

**Town of Andover**  
**Board of Selectmen**  
Tuesday, August 31, 2021  
Special Meeting at 7:00 P.M.  
Location: virtual Zoom meeting

Special Meeting Minutes

1. Call to Order/Pledge of Allegiance  
Jeff Maguire called the Special 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, Scott Person, Jeff Murray  
Town Administrator: Eric Anderson, Admin Assistant: Amanda Gibson, Town Attorney: Dennis O'Brien  
Board of Finance: Louise Goodwin, Public Works Supervisor: Jay Tuttle  
Public Present: Cathy Palazzi, Lynn Wolff, Doug Wolff, Lorraine Liswell, Bill Liswell, Eric Berry, Mary Holer, Kimberly Person. Rivereast: Sloan Brewster
2. Public Speak  
Lynn Wolff and Doug Wolff expressed interest in listening to the traffic safety discussion.
3. Discuss and act upon the following:
  - a. Creamery Sign at Veterans Monument Park  
Jeff Murray provided proposed estimate and explanation for new sign for \$1,026.89 from FAST SIGNS.  
Adrian Mandeville MOVED to accept the purchase of the new Creamery Sign for Veterans Monument Park.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  - b. Affordable Housing Plan Grant Acceptance Resolution  
Adrian Mandeville MOVED to approve the Affordable Housing Grant Resolution and have members sign the resolution the week of August 31<sup>st</sup>, 2021.  
Paula King SECONDED  
MOTION CARRIED 5:0:0
  - c. Road Signage Resolution for Town of Bolton  
Adrian Mandeville MOVED to approve the Road Signage Resolution for the Town of Bolton.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  - d. Review and act upon recommendation from the Community Senior Center Building Committee on hiring site engineering firm and architect for proposed Community Senior Center.  
Eric Anderson presented vendor options on behalf of the committee. The committee received 4 Requests for Proposals, and 2 of the vendors were recommended by the Town Engineer Brandon Handfield.  
Adrian Mandeville MOVED to authorize the Community Senior Center Building Committee to host a Special Meeting to choose one of the two suggested vendors.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  - e. Town Road Review recommendations from Circuit Rider prior to striping this fall.  
Eric Anderson provided explanation of the recommendations provided by the state's Circuit Rider program regarding road striping. Adrian Mandeville requested the town host a survey on the town website to receive feedback to make a decision. Members to discuss decision at the next regular meeting after receiving survey results. Members requested Circuit Rider to present at the next Regular Meeting on Monday, September 13<sup>th</sup>, 2021. Members requested for members of the Traffic Safety Committee to be present at the meeting.
  - f. American Red Cross Blood Drive  
Jeff Maguire MOVED to allow the American Red Cross to host a Blood Drive this fall in the Town Hall Community Room schedule permitting.  
Adrian Mandeville SECONDED  
MOTION CARRIED 5:0:0
  - g. Mask Mandate  
Members agreed to maintain the mask mandate at Town Hall but not in the entire community.
  - h. Ordinance Review:
    - i. Ethics  
Dennis O'Brien provided advice regarding the draft Ethics Ordinance.

Jeff Maguire MOVED to authorize Town Attorney Dennis O'Brien to make adjustments to Section 5 on the Ethics Ordinance with 3 Members and 1 Alternate serving 2-year terms.  
Adrian Mandeville SECONDED  
MOTION CARRIED 5:0:0

- ii. Citation  
Eric Anderson stated that the Zoning Agent is the Citation and Blight Officer. Eric Anderson to have the Zoning Agent and Chair of Planning and Zoning Commission review the draft ordinances.
- iii. Blight
- iv. Fine
- v. Minor Ordinances

Jeff Maguire MOVED to bring the draft ordinances including Ethics, Citation, Blight, Fine and Minor Ordinances to the Special Town Meeting scheduled on Tuesday, September 28<sup>th</sup>, 2021 at 7:00 P.M.  
Adrian Mandeville SECONDED  
MOTION CARRIED 5:0:0

- 4. Correspondence  
Eric Anderson confirmed his action items from the board regarding the draft ordinances, and Circuit Rider presentation at the Regular Meeting regarding traffic safety and road striping. Adrian Mandeville requested that Public Comment be included directly following the traffic safety and road striping item on the Monday, September 13<sup>th</sup> 2021 at 7:00 P.M. Regular Meeting agenda.
- 5. Public Speak – None.
- 6. Adjournment  
Scott Person MOVED to adjourn the Special Meeting  
Jeff Maguire adjourned the Special Meeting at 8:02 P.M.

*Please visit our town website at [www.andoverct.org](http://www.andoverct.org) for upcoming VIRTUAL meetings with instructions on how to join. 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.*