desrosiers, Dianne Grenier.  
Planning and Zoning Commission: Leigh Ann Hutchinson  
Board of Finance: Diane Choquette, Joanne Hebert, Louise Goodwin.  
CERT Coordinator: Amber Armitage  
Cub Scout from Troop 124: Jarret Lundberg  
Public Present: Kelly Haggerty, Bob Wallace, Kimberly Ivy, Erin Boris, Elaine Buchardt, Cathy Palazzi, Jessica Currier, Victoria Cavanaugh, Luis Mendoza, Michael Winne, Kelly Wood, Rick Wilson.
2. Public Speak  
Cathy Palazzi asked permission to open senior activities beginning March 16, 2022.  
Kimberly Ivy shared support of lifting mask mandate in town buildings and reopening senior activities.  
Kelly Haggerty shared support of lifting mask mandate in town buildings and reopening senior activities.  
Bob Wallace shared support of lifting mask mandate in town buildings and reopening senior activities.  
Erin Boris shared support of lifting mask mandate in town buildings and reopening senior activities.  
Luis Mendoza shared support of lifting mask mandate in town buildings and reopening senior activities.  
Jessica Currier shared support of lifting mask mandate in town buildings and reopening senior activities.  
Victoria Cavanaugh shared support of lifting mask mandate in town buildings and reopening senior activities.  
Michael Winne shared support of lifting mask mandate in town buildings and reopening senior activities.
3. Additions/Deletions to the Agenda  
Jeff Murray MOVED to add New Business 9g. Senior Activities  
Jeff Maguire SECONDED  
MOTION CARRIED 5:0:0  
Jeff Maguire MOVED to add New Business 9h. CT Dept of Emergency Services agreement.  
Jeff Murray SECONDED  
MOTION CARRIED 5:0:0  
Jeff Maguire MOVED to add item 4. Eastern Highlands Health District, Rob Miller, Health District.  
Adrian Mandeville SECONDED  
MOTION NOT CARRIED 2:3:0 Paula King, Adrian Mandeville, Jeff Murray opposed.
4. Board and Commission Presentations
  - a. Community Garden – Shed Installation  
Abbie Winter presented on proposal for relocation of shed from Veterans Memorial Field to the Community Garden on the Town Hall property. Members asked questions and had open discussion.  
Adrian Mandeville MOVED accept the Community Garden's proposal to renovate the shed in current location and then move to approved location if the shed is in working order and renovations occur prior to relocation.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
5. Appointments
  - a. Memorial Day Committee  
Paula King MOVED to appoint the following members to the Memorial Day Committee: John McCall, Amy Knox, Carol Lee, Kimberly Hawes, Bob Post.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  - b. Museum of Andover History Committee  
Paula King MOVED to appoint the following members to the Museum of Andover History Committee: Cathy Desrosiers, Joan Foran, Chesney McOmber.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0

- c. 175<sup>th</sup> Anniversary Committee  
Paula King MOVED to appoint the following to the 175<sup>th</sup> Anniversary Committee: Catherine Magaldi-Lewis, Annmarie Daigle, Joan Foran, Linda Armstrong, Shirley DeFlaviis, Marianella Chalfant, Susan Slater, Tina Wisley, Cathy Palazzi.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
- 6. Resignations – None.
- 7. Town Administrator's Report - Eric Anderson presented verbal report on upcoming steps for bridge/culvert work on Long Hill Road, Hutchinson Road and Lake Road at Bausola Road. Members discussed process for grants, engineer work and construction.
- 8. Old Business  
Discuss and act upon the following:
  - a. Veterans Monument Park Upgrades
    - i. Proposed Covered Bridge - Gerry Wright presented for a covered bridge to be installed at Veterans Monument Park. Members agreed to receive more information on the proposal as a presentation prior to the next regular meeting.
  - b. Electrical and HVAC Upgrades at Town Hall - Eric Anderson stated that the goal is for the work to be completed by June and continues to work on receiving quotes from contractors.
  - c. Pedestrian Safety Initiative - Members agreed to discuss when Jeff Murray is present. (Jeff Murray had Internet connection issues during this time of the meeting).
  - d. Renewal of Tax Abatement for Hop River Homes and Softball Field Renewal  
Town Attorney Dennis O'Brien is working on the lease for Hop River Homes.
- 9. New Business  
Discuss and act upon the following:
  - a. Mask Mandate in Town  
Paula King MOVED to lift the mask mandate on all town buildings in the Town of Andover effective immediately. Adrian Mandeville SECONDED, Discussion: Eric Anderson shared town hall staff opinions. Members discussed that mask wearing will remain as a personal choice.  
MOTION CARRIED 3:2:0 Scott Person and Jeff Maguire opposed
  - b. Upgrades to Town Hall  
Eric Anderson and Marina Pandolfi shared the town hall staff proposals to add the following: handicapped buttons to the upstairs hallway door and bathroom door, installation of new water cooler to provide clean drinking water for town hall staff and visitors, hand dryers for bathrooms to reduce toilet clogging, and keypad lock on staff bathroom door. Members agreed to not pursue the handicapped buttons and leave the remaining decisions at the discretion of the Town Administrator.
  - c. Fiscal Year 2022-2023 Proposed Town Budget  
Jeff Maguire MOVED to move the scheduled Budget Workshop on Monday, February 21<sup>st</sup> (Presidents' Day) to Tuesday, February 22<sup>nd</sup> at 7:00 P.M.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  - d. Event Permit Form for Hoppin' Hodges 5K on April 17<sup>th</sup>, 2022  
Jeff Murray MOVED to approve the Hoppin' Hodges 5K on April 17<sup>th</sup>, 2022.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  - e. Public Library - Andover Poet Laureate  
Cathy Desrosiers and Sharon Shevchenko presented on behalf of the Library Board of Directors.  
Jeff Maguire MOVED approve the Library Board of Directors proposal to appoint an Andover Poet Laureate.  
Scott Person SECONDED, Discussion: Paula King offered to help with the new program.  
MOTION CARRIED 5:0:0
  - f. Eagle Scout Project Request  
Jarett Lundberg from Cub Scouts Troop 124 presented a project to revamp the C.A.R.T. program at the Transfer Station. Scott Person and Jeff Murray offered to meet Jarett on Saturday, February 19<sup>th</sup> at 9:00 A.M. to discuss project plans. Members requested the item be added to the Tuesday, February 22<sup>nd</sup> Budget Workshop agenda.
  - g. Senior Activities

Adrian Mandeville MOVED to formally allow the seniors to begin their activities starting on March 16<sup>th</sup>, 2022.  
Jeff Murray SECONDED  
MOTION CARRIED 5:0:0

- h. CT Department of Emergency Services  
Jeff Maguire is working on potentially updating the town's radio system to the state radio system, along with the Andover Volunteer Fire Department. Jay Tuttle spoke with radio service representatives as it has an impact to Public Works and school buses, providing quotes for total costs for the new system.

10. Approval of Meeting Minutes

- a. Monday, January 10<sup>th</sup>, 2022 Regular Meeting Minutes  
Paula King MOVED to approve the Monday, January 10<sup>th</sup>, 2022 Regular Meeting Minutes.  
Jeff Maguire SECONDED  
MOTION CARRIED 5:0:0

11. Finance Department Report

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

12. Budget

- a. Appropriation Transfers – None.
- b. Over Expenditure Requests – None.

13. Tax Collector's Report

- a. Refunds Requests  
Paula King MOVED to approve the following refund requests for a total of \$2,051.35:

Apatow Stefanie B	\$68.04	Sec 12-129 Refund of excess payment
Eaton Robert A	\$186.52	Sec 12-129 Refund of excess payment
Vault Trust	\$133.27	Sec 12-129 Refund of excess payment
VW Credit Leasing	\$243.90	Sec 12-129 Refund of excess payment
Toyota Lease Trust	\$868.68	Sec 12-129 Refund of excess payment
Toyota Lease Trust	\$550.94	Sec 12-129 Refund of excess payment

  
Scott Person SECONDED  
MOTION CARRIED 5:0:0

14. Assessor's Report

- a. Revaluation Services

15. Department Reports

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

16. Correspondence – None.

17. Public Speak

Kelly Wood shared support of lifting mask mandate in town buildings and reopening senior activities.  
Joanne Hebert commented on importance of town hall staff opinions regarding the mask mandate.  
Victoria Cavanaugh thanked the Board of Selectmen for their dedication to the town.  
Mike Winne shared support of lifting mask mandate in town buildings.  
Leigh Ann Hutchinson thanked the Public Works crew for all their hard work during snow removal.

18. Adjournment - Paula King MOVED to adjourn the Regular Meeting.

Adrian SECONDED. MOTION CARRIED 5:0:0 Jeff Maguire adjourned the meeting at 9:24 P.M.

\* 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](https://www.facebook.com/townofandoverct) page for community updates! Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson. *Amanda Gibson*  
Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.