

## **Andover Board of Selectmen**

**Wednesday, January 04, 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:**

**Curt Dowling** mentions to the BOS the flooding from the rain that he has notice on the new fields due to drainage. He also mentions his concerns about Agenda's and Minutes on the Town web site and he mentions the walkway into the Town hall side entrance (towards the Fire Dept.) that is need of repair.

**Cathy Palazzi** mentions two events that the Andover Farmers Market is having; January 14<sup>th</sup> and February 26<sup>th</sup>. She details the events and what the profits will go to.

#### **Agenda Item 3: Add OR Delete Items:**

**Jay Linddy** **Motions** that Agenda Item 4c. be put before Agenda Item 4a.

**Jeff Maguire** **Seconded**

**Motion Passed/Unanimous 5/0/0**

**Jay Linddy** **Motions** to add under Agenda Item 4, 4d: Town Office Hours

**Jeff Maguire** **Seconded**

**Motion Passed/Unanimous 5/0/0**

**Jay Linddy** **Motions** to add Agenda Item 5d, Tax Sales, be added under Agenda Item 5.

**Cathy Desrosiers** **Seconded**

**Motion Passed/Unanimous 5/0/0**

#### **Agenda Item 4: New Business:**

##### **c) Region 8 Insurance**

**Robert Burbank** introduces Chuck Petruccione, Account Manager, Brown & Brown Insurance (Attachment #2) to the Board of Selectmen and all present. Mr. Petruccione goes over the Self Funded Insurance Plan that his company is proposing (the BOS has hand outs to follow the presentation). He explains how it works the pro's and con's and how the process will be done when deciding to proceed. There will be several more meetings among the Consortium/ First Selectmen prior to any decision being made.

***Discussion (question& answers) among the Board Members and Mr. Petruccione***

(Information is available at the Town Hall upon request)

##### **b) Ethics Committee (Tabled in December)/c) Town Charter Ordinances (Tabled in December)**

**Jay Linddy** hands out a packet to the Board of Selectmen in regards to this topic (Attachment #3 and #4)

**Attorney O'Brien (Town Attorney)** introduces himself to all present and briefly discusses his back ground. Attorney O'Brien goes through this packet and discusses the Ethics Committee and the ordinances the Town currently has in place.

***Discussion on the Ethics Committee (Board) and the Town Ordinances in place currently in the Town pertaining to this subject. Detailed discussion among the Board Members and***

***Attorney O'Brien on what should be changed in regards to the Town Charter Ordinances.***

**Julia Haverl Motions** that the Board of Selectmen authorize the First Selectman to direct the Town Attorney to revise the Ethics Ordinance in the Charter.

**Cathy Desrosiers Seconded**

**Motion Passed/ Unanimous 5/0/0**

#### **d) Town Office Hours**

**Jeff Maguire** asks the First Selectman about how the Town schedules Holiday Hours?

***Discussion on the Town Hours in regards to the Holidays***

**Jay Linddy** volunteers to lead the Board of Selectman in the effort of solving this issue at hand (not clearly defined at the Town Office for all employees) via e-mail instead of forming a subcommittee to do this.

#### **Agenda Item 5: Continued Business:**

##### **a) Property Appraisals 84 Long Hill Road**

The BOS reviews the two bids that they are provided by John Valente, Zoning Agent, for 64 Long Hill Road.

**Julia Haverl Motions** to accept the bid by MB DiMarco & Associates, LLC and forward it to the Planning and Zoning Commission so that they can move forward with the appraisal process.

**Cathy Desrosiers Seconded**

**Motion Passed/Unanimous 5/0/0**

##### **b) Credit Cards**

***Discussion continued from the December meeting. No action taken***

##### **c) IT Services East CONN Bid**

**Robert Burbank** goes over the two bids provided to the Board of Selectmen explaining what has been accomplished and what remains to be done.

***Discussion on the IT Bids and the issues that exist at the Town Hall.***

**To Be Continued after more information is obtained for review and discussion.**

**d) Tax Sales**

**Robert Burbank** goes over the Tax Sale Update from Dorothy Doyker, CCMC.

***Discussion on this document. What has occurred and what needs to be done.***

**Julia Haverl** **Motions** that the Board of Selectmen direct the First Selectman to contact the Attorney representing the JAB Group LLC to acquire details on the property listed.

**Jay Linddy** **Seconded**

**Motion Passed/Unanimous 5/0/0**

**Agenda Item 6: Tax Refunds:**

***No information/ discussion***

**Agenda Item 7: Treasurer's Monthly Report:**

**a.) Bank Account Summary**

**b.) Reconciliation Summary**

**c.) Reconciliation Detail**

**d.) Town Budget Summary**

***No information/ discussion***

**Agenda Item 8: Tax Collectors Monthly Report:**

**a) Tax Collectors Summary**

***No information/ discussion***

## **Agenda Item 9: Other Monthly Reports:**

### **a) Fire Dept. Monthly Report**

*No information/ discussion*

### **b) Public Works Monthly Report**

*Discussion among the Board on the Report submitted (attachment #7)*

**Cathy Desrosiers** updates the Board on the Andover Transportation program.

## **Agenda Item 10: Approval of Board of Selectmen Minutes:**

### **a) 12/13/2016 Regular Meeting**

**Julia Haverl** Motions to approve the 12/13/2016 Regular Meeting minutes with the following Corrections; Agenda Item 7: change with the State to with the State Consultants, Agenda Item 8: (**Jeff Maguire, correct to**) would like to change the Agenda from Town Manager to Town Administrator. Agenda Item 16: (**Jeff Maguire's first statement should read**) asks what the PW Dept. has done the last three months and what they are planning on doing. Same Item correct the spelling of Bob Burbank's name and change **Cathy Desrosiers** statement to read "should be on the Agenda every month and that the First Selectman should provide a regular monthly report. Agenda Item 17: Change Town vehicles GPS tracking to with GPS Tracking. Agenda Item 20: change **Jeff Maguire's Motion** to read to apply all money spent on Town road maintenance to the Road Maintenance. Item 23: correct the spelling of Treasurer's. Item 24: Correct the name on the tax refund.

**Cathy Desrosiers** Seconded

**Motion Passed/Unanimous 5/0/0**

***Offline Discussion on the budget workshops: Meetings set as follows:***

***January 23<sup>rd</sup> 8AM-9AM and January 24<sup>th</sup> 8AM-9AM***

**Agenda Item 11: Public Speak:**

**Jeff Murray** asks the Board about the role of Recreation Commissions/Committees and the policies that the Town has in place regarding responsibilities for events such as the proposed October 7, 2017 road race.

**Cathy Magaldi Lewis** talks about the employee manual/ other town forms and the Ethics Commission.

**Scott Person** gives the Board his assessment of the Talbot property, 84 Long hill Road.

**Dianne Grenier** thanks the Board of Selectmen for hanging the Norton Plaque in the Community Room.

**Agenda Item 12: Next Board of Selectman Meeting Wednesday, February 1, 2017:**

**Agenda Item 13: Adjourn**

**Cathy Desrosiers** Motions to adjourn at 9:53 PM

**Jeff Maguire** 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](http://www.andoverct.org)