

Andover Board of Selectmen
Wednesday May 03, 2017
Community Room, Town Hall
Regular Meeting Minutes

Agenda Item 1: Call to Order

Robert F. Burbank, First Selectman, called the meeting to order at 7:00PM with the Pledge of Allegiance

BOS Members: Present:

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

BOS Members: Absent: None

Other Attendees: Attachment #1

Agenda Item 2: Public Speak :

Jeff Murray, Shad Blow Lane talks about properties in the Town and what constitutes abandonment and the ordinance proposed. He also mentions an event that was held in Town that was not authorized however used the Town property/ facilities.

Stephanie Einsiedle, Long Hill Road, states that she is a sponsor for this event and talks about the event and how she applied for the permit and the Town did not approve it in time and did not have time to fund raise. She continues to talk about road races and how much time it takes to fund raise.

Jeff Murray responds to her statement on the races

Agenda Item 3: Add or Delete Items:

Julia Havel would like to combine Items 9 and 10 as they are both regarding ordinances and add Assistant Vice Selectman/Treasurers Office to the Agenda under 7a.

Jay Linddy would like to add Administrative Assistant/Budget plan under New Business, Item 12.

Discussion on combining 9&10, will leave them separate

Cathy Desrosiers would like to add the Old Town Hall update under 9a and Road Paving plan under 9b.

Cathy Desrosiers Motions that all these items be added to the Agenda as presented.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Old Business:

Agenda Item 4: Lake Race (August):

Rich Baber, the applicant describes the race, where it will take place and the donations to the Town Food Pantry.

Jay Linddy questions the fact that this organization is not a non profit organization, Mr. Baber agrees and last year the residents were upset because they were not notified in advance of the race. He notes that a special permit from the State is required, Permit 22-26-8 which he describes and that a State Trooper would be required since they would be using State Roads.

Rich Baber replies that he has contacted the DEEP and has information regarding this that states that he does not need a special permit.

Cathy Desrosiers requests that the applicant state the information that he received in an e-mail and send it to all the Members of the Board of Selectmen. The applicant agrees to do this.

Jay Linddy talks about the previous donations that were made to the Food Pantry

Discussion on all aspects of the Race, non profit organizations vs profit organizations and the fact that this application was received and signed by the First Selectman in January and this is the first time it has been presented to the Members of the BOS. Continued discussion on all races that occur in the Town.

Cathy Desrosiers Motions that the BOS approve the 5K/10K Hop River Rail Trail Race in August pending notification from Mr. Buckley/Mr. Baber that the residents on Center Street are notified, the license is in place along with the approval from DEEP and that the Resident State Trooper is notified.

Discussion on the Motion

Julia Haverl Seconded

Motion Passed/4/0/1 Jay Linddy Abstained

Agenda Item 5: Tax Sale Update:

Robert Burbank states and discusses that there are two properties left on the books; the Calhoun's land on Hendee Road and the J.A.B piece on Rte 6.

Auction to be held on May 11th

No Action

Agenda Item 6: Town Administrator Hiring Update:

Jay Linddy talks about the applications and notes that the Hiring Commission will meet again on Thursday and Friday.

Jeff Maguire expounds by stating that there are 23 application and these were reviewed by other Town Managers in the State that gave their recommendations to the Committee.

Jeff Maguire Motions to make that the Town Administrator Search Committee is an executive level search committee in accordance with FOI.

Cathy Desrosiers Seconded

Discussion on the privacy of the interview, the applicant/application and the interview and how much longer the interview process will take.

Motion Passed/Unanimous 5/0/0

Agenda Item 7: Treasurer Hiring Update:

Robert Burbank updates the Board on the hiring process, the salary range was clarified and he discussed the position/responsibilities and hours required that he discussed with Dan Warren and Linda (consultant) that will be available prior to the interviews. Bob also discusses who will be involved in the interview process, three acting Town Treasurers along with others.

Discussion on the Budget and the monies that were put into the budget for the Treasurers position and the supplemental money that was put in the budget for this position.

Robert Burbank talks about what has not been completed including the audit and other things that are not being completed in the Treasures Office. The Town needs some one with municipal qualifications to fill this position for approximately two years then it can be re-evaluated. It is important to the Town to get this Office in order since there has not been a Treasurer for over a year.

No Action

Agenda Item 7a: Vice First Selectman/Treasurers Office:

Julia Haverl talks about the Treasurers position and what Jeff Maguire has been doing in the interim of the hiring of a Treasurer. She states that they have been told by the Town Attorney and Linda that the Town is doing something illegal in that office.

Julia Haverl Motions that Jeff Maguire cease and desist from all activities in the Treasurers Office due to the illegal nature of these activities and return all materials to the Treasures Office.

Cathy Desrosiers Seconded

Discussion on what has occurred in that Office, what is required in the Town and what Jeff Maguire has been doing in the Treasurers Office on his time. Also mentioned things that have not been completed in that Office.

Jeff Maguire explains what has happened in that Office in the past and how it effected the Office. He states what he has been doing to assist on his own time to assist that Office.

Continued Discussion on what is happening regarding that Office. The Board also discusses the State Structure and the guidelines that are listed.

Julia Haverl Motions that no person who serves on the BOS can be involved in the Treasurers Office or in creating the financial records in the Town.

Cathy Desrosiers Seconded

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

Agenda Item 8: Long Hill Field Update:

Jeff Maguire updates the Board on the progress of the field and answers the question that was asked regarding the drainage issue.

Agenda Item 9: ECHO Tax Abatement:

Robert Burbank talks about the request for the abatement however the Town needs to pass an ordinance to make it legal under State mandate as recommended by the Town Attorney.

Jeff Maguire inquires whether it is legal or illegal?

Robert Burbank replies that it is not legal however there was an agreement made with the State. He explains what has occurred with the Good Samaritan Housing.

Discussion on the Abatement, the ordinance, the State Statue and the opinion from the Town Attorney and the other ordinances that need to be passed in the Town and how the Town is proceeding with these ordinances. What the Town has the right to decide on and what the BOS has the right to decide regarding ordinances. Need a legal opinion prior to a Town Meeting and send it to all Members.

Robert Burbank would like to set a date for a future Town Meeting for the Abandoned Property Blight Ordinance, the Town Roads ordinance and the ECHO abatement ordinance in question.

Discussion on the ordinances and the meeting date. It is decided by the Board that the Meeting date will be set after the meeting on June 7th where the First Selectman is to provide the Board Members with all information from the Town Attorney on the ordinances prior to the meeting. Suggestion from the Board is at the end of June to hold to Town Meeting.

Jeff Maguire would like to table the Abandoned Property Blight Ordinance so that there is time to read through it thoroughly.

Discussion on this ordinance as it was written and what constitutes abandoned. The Board asks Mike Palazzi, P&ZC Member to explain. The Board would like to proceed with this at the next meeting with the Town Attorneys opinion on it.

Agenda Item 9a: Old Town Hall/Museum:

Cathy Desrosiers Motions that the First Selectman move forward with the power washing and the replacement of the two front doors of the Old Town Hall/Museum.

Julia Haverl Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 9b: Road Paving:

Discussion on the report that was received from Gerry Hardisty who evaluated the Roads in Andover. What the Town's plan is to proceed with the recommended Roads and what money is available in the budget (need to wait for the budget to pass).

New Business:

Agenda Item 10: Abandoned Property Blight Ordinance:

Previously discussed, no further discussion

Agenda Item 11: IWWC (Membership):

Julia Haverl Motions that the recommendations from the IWWC (attachment #2) be approved by the BOS.

Motion Failed

Discussion on attachment #2 from the IWWC

Jay Linddy Motions that the BOS approve Wayne Thorpe as a regular Member as recommended by IWWC and require that the vacant position for an alternate be advertised for prior to appointing anyone.

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Jay Linddy Motions that the BOS send a letter to Jim McCann stating that he has been removed as a regular Member of the IWWC.

Cathy Desrosiers Seconded

Motion Passed/Unanimous 5/0/0

Agenda Item 12: Administrative Assistant:

Cathy Desrosiers Speaks on the situation at the Town Hall regarding Administrative Assistants.

Jay Linddy also speaks on this position in the Town Hall

Discussion on the Town Clerks Office and the Assistants in the Town Hall and the legal opinions from the Town Attorney.

Jeff Maguire Motions that all opinions received from the Town Attorney be sent to all Members of the BOS immediately after receipt.

Cathy Desrosiers Seconded

Discussion on the Attorneys opinion

Motion Passed/Unanimous 5/0/0

Cathy Desrosiers Motions that the BOS construct it so that all the Administrative Assistant positions are combined into one Budget Line Item.

Motion Failed/Item Tabled until the next meeting

Monthly Reports:

Agenda Item 12: Treasure's Monthly Report:

5a. Bank Account Summary:

5b. Reconciliation Summary:

5c. Reconciliation Detail:

5d. Town Budget Summary:

Brief discussion/No Acton

Agenda Item 13: Tax Collectors Monthly Reports:

a. Tax Collector Summary (March)

Brief discussion/No Acton

b. Tax Refunds (April)

Brault, Kelsey A	\$138.40
Hendee Road Reality	\$74.23
Craig Construction	\$71.23
Marshall, Lisa & Peter	\$62.13
Kostic, John & Eleanor	\$20.00
Riordan, Thomas & G	\$140.28
Larson, William J OR	\$35.82
Crompton, Carrie	\$27.68

Total: \$569.77

Jay Linddy Motions to approve the tax refunds as presented for a total of \$569.77

Cathy Desrosiers Seconded

Motion Passed/4/1/0 Jeff Maguire Opposed

Agenda Item 14: Other Reports:

a. Fire Department Monthly Report:

Review of the Report submitted (attachment #3)

b. Public Works Monthly Report (March)

Review of the Report submitted (attachment #4)

Discussion on the report and a general discussion on what the Public Works Dept. does and the way that they report it.

Agenda Item 15: Approval of Board of Selectman Minutes:

a. 4/3/2017 Regular Meeting

Jeff Maguire Motions to approve the 4/3/2017 minutes as presented

Cathy Desrosiers Seconded

Motion Passed/Unanimous/5/0/0

b. 4/25/2017 Special Meeting

Julia Haverl Motions to approve the 4/25/2017 minutes as presented

Jeff Maguire Seconded

Motion Passed/4/0/1 Cathy Desrosiers Abstained

Agenda Item 16: Public Speak:

Mike Palazzi speaks about the Administrative Assistants, how many there are at the Town Hall and the proposed cross training pool. He also mentions that the BOF can not approve this that only the BOS can approve this change.

Discussion between Mr. Palazzi and the Board on this topic

Cathy Palazzi asks about the reasoning behind this change and will the Town save money?

The Board discusses this question with Mrs. Palazzi.

Cathy Palazzi also mentions the low turn out of residents at the voting polls.

Agenda Item 17: Next Board of Selectman Meeting June 7, 2017

Agenda Item 18: Adjourn:

Robert Burbank Motions to adjourn at 9:40PM

Jay Linddy Seconded

Motion Passed/Unanimous 5/0/0

Minutes respectfully submitted by: Sandra Nichols

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