

Andover Board of Selectmen

Wednesday, February 01, 2017 7:00 PM

Town Office Building (Community Room) 17 School Rd, Andover, CT

Regular Meeting Minutes

Agenda Item 1: Call to Order

Robert F. Burbank, First Selectman, called the meeting to order at 7:01PM with the Pledge of Allegiance

BOS Members: Present:

Robert F. Burbank, First Selectman, Jeff Maguire, Julia Haverl, Jay Linddy, Cathy Desrosiers

BOS Members: Absent: None

Other Attendees: Attachments #1

Agenda Item 2: Public Speak:

Wally Barton explains what the Fire Dept. is planning on doing HVAC improvements and as requested he will put this in writing.

Cathy Palazzi reads a letter addressed to the BOS. (attachment #2)

Agenda Item 3: Add OR Delete Items:

Jay Linddy Motions to add the sale of a fire truck that was donated to the Town under 12a.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Julia Haverl Motions to delete Agenda Items 8 and 13.

Jay Linddy Seconded

Motion Passed/Unanimous 5/0/0

Cathy Desrosiers Motions to add under Agenda Item 17 the P&ZC revised POCD.

Julia Havel Seconded

Motion Passed/Unanimous 5/0/0

Jeff Maguire Motions to add under 11a the Insurance Consortium and under 11b Hop River Homes (tax abatement).

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Cathy Desrosiers Motions to add the representation for the Town Administrator 2 members from the BOS under Agenda Item 7a.

Jeff Maguire Seconded

Motion Passed/Unanimous 5/0/0

Jeff Maguire requests that the Fire Dept. Reports under Agenda Items 19a and 19b be moved up in the agenda to 3a and 3b. The Board agrees with this.

Agenda Item 3: Fire Dept. Reports:

a) Fire Dept. Monthly Report

Ron Mike, Fire Chief submitted the Monthly Report (attachment #3) and briefly reviews it.

b) Fire Dept. Annual Report

Chief Mike also goes over this report (attachment #4) and then he speaks about the old donated truck that the Department want to sell and put the money from the sale in a Fire Dept. Fund for a future purchase of a new fire truck. He believes that they can receive \$15K-\$20K for the old truck. He then discusses what he is looking from the Board (advice).

Discussion on the old truck, the Chief's request and where the truck was donated from and how the money should be handled from the sale. The First Selectmen to check on how this is done per the Town procedures.

OLD BUSINESS:

Agenda Item 4: Veterans Memorial Field Sign:

Robert Burbank gives information on the sign that is at the Town Garage. He explains that it was broken for awhile and stored in the Town Garage. It will be/ has been repaired and will be put back up in the Spring.

Agenda Item 5: Andover Five Mile Lake Race:

Jeff Murray speaks on this and states that he needs the special event registration form , proof of Insurance for the event, road closure on 316 from 10-10:30AM (specifics to be sent via e-mail) and the closure of Center Street, Lake Road, Lakeside Drive and School Road. Informs the Board of the date change that will be on the registration form.

Discussion on these four requests. Jeff Maguire gives Jeff Murray a name for the Road closures that he should contact.

Agenda Item 6: Town Administrator Job Description & Legal Posting:

Robert Burbank notes that this is in the Boards packets for review (attachment #5). He asks for any comments or changes.

Agenda Item 7: Town Administrator Search Committee Electors:

Discussion on the Search Committee

Agenda Item 7a: Nomination of BOS Members (2) to be on the Committee:

Cathy Desrosiers **Motions** that Jay Linddy and Jeff Maguire be nominated to this Committee representing the BOS.

Julia Haverl **Seconded**

Motion Passed/Unanimous 5/0/0

Agenda Item 8: Procedure for New Contracts:

Agenda Item Deleted

Agenda Item 9: Budget Workshops:

Cathy Desrosiers **Motions** that the dates be set as:

February 9, 2017 8AM, February 10,2017 8AM, February 13,2017 8AM and February 14, 2017 8AM.

Discussion on the budget information

Jeff Maguire Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 10: IT Progress Report:

Robert Burbank discusses the progress/ proposals. No information available for the BOS to review at this time.

Discussion on the IT issues

Agenda Item 11: Tax Sale-JAB Group Property:

Discussion on attachment #6, specifically item 8, would like John Valente, Andover Zoning Agent, to give them his opinion on this property (potential site walk request). Will set date for a site walk at a future date.

Discussion on other tax sales listed in the BOS packet.

Agenda Item 11a: Insurance Consortium:

Robert Burbank discusses a meeting/presentation that will be held on February 15. 2017 at 7PM at RHAM for all Towns. He discusses what will be presented at the meeting and how the insurance works. Continued discussion among all Members on the Insurance Program.

Agenda Item 11b: Hop River Homes:

Julia Haverl states that the BOS needs to bring the tax abatement for the Hop River Homes to a Town Meeting.

Jeff Maguire Motions to bring the Hop River Homes tax abatement to the next Town Meeting.

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

NEW BUSINESS:

Agenda Item 12: Proposal to Improve Acoustics in Community Room:

Julia Haverl presents a proposal from Bob Celmer (attachment #7)

Discussion on the acoustics in the Community room

Jeff Maguire Motions that the BOS accept the proposal submitted by Mr. Celmar.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 13: Resolution for Agenda Procedure:

Agenda Item Deleted

Agenda Item 14: Personnel Policy Update:

Julia Haverl Motions to postpone this to a future meeting

Jeff Maguire Seconds

Motion Passed/Unanimous 5/0/0

Agenda Item 15: Fire Department Tax Abatements:

Discussion on this Agenda Item for review not approval

Agenda Item 16: Tax Refunds:

Blanchard, Emily A	\$51.80
St Laurent, David C	\$11.85
Knopp, Timothy	\$62.51
Burke, David A	\$110.56
Lee, Carol	\$52.96
Enterprise F Trust	\$256.64

Total: \$546.32

Julia Haverl Motions to grant the tax refunds as presented by the tax collector as presented for a total of \$546.32.

Cathy Desrosiers Seconded

Motion Passed 3/2/0 Jeff Maguire and Jay Linddy Opposed

MONTHLY REPORTS:

Agenda Item 17: TREASURER'S MONTHLY REPORTS:

a.) Bank Account Summary

b.) Reconciliation Summary

c.) Reconciliation Detail

d.) Town Budget Summary

Tabled until the March Regular Meeting

Agenda Item 7a: Planning and Zoning POCD

Cathy Desrosiers speaks about the presentation that Eric Anderson, Chairman of the P&ZC submitted on behalf of the CIP Committee. (document available at the Town Hall)

Discussion on this presentation and his proposal

Agenda Item 18: TAX COLLECTORS MONTHLY REPORTS:

a) Tax Collector Summary

Tabled

Agenda Item 19: OTHER REPORTS:

a) Fire Dept. Monthly Report

Discussed

b) Fire Dept. Annual Report

Discussed

c) Public Works Monthly Report

Discussion on attachment #8 submitted regarding what has been done and a discussion on what should/need to be done in the Town. Time/ Overtime also discussed.

Agenda Item 20: APPROVAL OF BOARD OF SELECTMAN MINUTES:

a) 1/04/2017 Regular Meeting

Cathy Desrosiers Motions to approve the 1/04/2017 Regular Meeting Minutes as presented.

Jeff Maguire Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 21: PUBLIC SPEAK

Jeff Murray speaks on ? planters? (inaudible)

Agenda Item 22: EXECUTIVE SESSION: Personnel matter

Jay Linddy Motions that the BOS does not go into executive session

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 23: TOWN TREASURER

Julia Haverl Motions to accept the resignation of Maureen Barber

Cathy Desrosiers Seconds

Motion Passed 4/1/0 Jay Linddy Opposed

Robert Burbank speaks about the Consultant, Linda Savitsky, for the Town of Andover to assist until a new treasurer is hired (attachment #9). He explains that this is necessary to complete a necessary audit that the Town needs to complete and Dan Warren, Chairman of the Board of Finance recommends that the Town hire her part time to complete this.

Jay Linddy Motions that the above mentioned consultant (attachment #9) to act as a financial consultant forth the Town in a temporary position.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 24: NEXT BOARD OF SELECTMAN MEETING WEDNESDAY, MARCH 1, 2017

Agenda Item 25: ADJOURN:

Julia Haverl Motions

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Minutes respectfully submitted by: Sandra Nichols, Board Clerk

All attachments are filed with the official copy of the minutes in the office of the Town Clerk.

Unofficial copies of the minutes are posted on the Town of Andover Web site

www.andoverct.org