

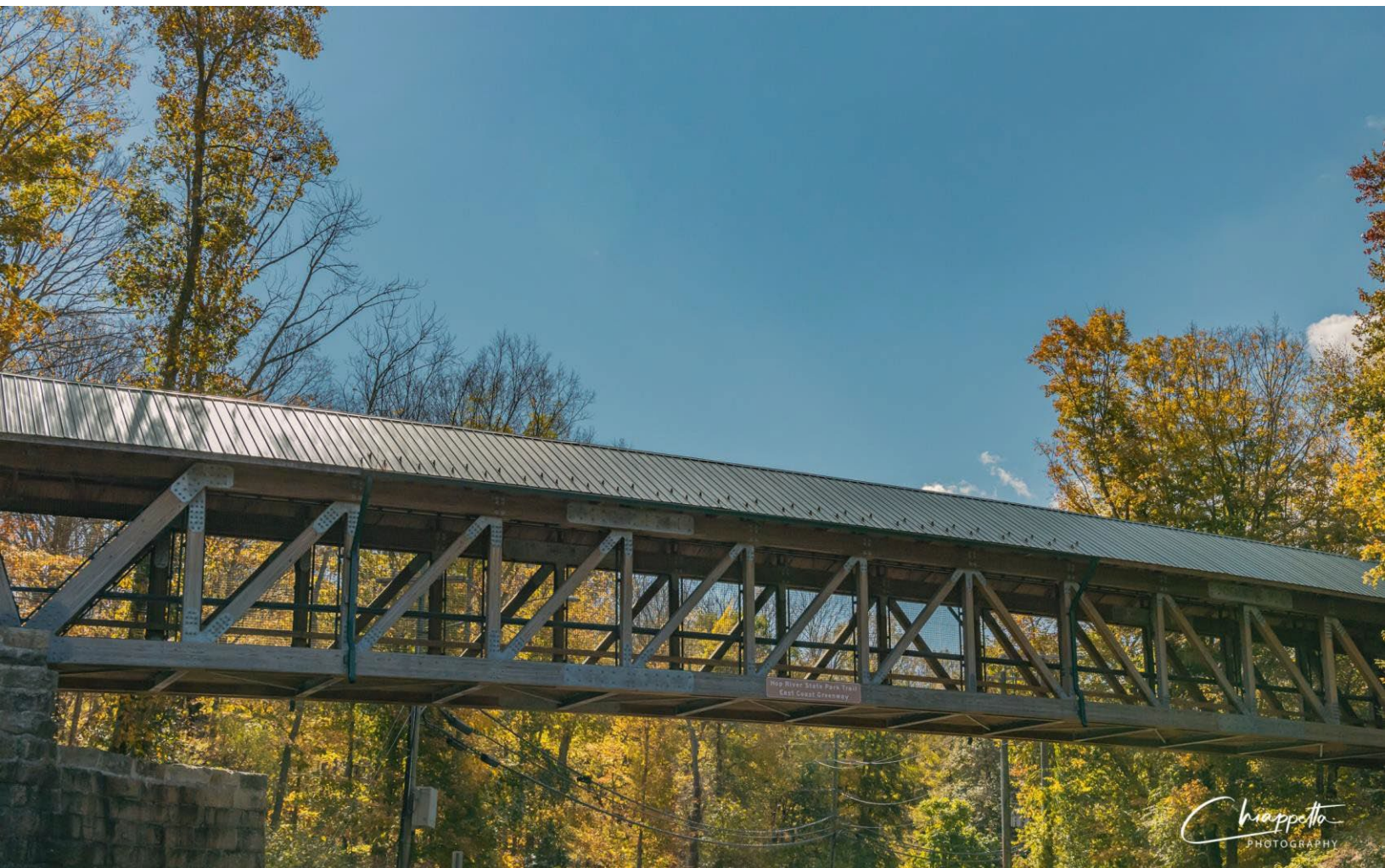


**Town of Andover, CT**

# **Annual Report**

**Fiscal Year 2021-2022**

**7/1/2021 to 6/30/2022**



## ELECTED OFFICIALS FY 2021-2022

Office	Officer Name	Position	Term
Board of Selectmen	Jeffrey Maguire Adrian Mandeville Jeff Murray Paula King Scott Person	First Selectman Vice Selectman Selectman Selectman Selectman	07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23
Board of Education	Gerard Crème Shannon Loudon Adrian Mandeville Caitlin Greenhouse Steven Fuss Chris Bernard Celeste Willard	Chair Member Member Member Member Member Member	07-01-21 to 06-30-25 07-01-19 to 06-30-23 07-01-21 to 06-30-25 07-01-21 to 06-30-23 07-01-19 to 06-30-23 07-01-20 to 06-30-23 07-01-21 to 06-30-25
Board of Education Region 8 (RHAM)	Eric Shevchenko	Member	09-28-21 to 06-30-23
Board of Assessment Appeals	Georgette Conrad Linda Armstrong Alan Roy	Chair Member Member	07-01-19 to 06-30-23 07-01-19 to 06-30-23 09-07-19 to 06-30-23
Board of Finance	Marc Brinker Diane Choquette Robert England Joanne Hebert Linda Fish Curtis Dowling Louise Goodwin	Chair Vice Chair Member Member Member Member Member	09-17-19 to 06-30-21 07-01-19 to 06-30-23 07-01-17 to 06-30-21 07-01-21 to 06-30-25 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23
Board of Fire Commissioners	Wallace Barton Shawn Covell Mark Williams Scott Yeomans Curt Dowling	Chair Member Member Member Member	07-01-19 to 06-30-23 06-10-22 to 06-30-25 07-01-19 to 06-30-23 07-01-17 to 06-30-21 07-01-19 to 06-30-23
Planning and Zoning Commission	Jed Larson Anne Peterson Crème Scott Person Leigh Ann Hutchinson Steve Nelson Anne Blanchard Kevin Arnesen Susan England	Chair Vice Chair Member Member Member Alternate Alternate Alternate	07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-19 to 06-30-23 07-01-21 to 06-30-25 07-01-21 to 06-30-25 11-16-20 to 06-30-25 11-16-20 to 06-30-25 11-16-20 to 06-30-25
Registrars of Voters	Linda Derick Wallace Barton	Democratic Party Republican Party	Term ends 01-08-21 Term ends 01-08-21
Town Clerk's Office	Carol Lee	Town Clerk	07-01-19 to 06-30-23
Zoning Board of Appeals	William Desrosiers William Munroe Kathleen Skorka Walter Weir Ylo Anson David Gostanian	Chair Member Member Member Member Alternate	07-01-19 to 06-30-23 08-26-20 to 06-30-23 07-01-19 to 06-30-23 07-01-21 to 06-30-25 07-01-21 to 06-30-25 07-01-21 to 06-30-23

# STAFF DIRECTORY Fiscal Year 2020-2021

## TOWN HALL HOURS:

Monday 8:15 A.M. to 7:00 P.M.

Tuesday to Thursday 8:15 A.M. to 4:00 P.M.

Friday to Sunday CLOSED

Hours vary by Department. Most departments are part time. Please always call ahead.

860-742-4035 or 860-742-7305 or 860-742-0188

## Town Administrator

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Eric Anderson	Town Administrator	Town Hall	17 School Rd.	(860) 742-7305	4210	eanderson@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu 8:15am to 4:00pm
Amanda Gibson	Administrative Assistant	Town Hall	17 School Rd.	(860) 742-7305	4214	adminassistant@andoverct.org	Mon - Thu 8:15am-1pm

## Animal Control

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
North Eastern Connecticut Council of Governments (NECCOG)	Animal Control			860-774-1253			24/7/365

## Assessor

Name	Position	Office Location	Address	Phone Number	Extension		Open/Office Hours
John Chaponis	Assessor	Town Hall	17 School Rd.	(860) 742-7305	4213	assessor@andoverct.org	Mon evenings, Thu mornings (varied)
Roberta Dougherty	Assistant Assessor/Senior Municipal Agent/Social Services Coordinator	Town Hall	17 School Rd.	(860) 742-7305	4215	assistantassessor@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu: 8:15am to 4:00pm

## Building Department

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Lynn Werner	Administrative Assistant	Town Hall	17 School Rd.	(860) 742-7305	4219	buildingadmin@andoverct.org	Mon-Thurs 8:15am to 1:15 pm
Randy Heckman	Assistant Building Official	Town Hall	17 School Rd.	(860) 742-7305	4223	rheckman@andoverct.org	Varied
Jim Hallisey	Zoning Official	Town Hall	17 School Rd.	(860) 742-7305	4220	zoning@andoverct.org	Varied
Joe Wagner	Wetlands Agent	Town Hall	17 School Rd.	(860) 742-7305	4221	wetlands@andoverct.org	Varied
Abbie Winter	Board Clerk	Town Hall	17 School Rd.				Land Use Meetings

**Burning Official**

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Scott Yeomans	Burning Official			(860)-987-3213			On call

**Finance Department**

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Sherry Holmes	Finance Director	Town Hall	17 School Road	(860) 742-7305	226	<a href="mailto:sholmes@andoverct.org">sholmes@andoverct.org</a>	Mon 8:00am to 7:00pm
							Tue - Thu 8:00am to 4:00pm
							Fri 8:00am to 1:00pm
Marina Pandolfi	Assistant Finance Officer	Town Hall	17 School Road	(860) 742-7305	211	<a href="mailto:mpandolfi@andoverct.org">mpandolfi@andoverct.org</a>	Mon 8:00am to 7:00pm
							Tue - Thu 8:00am to 4:00pm
							Fri 8:00am to 1:00pm

**Fire Department**

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Ron Mike	Fire Chief	Fire Department	11 School Rd.	(860) 742-7477			On call

**Fire Marshal**

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Michael Lester	Fire Marshal					<a href="mailto:firemarshal@andoverct.org">firemarshal@andoverct.org</a>	On call

**Public Library**

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Amy Orlomoski	Librarian/Director	Public Library	355 Route 6	(860) 742-7428		<a href="mailto:andoverctpubliclibrary@gmail.com">andoverctpubliclibrary@gmail.com</a>	Varied
Lori Autorino	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Janice Bazzani	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Anne Merry	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Pam Peterson	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Lorraine Westerberg	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Cathy Campen	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied

Public Works

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Jay Tuttle	Supervisor	Town Garage	12 Long Hill Rd.	(860) 742-4048		publicworks@andoverct.org	Mon - Fri 6:30am to 2:30pm
Tommy Pearl	Maintainer	Town Garage	12 Long Hill Rd.	(860) 742-4048			Mon - Fri 6:30am to 2:30pm
Richard Begin	Maintainer	Town Garage	12 Long Hill Rd.	(860) 742-4048			Mon - Fri 6:30am to 2:30pm
Zachary Zito	Maintainer	Town Garage	12 Long Hill Rd.	(860) 742-4048			Mon - Fri 6:30am to 2:30pm

Registrars

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Linda Derick	Democratic Party	Town Hall	17 School Rd.	(860) 742-7305	4224	demregistrar@andoverct.org	Mon 10:00am to 12:00pm (or as needed)
Wally Barton	Republican Party	Town Hall	17 School Rd.	(860) 742-7305	4224	repregistrar@andoverct.org	Wed 10:00am to 12:00pm (or as needed)

Resident State Trooper

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Sebastian Nesci	Resident State Trooper	Town Hall	17 School Rd.	(860) 742-7305	4222	Sebastian.nesci@ct.gov	Varied

Senior Transportation

Name	Position	Office Location	Address	Phone Number	Extension	Open/Office Hours
Ricky Kauffman	Senior Transportation Driver					On call
Elinor Skoog	Senior Transportation Driver					On call
Susan Camoroda	Senior Transportation Driver					On call

Tax Collector

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Eileen Curtin	Tax Collector	Town Hall	17 School Rd.	(860) 742-7305	4212	taxcollector@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu 8:15am to 4:00pm

Town Clerk

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Carol Lee	Town Clerk	Town Hall	17 School Rd.	(860) 742-7305	4218	townclerk@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu 8:15am to 4:00pm
Barbara Gouchoe	Assistant Town Clerk	Town Hall	17 School Rd.	(860) 742-7305	4216	assistanttownclerk@andoverct.org	Mon 12:30pm to 7:00pm Tue - Thu 9:30am to 4:00pm

Transfer Station

Name	Position	Office Location	Address	Phone Number	Extension	Open/Office Hours
Dominic DeRico	Transfer Station Attendant	Transfer Station	Shoddy Mill Rd.	(860) 742-4049	4049	
Steve Motyl	Transfer Station Attendant	Transfer Station	Shoddy Mill Rd.	(860) 742-4049	4049	

## JUSTICES OF THE PEACE FY 2021-2022

<b>Name</b>
Elaine Buchardt
Margaret Busch
Georgette Conrad
Michael Donnelly
Joan Foran
Kimberly Hawes
George Kitchin
Leo Lachut
Suzanne Langlois
Carol Lee
Jay Linddy
Katherine Marcia
Dawn Quint
Robert Russell
Erich Siismets
Richard Swartwout
Kristina Wilsey

**APPOINTED BOARD, COMMISSION, COMMITTEE MEMBERS FY 2021-2022**

<b>Office</b>	<b>Officer Name</b>	<b>Position</b>	<b>Term Expires</b>
Capital Improvement Planning Committee	Fred Oliver	Chair	06-30-2023
	Curt Dowling	Member	06-30-2023
	Shannon Loudon	Member	06-30-2023
	Robert England	Member	06-30-2023
	Adrian Mandeville	Member	06-30-2023
	Edward Sarisley Jr.	Member	06-30-2023
Charter Revision Commission	Carol Lee	Chair	10/09/2023
	Don Denley	Vice Chair	10/09/2023
	Karen Madore	Member	10/09/2023
	Patricia Billings	Member	10/09/2023
	George Knox	Member	10/09/2023
Commission on Aging	Judy Knox	Chair	06-30-2023
	Georgia O'Brien	Vice Chair	06-30-2023
	Cathy Palazzi	Secretary	06-30-2023
	Elinor Skoog	Member	06-30-2023
	Elaine Buchardt	Member	06-30-2023
Conservation Commission	Mike Palazzi	Chair	06-30-2023
	Evan Aquirre	Member	06-30-2023
	Maryann Gile	Member	06-30-2023
	Hank Gruner	Member	06-30-2023
Economic Development Commission	Elaine Buchardt	Chair	06-30-2023
	Patrick Dougherty	Member	06-30-2023
	Cathy Palazzi	Member	06-30-2023
	Catherine Magaldi-Lewis	Member	06-30-2023
Farmers' Market Committee	Amanda Gibson	Chair	06-30-2023
	Elaine Buchardt	Secretary	06-30-2023
	Shirley Deflavis	Member	06-30-2023
	Kaila Lockhart	Member	06-30-2023
	Celeste Willard	Member	06-30-2023
	Lucie Wilson	Member	06-30-2023
Inland Wetlands Commission	George Elliot	Chair	06-30-2023
	Jed Larson	Member	06-30-2023
	Jim Hallisey	Member	06-30-2023
	William Munroe	Member	06-30-2023
Library Board of Directors	Cathleen Desrosiers	Chair	06-30-2023
	Linda Fish	Member	06-30-2023
	Dianne Grenier	Member	06-30-2023
	Lisa Kurtz	Member	06-30-2023
	Julie Victoria	Member	06-30-2023
Memorial Day Committee	John McCall	Chair	06-30-2023
	Carol Lee	Member	06-30-2023
	Amy Knox	Member	06-30-2023
	Kimberly Hawes	Member	06-30-2023
	Robert Post	Member	06-30-2023
Norton Children's Fund	Charlotte Nelson	Chair	06-30-2023
	Jan Meumuth	Member	06-30-2023
	Heidi Xenophontos	Member	06-30-2023
	Bill Penn	Member	06-30-2023
	Steve Fuss	Member	06-30-2023

**APPOINTED BOARD, COMMISSION, COMMITTEE MEMBERS FY 2021-2022 (CONTINUED)**

<b>Office</b>	<b>Officer Name</b>	<b>Position</b>	<b>Term</b>
Olde Andover Burying Ground Committee	Michael Kurdzo	Chair	06-30-2023
	Robert Post	Vice Chair	06-30-2023
	Steven Fish	Member	06-30-2023
	Cathy Palazzi	Member	06-30-2023
	Maria Tulman	Member	06-30-2023
	Jeff Ballard	Alternate	06-30-2023
Recreation Commission	Carol Lee	Chair	06-30-2023
	Brian Briggs	Member	06-30-2023
	Ann Marie Daigle	Member	06-30-2023
	Kimberly Hawes	Member	06-30-2023
	Cynthia Murray	Member	06-30-2023
Safety Committee	Curt Dowling	Member	06-30-2023
	Valerie Bruneau	Member	06-30-2023
	Dianne Grenier	Member	06-30-2023
	Eric Anderson	Member	06-30-2023
	Jay Tuttle	Member	06-30-2032
	Carol Lee	Member	06-30-2032
	Sebastian Nesci	Member	06-30-2023
Senior Transportation Committee	Cathy Palazzi	Senior Coordinator	06-30-2023
	Elinor Skoog	Driver	06-30-2023
	Rick Kauffman	Driver	06-30-2023
	Susan Camoroda	Driver	06-30-2023



# THANK YOU FOR VOLUNTEERING

“Volunteers do not necessarily have the TIME;  
they just have the HEART”

-Elizabeth Andrew

***The Town of Andover is grateful  
for their dedicated volunteers on  
all committees, boards and  
beyond!***

***Our town would not be what it is  
today without the selfless time  
and energy from volunteers.***

# **Town Departments**

ASSESSOR'S OFFICE  
Annual Report 2021-2022

The Assessor is required to plan, direct, organize and implement a continuing town-wide program of real and personal property assessment for the purposes of local taxation as prescribed by state statute. The Office of the Assessor is responsible for the fair administration of the local property tax via discovering, listing, and valuing all taxable and exempt real and personal property within the corporate limits of the Town. This office must certify the appraisal of all real estate based on the market value as of the date of the last town-wide revaluation (10/1/2021). The Assessor maintains a "street card" on every parcel in town which contains specific data on each real estate parcel. Street cards are updated wherever any changes occur in ownership or condition. The Assessor must inspect and value all newly created building lots, newly constructed homes, as well as any parcels which had changes, improvements, or additions to their existing properties.

State statutes govern almost every function and responsibility of the Assessor's office including when each municipality must perform a town-wide revaluation. Andover implemented our last town-wide revaluation effective for the October 1, 2021 Grand List and is required to perform our next town-wide revaluation effective for October 1, 2027.

The Office of the Assessor is also required to assess Personal Property (predominantly business equipment), registered motor vehicles, and unregistered motor vehicles. Pursuant to State Statutes, motor vehicles are not valued based on their market value and are solely assessed based on 100% of the retail book price with no adjustments for mileage or condition. Personal property is valued based on its original acquisition cost multiplied by a depreciation table (for age) similar to that of the IRS.

The 2021 Grand List indicates 1,670 real property accounts, 276 personal property accounts, 3,918 regular registered motor vehicles and 684 supplemental vehicles.

State Statutes required the Assessor to file an annual Tax List (Grand List). The Grand List is book that contains all of the taxable and exempt property and assessments for each fiscal year. The Grand List is open for public inspection and can be found in the vault in the Town Clerk's Office.

Additionally, the assessor's office administers exemption programs for the blind, disabled, elderly, veterans who served during wartime, disabled veterans, and handicapped modified motor vehicles. The elderly, disabled, and additional veteran's programs are income qualified. For more information on exemption programs you may contact our office at **860-742-7305 X5**.

Respectfully submitted,

John Chaponis  
Assessor

# **BUILDING & LAND USE DEPARTMENT ANNUAL REPORT FISCAL YEAR 2021-2022**

## **PERMITS ISSUED 7/1/2021 - 6/30/2022**

Below is the permit activity for the past year.

<b>MONTH</b>	<b>BUILDING PERMITS</b>	<b>WETLANDS</b>	<b>ZONING</b>	<b>ZBA</b>	<b>DRIVEWAY</b>	<b>HOME OCC</b>	<b>TOTAL PERMITS</b>
<b>JUL 21</b>	28	8	2		2		40
<b>AUG 21</b>	35	5			3		43
<b>SEP 21</b>	26	1	7	1			35
<b>OCT 21</b>	26	2	1		2		31
<b>NOV 21</b>	17	3			2	1	23
<b>DEC 21</b>	25	2			1		28
<b>JAN 22</b>	25			1			26
<b>FEB 22</b>	17	1	1				19
<b>MAR 22</b>	24		1				25
<b>APR 22</b>	16	1			1		18
<b>MAY 22</b>	38	2	3		4		47
<b>JUN 22</b>	21	2	1	1	1		26
<b>TOTAL</b>	298	27	16	3	16	1	361

This was a year of growth and change for the Building and Land Use Department. By mid August 2021, Permit link (on-line permit program) was implemented and was being used in full swing by September 2021. Applicants are able to apply for permits on line with all information needed being uploaded in the system and reviewed by Zoning Agents and our Building Inspector. When approved, an approval notice is created and emailed to the applicant through the system. Payments are now being done on line as well. The system allows you to track permits, follow all correspondence involved with the permit, record contractor information, make payments, view cost estimates of the projects and has a detailed reporting system.

Future goals for this department are to post more detailed information on the website to make the process easier for the public to apply for a permit.

Looking forward to more organization and growth in the future.

Respectfully submitted,

Lynn Werner, Building Department Administrative Assistant

## **EASTERN HIGHLANDS HEALTH DISTRICT**

The Eastern Highlands Health District has served its communities faithfully since 1997. The Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotions of wellness, and protection of our human environment. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region, and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

### **Accomplishments for FY 2021-2022**

- *The EHHD* administered over **2400** COVID-19 vaccinations during more than **130** clinics district-wide. We provided contact tracing or support for over **7000** cases of COVID-19. This includes over **1,450** school-associated cases. The EHHD issued weekly surveillance reports to community partners and the general public providing local COVID-19 surveillance data and news. We supported and partnered with 12 school districts to establish and implement risk mitigation measures. We supported local businesses and town governments with safe workplace guidance for essential workers and town recreation department consultation support for youth sports programs and summer camps. Finally, we provided pandemic-related education and information to the general public on multiple informational platforms.
- The Eastern Highlands Health District Board of Directors at their January 20, 2022 regular meeting adopted an operating budget of \$962,197 for FY 22/23.
- Subsequent to a public hearing the Board of Directors adopted Section 5 of the EHHD Sanitary code that establishes an annual permitting and inspection program for Hairdressers, Barbers, and other cosmetology establishments.
- EHHD continues to work cooperatively with DEEP on behalf of Tolland & Coventry providing information and support regarding an environmental investigation into sodium chloride contamination in ground water in private wells.
- Successfully launched an automatic online annual license renewal system of food service establishments.
- Communicable disease control activities for diseases other than COVID-19 included review and follow up (as needed) of 712 case reports; and, conducted 6 disease outbreak or individual case investigations.
- Main indicators for environmental health activity in Andover include: 67 site inspections for septic systems; 21 septic permits issued; 3 well permits issued; 2 complaints investigated; 22 environmental samples taken for lab analysis; 26 food establishment inspections and other health inspections; 17 public health reviews; and, 60 test pits and perc tests.

### **Plans for FY 2022-2023**

- Expand the functionality of our online-application platform to support code enforcement/complaint investigations, and cosmetology inspections.
- Implement the new cosmetology permitting and inspection program.
- Execute and participate in state-wide Memorandum of Agreement establishing license reciprocity for

itinerant food vendors.

- Working with CT DPH, assure adherence with expanded childhood lead protection regulations.
- Address the individual public health needs of member towns as they arise with available capacity.
- Sustain local public health response to COVID-19 including but not limited to the following activities: risk communication and health education, testing, disease surveillance, and vaccination.

**Andover Fire Commission**

**11 School Road**

**Andover, Connecticut 06232**

**Annual Report July 1, 2021 – June 30, 2022**

**The Andover Fire Commission continues to maintain the Fire Station, it's grounds and the Fire Apparatus and Equipment utilized by the Fire Department. We support the Fire Departments efforts to recruit, train and equip firefighters with the tools and equipment needed to provide Fire & Rescue services to the Town of Andover.**

**In the past year a washer and dryer were purchased to clean firefighter turnout gear and remove hazardous materials from them. We also purchased a battery powered Hurst Tool, "Jaws of Life" to replace the gasoline powered unit.**

**We continued to fund Firefighter training both in-house and at the Connecticut Fire Academy and the Eastern Connecticut Fire Training School.**

**Annual fire pump testing and DOT inspections were funded by the Fire Commission budget as well as annual hose testing and other required annual testing of equipment.**

**In May of 2022 Jerry Wright resigned from the Fire Commission as he was moving out of Connecticut. Shawn Covell was appointed to fill Jerry's term of office.**

**Again we would like to thank Chief Ron Mike and the dedicated Firefighters of the Andover Fire Department for the services they provide the residents of Andover,**

**Wallace E. Barton Jr.**

**Chairman**

MUNICIPAL AGENT SOCIAL DIRECTOR (ELDERLY AND SOCIAL SERVICES)

Annual Report

July 1, 2021 to June 30, 2022

Roberta Dougherty, Municipal Agent/ Social Services Director

The function for the betterment of Andover citizens and include such items information, referrals, guidance, help, and most of all hope that things will be better in the future. Above all, confidentiality is the first priority of this department.

Some, but not all, services include participation in the State funded Renters' Rebate Program for elderly and/or disabled residents, Farmers Market Coupon Program, referrals to ACCESS for heating (oil or electric) assistance, WAIM, and the First Congregational Church of Andover's Food Pantry. While these do not seem larger than life in the written word, they are a necessity for anyone in need, no matter their age.

During the period covered by this report the total number of residents seeking Renters' Rebate was 25. Hop River Homes led the way with 22, Kinsley Drive had 2 application and 1 rental home. None of these were denied either by income limitations or other qualifications.

The Town of Andover is also part of the Hunger Action Team This Team is made up of clergy, social service and lay people from the towns of Andover, Columbia, Hebron, Marlborough, Coventry and Bolton. We meet each month and discuss issues we see in our communities and how we can better assist our residents.

In December 2021 we held our annual holiday toy drive and distribution. We gave toys and gift cards to five Andover Families.

# ANDOVER PUBLIC LIBRARY

355 Route 6 ~ P.O. Box 117  
Andover, CT 06232  
phone/fax: (860)742-7428

website: [www.AndoverConnecticut.org/library](http://www.AndoverConnecticut.org/library)

Find us on Facebook: [www.facebook.com/AndoverPublicLibrary.CT](https://www.facebook.com/AndoverPublicLibrary.CT)

## ANNUAL REPORT 2021-2022

During the period of July 1, 2021 through June 30, 2022, the library mostly remained OPEN to the public, though COVID outbreaks continued here and there during the first part of the year. Masks on or masks off, it's all about getting reading, viewing, and listening materials to the public. Let us know how we can help: 860-742-7428 or email to [andoverctpubliclibrary@gmail.com](mailto:andoverctpubliclibrary@gmail.com)

In-person programming returned to the library during this year, but in small doses. In the Spring of 2022, we presented two nature-related programs at the Andover Town Hall Community Room. In addition, we continued our three book discussion groups - two that meet monthly and one that meets quarterly. These discussions are held both in-person and via Zoom, and will continue to meet that way for the foreseeable future. In the Fall of 2021, there was a craft project night during which participants made small jack-o-lantern votive holders. Most importantly, the library's hours changed beginning November 1, 2021. Our current hours are more consistent and fairly easy to remember: we are open Monday through Thursday, 10AM until 7PM and Saturday from 10AM until 2PM.

For the kids, we held a few in-person programs during Summer 2021, including a visit from Riverside Reptiles and well as a Sharpie tie-dye program. A fun activity for all seems to be our "Gingerbread House" Decorating Contest, wherein participants picked up a cardboard form of a house and decorated it in any way they saw fit. Once the houses were decorated, they were brought back to the library and displayed downstairs throughout the month of December, and visitors could vote for their favorite house. A prize was awarded to the top vote-getter. In total, we welcomed 589 kids and adults to 96 programs during the time period of July 1, 2021 through June 30, 2022.

The Library's Friends group continues to actively support our programs. The money they've donated to the library in the past year has helped us purchase a couple of museum passes, as well as numerous DVDs, books on CD, and Large Print books. In addition to hosting their annual Goods & Services Auction (once again done online in 2021), the Friends also introduced a new fundraiser in December 2021: Basketpalooza. During this fundraiser, members of the Friends donated completed baskets or items for baskets, and in total, the group was able to raise more than \$900. The Friends also sponsored a successful Gazebo Concert in August 2021 featuring Redwood Hill. The Friends support the library by purchasing items that the library may not be able to afford with our own town budgeted funds. As always, we are grateful to all of the Friends for their ongoing dedication and support to the library.

Everyone is always welcome to visit the library. You can find updated library information on our Facebook page or on our webpage. Addresses for both are listed above. See you soon!

**2021-2022 Statistics:**

Circulation of books, magazines, audios, videos: 11,561

Books & A/V materials added to collection: 738

Books & A/V materials withdrawn from collection: 475

Total valid library cards: 2,014

Interlibrary loan requests filled: 617

Number of books borrowed by out-of-town patrons: 883

Public computer usage (in hours): 888

Total patron visits to library: 5,122

Respectfully submitted,

Amy Orlomoski

Director/Librarian

## Registrars of Voters

### FY2021-2022      Annual Report



During the last year the Registrars processed 601 voters: 156 new voters, 230 changes of status and 215 deletions from the voter list. As of June 23, 2022 there were 2243 active voters registered; 665 Democrats, 648 Republicans, 896 unaffiliated and 34 “other”.

The annual Canvass of Voters and the ERIC report were completed.

The following election events were held:

- RHAM Special Referendum      November 2021
- RHAM Budget Referendum    5.3.2022
- 2 Town Budget Referenda    May & June
- 2 Town Budget Meetings

The Annual ROVAC Conference was attended on May 3-5, 2022.

Secretary of State’s office on-line trainings attended during the year.

Upcoming events/changes for next year:

- There will be a new CT Voter Registration System with training, sometime in 2022.
- There is a state mandate that the five towns, including Andover, move our municipal election from May of odd years to November of odd years. This will likely require extending the terms of those elected officials scheduled to end in May 2022 to November of 2022.

Republican Registrar of Voters: Wallace Barton

[Repregistar@andoverct.org](mailto:Repregistar@andoverct.org)

Democratic Registrar of Voters: Linda Derick

[Demregistrar@andoverct.org](mailto:Demregistrar@andoverct.org)

## TAX COLLECTOR'S OFFICE

### Annual Report 2021-2022

*Friends and neighbors complain that taxes are indeed very heavy, and if those laid by the government were the only ones we had to pay, we might more easily discharge them; but we have many others, and much more grievous to some of us. We are taxed twice as much by our idleness, three times as much by our pride, and four times as much as by our folly.*

**- Benjamin Franklin**

The mission of the Tax Collector's Office in the Town of Andover is to collect the highest percentage of taxes annually to obtain the lowest possible mill rate and the highest financial stability of the Town by consistently adhering to state statutes. I strive to inform Andover residents about taxation while providing courteous and efficient service to the public.

Connecticut towns and cities are required by statute to operate on the Uniform Fiscal Year, beginning on July 1<sup>st</sup> and ending on the following June 30<sup>th</sup>. Andover collects real estate, personal property and motor vehicle taxes. The mill rate is determined by dividing the approved budget by the Grand List (the value of the total taxable property as determined as of October 1<sup>st</sup> by the Assessor). The budget process typically begins in December or January and concludes in April or May when the residents vote to approve the budget and the Board of Selectmen sets the tax rate which for the 2020-2021 fiscal year was 35.61 mills. Bills were mailed before July 1<sup>st</sup>.

The Town of Andover bills quarterly, with the first installment of real estate taxes and personal property taxes due in July. Motor vehicle taxes on the 2021 Grand List (set the prior October 1<sup>st</sup>) are due in a single installment in July. Subsequent installments of real estate and personal property taxes are due in October, January and April. In addition, motor vehicles acquired after October 1<sup>st</sup> are billed late in December as Motor Vehicle Supplement taxes which are due in January.

Our beginning collectible total for the 2020 Grand List was \$9,891,236. As of June 30<sup>th</sup>, 2022, we collected \$9,700,741 (2020 Grand List, tax only). That gives a collection rate of 98.07%. Total collections including taxes interest and fees from prior years were \$9,961,526.

Respectfully submitted,

Eileen Curtin  
Town of Andover  
Tax Collector

# **Boards and Commissions**

## **Andover CT 175<sup>th</sup> Anniversary Committee Annual Report 2022**

The Andover 175<sup>th</sup> Anniversary Committee consists of the following members:

Catherine Magaldi-Lewis, chair; Cathy Palazzi, secretary; Linda Armstrong, treasurer; Joan Foran, Marianella Chalfant; Annmarie Daigle; Sue Slater; Tina Wilsey; Shirley DeFlaviis; and liaison for the BOS, Paula King.

Our committee was established in June 2020 with our first meeting on June 29, 2020. The committee has met once a month to develop plans to celebrate the 175<sup>th</sup> anniversary of Andover's incorporation. Events will take place in May and June of 2023.

We were not given a budget for this celebration. Last year we asked for and received \$500 from the Board of Finance to open a bank account and get us started. We were also fortunate to qualify for a \$1,000 grant from the Hartford Foundation. Since then, we have relied solely on donations and the sale of commemorative items the committee created and purchased. Forms were created to keep track of all money received and disbursed. We have purchased:

- 100 Calendars
- 125 Ornaments
- 100 T-shirts
- 300 Cookbooks
- Plaque & Stand

The total costs of these items were: \$3,792.27

To offset these costs, we created an Andover 175<sup>th</sup> Facebook page with a link to an online donation site called Givebutter. We continue to request donations on this page as well as the Andover Support Network page.

Our available balance as of Dec 13, 2022, is \$1,934.66. We are still selling items but as of this date, we have not made enough money from sales or donations to cover our costs. We need to purchase the giant inflatable games for the May 20, 2023 festival (est. \$2,000), food & drink for the May 18 dedication, a \$50 certificate for the student poem, and other incidentals that may occur.

Attached is a spreadsheet detailing our expenses and income.

Catherine Magaldi-Lewis  
Chair, Andover CT 175th Anniversary Committee

## Board of Assessment Appeals Annual Report for 2021-2022

The Board of Assessment Appeals is comprised of three elected members. The Board meets twice yearly to hear appeals. In September, the board hears motor vehicle appeals, then in March the Board hears real estate and personal property appeals.

The Board is the first level of appeal from actions of the assessor. The Board's decisions are binding until an appeal is taken to the court system, or there is a change in valuation. It operates on an intermediate level between the assessor and the courts.

Motor vehicle appeals require an application from the assessor's office but no appointments are scheduled. The dates and times for motor vehicle appeal hearings are posted in the local newspaper and at the Town Office and is done on a first come, first served basis.

Property is assessed as it exists on October 1<sup>st</sup>, the assessment day.

The assessor draws up the Grand List of all taxable property by January 31<sup>st</sup>. Taxpayers are notified in writing of any changes in their valuations. Taxpayers who wish to appeal valuations should first meet with the assessor. Those wanting to have a hearing with the board after this meeting must apply no later than February 20<sup>th</sup> at the assessor's office for real estate and personal property appeals. Hearings are scheduled in March and each applicant will be notified in writing, of their date and time for hearing the appeal. All written decisions are completed and filed by April 1<sup>st</sup>. Each applicant receives a written notice of the board's decision for their appeal.

The Grand List is adjusted to reflect any changes resulting from taxpayer appeals.

In September 2021, the board heard 6 motor vehicle assessment appeals.

In March 2022, the Real Estate and Personal Property Appeals were conducted by Zoom and/or in person. The Board heard 15 appeals.

Respectfully submitted,  
Georgette M. Conrad - Chairman

### Board Members and Terms

Georgette Conrad (R) - 2019-2023

Linda Armstrong (D) - 2019-2023

Alan Roy (R) - 2019-2023

Andover Elementary School  
Annual Report  
2021-2022



## Andover School District

35 SCHOOL ROAD  
ANDOVER, CT 06232  
TEL. (860) 742-7339  
FAX (860) 742-8288  
[www.andoverelementaryct.org](http://www.andoverelementaryct.org)

**Valerie E. Bruneau**  
*Superintendent*

**Taylor Parker**  
*Principal*

The Andover Board of Education meets monthly (the second Wednesday of the month) at 7:00 p.m. in Andover Elementary School. A Zoom link is on the website. All are welcome to attend.

<b>MEMBER NAME</b>	<b>TERM OF OFFICE</b>
Michael Beckwith	November 10, 2022 – November 30, 2025
Chris Bernard	April 30, 2020 – November 30, 2023
Gerard Cremé (Chair)	July 1, 2021 – November 30, 2025
Steven Fuss	July 1, 2019 – November 30, 2023
Caitlin Greenhouse	July 1, 2021 – November 30, 2023
Shannon Loudon	July 1, 2019 – November 30, 2023
Celeste Willard	July 1, 2021 – November 30, 2025

### BOARD OF EDUCATION MEMBER ROLES/RESPONSIBILITIES

CURRICULUM & INSTRUCTION > Gerard Cremé  
POLICY > Shannon Loudon

COMMUNITY RELATIONS > Celeste Willard

FINANCE > Steven Fuss

INFRASTRUCTURE, HEALTH & SAFETY > Michael Beckwith

TECHNOLOGY > Chris Bernard

REGIONAL ISSUES>> Caitlin Greenhouse

### Andover Elementary School Mission

To provide a creative and challenging curriculum for ALL in an innovative and nurturing facility in partnership with parents and the community in order to develop lifelong learners

The 2021-2022 school year was one of great success for Andover Elementary School. The school was able to remain open all year and together the school community worked to create a safe school environment for our children. Superintendent Valerie Bruneau led the charge to replace the outgoing principal and welcomed Taylor Parker to lead the 2022 -2023 school year. Our Board of Education has been working with the school to increase professional development for all adults and assist in the mission of educating our children.

Highlights for the school year:

Grade 6 participated again in the DARE program. AES participated again in Kid Governor in Grade 5. Grade 5 students annually learn about state and national government through participating in this event. Grade 5 also participated in a social/emotional day program for team building in Ivoryton at the Nature's Classroom site. Students valued this experience, and we will repeat participation. Grade 3 and Grade 2 had a more intensive focus on science integration post COVID and were again introduced to labs. All grade level professional development for these two grades will focus on science. Next year, a planned multi-grade class is planned for this level. Grade 1 raised monarch butterflies and tried to take more nature/outdoor approach to the curriculum. Kindergarten and Pre-K (Our Early Childhood Education) programs are also incorporating the natural learning approach and more outdoor learning and child-centered programs are being planned. School-wide, we continued with Foundations and Heggerty, iReady, and Fountas and Pinnell as supplemental curriculum and assessment tools, coupled with our classroom and teaching strategies to address the diverse needs of all of our learners.

AES decorated the Connecticut Christmas Tree at the White House in Washington D.C. This was a great honor, and the ornaments were beautiful. Students in grades K and 1 continue to have American Sign Language embedded into their weekly instruction.

#### **Additional School Data:**

##### **Student Academic Health**

- ◆ Small, student-centered school serving grades Pre-K to 6<sup>th</sup>
- ◆ Personalized instruction to address the diverse needs of all learners including the varied needs of special education students
- ◆ NAEYC accredited full-day preschool program with small class sizes
- ◆ 1:1 device school (all students have devices that can be brought home for remote learning)
- ◆ Average Pupil to Class Teacher Ratio: 12 students/teacher
- ◆ Full-day kindergarten
- ◆ Students feed into RHAM Middle School (grades 7-8)
- ◆ Students feed into RHAM High School (grades 9-12)
- ◆

##### **Student Social, Emotional, and Physical Health**

- ◆ Collaboration with Yale Center for Emotional Intelligence
- ◆ Staff trained in RULER Approach
- ◆ Pre-K -6 Health Program
- ◆ School-wide positive student recognition programs
- ◆ Support services provided through Social Worker, Psychologist, Occupational therapist, Physical therapist, and Speech and Language Pathologist

##### **AES Faculty and Staff**

- ◆ Highly trained teachers and paraprofessionals
- ◆ Dedicated special education and resource staff
- ◆ Staff trained in CPR/First Aid/AED and Emergency Response
- ◆ Collaborative partnership with AHM Youth and Family Services
- ◆ Exceptional Professional Development Opportunities provided to all Staff
- ◆ Partnership with Eastconn Services
- ◆ Staff/Programming in Art, PE/HEALTH, Library Media, Music, Technology, Spanish, Math, and Reading Support
- ◆ Makerspace student collaborative hands-on workspace programming

- ◆ Exceptional Music programming complete with chorus, beginner to advanced band, general music, and beginner Band
- ◆ American Sign Language Pilot program
- ◆ Meet the Authors/Be the Authors program to encourage young writers

#### Student Clubs and Activities

- ◆ Very active PTA with Yearly Schedule of Programming
- ◆ Before and After school COOL program open to all students
- ◆ Lego Club, Yearbook and various clubs based on Student Interest
- ◆ Annual School-wide events including Curriculum Night, Concerts, Science Fair, Spelling Bee, Kid Governor, Veteran's Day, Intergenerational Day, and Geography Bee
- ◆ DARE program for 6<sup>th</sup> graders

#### Facilities and Resources

- ◆ Building and grounds continue to remain well-maintained
- ◆ Large playground and pavilion operational, with strategic plans being developed for upgrades including the outdoor classroom on the hill
- ◆ AES continues with proper fire drills and lock down procedures
- ◆ AES safety features include close proximity to fire station/ State trooper office/ Town Hall facility
- ◆ Resident Trooper present on grounds before school and throughout the day to address traffic and safety issues as needed

**Respectfully Submitted,  
Valerie E. Bruneau  
Superintendent**

## **Regional School District 8 Annual Town Report Summary - Colin McNamara, Superintendent 2021-22**

The Region 8 Strategic Plan continued to be the primary driver of budgeting, programming, and projects at RHAM for the 2021-22 school year. The five goals of the strategic plan address student performance, college and career readiness, district safety and accessibility, human capital development, budgeting and facility/technology needs. The 2021-22 budget of \$30,650,841 was aligned to these goals and was responsive to community needs and expectations. The budget represented a 1.67% increase compared to the previous year's budget. The district successfully added new courses including Piano I and II, Minorities in America, Genocide Studies, Sports in Society, HERstory Womens' Studies, and Latin American/African American Studies. The district also added a part-time school psychologist to help address the increased mental health needs of students as well as a part-time technology service technician to provide additional technology support for our students and staff.

Students continue to demonstrate high levels of college and career readiness as measured by the SAT School Day test. Members of the class of 2023 showed growth over time on PSAT assessments of 90 points above the state mean average in 2020-2021 to 113 points above the state mean average in 2021-2022.

The district continued to develop and expand upon the Manufacturing Pipeline Program, providing students with a unique school to career opportunity. This program is a collaborative effort with RHAM, Three Rivers Community College, and Electric Boat. Students from other local districts are enrolled in the program on a tuition basis. Students successfully graduating from the program leave high school with job opportunities from local manufacturers, as well as larger employers such as Pratt and Whitney and Electric Boat.

The district recognizes the importance of developing students outside of the classroom as well and has a plethora of extra-curricular opportunities for students to be engaged in learning outside of the classroom. There are several clubs and student activities that appeal to students with varied interests. Several of our extra-curricular clubs competed in local, state and national events, showcasing the various talents of our students in areas such as the Connecticut Writing Project, the Technology Student Association and the Scholastic Art and Writing Awards. Our fine and performing arts programs are widely recognized, and in April 2022, RHAM was once again honored with the Best Communities for Music Education designation from The National Association of Music Merchants (NAMM) Foundation for its outstanding commitment to music education. A large percentage of RHAM middle and high school students participate in at least one athletic team. This involvement of students in activities outside of the classroom is an important part of the district's goal of developing well rounded students.

RHAM is proud to partner with the various stakeholders in the communities of Andover, Marlborough, and Hebron, and appreciate the support provided by each of the three towns.

## **Board of Finance**

No report submitted as of 4/9/24

## **Board of Selectmen**

No report submitted as of 4/9/24

**Capital Improvement Planning Committee**  
**Annual Report**  
**2021-2022 Fiscal Year**

The Capital Improvement Planning Committee (CIP) serves an administrative and investigative function for the Board of Selectman and the Board of Finance. Capital improvements requested by any board, committee, department or agency for the town that cost more than \$3,000 are sent to the Board of Selectmen, who decide which ones will be reviewed by the CIP. Requesters are asked to provide a minimum of three quotes to be considered for acceptance. The CIP meets with requesters to determine the need and priority of the items. The Committee may also investigate further to determine more cost-effective ways to accomplish the same goal. The CIP creates a list of approved items and funds to be included in the budget to purchase them. This list is presented to the Board of Selectmen and the Board of Finance. The CIP committee consists of representatives from the Board of Selectmen, Board of Finance, Board of Education, Fire Commission, and up to three at large members.

Members: Fred Oliver, chair, Adrian Mandeville, Board of Selectmen, Robert England, Board of Finance, Shannon Loudon, Board of Education, Curt Dowling, Fire Commission, Ed Sarisley, at large.

For the 2021-2022 fiscal year, the Committee supported purchases of a self contained breathing apparatus (SCBA) compressor for the Andover Fire Department and a skid steer and plow truck for the Public Works department. We discussed a variety of ongoing and future capital improvements including capital improvement plans for the Public Works department, work on the town garage, Town Hall updates and improvements, future apparatus needs for the Andover Fire Department, and plans for the proposed community center.

For the coming year we look forward to supporting funding for the proposed community center and updates to the senior citizen transportation fleet. We also expect to continue to support funding for new equipment for the Andover Fire Department and Public Works department, as well as continued improvements to Town-owned buildings and infrastructure.

## Commission on Aging Annual Report FY 2021-2022

By Cathy Palazzi, Senior Coordinator

Our commission members are: Elaine Buchardt, Judy Knox Chairman, Georgia O'Brien Trip Consultant, Cathy Palazzi Secretary/Senior Coordinator, Elinor Skoog Member and Roberta Dougherty, Municipal Agent-ex officio member.

### COMMISSION ON AGING MISSION STATEMENT

- Determine the needs of the elderly;
- Recommend action;
- Act as an advocate for the elderly by being their liaison to the Andover Senior Coordinator, Municipal Agent, and Town Officials.

Commission on Aging meets four times per year in order to hear any issues seniors may have that have not been addressed and to discuss any new information from the state level. Once a year we request our Representative from the 55<sup>th</sup> district visit to keep us informed of any new changes in Hartford for seniors. During COVID we have not been meeting the regular scheduled dates on our calendar. We have passed any information onto the Town Administrator or Board of Selectmen as needed. The COA has posted their meeting dates for next year and it can be found on the [andoverct.org](http://andoverct.org) site and in the town clerk's office. We have a webpage where any information can be located.

### Goals for FY 2022-2023

- One of our goals for this past year was to see plans put into effect to build a community building/senior center. This project is in the process of reviewing RFP's and in the spring of 2023 building of the community center is planned.
- Part of last year's goals was to involve seniors, as well as, residents in the building of a community and senior center. Meetings were held and all questions, concerns and suggestions were looked into.
- Another goal was to continue Friday luncheons for seniors, veterans and disabled. This is a very successful project and we meet in the community room at town hall. Our numbers have grown from 20-25 to 40-50 people who come together for a hot meal and enjoy chatting with their peers. Luncheons are at noon every other week. Once the new building is ready, we will meet there for lunch and the Senior Coordinator will apply for CRT meals from the state.
- Transportation drivers will continue to deliver food share/food pantry to shut-ins.
- The Young at Heart group of seniors bring entertainment to seniors at least once a month and they are happy that the community room is available for their meetings. The first Wednesday of each month a celebration is held for that month's birthdays with cake and ice cream being served followed by bingo. This is a wonderful gathering for seniors.

- Although one of the goals was to try to improve acoustics in the community room this has not happened. The Senior Coordinator will continue to bring this to the Safety Committee's meeting.
- Trips have begun again and are very successful. Goodspeed being a favorite.
- Once the Community/Senior Center has been built we will bring more activities to them including exercise, games including puzzles, cards, crafts.
- The monthly movies are successful and we would like to see more seniors come.
- The annual flu clinic was a huge success this year and it included the staff at AES as well as seniors and walk-ins.
- The Senior Coordinator sends welcome letters to new seniors. However; she does not always hear of people moving into town and this has been a hard project to do. Her welcome letters tell a new senior the opportunities available with the senior meetings, movies, trips, luncheons, and transportation available to them. New seniors are invited to join in all programs.
- Two of the goals for last year we have not been able to accomplish and will plan to do in 2023, if possible.
  1. Form a sub-committee to visit shut-ins
  2. Organize a celebration for all 90+ in the community

Our Commission continues to work and care for the elderly in Andover and keep them safe.

ANDOVER CONSERVATION COMMISSION  
ANNUAL REPORT  
July 1, 2021–June 30, 2022

Mike Palazzi, Chairman

Commission members: Mike Palazzi, chairman; Maryann Gile; and Hank Gruner.  
Alternates: Gary Gile and Carrie Crompton.

*Mission Statement:*

*The Mission of the Conservation Commission of the Town of Andover, CT is to advise the BOS regarding the development, conservation, preservation, regulation, and supervision of town natural resources, including water resources and open space lands. The Commission will spearhead related community activities and events to advance conservation in town.*

Our commission is active and involved with monitoring the natural resources and environmental health of town properties.

**Goals and objectives for 2021–22:**

- Complete transfer of open space parcels (Thomas Talbot and Northern CT Land Trust) recommended by the Commission for acquisition by the Town in 2020.

Status: The transfer of deeds totaling 16.38 acres of property located in the Town's Western Highlands open space corridor was completed.

- Complete a vernal pool mapping and survey project as part of an ongoing natural resource inventory. This project is a cooperative venture between the Conservation Commission and the Inland Wetlands and Watercourses Commission.

Status: Recruited and trained fifteen volunteers to conduct biological surveys at potential vernal pools mapped in 2021. One-hundred and twenty-four potential vernal pools were surveyed in the spring of 2022. Eighteen landowners participated in the project which surveyed sites on both public and private land. A GIS vernal pool resource map has been created along with a supporting biological and habitat database.

- Continue to manage the operation of the C.A.R.T. recycling program which diverts recyclable materials from the waste stream and generates funding for nonprofit organizations.

Status: Recruited two new organizations (C.E.R.T and Andover Congregational Church) to participate in the program to fill a gap due to the departure of the Boy Scouts team. This brings the total number of participating organizations to four. At the end of a six-month period each of these organizations received \$851. An Eagle

Scout has taken on the project of constructing a work unit for separating the cans, glasses and bottles to increase efficiency at the sorting center located at the Town dump.

- Consider participation in conferences presented by CT Land Conservation Council (CLCC), CT Association of Conservation and Inland Wetland Commissions (CACIWC), UCONN Center for Land Use Education and Research (CLEAR).

Status: No conferences were attended.

- Provide input on, and monitor progress of, a conservation restoration plan for the gravel extraction site located adjacent to the Hop River on Route 6.

Status:

Coordinated with the Planning and Zoning Commission and the project's manager to monitor activities on site during the turtle nesting season, and provided recommendations on the design and proposed plantings for the restoration plan.

- Mark the boundaries of large town owned-parcels.

Status: With support from Joshua's Land Trust and Thomas Talbot, completed marking of town-owned open space bordering the western boundary of the Laudano parcel between Shoddy Mill Road and Boston Hill Road. Purchased a siting compass to facilitate future boundary marking work.

- Conduct an annual town-wide clean-up event.

Status: Completed a combined annual Earth Day Town Clean up with the Lake District and Andover's portion of the rail trail, plus various streets in town. \$250 in grant funding was provided by the Last Green Valley to purchase gloves, bags, water and snacks for the volunteers. This event was held April 23, 2022, and many volunteers contributed to this effort.

- Recruit two new town residents to serve as members on the Commission.

Status: No new members were recruited, however, three individuals that participated in the vernal pool survey project have been identified as potential candidates for membership.

- Maintain and monitor the Monarch Way Station and support initiatives to create and enhance pollinator habitat.

Status: Continued to maintain the Monarch Way Station located along the Andover Rail Trail, and monitor Monarchs as well as other pollinating insects at this site and various other locations around town. Continued to liaison with the Town

Administrator regarding mowing recommendations for several areas located on town properties to support pollinator and wild flower habitat.

- Provide relevant advisory recommendations to other Town Commissions and Boards, and support ongoing Town initiatives, including Sustainable Connecticut.

Status: Provided an advisory letter to the Board of Selectmen regarding bow hunting on town-owned parcels; Provided a recommendation for open space acquisition (162-acre parcel) under the CT DEEP Municipal Open Space grant program to the Planning and Zoning Commission.

A representative from the Commission continued to serve on the Town's Sustainable Connecticut Committee coordinating efforts of the Commission with that project.

- Provide opportunities for the public to learn about the Town's natural resources and projects of the Commission.

Status: Commission members offered programs on vernal pools and pollinators at the Town's Community Center located in the Town Hall.

#### **Goals for 2022–2023:**

- Continue with the natural resource inventory and parcel mapping for open space corridors, including creating a map of core pollinator habitat areas being managed.
- Complete boundary marking on town owned-property located behind the Andover Elementary School.
- Consider participation in conferences by CLCC, CACIWC, and CLEAR.
- Monitor completion of the conservation restoration plan for the gravel extraction on Route 6 scheduled for the fall of 2022.
- Continue managing the C.A.R.T. recycling program including; coordinating with the Town Administrator to re-configure the work area at the dump, and coordinating with an Eagle Scout project to improve sorting and storage capacities.
- Coordinate with the Planning and Zoning Commission on the potential submission of an application to the CT DEEP Municipal Open Space grant program with a goal of acquiring 162 acres of open space in the Western Highland open space corridor.
- Continue maintaining and monitoring the Monarch Way Station and pollinator habitat located at various other locations around town.
- Offer additional public programming related to the Commissions' vernal pool survey and Monarch Way Station/pollinator habitat projects.
- Continue to support the Sustainable CT initiative with a goal of attaining Bronze Certification.
- Our bylaws stipulate that the Commission consists of five regular members and two alternates. Currently, we have three regular members and two alternates. The Commission will continue to seek to fill the vacant positions.
- Continue to serve in an advisory capacity to other town commissions and boards.

## **Andover Economic Development Commission**

### **Annual Report**

**July 2021-June 2022**

The Andover Economic Development Commission currently consists of Elaine Buchardt, Patrick Dougherty, Cathy Palazzi and Catherine Magaldi-Lewis.

The Town of Andover is a member of the Tolland County Chamber of Commerce(TCCC). Elaine is on the TCCC EDC committee and reports back on things that are useful for the town.

The EDC is following the LADA plan for route 6 development directed by the regional route 6 committee, the CT DOT plan for traffic calming on route 6 and the Plan for Conservation and Development of 2017 to guide in future EDC projects. They also look to the Long Term Planning Committee report for guidance of things to work on: top three initiatives are 1) Andover identifying signs along route 6 that have the covered bridge designed in them 2) Have the current public works building torn down, the site cleaned up of any hazardous chemicals and encourage the building of a tavern or similar property along the river on that site. We could also move the farmers market to that site. 3) Encourage the zoning changes to allow for mixed use along route six so there can be a combination of retail, business and residential usage at the same site. There are several commercially zoned properties that would also like to have the ability to live at the site or rent out an apartment.

The main initiatives the EDC started recently are 1) the Sustainable CT initiative run by Cathy Palazzi working on getting the town of Andover a Bronze Certification 2) Working with UCONN students who are taking municipal planning courses- Catherine Magaldi-Lewis 3) The Andover Farmers Market run by Amanda Gibson. It is important we have a viable farmers market in town.

The EDC continues to update the Andover Business Directory that is now on the town website. They constantly forward Andover business related Facebook information to their Andover CT Economic Development Facebook page. Pertinent information from the Tolland County Chamber of Commerce to local businesses is also passed along.

Elaine Buchardt (chairman)

ANDOVER FARMERS' MARKET COMMITTEE  
Annual Report 2021-2022



Thank you to our community for supporting our monthly market from May to November! The market had approximately 10-15 farmers at each market with live local music and food trucks. From our food truck partnership, 10% of all food truck sales are donated to the Andover Food Pantry. The market was a great success for the fourth year at this location. The market continued a great partnership with the Church Council who voluntarily run the Andover Food Pantry. The Andover Food Pantry and our welcome table sold raffles to the visitors to raise funds for the pantry. Our seasonal market provided a fun, family-friendly market for all. We look forward to another successful upcoming season!



Follow us on Facebook and Instagram at [@andoverfarmersmarketct](#) for market dates, event photos, farmer features, market product, community involvement and more!

Committee Members: Chair/Market Master Amanda Gibson, Secretary Elaine Buchardt, Kaila Reed, Celeste Willard, Lucie Wilson, Shirley DeFlaviis, Lisa Marshall.

Helpfully submitted by the Chair/Market Master, Amanda Gibson.

INLAND WETLANDS AND WATERCOURSES COMMISSION  
Annual Report 2021-2022

The [Inland Wetlands and Watercourse Commission](#) (IWWC) is charged by Connecticut General Statutes, §22a-45 to regulate activities in or near wetlands and watercourses in the Town of Andover. The Commission carries out this obligation by provisions set forth in the Town of Andover [Inland Wetlands and Watercourses Regulations](#). These regulations require that all landowners and their agents who propose activity 1) within a wetland or watercourse, 2) within the upland review area of a wetland or watercourse, or 3) in any other location when the activity is likely to impact a nearby wetland or watercourse, first obtain a permit from the IWWC before the start of work. These activities include, *but are not limited to*, the cutting of trees, removal or deposition of any material, disturbance of natural drainage and construction of new buildings.

All required permit forms are available for download from the [Town website](#). Hard copy forms can be obtained from the Land Use Department. If you plan to submit an application you are strongly encouraged to contact the Wetlands Agent prior to doing so by email ([wetlands@andoverct.org](mailto:wetlands@andoverct.org)) or phone (860-742-7305).

The Inland Wetlands and Watercourses Commission normally meets the first Monday of each month at 7:00 pm. Due to the COVID-19 pandemic, the Commission held virtual meetings via the Zoom platform, except for Special Meetings that included site walks. Please refer to the [town calendar](#) for future meeting dates, times, and locations.

There are currently vacancies on the commission. Please contact the Agent by email ([wetlands@andoverct.org](mailto:wetlands@andoverct.org)) if you are interested in serving.

The following is a summary of the Commission's activities for the 2021-2022 fiscal year (July 1, 2021 through June 30, 2022, inclusive).

*Membership*

	July 2021 – June 2022	July 2022 – June 2023
Chairman	George Elliott	George Elliott
Vice Chairman	Ed Smith	vacant
Regular Commissioner	William Munroe	William Munroe
Regular Commissioner	vacant	vacant
Regular Commissioner / P&Z Representative	Jed Larson	Jed Larson
Alternate Commissioner	vacant	Ed Smith
Alternate Commissioner	vacant	vacant
Alternate Commissioner	vacant	vacant

FY22 Wetlands Agent: Joseph Wagner

The Commission currently has 4 vacancies, 2 regular and 2 alternate, and is operating with a bare quorum at meetings. Joseph Wagner continues to serve as wetlands agent and is a great asset to the Commission.

### *Meeting Summary*

Twelve regular meetings of the commission were held, all virtual meetings due to the ongoing pandemic. Two special meetings were also conducted for site walk visits. One additional site walk was conducted without a quorum for meeting. Two public hearings were held during the reporting period. One was to receive public comment on revised regulations, and the other regarding proposed road drainage improvements on Shoddy Mill Rd by the Town Public Works Department. All meeting [agendas](#) and [minutes](#) are posted on the town website for public review.

### *Regulatory Activity*

The following is a summary of the regulatory activity conducted by the commission.

- **Applications received:**
  - Administrative Approval: 14
  - Commission Approval: 11
  - Modifications Approved: 0
  - Applications Denied: 0
  - Applications Withdrawn: 0
- **Jurisdictional Rulings: 3**
- **Enforcement Investigations: 2**
  - Notice of Violation issued: 2
  - Cease & Desist Order issued: 0
  - Show Cause Hearings: 0

\* Note that the above numbers include activities that occurred all *or in part* in fiscal year 2021-22. Enforcement investigations were resolved by the Wetlands Agent without requiring Commission action.

### *Other Activities*

Commissioners have been encouraged to complete related trainings as available. Two commissioners completed the Inland Wetlands Agency Comprehensive Training Program offered online by the Department of Energy & Environmental Protection and the University of Connecticut. The Commission continued its membership with the Connecticut Association of Conservation and Inland Wetland Commissions (CACIWC) during the reporting period.

The IWWC co-sponsored a Vernal Pools Inventory led by the Conservation Commission. This inventory will be valuable in assessing applications for permits.

Finally, the IWWC completed and approved updated regulations, following legal review, DEEP review and a public hearing.

### *Future Goals and Priorities*

Recruiting new members for the open positions on the commission will continue to be a priority for the commission during FY2022-23.



## Norton Children's Fund Commission ~ 2021-2022 Annual Report

In 1891 Chester D. Norton, an Andover farmer, died leaving in his will \$3,000 to be used to help Andover children in need. The story goes that when Chester was a child his poor family could not afford the eyeglasses he needed and a kindly gentleman provided the family with funds for Chester's eyeglasses. Chester never forgot this act of kindness and passed it on to the future children of Andover through his will.

The *Norton Children's Fund Commission* was established in 1937 at a Town Meeting and has continued to this day distributing the interest income from Chester's will plus donations from generous citizens to help the children of Andover.

The *Irene Mooney Fund* was established in 2005 to be administered by the *Norton Children's Fund Commission*. Like Chester D. Norton's will, only the interest from this fund is available for distribution.

In 2002 the family of F. Kendall Brown and Frank H. Brown set up a scholarship in memory of their father and brother. The *Norton Children's Fund Commission* has been given responsibility for managing the scholarship selection. Unfortunately, in the past low interest income has prevented the awarding of this scholarship. In June of 2021, the Norton Commission was able to award a \$1,000 scholarship to an Andover high school student, however, there were insufficient funds to do so in 2022.

Each year since 1960 the Commission has presented a small Norton scholarship to an Andover high school or home-schooled senior who will be continuing their education. The Norton commission has been working closely with the guidance department at RHAM to spread awareness at the high school both digitally and via a poster about the scholarship opportunity as well as sharing the digital scholarship application via its facebook page and related Andover town facebook pages. In 2022, the commission received 13 applications, which was 10 more than the year before. Due to the high number of scholarship applications received in 2022, the commission created a rubric/rating tool to streamline the process of making the winning selections amidst a pool of highly qualified applicants. In June of 2022, due to availability of additional Norton funds, two \$1,000 scholarships were awarded.

The Norton Commission consists of 5 full voting members and 2 alternate members that meet twice a year, once in the spring and again in the late fall. At the spring meeting, the scholarship recipient is chosen and funds to help families with Back-to-School supplies are distributed. At the fall meeting funds are distributed to help families with holiday gifts and through collaboration with the Andover Food Pantry, the commission provides gift cards to each Andover family with children under 18 years of age who qualify for a free turkey meal. This year 18 Andover families qualified. Throughout the year the Commission is also available to assist

families that have a need. This past year two families were given gift cards to assist with purchases related to the needs of their children.

*Norton Children's Fund Commission* flyers that explain how to apply for financial assistance from the Commission have been distributed. These are available in the Andover Elementary School, RHAM High & Middle Schools, Social Service Director, The Andover Congregational Church, the Andover Town Library, the Andover Town Office, AHM, and on the Town's website as well as a digital version on the commission's facebook page. The commission also tries to spread awareness about the scholarship and financial assistance in the rivereast, in the AES PTO weekly digital newsletter and by participating in the Andover Farmers market, the Andover Senior fundraisers and Guess the Norton number, which is done each year in collaboration with the Andover Elementary School.

No funds are received from the Town of Andover's yearly budget. The Commission relies solely on donations from generous citizens and the interest that is received from the principal of the *Norton Children's Fund*, the *F. Kendall Brown and Frank H. Brown Fund* and the *Irene Mooney Fund*.

The biggest challenge for the Commission is letting residents in-need know financial assistance is available.

Donations may be sent to the Norton Children's Commission at the Town Office Building, 17 School Street, Andover, CT 06232.

Respectfully submitted,

The Norton Children's Fund Commission

Charlotte Nelson – Chairperson

Jan Neumuth – Secretary

Bill Penn

Heidi Xenophontos

Steven Fuss

Linda Armstrong

Louise Goodwin

Olde Andover Burying Ground Committee  
Annual Report July 1, 2021 – June 30, 2022

Cathy Palazzi, Secretary

Our committee consists of Michael Kurdzo Chairman, Bob Post Vice Chairman, Maria Tulman Treasurer, Cathy Palazzi Secretary, Steve Fish Member, and Jeff Ballard Alternate.

Our mission statement is:

*We, the Olde Andover Burying Ground committee, adopt as our purpose to promote, restore and sustain the historic cemetery at lower (eastern) Cider Mill and Hebron Roads, so that the memories, stories, and lives of people buried here are honored.*

Due to COVID we met twice in-person and twice by zoom in 2022 and currently have filled out our meeting schedule for 2023 whereby we plan to meet on a monthly basis.

During 2022 we had five stones cleaned and repaired. With a difference in sizes of stones so is the pricing. We are funded with a small budget from the town and always put in for a state grant when it is available. However; this grant (Neglected Cemeteries) is good for two years so if we use it quickly then we have nothing for the second year. We are hoping residents will donate to this important project. The weather has not been kind to the stones over the years and they are in very bad shape. The repairs are costly since it is a long process of cleaning and repairing each stone.

Over the years research of each stone and background of the person buried there has taken much of our volunteer's time. They have worked hard compiling this information. On several occasions slide show presentations have been offered at town hall for the public.

There is a great deal of history at the Olde Andover Burial Grounds. We welcome visitors to come to the cemetery to see where the ancestors of Andover who started our town are buried. We have knowledgeable men on our committee who enjoy speaking to visitors and explaining the known burial plots and background information.

Goals for 2023:

- Our main goal is to continue to clean and repair as many stones as we can using our budget for 2023.
- Create a flyer asking for donations to help with the cost of cleaning and repairing stones.
- Another goal for 2023 is to be a part of the 175<sup>th</sup> Anniversary Celebration and in June during the festivities of Celebration we will have a day of tours of the cemetery. There will be brochures and flyers given to our visitors about the cemetery and volunteers from the committee will give talks to the guests. It gives us great pleasure to have town residents become familiar with the OABG.

- To promote ongoing community interest, involvement and care through educational programs and to encourage people to help us at the cemetery when we are clearing the area in the spring.
- Plant annual flowers at the cemetery.
- Continue to identify and research marked and unmarked graves that have not been done.
- Implement restoration of the eastern slope of the cemetery to prevent any further damage to graves on the slope.
- Continue to seek grants to help finance repairs of the stones.
- Revisit our By-Laws to bring them current.

## **Planning and Zoning Commission Annual Report 1 July 2021- 30 June 2022**

### **Mission Statement:**

The Planning and Zoning Commission (PZC) is an elected board empowered by state law and the Town of Andover Charter to act as a combined planning commission as well as a zoning commission. The commission's zoning responsibilities include the development of regulations and the implementation of the regulations in the review of land use application. The regulations are contained in two documents: Zoning Regulations and Subdivision Regulations.

The commission is also responsible for acting as a Planning agency for the Town of Andover through the development and implementation of the Plan of Conservation and Development (POCD). The PZC also reviews municipal land purchases and sales and major civic improvements to insure consistency with planning objectives.

### **Overview of July 2021- June 2022:**

The commission generally meets on the third Monday of each month. During the past year, the PZC held a total of 12 regular meetings, 2 special meetings and 3 public hearings. Meetings continued to be held on zoom instead of in person due to the coronavirus and were well attended.

The Commission enjoyed a year of full and stable membership. No members left the commission resulting in the institutional knowledge of the Commission continuing to increase. It should be noted that Public Act (PA) 21-29 will require 4 hours of formal training for commission members starting in 2023. This training will be required every two years. The formal training sessions I have attended to date have been very informative and valuable.

It should also be noted that while the commission had a successful and productive year as the following paragraphs will show, there is a growing backlog of work required to enhance growth for bright, sustainable future. These items include:

- Execution of actions defined in the Andover Affordable Housing Plan.
- Changes to our zoning regulations required by PA 21-29 and regulation review by Land Use Attorney Mark Branse.
- Updating of Andover's Plan of Conservation and Development which will be due in 2025.

The introduction to last year's Halloran Sage Land Use Legislation article stated: "The 2021 session of the Connecticut General Assembly generated more significant land use and zoning proposals, heated debate and public involvement than have been seen in decades. While the bills that ultimately passed through the House and Senate and

received the Governor's signature often represent watered down or scaled back version of those that received the most publicity and attention, there are some very important new laws that affect every Connecticut municipality."

While Andover is a small town, the administrative overhead to deal with the many regulatory changes is the same as for any other town. The Commission continues to believe that a Town Planner is crucial to the success of these efforts.

### **Exciting Improvements and Projects:**

- Approved the Andover Affordable Housing Plan required by the State of Connecticut.
- Approved subdivision of the property at the corner of Lake Road and Route 6 and approved the site plan for development of a retail store.
- Completed gravel excavation operations at 497 Route 6. The Commission is now working with the property owners engineer to finalize the restoration plan for the property.
- Approved a Class A kennel for Hop River Shepards on Route 6.
- Authorized the use of open space funds to improve the parking area at the corner of Lake Road and Merritt Valley Road and established a small picnic area on the town property there supporting use of the Rail Trail.
- Rewrote Andover Zoning Regulations Chapter 15: Signs to eliminate concerns that aspects of our sign regulations with respect to political signs and election signs were unconstitutionally limiting freedom of speech. Other minor changes to the chapter were included to consolidate and clarify the regulations.
- Rewrote Andover Zoning Regulations Chapter 17 Alcoholic Establishments to make allowance for sale of cannabis in support of the Board of Selectmen 2021 resolution on cannabis sale and cultivation. The Commission felt that cannabis shop restrictions should be the same as for package stores. Other restrictions on the locations for bars, package stores and cannabis shops were somewhat loosened.
- The Commission's land use attorney Mark Branse has completed a review of the Andover Zoning Regulations.
- The Commission sent a letter supporting the grant request for design, engineering and construction of a multiuse path along a small portion of Route 316. While the grant for this project was not approved, this is an important project for the citizens of Andover to allow safe pedestrian and bicycle access throughout Andover and we should try to maintain the momentum on this project realized by the recent connectivity improvements at Long Hill Road and the Center Street rail trail parking area.

## **Important Meetings and Events:**

- Held a virtual public information session on the Affordable Housing Plan. Unfortunately, the session was poorly attended and to date the Commission has not been able to heighten awareness of the need for affordable (workplace and senior) housing in Andover and opportunities available to the town by supporting this plan.
- Approved a 2 lot subdivision and housing site plan on Pine Ridge Drive.
- One application was denied this year. This application was for an accessory dwelling unit and was denied because the size of the lot was less than that required in our regulations. With the emphasis on accessory dwelling units being encouraged as part of the affordable housing solution, the Commission should review the accessory dwelling unit regulations to see if some of the changes proposed by the state to make these units easier for property owners to build make sense for Andover. The PZC is currently pursuing the opt out process for the Public Act 21-29 requirements for accessory dwelling units which would have allowed any property owner with a house on a building lot to build an accessory dwelling unit as of right. The Commission feels that with the very small building lots on Andover Lake, allowing a homeowner to add an accessory dwelling unit to these small lots would be detrimental to the water quality of the lake.

## **Future Goals**

- Convince the Board of Selectmen and Board of Finance of the importance to the town of hiring a Town Planner/Economic Development Coordinator as discussed in the current Plan of Conservation and Development as well as the 2019 Andover Long Range Plan. There is so much grant money available to towns and while Andover has taken advantage of a lot of grant money, there is so much we are missing out on that could be taken advantage of by hiring a Town Planner/Economic Development Coordinator.
- Generate sufficient interest in the Andover Affordable Housing Plan to warrant the Board of Selectmen creating an Affordable Housing Committee to pursue opportunities available.
- Complete the process to opt out of the PA 21-29 regulations for Accessory Dwelling Units which would require that any lot with a house on it, no matter how small, would have the right to build an Accessory Dwelling Unit on the lot. This could have a detrimental effect on the quality of the water in Andover Lake.
- Develop a plan to update the zoning regulations to make changes based on the comments provided by Mark Branse and action items identified in the recently approved Affordable Housing Plan.

- Begin work on Plan of Conservation and Development. While this update is not due until 2025, this is an extensive multiyear project. The first step in the process to begin this year is identifying and hiring a consultant to work with the commission.
- Continue to act on all applications received in a timely manner consistent with current PZC regulations.

### **Member Names and Positions**

Commission Membership: The commission has 5 regular and 3 alternate members.

Current Commission membership includes:

- Regular members: Jed Larson- Chairman, Anne Crème- Vice Chairman, Scott Person, Leigh Ann Hutchinson and Steve Nelson.
- Alternate members: Susan England, Kevin Arnesen and Anne Blanchard.

## ANDOVER SENIOR TRANSPORTATION

### ANNUAL REPORT 2021-2022

Cathy Palazzi Senior Coordinator

#### ANDOVER SENIOR MISSION STATEMENT

*Our Mission Statement is to service Seniors, Veterans and honor the American Disability Act (ADA) Clients in their medical or transportation needs: If underage disabled person requests assistance there must be a parent, guardian or caregiver present. Title VI state requirements are incorporated.*

One of our goals for FY 2021-2022 was to hire another CDL driver. Our motto states “no senior left behind” and since we have to refuse people when there is no driver available this means we are not in compliance with the state ADA requirements or our motto. Currently we have a person in training for a CDL and we plan to have her certified by early spring. She will be joining our excellent staff consisting of Ricky Kauffman, our CDL Class A driver who can drive all our vehicles and Ellie Skoog who drives the van and small bus. We have so many medicals and requests for transportation these two drivers cannot keep up with the demand as our seniors grow older and require transportation. Many seniors give up their cars due to medical issues and some as they age.

Our vehicles are well taken care of by washings, rotating tires, oil changes and daily inspection of these vehicles. One of the roles a driver must be able to handle is complete daily inspection of their vehicles to make sure the lights, turn signals, brakes, wipers, doors, and ramp are functioning properly before they leave on their daily run. We are fortunate to have drivers who donate many hours of “in-kind” help for the quarterly reports that are required by the DOT. These hours count when a new vehicle is requested from the DOT. We were awarded a new 12 passenger bus that should have arrived in May 2022 but due to the economy, COVID and lack of parts to build buses, this will not happen until May 2023. We look forward to this new vehicle since our 2002 – 20 passenger bus is nearing the end of life. We keep the vehicles in top condition but over the years parts rust and other problems arise to increase our maintenance cost of vehicles.

Our drivers attend a 4-hour class each year presented by our Resident Trooper in order to keep up-to-date with the latest changes from the DOT. After the classroom part is completed, they are tested on the vehicles by driving for the Resident Trooper to make sure they are well familiar with the placement of road cones, how to handle any emergency and who to contact immediately if there should be any problem with the vehicles while driving seniors. Part of this test is backing up and parallel parking.

Our drivers pride themselves on taking seniors, disabled (all ages) or veterans to their medical appointments. In addition, Mondays they take seniors to food pantry at 5:00 p.m.; shopping on Tuesdays, and Wednesdays to Food Share or Food Pantry alternating weeks. We drive seniors to Young at Heart (YAH) meetings the first and third Wednesdays of the month, to movies on the second Wednesday of the month and to Friday luncheons twice a month. We take seniors on trips to view the spring daffodils and in fall to Lyman or Bells Town Orchards, and in the winter, we take them to see the Christmas lights in East Hartford. When our Trip Coordinator arranges outside trips to Goodspeed or the Little Theater of Manchester (LTM) we are available to drive seniors. As part of our duties, we take seniors or disabled to board meetings and voting as requested. We were pleased to be able to assist the

C.O.O.L. program in the summer and take children to the Andover Lake for their swimming lessons or to Gay City Park for them to enjoy. Andover Senior Transportation is free to all those who need a ride.

The Title VI state program has been completed and at this time we are in compliance with state requirements. It would be beneficial to our transportation services if we had an electric car to drive people to medicals. Since we have charging stations at the town hall an electric car could be charged overnight and ready to drive the next day. These new cars are environmentally efficient and cost effective. Currently, our buses are stored at town hall. We have heard there may be a possibility of rebuilding the OFH garage with a 4-bay unit but it has not been constructed yet.

#### Goals for FY2022-2023

- Train a third driver and have certified
- Continue to drive people to their medical/dental appointments, shopping, food share, food pantry, movies, luncheons and outside daytrips
- Remain in compliance with Title VI requirements
- Continue safety classes for drivers (both classroom work and driving)
- Drivers to continue wearing masks when people are coughing on vehicles
- Make sure residents can attend all town meetings and voting sessions
- Wash buses on a periodic bases-including sweeping of buses and washing windows inside
- Encourage BOS to purchase an electric car for future efficiency and environment and cost savings
- Continue to support the C.O.O.L. summer camp program

SUSTAINABLE CT ANNUAL REPORT  
JULY 1, 2021 – JUNE 30, 2022

Cathy Palazzi Chairman

Sustainable CT has members consisting of Cathy Palazzi Chairman of the Sustainable CT (SCT), Elaine Buchardt Chairman of the EDC, Mike Burke President of ALPOA Lake District, Susan Camoroda Co-Chairman of the Andover Monument Park, Mary Ann Gile Conservation Commission Member, Amy March Chairman of the Andover Community Garden, and Sharon Shevchenko Andover Library Board of Directors Member.

Sustainable CT (SCT) is a sub-committee that falls under the EDC. The SCT meet by zoom the fourth Thursday of the month and discuss opportunities to qualify for certification to become a Bronze Member of the state Sustainable CT. This has been an extremely difficult project as the SCT rules change continuously and each town is allowed a minimum of three years look back on any projects they have finished or ongoing. We will be working hard in 2023 to qualify for our bronze certification. These meetings are a chance for each branch of SCT to talk about the plans and goals of each of their own commissions or committees and how they can help certify our town.

*Our mission statement is:*

*THE MISSION STATEMENT FOR ANDOVER SUSTAINABLE CT IS TO BRING OUR COMMUNITY TOGETHER WITH A BETTER UNDERSTANDING OF OUR ENVIRONMENT, OUR WATERWAYS, AND OUR HISTORICAL BUILDINGS AND GREATER EMPATHY TO PROMOTE THE HEALTH AND WELL-BEING OF CURRENT AND FUTURE RESIDENTS.*

*Our Motto is:*

*WE ARE A CARING COMMITTEE WITH DEEP CONCERN FOR OUR COMMUNITY WITH FAIRNESS FOR ALL.*

*Part of the SCT Resolution:*

*WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment.*

When we began our mission of qualifying for SCT in 2020 we invited all committees and commissions to join us.

Elaine Buchardt as our EDC chairman is responsible for Tourism in Andover, develop, implement and maintain an ongoing “buy local” campaign, Tolland County Chamber of Commerce Economic Development Committee, the Business Directory located on the [andoverct.org](http://andoverct.org) website, and Visitors Guide.

Mike Burke is President of ALPOA Lake District and has been proactive in adding lake information to our qualifications moving towards certification. Among accomplishments for this past-year he has sponsored events at the lake involving the entire town. Clean-up days, Movies, game nights and BBQs, and a Wine tasting event. He presented the River Pledge to ALPOA

members and had our SCT team take the pledge as well. This was an important part of his Action Items to help us qualify for the Bronze.

Susan Camoroda is one of our newest team members having replaced Gerry Wright. She and John Botti serve as co-chairmen for our beautiful Veterans Monument Park. There was a memorable service held at the park on November 11, 2022. Susan and John work hard to enhance the beauty and meaning for our lovely Veterans Monument Park.

Maryann Gile is our Conservation Commission member who brings fantastic information to the SCT. Vernal Pools, wood turtles and snakes, open space, creation of a Monarch station, and pollinators in our yards.

The Conservation Commission also manages the C.A.R.T. recycling program for the town. which diverts recyclable materials from the waste stream and generates funding for nonprofit organizations.

Amy March is another new member of our team replacing Abbie Winter who under Andover SCT created a community garden. SCT has donated two plots to the AES children so they can learn how to plant and care for their garden. Amy has worked hard trying to complete the rehab of the old shed originally located at the ballfield on Longhill Road. Amy has a strong group of volunteers who meet monthly to decide the best way to plant in the spring and to encourage residents to take a free plot of garden to develop. Extra vegetables are donated to the Food Pantry to help our residents. There are rules that must be followed in developing and maintaining a community garden. These are given to all who sign up to participate in the program. This is a successful endeavor and needed addition to our town. We look forward to hearing more about our community garden in 2023.

Sharon Shevchenko is our Library Board member and brings knowledge to us about the excellent plans the library has done in the past year and their continued events for 2023. The library is working in conjunction with the 175<sup>th</sup> committee to bring different events and stories to the town during May and June 2023. The library supports the Arts and Creative Culture, provide an Arts and Culture Program for Youth, Inventory and Assess Historic Resources, Provide Effective Community Communications and research grants to help fund these important events for the town residents.

Our goals for 2023:

- Qualify for the bronze certification for our town
- Prepare and research new projects for a future silver certification
- Keep our residents and BOS aware of the many reasons we need to be certified
- Stay involved and keep active with new action items that will be presented in 2023
- Involve the BOS in our work to help us certify
- Continue to work on Affordable Housing, Energy and Environmental issues

## **Zoning Board of Appeals**

No report submitted as of 4/9/24

# **State Agency**

## **Annual Report**

**FY 2021-2022**



## 2021-2022 Andover Data Summary

During the 2021-2022 fiscal year, the residents of Andover utilized the services and programs of AHM Youth and Family Services as listed below:

### Family Resource Center

Program	Youth Served	Adults Served	Youth All Towns	Adults All Towns
Play and Learn Groups	0	0	95	73
KinderRHAMa Preschool	2		23	
Summer Preschool Camp	2		36	
Developmental Screenings	2		26	
First Steps in Music	0	0	54	50
FRC Family Events	2	4	37	40
Mentoring Program	2	2	11	11
Mentoring Celebrations	4	4	9	15
Support, Resources to Child Care providers		7		124
<b>Total:</b>	<b>14</b>	<b>17</b>	<b>291</b>	<b>313</b>

### Andover Elementary School

Program	Youth Served			
Individual In School Counseling/ Case Management/Family Therapy	37			
Social/Emotional Lessons	48			
Social Justice Club	9			
Friendship group	6			
<b>Total:</b>	<b>100</b>			

### Individual and Family Therapy

Program	Youth Served	Adults Served	Youth All Towns	Adults All Towns
Individual and Family Therapy	5	3	58	16
<b>Total:</b>	<b>5</b>	<b>3</b>	<b>58</b>	<b>16</b>

## RHAM Middle and RHAM High School

Program	Youth Served	Adults Served	Youth All Towns	Adults All Towns
M.S. Clinical Counseling and Case Management	7		25	
H.S. Clinical Counseling and Case Management	9		62	
RHAM Staff QPR Trainings		6		215
QPR for RHAM EMT Students	2		14	
Power of Words	47		407	
H.S. Peer Helpers	1		24	
<b>Total:</b>	<b>66</b>	<b>6</b>	<b>532</b>	<b>215</b>

## Community

Program	Youth Served	Adults Served	Youth All Towns	Adults All Towns
Project Graduation Volunteers, Chaperones		2		31
Tip a Musician Project Graduation Fundraisers	6	25	76	129
Project Graduation Participants	22		136	
Health Matters Program-In Person	1	18	37	77
Power of Words, Jr.	21		165	
Juvenile Review Board	2	4	13	84
Chores Employment Program	4	7	19	26
Theater Programs-Winter, Spring	3		37	
Empowerment Camp			8	
Community Presentations on Vaping and Synthetic Marijuana		0		9
Nature and Adventure Days	41	133	890	1601
SOAR (Formerly RALLY) Meetings	13	2	153	45
Here4You Mental Health Walk	2	2	65	76
Hebron Days	25	36	234	368
Coffee/Cocoa with a Cop	0	1	6	46
Prevention Week Surveys	11		44	
Prevention Week-:Yoga			4	
Annual Concert-Runa		7		100
Take Back Events	18	18	148	224
<b>Total:</b>	<b>169</b>	<b>255</b>	<b>2035</b>	<b>2816</b>
<b>GRAND TOTAL</b>	<b>354</b>	<b>281</b>	<b>2916</b>	<b>3360</b>
<b>Andover Residents Served*</b>	<b>635</b>			

This past year we were able to once again provide many services to area residents as COVID restrictions were lifted. We welcomed this opportunity to serve Andover residents with a variety of services and programs. Andover residents accessed services, programs, events and supports provided by AHM 635 times in individual, small group and/or large group settings. Families often receive multiple services from our agency.

## **TOWN HALL OFFICE BUILDING**

### **HOURS OF OPERATION:**

Town Hall Office Building  
*17 School Rd, Andover, CT 06232*  
Monday 8:15 A.M. to 7:00 P.M.  
Tuesday to Thursday 8:15A.M. to 4:00 P.M.  
Friday - Sunday CLOSED

Transfer Station  
*155 Shoddy Mill Road, Andover, CT*  
Wednesday & Saturday 8:00 A.M. to 3:50 P.M.

Andover Public Library  
*355 Route 6, Andover, CT*  
Monday & Wednesday 10:00 A.M. to 8:00 P.M.  
Tuesday & Thursday 12:00 P.M. to 8:00 P.M.  
Friday & Sunday CLOSED  
Saturday 10:00 A.M. to 2:00 P.M.  
CLOSED Saturdays in July & August

### **TOWN OFFICE BUILDING HOLIDAY CLOSINGS:**

New Year's Day, Martin Luther King Jr. Day, Lincoln's Birthday, Washington's Birthday,  
Good Friday, Memorial Day Independence Day, Labor Day, Columbus Day, Veterans Day,  
Thanksgiving Day (and day after), Christmas Day (and day after)

### **WEBSITES:**

Town of Andover [www.andoverct.org](http://www.andoverct.org)  
Andover Elementary School [www.andoverelementaryct.org](http://www.andoverelementaryct.org)  
RHAM Middle and High Schools [www.reg8.k12.ct.us](http://www.reg8.k12.ct.us)  
AHM Youth & Family Services [www.ahmyouth.org](http://www.ahmyouth.org)  
Andover Volunteer Fire Department [www.andoverfire.org](http://www.andoverfire.org)  
Eastern Highlands Health District [www.ehhd.org](http://www.ehhd.org)

Subscribe to News & Alerts on our  
Town Website at [www.andoverct.org](http://www.andoverct.org)



Here are the following categories:

- Emergency Alerts
- Town Updates
- Community Events
- Boards & Commissions

The Town of Andover, CT uses [CivicReady®](#) to send emergency alerts and other notifications. Subscribers can register to receive the notifications via phone call, text message, and/or email. **Please note that residents can decide how to receive their messages and are able to edit this at any time.**



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