

Andover Board of Selectmen
Regular Meeting - October 3, 2018 at 6:00 PM
Town Hall Community Room
17 School Road, Andover, CT

Minutes

Members Present: First Selectman Robert F. Burbank, Vice First Selectman Jeff Maguire (arrived 6:11 pm), Selectman Julia Haverl and Selectman Cathleen Desrosiers

Members Absent: Selectman Jay Linddy

Others Present: Town Administrator Joseph Higgins, Recording Secretary Linda McDonald, Town Attorney Nicholas Grello, Dianne Grenier, Catherine Palazzi, John Handfield, Eric Anderson, Mike Palazzi, Curt Dowling, Journal Inquirer reporter Emily Brindley and others.

1. Call to Order: R. Burbank called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. Public Speak (Audience of Citizens):

Conservation Commission Chair Mike Palazzi asked to add an agenda item to make the process easier to for the commission to get supplies for projects. R. Burbank said he will work something out with M. Palazzi.

3. Additions/Changes to the Agenda:

J. Haverl MOVED to add the following items to the agenda: under Old Business: 5.d Green Home Solutions and under New Business: 6.g: Approval of 2019 meeting dates 6.h: Tree Removal, 6.i: Easement Resolution 6.j: Boy Scout Troop Event Permit, 6.k: State Trooper and to address agenda item 7: Executive Session before agenda item 4. C. Desrosiers SECONDED. MOTION CARRIED 4:0:0.

J. Haverl MOVED to enter Executive Session at 6:12 p.m. with Town Administrator Joseph Higgins and Town Attorney Nicholas Grello present. C. Desrosiers SECONDED. MOTION CARRIED 3:0:0.

7. Executive Session Per Connecticut General Statutes Section 1-200(6)(B), to discuss Union Negotiations – MEUI Contract

Executive Session ended at 6:45 p.m. No action taken.

4. Town Administrator's Report: J. Higgins reported on the following:

- Assistant at Transfer Station has resigned, and job has been posted
- IT implemented shared drives at Town Hall and it will be a very useful tool
- Tax Office difficulties with July reconciliation, problem with QDS
- The shared well at Fire House was hit by lightning and had to be repaired. The costs not covered by insurance (sanitizing the well and piping) were split with the Fire Department at a cost of \$626.00 for Town's share.

- Video surveillance has been installed at Veterans Field. The State Trooper has requested a second camera.
- A contractor has been hired to do road crack sealing. East Street has been paved, no other paving has been performed in Town.

J. Maguire asked J. Higgins and the Town Treasurer to report at the next meeting on what funds remain in the town aid road fund and to review what town trucks are out for maintenance and provide a list to the BOS.

5. Old Business

Discuss and Act Upon:

- 5.a Times Farm Bridge: J. Higgins reported that the sign-offs on testing are being completed. Once everything is all set, a final letter from the Town will be sent to the State.
- 5.b Green Home Solutions: The members reviewed the report from Green Home Solutions regarding the airborne mold sampling at the old firehouse.

J. Maguire MOVED to ban the use of the old firehouse for town activities, effective immediately. J. Haverl SECONDED. Discussion followed. MOTION CARRIED 4:0:0.

Other meeting sites will have to be secured for groups currently using the building. C. Palazzi will meet with J. Higgins to determine whether the senior busses and vans will remain housed in the building. The board directed J. Higgins to research what remediation could be taken to use the upper portion of the building.

6. New Business

- 6.a Lake Road Bridge at Cheney Brook: Gerry Hardisty P. E., Civil Engineering Services LLC submitted a memorandum stating the endwall on the Lake Road bridge near the Bausola Road intersection is in significant need of repair. Discussion followed on how to fund the repair through the town aid road fund and the board directed J. Higgins to also investigate possible grants.
- 6.b Public Works Trucks: J. Higgins explained there are two public works trucks that are not road worthy and public works is recommending selling these vehicles for parts. Currently there are three operational plow trucks and three drivers.

C. Desrosiers MOVED to sell for parts the 1987 International 6-wheel dump truck and 1996 Ford L8000 6-wheel dump truck and sander. J. Haverl SECONDED. Discussion followed with concern that there will be no spare truck for plowing if the trucks are disposed of. MOTION CARRIED 4:0:0.

- 6.c Wing of School for Seniors: J. Higgins reported on an email from School Superintendent Sally Doyen on the possible use of the grades 3 and 4 wing of the elementary school by the seniors in town. She asked if the Town would share the cost of hiring an architect to advise on a new door that would need to be installed to ensure all codes are met. Discussion followed.

J. Maguire MOVED to authorize School Superintendent S. Doyen to move forward with the investigation of costs of an architect to renovate the 3rd & 4th grade wing of the elementary school for the benefit of the community. J. Haverl SECONDED. MOTION CARRIED 4:0:0.

- 6.d Animal Control Officer: At the September meeting, the BOS approved \$2,000.00 to send the ACO for state training. J. Higgins reported he was informed by the Treasurer there is no money in the current budget for this. He continued that, according to the Town Charter, the BOS would have to send a supplemental appropriation request to the Board of Finance to approve those monies.

C. Desrosiers MOVED that the Board of Selectmen send a supplemental appropriation request to the Board of Finance to appropriate \$2,000.00 for ACO training. J. Haverl SECONDED. MOTION CARRIED 4:0:0.

- 6.e Town Administrator Phone: J. Higgins explained there is no line item in his budget for his phone costs. R. Burbank said the phone costs for the First Selectman historically came from the civil defense budget and that is why there is no line item for this cost in the Town Administrator's budget. Discussion followed on possibly moving funds from the Town Administrator's conference and seminar budget line.

J. Haverl MOVED that the Board of Selectmen send a supplemental appropriation request of \$650.00 to the Board of Finance as a line item for the Town Administrator's phone. C. Desrosiers SECONDED. MOTION CARRIED 4:0:0.

- 6.f Andover Museum Bids: J. Higgins said four bids were received for replacement of the roof at the Andover Museum. After reviewing the bids, the consensus of the board is to go back out for RFP, specifying the town's budget of \$10,000.00 for the project.

- 6.g Approval of 2019 BOS Meeting Schedule: C. Desrosiers MOVED to approve the 2019 BOS Regular Meeting Schedule as follows:

January 9, February 6, March 6, April 3, May 1, June 5, July 10, August 7, September 11, October 2, November 13, and December 4. All meetings will be held in the Town Hall Community Room with a 6:00 p.m. start time.

J. Haverl SECONDED. MOTION CARRIED 4:0:0.

- 6.h Tree Removal: J. Haverl asked that a dead tree near Town Hall be removed to allow for the planting of three flowering trees. R. Burbank said the tree is on school property. The board directed J. Higgins to contact the superintendent about removal of the tree.

- 6.i Hop River Trail Drainage Easement Resolution: R. Burbank read the Hop River Trail Drainage Easement resolution into the record.

C. Desrosiers MOVED to adopt the Hop River Trail Drainage Easement resolution as read. J. Haverl SECONDED. MOTION CARRIED 4:0:0.

- 6.j Cub Scout Troop Event permit: J. Maguire MOVED to approve the cub scouts'

“Children’s Fun Run- Trick or Trot” event on the Rails to Trails on October 20, 2018. J. Haverl
SECONDED. MOTION CARRIED 4:0:0.

- 6.k State Trooper: R. Burbank said the State Trooper informed him of a program he’s utilized in the past in the Town of Westport where the Town created and passed an ordinance that allows the Town to keep the traffic fines from each ticket issued on local roads. Currently all but \$10.00 of each traffic fine goes to the State of Connecticut. Discussion followed.

J. Maguire MOVED to forward the potential ordinance for the collection of traffic fines to the town attorney for review. J. Haverl SECONDED. MOTION CARRIED 4:0:0.

8. Tax Collector’s Monthly Reports:

8.a August 2018 Summary:

8.b Approving Tax Refunds for September 2018:

J. Haverl MOVED to approve the following tax refunds for September 2018 as presented by the Tax Collector:

- Terri Skoog - \$85.79
- Jeffrey Graham - \$321.74
- Toyota Lease Trust - \$212.69
- Lorraine Costanzo - \$49.21
- Gregory Vincek - \$26.48
- William & Cathleen Desrosiers - \$15.72
- Mary Kirkpatrick - \$20.64
- Dyann Mackiewicz - \$42.44
- Dyann Mackiewicz - \$24.10
- Wayne Mackiewicz - \$16.98
- Dyann Mackiewicz - \$154.47
- Dyann Mackiewicz - \$72.65
- William Larson - \$39.93
- James Anderson - \$16.63
- Glenn & Dorene Siter - \$1,551.06
- Lisa Surdam - \$30.53
- Susan & Peter Klock - \$39.00
- Peter Marshall - \$28.58
- Florence Dube or Robert Dube - \$8.42
- Gabriele Hauschulz - \$25.57
- Felix Lopez - \$10.77
- William Perez - \$8.59
- Jeffrey Graham/Kathleen Graham - \$241.91
- Thomas Steinke/Carol Steinke - \$41.79
- Earleen & Jerome Duchesneau - \$10.00
- Brian Cleary - \$12.39
- Michael Nelson - \$95.23

J. Maguire SECONDED. MOTION CARRIED 3:1:0 with J. Maguire opposed.

9. Treasurer's Monthly Report for July 2018: J. Higgins said he received correspondence from the Treasurer apologizing for not having the bank account monthly report available for the meeting.

9.a Bank Account Summary:

9.b Town Budget Summary: The members reviewed the summary dated 9/24/18.

10. Approval of BOS Minutes

10.a Regular Meeting Minutes from September 5, 2018:

C. Desrosiers MOVED to approve the regular meeting minutes from September 5, 2018 as presented. J. Haverl SECONDED. MOTION CARRIED 3:0:1 with J. Haverl abstaining.

11. Department Reports: The members reviewed the following reports for the month of September 2018:

11.a Fire Department: No report.

11.b Resident State Trooper

11.c Town Clerk

11.d Building Department

11.e Assessor: No certificates of correction were submitted.

11.f Town Garage (Department of Public Works)

11.g Transfer Station: The board complimented David Sarisly on the addition of the MSW and bulky waste bar graph in his report.

12. Public Speak (Audience of Citizens):

Scott Owens of Hebron Road, said he entered a bid for the museum roof that was lower than the RFP bids. C. Desrosiers responded she had collected bids to see where the project costs would fall but the project was required to go out to bid and will be going out back to bid.

Dianne Grenier said Andover Lake has two main tributaries to it and every April the white sucker spawns up those tributaries. She asked that any repair to the Lake Road Bridge not disturb the stream bottom to protect the white sucker migration. She explained the installation of piping under the bridge prohibits the migration. She explained the white sucker is extremely important to the health of the stream bed.

Eric Anderson recommended that the road crew use gravel instead of millings in the area off Lake Road used for parking for the rails trail and at the base of Center Street where a large hole has developed. He said a land trust has a five-acre property on the Andover/Bolton line that is landlocked, and the trust wishes to give the piece to the Town. R. Burbank responded that the Town Attorney would have to advise the Town on this proposal and will be brought to a future BOS meeting for discussion. E. Anderson said he previously discussed with the Town Administrator and had an understanding that there would be no striping on the road in the lake district. He asked who made the decision to stripe the road. J. Higgins said it was his decision after conferring with the road foreman to do one stripe. E. Anderson asked if it was true there would no longer be color copying at Town Hall. J. Higgins will follow-up with the Town Clerk as to the status of color copying.

13. Adjournment:

C. Desrosiers MOVED to adjourn the regular meeting at 8: 29 p.m. J. Maguire SECONDED.
MOTION CARRIED 3:0:0.

Respectfully submitted by Linda H. McDonald

Linda H. McDonald

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.