

**Monday, January 13, 2020**

**Board of Selectmen**

**Regular  
Meeting  
Packet**

# Agenda

**Town of Andover**  
Board of Selectmen  
Monday, January 13, 2020 at 7:00 P.M.  
Town Hall Community Room, 17 School Road

Regular Meeting Agenda

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions to the Agenda
4. Board and Commission Presentations and Appointments
  - a. Economic Development Commission
    - i. New committee update
    - ii. Signage
  - b. Website Development Committee
    - i. Share the chosen vendor
  - c. Memorial Day Committee
    - i. Appoint the following members: John McCall, Gerard Scagliola, Wayne Thorpe, Amy Knox
    - ii. Searching for 1 at large member.
5. Town Administrator's Report
6. Old Business

Discuss and act upon the following:

  - a. Town's Personnel Policies
  - b. Community Connectivity Grant
  - c. Town Hall Community Room Usage
  - d. Proposal of the Transfer Station 'Dump Swap' Program - construction & use of trailer
7. New Business

Discuss and act upon the following:

  - a. Proposed 2020 BOS Meeting Packet Calendar
  - b. Replacement Purchase of Cameras at the Athletic Fields
  - c. Saturday, August 29<sup>th</sup> RiMaConn Relay. Permit for use of Town Property.
  - d. Sunday, April 12<sup>th</sup> Hoppin Hodges Rails to Trails 5K in memory of Jim Hodges. Proceeds to support the nonprofit Friends of Valley Falls and Town of Andover to support the upkeep of the Rails to Trails.
  - e. Andover District Shared Educational Services Committee
    - i. Appointed: Neil Weathers, Kate Marino, Caitlin McIntosh Greenhouse, Danny Holtsclaw
    - ii. BOE Members: Shannon Loudon, Gerry Crème, Daniel Foran, Steven Fuss
    - iii. 2 BOS Members: Adrian Mandeville and Paula King
    - iv. 1 BOF Member: Marc Brinker
  - f. Appointment of a Shared Services Committee to include road maintenance and trail services
    - i. Applicants: Susan England, Amy March
    - ii. 2 BOS Members: Board of Selectmen decided to wait to appoint until the next Regular Meeting.
    - iii. 1 BOF Member: TBD
  - g. Appointment of a Community/Senior Center Building Committee
    - i. Applicants: Karen Hunter, Ed Sarisley, Curt Dowling, Susan England, Irv Stanley, Don Denley
    - ii. 2 BOS Members: Scott Person and Jeff Murray
    - iii. 1 BOF Member: Diane Choquette

- h. Charter Revision Commission
    - i. Discussion and possible action to dissolve and terminate the CRC created on June 6, 2018
    - ii. Discussion and possible action to create a new CRC
  - i. Establishment of budget targets for all Town Entities
  - j. Potential establishment of a combined Financial Department
  - k. Proposed Budget
8. Approval of Meeting Minutes
- a. Approval of Wednesday, December 4, 2019 Regular Meeting Minutes
9. Assessor's Report
- a. Revaluation Services RFP
10. Treasurer's Report
- a. Revenue Summary
  - b. Town Budget Summary
  - c. Town Aid Road (TAR) Update
  - d. Town Cash Report
  - e. Tax Collections YTD
11. Budget
- a. Transfers
  - b. Refunds
12. Tax Collector's Report
- a. Refunds Requests
13. Department Reports
- a. Fire Department
  - b. Resident State Trooper
  - c. Town Clerk
  - d. Building Department
  - e. Assessor's Office
  - f. Town Garage
  - g. Transfer Station
  - h. Library
  - i. Senior Transportation
  - j. Registrars
14. Resignations
15. Correspondence
16. Public Speak
17. Adjournment

Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson.



**Board and  
Commission  
Presentations  
and  
Appointments**



Estimate  
 Town of Andover  
 Andover , Ct.

Salesperson  A.V.	<b>ART SIGNS</b> <i>www.artscustomsigns.webs.com</i>	50% DEPOSIT BALANCE ON DELIVERY	12/9/2019
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Qty	Description	Unit Price	Line Total
1	<b>Single sided Dimensional pvc ,aluminum and steel            2 post sign per drawing 8' x 8'</b>  23k Gold Leaf option for letters  <i>Ct Tax Exempt</i>		<b>5000</b>  <b>1000</b>

**Make all Payments to Art Signs**

*Thank you for your business!*

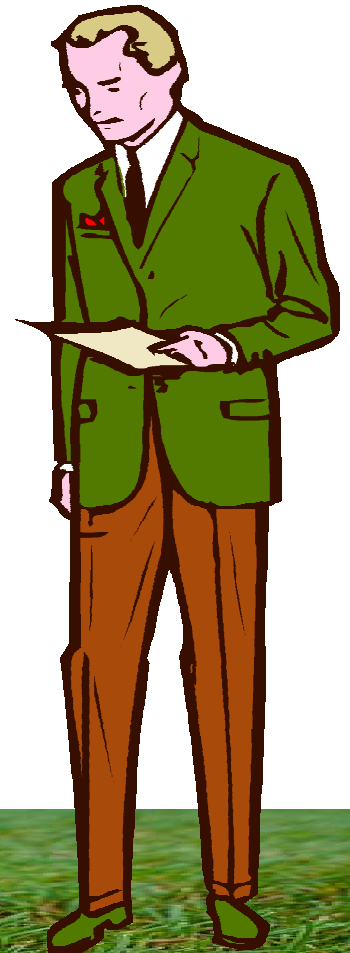
**Arts Custom Signs 8 Middle Butcher Rd, Ellington, CT (860)871-8361  
 Art1sign@aol.**



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## Andover, CT

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Presented by:

Lucas Clark

Sales Representative

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THIS IS WHAT WE PLAN TO DO  
FOR 2020

**2020 MEMORIAL DAY PARADE & SERVICES**

**COMMITTEE ASSIGNMENTS**

**ASSIGNMENT**

**ASSIGNED TO:**

1. Arrange for microphone, podium and chairs.
2. Arrange for school gym in case of rain.
3. Find two students to recite the Gettysburg Address and In Flanders Field.
4. Contact RHAM Band to march, play Taps and Echo, American The Beautiful and The Star Spangled Banner.
5. Contact Elementary School Band Leader.
6. Contact Girl Scouts and Brownies and obtain name of girl to lay the wreath.
7. Contact Cub and Boy Scouts. Obtain name of boy to lay the wreath.
8. Request flyover if available.
9. Contact minister for invocation, benediction and prayer at the cemetery.



10. Confirm with Town Hall to make sure cemeteries are mowed that week.
11. Determine number of selectmen that will ride.
12. Find a Parade Marshall.
13. Create cards for the veterans. Get labels from the Tax Assessor and mail out the cards.
14. Determine how many veterans will ride.
15. Contact Fire Department to inventory parade route flags, order parts as needed, and ask department to mount them the day prior.
16. Coordinate publicity
  - a. Create poster
  - b. Distribute poster
  - c. Contact Town of Andover webmaster.
  - d. Contact newspapers.
17. Create program
18. Coordinate program distribution at Memorial site.
19. Arrange for flowers and wreath.
20. Arrange for corsages

21. Report on veterans who died this year.
22. Contact singer. Find out what songs will be sung.
23. Contact Young At Heart group and hay wagon.
24. Arrange parade cars.
25. Create posters for sides of cars.
26. Call Richard Swarthout.
27. Call George Kitchen to call veterans forward.
28. Obtain a guest speaker.
29. Talk to Jay to put up signs on Monument Road.
30. Call Tim Forgarty to play bagpipes.
31. Ask Bob Burbank to display XTRA large flag.
32. Secure permission from property owners at the site.
33. Ask First Selectman to contact state police and define parade route.
34. PURCHASE 1 GROSS OF GRAVE FLAGS
35. PLACE GRAVE FLAGS ON VETERANS GRAVES

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**Town  
Administrator's  
Report**

## **Administrators Report Jan 2019**

### **Public Works**

Public Works roof is basically complete by shoreline restoration. Larger north side is done south side will be started hopefully Tuesday

We expended quite a bit of the snow plowing budget early due to the freezing rain.

For your interest, each time the trucks do a Pass of the town roads and apply salt, it costs the town ~\$1100 \$700 in salt and \$360 in labor (assuming it is after hours.)

So far there have been very few weather related complaints about the roadway We have had some issues with ice buildup from driveways or water flowing on the roadways. These require longer term fixes.

We need to overspend the Tree budget to remove the dead trees at the athletic fields. I would like authorization to over expend this budget line item by \$4000 to cover the cost of this. Because of location it can't be taken from town aid Rd.

### **12 Center St**

12 Center Street was sold.

### **Town Hall**

We have run out of oil several times this year. I have switched us to a weekly filling schedule. Bottom line we need a second or a larger tank for the town hall I had Tim from Public works install an electronic monitor so I can see oil levels from my office.

We have hopefully fixed our phone system. A combo of both Procom working on our internal system and Frontier woOrking on the junction. It has been a whole week with functional phones

### **Personal Policy**

I am expending a lot of time trying to get our policies straightened out. It is a bigger task than I first thought. I am trying for a permanent fix and to begin to set us up for the next union contract.

## Goals

1. Make the vacation, personal day and sick time accrual fair for all employees. Basically have everything scale with number of hours worked
2. Get all employees on the same system- union, non-union, Library, and Elected. Or were we do not do that get it enshrined in an employment contract.
3. Simplify the system so that it is easier to administrate in payroll.

Currently, there is no written documentation for the town clerk's Hours and Benefits- this needs to be done by the Board of Selectmen. Simplest is just to mirror the proposed town personnel policies for all employees.

There is also a separate arrangement with the Library- apparently the Head Librarian works 26 hours per week but gets Sick time which is different from all other employees. We are kind of treating the librarian as a full time employee. She has

Our current policy has employees working 26 hours per week actually work more hours per year than a full time employee working 30 hours per week.

I am making a series of assumptions about how we do things that are not explicitly in our policy.

1. Personal Days are translated into hours and are scaled by actual workweek, IE if you work 4 days per week and 30 hours per week, you get 3 Days \* 30 Hours per week/ 4 day work week = 22.5 hours of personal time. This is not how the policy is actually written.
2. Vacation = number of weeks allowed \* average work week= hours of vacation

Basic Proposed Schedule mirrors much of what is in our current policy but accounts for everything as PTO

0-19 hours per week Gets PTO only no holidays- wrapped up in PTO time

20-30 hours per week gets PTO + Major Medical P+ MERF no holidays- wrapped up in PTO time

30+ Hours per week gets PTO + family Medical Plan + MERF+ Holidays

PTO for employees working less than 30 hours per week includes compensation for Holidays

## **Budget notes for 2020-21**



Very Preliminary budget numbers

See Separate Document on Revamping Permanent funds

Major cost Increases:

**Roadwork** The town should allocate ~\$400,000 per year for roadwork

Andover had been underfunding the road network for years. A maximum of \$100,000 of this should come from Town Aid Road to allow the other expenses that are paid from town aid road to continue. Currently the last allotment of town aid road was last January. The state is a year behind on funding it. Latest word is that the bond commission will take it up in April- this is a big unknown since it represents ~\$195,000 in funding per year

**Tree Work** The town should allocate ~\$100,000 for tree work this year.

Andover can probably cut it down to 50,000 next year before returning to a \$10-15,000 yearly budget. We currently budget \$10,000 annually for tree work. We have had a huge spike in tree die off the past 2 years with the ash borer and gypsy moths. These trees will be impacting our roads at an accelerated rate. The CROG as well as the other COGs are asking the state for money for this, but so far no progress

### **Bridge and Culvert Work**

Restart the process for using federal bridge program for replacing Bunker Hill Bridge. Ultimate cost to the town of Andover is in the \$400,000 range. Upon Completion of the bunker hill bridge, the next major bridge will be Long Hill Rd bridge

Budget for at least one large culvert per year for the upcoming years. Planning still in the works with Brandon Hanfield.

### **CIP Related Costs**

#### **Buildings**

Continued work on Public Works Building- Masonry Repair, Electrical work.

HVAC work on Public Works and Town Hall

#### **Personnel Changes**

1. Add a 4<sup>th</sup> full time Public works employee
2. Add a part time Senior services coordinator
3. Add a few hours to the ZEO
4. Increase compensation for the Administrative Assistant
5. Decrease hours for the treasurers office Assistant to part time
6. Decrease hours for Tax collector to a part time position

**Old  
Business**

# **New Business**

## 2020 BOS Meeting Packet Calendar

<b>Regular Meeting Date</b>	<b>Monthly Report &amp; Agenda Deadline at 12pm</b>	<b>Meeting Packet Sent/Posted</b>
Mon 1/13	Wed 1/8	Thu 1/9
Mon 2/10	Wed 2/5	Thu 2/6
Mon 3/9	Wed 3/4	Thu 3/5
Mon 4/13	Wed 4/8	Thu 4/9
Mon 5/11	Wed 5/6	Thu 5/7
Mon 6/8	Wed 6/3	Thu 6/4
Mon 7/13	Wed 7/8	Thu 7/9
Mon 8/10	Wed 8/5	Thu 8/6
Mon 9/14	Wed 9/9	Thu 9/10
Wed 10/14	Wed 10/7	Thu 10/8
Mon 11/9	Wed 11/4	Thu 11/5
Mon 12/14	Wed 12/9	Thu 12/10

**Town of Andover  
Permit for use of Town Property**

Purpose of Event	RiMaConn Relay, presented by Webster Bank	Date:	Saturday, 8/29/20
Event		Event	Location
Anticipated attendance	130 teams (3 to 6 people)		
Use of town property requested			
Hop River Trail, crossing of town roads - exchange zone at Ben Franklin Plumbing			

Name of Organization	Hartford Marathon Foundation	Phone	860 652 8866 x 119
Contact Person	Matt Anderson	Phone	860 707 0084
Address	41 Sequin Drive		
City	Glastonbury	State	CT
Zip	06033	Email	matt@hartfordmarathon.com

**\*\*Alcohol allowed by special Permit\*\*** Will Food or beverage be served no

Health Permit n/a

Are road closures anticipated? No Police officer required? No

Will there be music? no Band? no Restroom access? Yes - HMF to coordinate unit placement

Will Fees or donations be collected? Registration - Pre Race

Who will benefit from event? Hartford Marathon Foundation Non-Profit (501C) Yes

In making this application, the organization agrees to comply with the rules and regulations of the Town of Andover, to take utmost care in the use of the facility, to reimburse the district for any damage to or loss from the use of the facility.

Permit approved _____	1 <sup>st</sup> Selectman _____	Date _____
Denied _____		Date _____
Reason _____		
Health Department Signature if needed _____		Date _____
Alcohol Permit _____		Date _____
Insurance Company _____		Date _____
Limit of Liability _____	Insurance Certificate received _____	
Additional Fees: (Police, Public Works, etc.) _____		

**Please NOTE: All requests must be submitted at least 14 days prior to the event.**

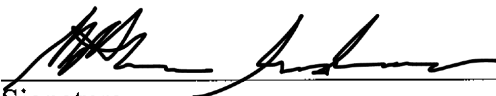
**Indemnity:**

The organization or individual agrees to indemnify, save harmless and defend owner, its affiliates and its or their directors, officers, employees and property management agent, if any, from and against any and all claims, actions, damages, liability and expense in connection with personal injury and or damage to property arising from or out of any occurrence upon or at the property caused by the act or omission of the authorized parties in conducting the permitted activities. Any defense conducted by the organization or individual of any such claims, actions, damages, liability and expense will be conducted by attorneys chosen by the organization or individual and the organization or individual will be liable for the payment of any and all court costs, expenses of litigation, reasonable attorney's fees and any judgement that may be entered therein.

**Insurance:**

The organization or individual agrees to maintain during the term of this agreement comprehensive general liability insurance insuring against the acts of omission of the authorized parties in conducting the permitted activities on the property and naming the Town of Andover as an additional insured with respect to such coverage. Minimum policy limits shall be \$1,000,000 each occurrence, bodily injury and property damage combined. The Organization or Individual agrees to provide a certificate of insurance evidencing such coverage to the town of Andover upon the execution of this agreement, and such additional certificate as shall be necessary to evidence such coverage with respect to the use of the Town of Andover facilities which are made subject to this agreement.

I am authorized to act on behalf of the above-named organization. I hereby make application on behalf of this organization to use the requested facility for the event describe herein. I agree to abide by all the rules and conditions for the use of the facility. I understand that it is my responsibility to provide proof of insurance prior to the event and that my failure to do so may result in cancelation of the event.

  
\_\_\_\_\_  
Signature

1/13/20  
\_\_\_\_\_  
Date

Matt Anderson  
\_\_\_\_\_  
Print Name

**TOWN OF ANDOVER EVENT PERMIT**

To be filed at least 90 days prior to any event with the potential to create ANY of the following conditions:

- Use of municipal property, equipment, or services
- Impediment to travel on any public road
- 10 or more vehicles parked on any public road
- 20 or more pedestrians at one time on any public road
- Unusual risk of injury, fire, etc.

Name of Event	
Description of Event	
Date(s) of Event	
Rain Date	
Hours of Event	
Roadways to be affected	
Municipal property/services requested	
Number of Participants expected	

**EVENT CONTACT INFORMATION**

Contact Person	
Contact's Address	
Contact's Phone Number(s)	
Contact's Email	
Contact's Fax Number	
DATE SUBMITTED	

**OFFICE USE: PUBLIC SAFETY APPROVALS**

Fire Chief Approval	
Resident Trooper Approval	
Emergency Management Coordinator Approval	
DOT Road Closure Permit Obtained	



**HARTFORD  
MARATHON  
FOUNDATION**

**Hartford Marathon Foundation**  
41 Sequin Drive, Glastonbury, CT 06033  
P: 860-652-8866 | F: 860-652-8145  
www.hartfordmarathon.com

January 13, 2020

Andover Board of Selectmen  
17 School Road  
Andover, CT 06232

**Request To Use Town For Athletic Event – RiMaConn Relay – Saturday, August 29th, 2020**

Dear Board of Selectmen,

The Hartford Marathon Foundation (HMF) requests permission to traverse the **Town of Andover** for the staging of the second annual **RiMaConn Relay**, presented by Webster Bank on **Saturday, August 29th, 2019**. The event is an 18 stage relay run, that will start in Lincoln, RI and finish in Hartford, CT. The 95-mile journey will traverse 20 towns and 3 states. Teams of 6 members will begin between 4 am and 9 am (depending on their projected pace) and exchanging the “baton” roughly every 5 miles to their teammates. Runners will be instructed to obey all local traffic laws as they make their way along the route. Roads are not requested to be closed to vehicle traffic, however police coordination is requested as deemed necessary to allow for safe passage of runners in key areas. The event concept was developed by HMF and East Coast Greenway advocates as a way to showcase the extensive multi-use trail network’s accomplishments and accessibility through Rhode Island, Massachusetts, and Connecticut. Please find a copy of the overall course map for the event, as well an enlarged close up of the route in Andover. We project that our impact to the town will be between **2:00 PM and 6:15 PM**, and will include the utilization of the following:

- City streets (at trail crossings)
- East Coast Greenway (Hop River Trail)

The Hartford Marathon Foundation is a not-for-profit organization that produces health and fitness events throughout Southern New England including the Eversource Hartford Marathon and many others.

Thank you for considering this request. If you have any questions, please contact me.

Sincerely,

**Matt Anderson**  
Hartford Marathon Foundation

Attachment(s): RiMaConn Relay - Leg 14  
RiMaConn Relay - Leg 15  
Town of Andover - Permit for use of Town Property

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**Andover Event Approval:** Yes \_\_\_\_\_ | No \_\_\_\_\_ | Need Further Information \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



**From:** Amy M <sapphirerose61@gmail.com>  
**Sent:** Thursday, December 19, 2019 12:24 PM  
**To:** Amanda Gibson <adminassistant@andoverct.org>  
**Subject:** Volunteer for the Shared Services Committee

Hello!

I'm interested in volunteering for the Shared Services Committee. I have been looking for ways to contribute to the community and I think volunteering is a great way to do that.

Before I took early retirement, my job was to shepherd projects to completion. This often meant working with other departments, VIP agencies, upper management (Vice presidents, regional offices), as well as sales people. I was the Subject Matter Expert on the most difficult and complicating items.

I think I can bring value to the committee, and I hope to hear from you soon.

Thank you for your time.

Amy March  
203-232-9021

Susan England  
27 Bailey Rd  
Andover, CT 06232  
860-543-1613

December 9, 2019

To: Andover Board of Selectmen:

I am interested in serving on either the Shared Services Committee or the Community/Senior Center Building Committee. I have been an active member of the Andover community, having served as a member of the Board of Selectmen from 2003 to 2010. I was also a member of the Planning and Zoning Commission for over 25 years, serving as both Chairman and Vice-Chairman of the Commission. While on the Commission, I was actively involved the preparation of the last three *Plan of Development and Conservation* and the revisions to the planning and subdivision regulations.

Professionally, prior to my retirement I was employed as a land use planner at the Pioneer Valley Planning Commission in Springfield, MA and as a health care planner with the State of Connecticut. I believe that my experience on the town boards and as a professional planner would allow me to bring a unique perspective to either of the committees.

I would be happy to answer any questions you may have.

Thank you for your consideration.

Sincerely,

Susan England

**From:** [c15afd@gmail.com](mailto:c15afd@gmail.com) [<mailto:c15afd@gmail.com>]

**Sent:** Wednesday, November 13, 2019 5:59 AM

**To:** [jmaguire@andoverct.org](mailto:jmaguire@andoverct.org); Amandeville <[amandeville@andoverct.org](mailto:amandeville@andoverct.org)>; [jmurray@andoverct.org](mailto:jmurray@andoverct.org); [sperson@andoverct.org](mailto:sperson@andoverct.org); [pking@andoverct.org](mailto:pking@andoverct.org)

**Cc:** [eanderson@andoverct.org](mailto:eanderson@andoverct.org)

**Subject:** Community/Senior Center Building Committee

To: Board of Selectmen

From: Curt Dowling, 389 Lake Road, Andover CT.

I would like to be considered for a position on the Town of Andover Community/Senior Center Building Committee.

I have been a life long resident of Andover, recently elected to the Board of Finance, and re-elected to the Board of Fire Commissioners.

I served as Fire Chief for 26 years during which time I was appointed Chairman of the New Fire Station Building Committee, overseeing the complete Development and Construction of the New Andover Fire Department at 11 School Road, which was built on Town of Andover property.

Construction was started in 1988 and finished in 1989, with the Fire Department moving in and starting Operations out of the new facility in 1990.

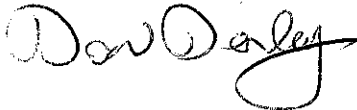
Thank You for your consideration regarding this appointment,  
Curt

To Andover Board of Selectmen  
Dec 16, 2019

From:  
Don Denley  
89 Lakeside Drive

RE: New Senior/Community Center

I would like to be considered to serve on the upcoming Committee for the proposed Senior/Community Center. I and my wife Karin have lived in Andover since 1991 and I have served on various Boards and Committees over the years. I would be willing to spend the time needed for the meetings and possible field trips to gather information so we as a Town can make an informed decision on this important Capital expenditure. As a local and long time small Business Owner I feel I would be a great asset to the process. Thank you for your consideration .

A handwritten signature in cursive script that reads "Don Denley". The signature is written in black ink and is positioned below the typed text of the letter.

**From:** Sarisley, Edward (Emeritus) <SarisleyE@ccsu.edu>  
**Sent:** Wednesday, December 4, 2019 4:50 PM  
**To:** 'Linda McDonald' <adminassistant@andoverct.org>  
**Subject:** Fw: New building committee

Dear Andover B.O.S.,

Please consider this communication, contained within this email, to be an official letter to volunteer to serve on the newly forming "Community/Senior Center Building Committee". I would hope that my industrial experience as Civil Engineer, Professor and service on other various town committees and commissions would be of assistance to the new committee.

Sincerely,

Dr. Ed Sarisley  
28 Wales Rd.  
860-498-1084

To the Andover Board of Selectman

Regarding —The Community Senior Center Building Committee

I would very much like to see Andover move ahead with a new Community/ Senior Center. I am willing to help that happen by serving on the building committee,

I grew up in Andover on Long Hill Road. I Attended school here and studied business at Uconn. I then spent time in the Air Force and worked for the Southern New England Telephone Co. In 1967 I graduated from Tufts Dental School and went on to practice dentistry in Storrs till 2004.

In 1995 my wife and I planned and built a house and pond on part of my parents land at 200 Long Hill Rd. We currently reside there.

Other town experience:

Served on the Rochambeau March Committee and worked on the placement of markers.

My sister and I planned and developed the Stanley Farms Subdivision off Hendee Road

Served on the committee that encouraged the town to purchase the old Congregational Church Parsonage on Route 6, to allow for a future library expansion.

Sincerely, Irv Stanley  
[irvstanley@gmail.com](mailto:irvstanley@gmail.com)  
860-742-6438

**From:** Karen Hunter <khunterct72@gmail.com>  
**Sent:** Tuesday, December 10, 2019 10:54 AM  
**To:** adminassistant@andoverct.org  
**Subject:** Re: Committee for Community/Senior Center

To Whom It May Concern,

I am writing with interest to be on the committee for the Community/Senior Center. I feel that I could bring insight and ideas to contribute to this committee regarding this project going forward. If you have any questions or concerns please let me know. I may be reached at my standard email [karenhunter72@yahoo.com](mailto:karenhunter72@yahoo.com) or by cell phone 860-803-1063.

Respectfully submitted,  
Karen Hunter

Susan England  
27 Bailey Rd  
Andover, CT 06232  
860-543-1613

December 9, 2019

To: Andover Board of Selectmen:

I am interested in serving on either the Shared Services Committee or the Community/Senior Center Building Committee. I have been an active member of the Andover community, having served as a member of the Board of Selectmen from 2003 to 2010. I was also a member of the Planning and Zoning Commission for over 25 years, serving as both Chairman and Vice-Chairman of the Commission. While on the Commission, I was actively involved the preparation of the last three *Plan of Development and Conservation* and the revisions to the planning and subdivision regulations.

Professionally, prior to my retirement I was employed as a land use planner at the Pioneer Valley Planning Commission in Springfield, MA and as a health care planner with the State of Connecticut. I believe that my experience on the town boards and as a professional planner would allow me to bring a unique perspective to either of the committees.

I would be happy to answer any questions you may have.

Thank you for your consideration.

Sincerely,

Susan England



## **RESOLUTION**

**WHEREAS**, on June 6, 2018, as authorized by General Statutes section 7-188(b), the Board of Selectmen of the Town of Andover duly initiated Charter Revision; and

**WHEREAS**, on June 28, 2018, pursuant to General Statutes section 7-190(a), the Board of Selectmen appointed seven (7) electors of the Town to membership on the Charter Revision Commission, and per General Statutes section 7-190(b) directed the Commission "to submit a draft report to the Board of Selectmen no later than August 30, 2018"; and

**WHEREAS**, for unforeseen reasons, the Charter Revision Commission was unable to submit its draft report by the August 30, 2018 deadline, and the maximum deadline set by General Statutes section 7-190(b) of 16 months from the date of appointment was October 28, 2019;

**WHEREFORE, for all of the foregoing reasons, it is hereby RESOLVED that:**

The Charter Revision Commission initiated on June 6, 2018, and appointed on June 28, 2018, is dissolved and terminated, effective immediately.

## **RESOLUTION**

RESOLVED, Pursuant to Connecticut General Statutes sections 7-188(b) and 7-190, that a Charter Revision Commission consisting of five (5) members be duly appointed by this Board of Selectmen of the Town of Andover.

# **Approval of Meeting Minutes**

**Town of Andover**  
Board of Selectmen  
Wednesday, December 4, 2019 at 7:00 P.M.  
Town Hall Community Room, 17 School Road

Regular Meeting Minutes

1. Call to Order/Pledge of Allegiance

Board of Selectmen: First Selectman Jeff Maguire, Vice First Selectman Adrian Mandeville, Paula King, Scott Person, Jeff Murray.

Town Administrator: Eric Anderson

Board Clerk/Administrative Assistant: Amanda Gibson

Public Present: See attached sign-in sheet.

2. Public Speak

Cathy Palazzi: Seniors had a fantastic senior gathering today on Wednesday, December 5, 2019.

Curt Dowling: Roads have never looked better and clear. Expressed appreciation on the switch from sand to salt.

Kim Bednar: Concerned with the spending of the school budget.

Ed Sarisley: Encouraged others to bicycle and walk to the town meetings.

3. Additions/Deletions to the Agenda

Jeff Maguire MOVED to add 14b. Resignation of Elaine Buchardt from the Senior Transportation Committee

Adrian Mandeville SECONDED

MOTION CARRIED 5:0:0

4. Board and Commission Presentations and Appointments - None.

5. Town Administrator's Report

The report will be uploaded to the town website prior to the Board of Selectmen meetings.

Town Administrator Eric Anderson reviewed the details of his report. \*See attached for the report.

In addition to his report, he shared the following new information:

Frontier technician evaluated the system on Wednesday, December 4, 2019 and the outdoor system needs to be worked on by a different branch of Frontier. This has been an ongoing issue of Town Hall phones not working.

Town Administrator and Kim Zito are attending the Emergency Management meeting next week.

Town Administrator to host an Employee Meeting on Tuesday, December 17<sup>th</sup>, 2019 to review policies and receive feedback.

6. Old Business

Discuss and act upon the following:

- a. Decide on October 2020 meeting date (2<sup>nd</sup> Monday 10/12 is Indigenous People's Day)

Adrian Mandeville MOVED to move the Monday, October 12, 2019 Board of Selectmen Meeting to Wednesday, October 14, 2019.

Scott Person SECONDED

MOTION CARRIED 5:0:0

- b. Town's Personnel Policies

Town Administrator to host an Employee Meeting on Tuesday, December 17<sup>th</sup>, 2019 to review policies and receive feedback.

- c. Community Connectivity Grant

Ongoing.

- d. Website Development Committee Update  
Administrative Assistant Amanda Gibson, member of the Website Development Committee, provided an update. The committee is hosting it's initial Special Meeting on Wednesday, December 11<sup>th</sup>, 2019. Regularly scheduled meeting has been proposed and will be voted on at the Special Meeting. Committee to decide how to move forward with current information provided.

## 7. New Business

Discuss and act upon the following:

- a. Permit for use of Town Property, 2020 RiMaConn Relay on Saturday, August 29<sup>th</sup>  
Town Administrator to setup up a meeting with the Hartford Marathon Foundation and Board of Selectman Jeff Murray in order to discuss better logistics for this year and address that the construction for the Community Connectivity Grant may be ongoing during the time of the event.
  
- b. Authorized Signatory for State of CT Grants  
Jeff Maguire MOVED to accept and sign the AUTHORIZED SIGNATORY: Be it resolved, by the Board of Selectmen, as the legislative body of the Town of Andover, CT that Eric Anderson, Town Administrator of the Town of Andover is the Representative vested with the power to commit the Town of Andover to a binding agreement.  
Adrian Mandeville SECONDED  
MOTION CARRIED 5:0:0
  
- c. Resolution for State of CT Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security  
Jeff Maguire MOVED to accept and sign the RESOLUTION: Be it Resolved, by the Board of Selectmen, as the legislative body of the Town of Andover, CT that Eric Anderson, Town Administrator may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate.  
Adrian Mandeville SECONDED  
MOTION CARRIED 5:0:0  
  
Adrian Mandeville MOVED to authorize Town Administrator Eric Anderson to sign for any grants that do not require matching funds.  
Paula King SECONDED  
MOTION CARRIED 5:0:0
  
- d. Town Hall Community Room Usage  
Jeff Maguire MOVED to approve the proposal and authorize Paula King to purchase the furniture.  
Adrian Mandeville SECONDED  
MOTION CARRIED 5:0:0
  
- e. Memorandum of Understanding with the Board of Education  
Town Administrator Eric Anderson shared that the BOE has agreed to allow the town to use the space as outlined in the MOU. Jeff Maguire offered for the BOS to host their next Special Meeting in the AES space.
  
- f. Andover District Shared Educational Services Committee  
Jeff Murray MOVED to nominate the Board of Selectmen Members Adrian Mandeville and Paula King to the Andover District Shared Educational Services Committee.

Scott Person SECONDED

MOTION CARRIED

- g. Appointment of a Shared Services Committee to include school, road maintenance and trail services  
Board of Selectmen decided to wait to appoint until the next Regular Meeting.
  
- h. Appointment of a Community/Senior Building Center Committee  
Adrian Mandeville MOVED to nominate the Board of Selectmen Members Scott Person and Jeff Murray to the Community/Senior Building Center Committee.  
Paula King SECONDED  
MOTION CARRIED 5:0:0
  
- i. Proposal of the Transfer Station 'Dump Swap' Program  
Wendy and Eric Kopp presented their proposal presented in the Board of Selectmen meeting packet which shared their program ideas and how it will work.  
Jeff Murray explained his ideas presented in the Board of Selectmen meeting packet on how to help institute a successful program.  
Board of Selectmen shared the logistical and budgetary issues to address, requesting a thorough plan to be presented to address these issues. (i.e. shipping container instead of utilizing existing building)

8. Approval of Meeting Minutes

- a. Approval of Wednesday, November 6, 2019 Regular Meeting Minutes  
Paula King MOVED to approve the Wednesday, November 6, 2019 Regular Meeting Minutes  
Scott Person SECONDED  
MOTION CARRIED 5:0:0
  
- b. Approval of Wednesday, November 12, 2019 Special Meeting Minutes  
Adrian Mandeville MOVED to approve the Wednesday, November 12, 2019 Special Meeting Minutes  
Scott Person SECONDED  
MOTION CARRIED 5:0:0

9. Assessor's Report

- a. Revaluation RFP  
BOS requested that the Town Administrator send a copy of the final RFP to the BOS.

10. Treasurer's Report

Provided by Barbara Griffin in the meeting packet.

- a. Revenue Summary
- b. Town Budget Summary
- c. Town Aid Road (TAR) Update
- d. BOF Policy on Overspending Accounts & Attachments
- e. Proposed schedule for upcoming budget season  
Jeff Maguire would like clarification regarding the cash accounts. Eric Anderson clarified there are checks listed that have been issued that have not been cashed yet. BOS requested further clarification.  
Jeff Maguire is happy with the proposed schedule presented.

BOS members discussed Town Mailbox Damage by Town Plow's Policy

11. Budget

- a. Transfers

b. Refunds

12. Tax Collector's Report

a. Refunds Requests

Adrian Mandeville MOVED to approve the refunds as submitted by the Tax Collector Eileen Curtin.

Jeff Murray SECONDED

MOTION CARRIED 5:0:0

Jeff Maguire signed the refund requests presented.

13. Department Reports

a. Fire Department – see included.

b. Resident State Trooper

c. Town Clerk

d. Building Department – see included.

Jeff Maguire appreciated the extensive reports provided.

e. Assessor's Office – see included

f. Town Garage

Town Administrator addressed:

The past couple of weeks, work has been done on the Public Works vehicles to prepare for the season ahead.

The main office area in Public Works will be worked on soon.

Shared that reasoning behind why the new truck has not been used: Public Works is waiting for the final installment of the radio antennas as they did not want responsibility of drilling into the vehicle roof. J&S is scheduled for next week. Public Works wishes to undercoat the truck before it goes into the salt environment.

g. Transfer Station

h. Library – see included.

i. Senior Transportation – see included.

j. Registrars

14. Resignations

a. Susan Schmidt, Senior Transportation Driver

b. Elaine Buchardt, Senior Transportation Committee

15. Correspondence

16. Public Speak

Wendy Kopp: Expressed appreciation that the RiMaConn Relay is hosted in and passes through Andover and hopes it can continue.

17. Adjournment

Adrian Mandeville MOVED to adjourn the Board of Selectmen Regular Meeting.

Scott Person SECONDED

MOTION CARRIED 5:0:0

Jeff Maguire adjourned the Regular Meeting at 8:35 P.M.

Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson.

*Amanda Gibson*

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

# SIGN IN SHEET

Town of Andover  
Board of Selectmen

Wednesday, December 4, 2019 at 7:00 P.M.  
Town Hall Community Room, 17 School Road

Regular Meeting

1. Carol Barton
2. Wally Barton
3. Mike Paluzzi
4. Katherine Paluzzi
5. Kim Bednar
6. Curt Dowling
7. Ed Sarsley
8. Wendy Kopp
9. Eric Kopp
10. Emily Timbeck
11. Michelle France
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.



# **Town Administrator's Report**

## **December 4, 2019 Board of Selectmen Meeting**

### **CIRMA**

We had a report on a Slip/Fall injury on Times Farm bridge that resulted in multiple broken bones. Referred it to CIRMA. Resident indicated it was black ice on the bridge resulting in the injury. Lawsuit with old Tax collector still ongoing.

### **RHAM**

RHAM Meeting NOV 7<sup>th</sup> 6:30 pm At RHAM Media Center to discuss the MBR. Attendance is important to understand the effects of this on Andover. Basic result is MBR does not apply to Andover.

### **Andover BOE**

Superintendent Sally Doyen asked me to go to the next BOE meeting to answer questions about the memo I submitted to the Board of Selectmen. I am presenting the document on the relative cost of education vs general budget. General conclusion is that Andover's spending relative to education and the general budget are out of line with other towns.

### **State Trooper**

No major Reports working a mix of nights and days. The speed sign is on Hutchinson Rd It was a wakeup for me the first time I saw it (I was speeding).

### **Transfer Station**

I authorized a longtime resident of Andover that is now legally blind to obtain a laminated pass to the transfer station. That person will be able to have a friend from Coventry's truck, or her son bring some stuff to the transfer station. She currently has trash pick up, but needs to get rid of stuff. Dominic (Transfer Station Manager) is aware of the situation and the procedure.

Left side block walls are in place Tom (Public works) is working on a solution to replace the old upright guardrails with something that will last better than the previous railings.

We need a better block for the other side or we need to use a poured wall. Ledge is not as much of a problem on that side so a poured wall is workable. I am looking at other options.

I decided to hold off on paving the left side before spring- the fill is too wet and until it drains it will settle too much. The reality is that the whole lot needs to be repaved so we would be smarter to do it all at once.

After discussing it with Dominic D. We will open the Transfer Station Dec 26, and Jan 2<sup>nd</sup> instead of the Holidays. We will publicize it on the town website, facebook page etc.

## **TOWN HALL**

### **Payroll**

We are still planning on transitioning to electronic submission of records for payroll. This is the first step in changing to automated clock in/ clock out.

As of Jan 1 we will eliminate paystubs and employees will access the info online. There will be more information from the treasurer.

Ultimate goal. Ease of use- empower employee's accountability and tracking.

### **Employee Related Matters**

Resignation of one of the senior transportation drivers (Sue Schmidt) due to illness. We will try to hire one new driver. Josh Snarski IWWC, James Hallisey ZEO, Roberta Dougherty Elderly and Social Services Coordinator are all hired and on board.

Kathy Bishop hired as a CDL driver 15\$ per hour probationary and \$18 per hour after 90 days

Joe Higgins has escalated the payroll dispute with the Department of Labor and is appealing their ruling in our favor. We may still owe him an additional \$224.45. This is the conclusion with DOL. Stay tuned.

### **Financial**

Account overages Policy BOF See the minutes from the Board of Finance Meeting. The basic premise is instead of doing mid-year transfers, I as administrator will be allowed to run accounts negative, but will do so under strict guidelines and oversight. \$0-2000 department head and Town Administrator approval. \$2000-5000 department head, Town Administrator, BOS approval. \$5000+ department head and Town Administrator then BOF approval.

### **Assessor's Office**

RFP for Reval is in your packet. Any comments on the document? This is preliminary, and I am making some small changes to it, but here is the major document. I will send it to town attorney for review. Goal will be to Post it around Dec 11th

### **Times Farm Bridge**

Still waiting on CME. The times Farm Bridge Account currently has \$171,647.81 so probably we will end up with around 160,000\$ in the account after everything is concluded.

### **Public Works Facility**

Rusty Billings repaired the soffit's where the sheds were removed.

Contract signed with shoreline restoration for roof replacement-work imminent.

I will begin working on the next round of funding and also look at the remaining budget to try to finish some electrical work in the building where we have unsafe situations.

### **Roads and Bridges**

Brandon Handfield of Yantic River Consultants is evaluating all the problem culverts prior to spring budget season with the goal of preparing a plan to correct the deficiencies

Streetscan has been Hired on a 3-year contract to help us with a Pavement evaluation and Pavement Management Plan.

Indus has done Pavement preservation work for Andover this fall. Work includes Crack sealing as well as Mastic road sealing. I chose to seal roads that needed extensive cracksealing but were still structurally sound. Still evaluating our cost per SF for these treatments. Because I chose to seal older roads that cost per mile is higher.

Mastic sealing we tried 2 different compounds, (but not on purpose) The major goal of it was to address very wide cracks 4-5" wide on Stanly Drive that are not easily addressed any other way. We also treated some potholes on school rd and tried skim patching several alligator sections. Time will tell if this is worthwhile. There is no good way to deal with wide roadside cracks- regular crack seal will not work- we tried that- You can't pave over them as the new pavement will fail so the only options are to cut them out one at a time and patch, grind the whole road up and start over, or Mastic.

Indus Crack sealed Jurovaty Road, School Road, most of Lakeside Drive, Bunker Hill Road from the bridge to Route 6, Stanly Drive, Chesterbrook and Oak Road.

Meeting with Rob Aloise of CRCOG transportation is scheduled.

### **Budget**

I am working on budget big picture and capital spending Priority's for CIP. I am also looking at the capital funds and how to maximize the use of our existing funds. I am attaching an excel spreadsheet with the current list of capital funds and recommendations for future capital funds.

### **12/4/19 update\***

Contains information since my report was given to the board last Wednesday.

I am working with Jeff Murray to get an RFP published to switch over the transfer station to a 3 Phase rotary converter. We are not delivering the correct power to the compactors with our existing static converters. As part of the upgrade to the walls, we can also insure we have at least 2 compactors working at all times if we do the power changeover at the same time.

I am also going to put out an RFP for an on call Electrician, Plumber, Carpenter and Mason. The goal is to know ahead of time who we are going to call and what the arrangement will be.

We are working to get the 22 passenger Bus back in service for Senior Transportation. Lapsed Registration and needs inspection.

We are going to have to reconcile all of our town employee vacation, personal and Sick Leave Policy's. They are inconsistent with the union contracts as well as how we actually conduct business. What we have been actually doing is using the calendar year as the reference point. Per our policy's and contracts in some cases we should be using anniversary dates, in others fiscal year and in others calendar year. My goal is to codify one Calendar year for all personal, sick and vacation days.

Assessors Reval. I have reviewed the Reval RFP. The town's attorney has reviewed and made minor corrections. If the Board of Selectmen has no objections, the corrected RFP will be posted in the next week.

We are also having problems with the light at Route 6 and Long Hill Rd: It is being addressed. DOT did not initially have the parts to fix the problem.

Issue with the Transfer Station: Household garbage full, multiple angry residents. We are working on preventing this from ever happening again.

Cheers,  
Eric Anderson

**AUTHORIZED SIGNATORY**

**BE IT RESOLVED**, by the Board of Selectmen, as the legislative body of the Town of Andover, CT that Eric Anderson, Town Administrator of the Town of Andover is the Representative vested with the powers to commit the Town of Andover to a binding agreement.

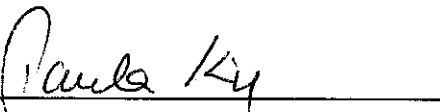
**BE IT FURTHER RESOLVED**, that Eric Anderson is empowered to enter into agreements with the State of Connecticut agencies in the application process for any grant that doesn't require matching funds. In the event that a grant requires matching funds, the Board of Selectmen will draft a separate resolution to empower said Town Administrator to sign.

This authorization will remain in effect until revoked by the Board of Selectmen.

Adopted and Signed this 4th day of December, 2019.

  
\_\_\_\_\_  
Jeffrey Maguire – First Selectman

  
\_\_\_\_\_  
Jeffrey Murray – Selectman

  
\_\_\_\_\_  
Paula King - Selectman

  
\_\_\_\_\_  
Scott Person – Selectman

  
\_\_\_\_\_  
Adrian Mandeville - Selectman

## RESOLUTION

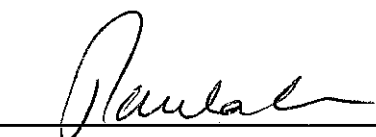
**BE IT RESOLVED**, by the Board of Selectmen, as the legislative body of the Town of Andover, CT that Eric Anderson, Town Administrator may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security** any and all documents which it deems to be necessary or appropriate; and

BE IT FURTHER RESOLVED that Eric Anderson, as Town Administrator of Andover, is authorized and directed to execute and deliver any and all documents on behalf of the Andover Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Signed this 4th day of December, 2019.

  
Jeffrey McGuire – First Selectman

  
Jeffrey Murray - Selectman

  
Paula King – Selectman

  
Scott Person - Selectman

  
Adrian Mandeville - Selectman



# ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

December 2, 2019

The Andover Fire Department responded to 30 calls for service for the month of November. Here is the breakdown.

Medical Calls 20

Wires Related 2

MVA 1

Structure Fire 1

Haz Mat 1

Chimney Fire 1

Fire Alarm 4

Drills 1

Meetings 1

Work Detail 1

Ron Mike

Andover Fire Chief

**Building & Land use Department**

**Monthly Report**

**October 2019**

**T.O.A. Fees** – Collected fees, completed and submitted weekly fee reports.

**E.H.H.D. Fees** – Collected fees, completed and submitted monthly reports.

**Planning & Zoning Applications** 1

**Inland Wetlands Applications** 1

**Zoning Board of Appeals Applications**

**EHHD** Correspondences & time spent with Sanitarian

**Driveway Permits** 1

**E & S Bond Permits**

**Fire Marshal** Reviewed a few items with Mike Lester – Composed Letters

**Public Works** 1

**Scanning & Filing** Hours – 12

- Worked on Bond Report for Treasurers Office
- Creating/Editing Applications and Forms – Building, Land Use
- Worked with Meghan & Amanda on Land Use Applications, Correspondence, Assisting applicants
- Administrative tasks for Land Use Applications
- Clean and organized office (this will be ongoing for a bit)
- Assisted the Zoning Agent with applications & Co's





10/1/2019	PERMIT NO.	PROPERTY OWNER	PROPERTY LOCATION	DESCRIPTION
10/7/2019	4352	Steven Rockefeller	45 Lakeside Dr	A/G Propane Tank
10/7/2019	4355	John Bentley	36 Ridge Rd	Roof
10/7/2019	4352	Charles Casisse	184 Wheeling Rd	24 Solar Roof Panels
10/7/2019	4347	Keith & Sarah Pedro	98 Bear Swamp Rd	Roof Shingles & New Water Heater
10/7/2019	4354	Daniel Adams	738 East St	Replace Crumbling Foundation
10/7/2019	4352	Charles Casisse	184 Wheeling Rd	24 Solar Roof Panels
10/21/2019	4358	Kristina Prichard	142 Wales Rd	Electrical Service Change
10/21/2019	4361	Donna Carr	288 Boston Hill Rd	Remodel/Repair Bathroom
10/21/2019	4360	Thomas Stratten	706 East St	Siding
10/21/2019	4368	Barbara Close	79 Gilead Rd	Siding
10/21/2019	4362	Kevin Vieten	11 Old Farms Rd	Replace Boiler
10/21/2019	4365	John Kristoff	20 Times Farm Rd	Install 39 Solar Modules
10/22/2019	4366	Dan Adams	738 East St	Remove U/G Service for Demo
10/28/2019	4367	Lynn Dove	294 Lake Rd	Relocate Service Entrance for Electrical
10/2/2019	4368	George Parker	153 Wheeling Rd	Repair for Fire Damage
10/30/2019	4370	Gary & Betty Partridge	151 Lakeside Dr	HVAC

Date	Property Location	DESCRIPTION	Comm/Industrial	Residential	Building	Electrical	Plumbing	HVAC	Mech	Pass	Fall	Re-Inspect	Total	CO ISSUED
October														
10/3/2019	45 Lakeside Dr	Pressure Test		1									1	
10/3/2019	475 Lake Rd	Bond Gas Pipe		1									1	
10/3/2019	84 Long Hill Rd	Addition		1									1	
10/3/2019	377 Lake Road	Residential Home		1	1	1	1	1	1	1			1	10/3/2016
10/8/2019	45 Old Farms Rd	Bonding Re-Inspect		1									1	
10/7/2019	47 Skinner Hill Rd	Buried Utility		1									1	
10/7/2019	45 Old Farms Rd	Pressure Test		1									1	
10/7/2019	335 Lake Rd	Framing for Garage		1	1								1	
10/9/2019	84 Long Hill Rd	GFI & Smoke & CO Detector		1	1	1							1	
10/9/2019	104 Wheeling Rd	Furnace		1									1	
10/9/2019	127 Bear Swamp Rd	Electrical		1									1	
10/9/2019	127 Bear Swamp Rd	Electrical		1									1	
10/10/2019	325 Lake Rd	Generator		1									1	
10/10/2019	31 Ridge Rd	Bath Remodel		1									1	
10/14/2019	5 Woodside Rd	Oil Tank		1									1	
10/14/2019	31 Skinner Hill Rd	Well Line		1									1	
10/14/2019	36 Ridge Rd	Electrical Conduit		1									1	
10/15/2019	98 Bear Swamp Rd	Roof & Water Tank		1	1								1	
10/15/2019	31 Skinner Hill Rd	Propane Tank		1									1	
10/15/2019	325 Lake Rd	Pressure Test		1									1	
10/15/2019	112 Lakeside Dr	Rough Electric & Plumbing		1									1	
10/21/2019	27 Gillead Rd	Bldg. Trench Electrical		1									1	
10/22/2019	112 Lakeside Dr	Electrical Service		1									1	
10/24/2019	7 Stanley Dr	Install new meter		1									1	
10/28/2019	738 East St	Footing for Foundation Repair		1									1	
10/28/2019	7 Shoddy Mill Rd	Meter Change		1									1	
10/30/2019	15 Erdoni Rd	Footing for Foundation		1									1	
10/30/2019	197 Hebron Rd	Chimney Liner		1									1	
10/30/2019	288 Boston Hill Rd	Stairs & Bath Remodel		1	1								1	
10/30/2019	363 Lake Rd	Porch		1									1	
10/30/2019	325 Lake Rd	Electrical for Generator		1									1	
10/31/2019	99 Townsend Rd	Final for Fire Damage Repairs		1	1	1	1	1	1	1			1	11/5/2019
10/31/2019	84 Long Hill Rd	CO for Addition		1	1	1	1	1	1	1			1	
				33	9	18	7	6	11	28	5	1	33	

**Register Report 10/24/19 - Oct 2019**  
10/1/2019 through 10/31/2019

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 9/30/2019</b>								<b>16,515.68</b>
10/7/2019	Building De...		45 Lakeside Dr		[Permit rec...			80.52
10/7/2019	Building De...		184 Wheeling Rd		[Permit rec...			246.24
10/7/2019	Building De...		36 Ridge Rd.		[Permit rec...			51.30
10/8/2019	Building De...		98 Bear Swam...		[Permit rec...			30.78
10/10/2019	Building De...		19 Merrit Valley...		[Permit rec...			150.00
10/15/2019	Building De...		142 Wales Rd		[Permit rec...			20.52
10/16/2019	Building De...		9 Oak Farms Rd,		[Permit rec...			218.38
10/16/2019	Building De... ZBA		...294 Lake Rd.		IWWC:Ad...			65.00
					State Zonin...			60.00
10/16/2019	Building De...		40 Townsend ...		[Permit rec...			20.52
10/17/2019	Building De...		706 East St.		[Permit rec...			82.08
10/17/2019	Building De...		288 Boston Hill...		[Permit rec...			41.04
10/21/2019	Building De...		11 Old Farms Rd		[Permit rec...			102.60
10/21/2019	Building De...		79 Gilead Rd.		[Permit rec...			123.12
10/22/2019	Building De...		20 Times Farm...		[Permit rec...			461.70
10/22/2019	Building De...		738 East St.		[Permit rec...			20.52
10/23/2019	Building De...		69 Burnap Bro...		[Permit rec...			2,112.00
10/28/2019	Building De...		294 Lake Rd.		[Permit rec...			20.52
10/28/2019	Building De...		153 Wheeling Rd		[Permit rec...			974.70
10/28/2019	Building De...		233 Route 6r23...		[Permit rec...			111.30
10/29/2019	Building De...		15 Lakeside Dr		[Permit rec...			51.30
<b>10/1/2019 - 10/31/2019</b>								<b>5,044.14</b>
<b>BALANCE 10/31/2019</b>								<b>21,559.82</b>
<b>OVERALL TOTAL</b>								<b>5,044.14</b>
<b>TOTAL INFLOWS</b>								<b>5,044.14</b>
<b>TOTAL OUTFLOWS</b>								<b>0.00</b>
<b>NET TOTAL</b>								<b>5,044.14</b>

State Ed Report 10-25-19 - Oct 2019  
10/1/2019 through 10/31/2019

Category 10/1/2019-10/31/2019

<b>INFLOWS</b>	
Ed Fee - State	114.14
<b>TOTAL INFLOWS</b>	<b>114.14</b>
<b>OVERALL TOTAL</b>	<b>114.14</b>

State-IWMC-PZC-ZBA - Oct 2019

10/1/2019 through 10/31/2019

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	CI	Amount
10/16/2019	Building Department ZBA	S	294 Lake Rd.		State Zoning Fee				60.00
10/7/2019	Permit receipts	S	45 Lakeside Dr	State Zoning Fee	State Zoning Fee			c	60.00
10/10/2019	Permit receipts	S	9 Oak Farms Rd,	State Zoning	State Zoning Fee			c	60.00
10/22/2019	Permit receipts	S	69 Burnap Brook Rd	State Zoning Fee	State Zoning Fee			c	60.00
10/28/2019	Permit receipts	S	233 Route 6{233 Route 6}	State Zoning Fee	State Zoning Fee			c	60.00
<b>10/1/2019 - 10/31/2019</b>									
<b>TOTAL INFLOWS</b>									<b>300.00</b>
<b>TOTAL OUTFLOWS</b>									<b>0.00</b>
<b>NET TOTAL</b>									<b>300.00</b>

Assessor's office monthly activity – October 2019

Processing conveyances	9
Processing building permits	15
Prorating motor vehicle grand list	10
Updating field cards	3
Correspondence	79
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	112
Providing assistance to other departments	
Researching mapping issue or questions	3
Reports and communication with the state of connecticut	2
Mls research	3
Scheduling meeting and appointments	1
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	RECEIVE AND PROCESS PERSONAL PROPERTY DECS
Personal Property Discovery	
Homeowner's program	

Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	
Adds to the re, pp or mv grand list	2
Pa 490	3
Provided assistance to baa	
Researching and providing requested information to auditor	
Real property inspections	
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	4
Attorney correspondence	
Tax appeal review/appraisal	
Mls review	3
Town board/dept assistance	
Review & Approve C of Cs	10
Review & Approve Farmland & Forestland Assessment Applications	3
Review, Approve, & create/data entry on land splits & mergers	
Mapping Research/Discrepancies	

LIST NO	NAME / ADDRESS	UNIQ#	ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
50680	CONDON EDWARD L 33 GILEAD RD ANDOVER CT 6232-1604	50687	2002 03	DODGE	DAKOTA/S	3,690	-616	3,074
1				1B7GG12X32S599221	SOLD 7/19	0	0	0
51503	HITCHCOCK KRISTEN 258 BOSTON HILL RD ANDOVER CT 6232-1406	51508	2003 01	NISSA	ALTTMA/S	3,690	-616	3,074
1				1N4AM11D63C132188	JUNKED 9/18	0	0	0
52117	IUZZI DYLAN R PO BOX 324 ANDOVER CT 6232-324	52120	2006 01	HYUND	SONATA G	2,490	-829	1,661
1				5NPEU46E66H079456	JUNKED 5/19	0	0	0
52243	MAIUVUCCI STEVEN C 29 BAILEY RD ANDOVER CT 6232-1004	52244	1999 01	TOYOT	CAMRY LE	2,490	-829	1,661
1				JT2BF22KXX0198901	SOLD 3/18	0	0	0
52833	PLANTE PAUL A 214 ROUTE 6 ANDOVER CT 6232-1208	52835	2010 11	KEYST	SPRINTER	2,430	-1,215	1,215
1				4YDF30021A1530752	DELETE - SENT TO SALEM	0	0	0
52843	PLANTE PAUL A 214 ROUTE 6 ANDOVER CT 6232-1208	52847	2010 11	KEYST	SPRINTER	10,850	-10,850	0
1				4YDF30021A1530752	DELETE - SENT TO SALEM	0	0	0
53423	SMITH GRACE A 61 BAUSOLA RD ANDOVER CT 6232-1701	53425	2012 01	TOYOT	CAMRY/SE	9,660	-9,660	0
1				4T1BF1FK7CUI57653	REG IN MA 11/2018	0	0	0
53667	TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	53668	2015 01	TOYOT	SIENNA L	9,660	-9,660	0
1				5TDDKK3DC7FSS646599	SOLD 10/18	0	0	0
54057	MING CHRISTOPHER D 51 WINDRUSH LN ANDOVER CT 6232-1610	17A070	2010 01	HONDA	CIVIC DX	13,840	-12,691	1,149
0				2HGFA1F30AH578872	ADD FROM DMV	0	0	0
54059	MING CHRISTOPHER D 51 WINDRUSH LN ANDOVER CT 6232-1610	18A035	2010 01	HONDA	CIVIC DX	13,840	-12,691	1,149
0				2HGFA1F30AH578872	ADD FROM DMV	0	0	0

TOTAL	# Of Accts 10	YEAR 2018	# Of Accts 10	GRAND TOTAL	# Of Accts 10
51,910		51,910		51,910	
0		0		0	
51,910		51,910		51,910	
-34,952		-34,952		-34,952	
0		0		0	
16,958		16,958		16,958	
0		0		0	
51,910		51,910		51,910	
-34,952		-34,952		-34,952	
0		0		0	
16,958		16,958		16,958	
0		0		0	
51,910		51,910		51,910	
-34,952		-34,952		-34,952	
0		0		0	
16,958		16,958		16,958	







ANDOVER SENIOR TRANSPORTATION  
MONTH OF NOVEMBER 2019

Dated 12/1/2019  
Cathy Palazzi  
Senior Coordinator

Month of November:

- 1) Drug tests – one driver – okay.
  - 2) Annual Driver Safety classes to be held December 6. Driving test will be completed by end of January.
  - 3) Oil Maintenance to be done on small bus in December.
  - 4) New Driver log sheets redesigned for more efficiency.
  - 5) New Driver Pre-Inspection forms and Incident Log forms recreated in November.
  - 6) Driver Safety Manuals compiled for all drivers.
  - 7) List of Clients Serviced in November :
- Medicals 45
  - Shopping 131  
(includes Food Pantry/Food Share/Friday Lunch)
  - Special Events 58
  - Maintenance 0
  - Incident Log 1
  - Disabled 32
  - Veterans 6
  - Meetings 12  
(includes YAH and Transportation Meetings)
- Total Passengers 285

Dated 12/1/2019  
Cathy Palazzi  
Senior Coordinator

# **Assessor's Report**

## **Addenda 1 for RFP AN2020-21 #1**

### REQUEST FOR PROPOSAL

#### “Revaluation Services for the Assessor’s Office”

The TOWN of ANDOVER is accepting proposals for the Revaluation of all Real Property in the TOWN, effective October 1, 2021. Those interested in providing the Revaluation Services as set forth in the TOWN’s specifications are invited to deliver 4 (four) copies of their Proposals to the Town Clerk’s Office, TOWN of ANDOVER, 17 SCHOOL ROAD, ANDOVER, CT 06232, no later than 5:00 p.m. on Monday, January 27, 2020. Bids shall be submitted in a sealed envelope clearly marked, “001-2021 Revaluation Services”. **Bid opening shall take place at the ANDOVER TOWN Hall, 17 SCHOOL ROAD, ANDOVER, CT, 06232 at 5:00 P.M. on Monday, January 27, 2020.** The RFPs are available in the TOWN Administrator’s Office or online at <http://www.andoverconnecticut.org/TOWN-departments/assessor/>

Any questions concerning this bid may be answered by contacting John Chaponis, TOWN of ANDOVER Assessor, at (860) 742-7305 X5. Email: [assessor@andoverct.org](mailto:assessor@andoverct.org).

The CONTRACTOR must submit a work plan that addresses all tasks that must be performed for the successful completion of the revaluation program. This work plan must adhere to the deadlines that have been established in the RFP. The CONTRACTOR must identify the starting dates of each task and the resources (man-hours) that will be allocated for each work activity. The Work Plan must be submitted with the fee proposal and will be considered one of the selection criteria in awarding the contract.

# **Treasurer's Report**

**SW - Rev Summary**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
	10 Property Taxes								
<b>PROGRAM</b>	101 Current Year Taxes	\$0.00	\$0.00	\$0.00	\$3,447.57	\$9,394.62	\$0.00	(\$9,394.62)	--
<b>PROGRAM</b>	102 COC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	103 Interest on Active	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$16,970.24	(\$18,029.76)	48.49%
<b>PROGRAM</b>	104 Lien on Active Taxes	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$2,812.61	\$1,612.61	234.38%
<b>PROGRAM</b>	105 Principle on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	106 Interest on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	107 Lien on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	108 Prior Year Taxes	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	(\$100,000.00)	0.00%
<b>PROGRAM</b>	109 NSF/DMV/Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	110 Supplemental MV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	900 Reclass of Transfers for Statement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0000 General Revenue	\$136,200.00	\$0.00	\$136,200.00	\$3,447.57	\$9,394.62	\$19,782.85	(\$125,811.77)	7.63%
<b>OBJECT</b>	10 Property Taxes	\$136,200.00	\$0.00	\$136,200.00	\$3,447.57	\$9,394.62	\$19,782.85	(\$125,811.77)	7.63%
	20 Intergovernmental Revenues								
<b>PROGRAM</b>	203 Boat Registrations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	209 PILOT State Property	\$9,631.00	\$0.00	\$9,631.00	\$0.00	\$0.00	\$9,631.00	\$0.00	100.00%
<b>PROGRAM</b>	211 Vetern's Tax Relief	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	213 Property Tax Relief and Circuit Bre	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	221 Manufacturers Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	222 Municipal grants in aid	\$2,620.00	\$0.00	\$2,620.00	\$0.00	\$0.00	\$0.00	(\$2,620.00)	0.00%
<b>PROGRAM</b>	223 Mashantucket-Pequot Grant	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$0.00	(\$6,680.00)	0.00%
<b>PROGRAM</b>	226 State Miscellaneous	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$1,975.00	(\$1,025.00)	65.83%
<b>PROGRAM</b>	227 Municipal Revenue Sharing	\$43,820.00	\$0.00	\$43,820.00	\$0.00	\$0.00	\$43,820.00	\$0.00	100.00%
<b>PROGRAM</b>	238 Disabled Program	\$450.00	\$0.00	\$450.00	\$0.00	\$0.00	\$0.00	(\$450.00)	0.00%
<b>PROGRAM</b>	239 Telephone Access	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	(\$5,000.00)	0.00%
<b>PROGRAM</b>	418 FEMA-1/FY13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--

**SW - Rev Summary**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
<b>PROGRAM</b>	419 FEMA-2/FY13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0000 General Revenue	\$71,201.00	\$0.00	\$71,201.00	\$0.00	\$0.00	\$55,426.00	(\$15,775.00)	77.84%
<b>PROGRAM</b>	231 Historic Documents Preservation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	201 Federal Highway Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	215 Local Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	227 Municipal Revenue Sharing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0300 Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	207 Law Enforcement Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	237 DOT Moving Violations Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0400 Public Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	217 Special Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	219 Education Cost Sharing	\$1,921,253.00	\$0.00	\$1,921,253.00	\$0.00	\$0.00	\$516,249.00	(\$1,405,004.00)	26.87%
<b>PROGRAM</b>	225 Transportation Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0900 Education	\$1,921,253.00	\$0.00	\$1,921,253.00	\$0.00	\$0.00	\$516,249.00	(\$1,405,004.00)	26.87%
<b>OBJECT</b>	20 Intergovernmental Revenues	\$1,992,454.00	\$0.00	\$1,992,454.00	\$0.00	\$0.00	\$571,675.00	(\$1,420,779.00)	28.69%
	30 Investment Income								
<b>PROGRAM</b>	303 Interest	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$5,102.96	\$29,341.69	(\$761.27)	96.95%
<b>FUNCTION</b>	0000 General Revenue	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$5,102.96	\$29,341.69	(\$761.27)	96.95%
<b>OBJECT</b>	30 Investment Income	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$5,102.96	\$29,341.69	(\$761.27)	96.95%
	40 Licenses, Fees and Charges for Good								
<b>PROGRAM</b>	401 Permits	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)	0.00%
<b>PROGRAM</b>	407 Town Clerks fees, licenses, and p	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$29,407.38	(\$15,592.62)	65.35%
<b>PROGRAM</b>	408 Town Clerk PA05228	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	409 Dial-A-Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	417 Selectman's Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0100 General Government	\$45,500.00	\$0.00	\$45,500.00	\$0.00	\$0.00	\$29,407.38	(\$16,092.62)	64.63%



**SW - Rev Summary**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
<b>PROGRAM</b>	413 Transfer Station Receipts	\$36,000.00	\$0.00	\$36,000.00	\$0.00	\$40.00	\$21,340.00	(\$14,700.00)	59.17%
<b>PROGRAM</b>	415 Waste Redemption	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$498.05	(\$1.95)	99.61%
<b>FUNCTION</b>	0700 Sanitation and Waste	\$36,500.00	\$0.00	\$36,500.00	\$0.00	\$40.00	\$21,838.05	(\$14,701.95)	59.72%
<b>PROGRAM</b>	405 Building Department Receipts	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$1,683.77	\$21,913.76	(\$11,770.01)	63.22%
<b>FUNCTION</b>	0800 Planning and Land Use	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$1,683.77	\$21,913.76	(\$11,770.01)	63.22%
<b>OBJECT</b>	40 Licenses, Fees and Charges for G	\$114,000.00	\$0.00	\$114,000.00	\$0.00	\$1,723.77	\$73,159.19	(\$42,564.58)	62.66%
	80 Other Revenues								
<b>PROGRAM</b>	801 Miscellaneous	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$411.24	\$6,063.40	\$2,652.16	188.41%
<b>PROGRAM</b>	803 Rentals	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,163.00	(\$337.00)	77.53%
<b>FUNCTION</b>	0000 General Revenue	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$411.24	\$7,226.40	\$2,315.16	151.45%
<b>OBJECT</b>	80 Other Revenues	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$411.24	\$7,226.40	\$2,315.16	151.45%
<b>FUND</b>	100 General Fund - Town	\$2,272,154.00	\$0.00	\$2,272,154.00	\$3,447.57	\$16,632.59	\$701,185.13	(\$1,587,601.46)	30.13%
<b>Grand Total for Report</b>		\$2,272,154.00	\$0.00	\$2,272,154.00	\$3,447.57	\$16,632.59	\$701,185.13	(\$1,587,601.46)	30.13%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0101-100 First Selectman Salary	\$2,500.00	\$2,500.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	50.00%
1-100-01-0101-105 Selectmen Salary	\$4,800.00	\$4,800.00	\$1,800.00	\$0.00	\$0.00	\$3,000.00	37.50%
1-100-01-0101-115 Board Clerk BOS	\$1,500.00	\$1,500.00	\$817.50	\$0.00	\$0.00	\$682.50	54.50%
1-100-01-0101-330 CONF. SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-381 Moving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-580 Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-810 Dues/ Memberships	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0101-836 Veteran's Day Committee	\$500.00	\$500.00	\$176.63	\$0.00	\$0.00	\$323.37	35.33%
01 General Government	\$9,400.00	\$9,400.00	\$4,044.13	\$0.00	\$0.00	\$5,355.87	43.02%
1-100-01-0102-100 Town Administrator Salary	\$87,550.00	\$87,550.00	\$30,227.18	\$0.00	\$0.00	\$57,322.82	34.53%
1-100-01-0102-120 Adminstrative Assistant	\$13,840.00	\$13,840.00	\$7,152.84	\$0.00	\$0.00	\$6,687.16	51.68%
1-100-01-0102-150 Merit Based Compensation Adj Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0102-330 Conference/Seminars	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0102-535 Mobile Phone	\$650.00	\$650.00	\$332.91	\$0.00	\$0.00	\$317.09	51.22%
1-100-01-0102-580 Mileage	\$1,600.00	\$1,600.00	\$400.00	\$0.00	\$0.00	\$1,200.00	25.00%
1-100-01-0102-810 Dues/Memberships	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
01 General Government	\$104,290.00	\$104,290.00	\$38,112.93	\$0.00	\$0.00	\$66,177.07	36.55%
1-100-01-0103-121 Board Clerk Wages-BOF	\$1,715.00	\$1,715.00	\$247.50	\$0.00	\$0.00	\$1,467.50	14.43%
1-100-01-0103-310 Legal	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-01-0103-610 Office Supplies-BOF	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
01 General Government	\$6,765.00	\$6,765.00	\$247.50	\$0.00	\$0.00	\$6,517.50	3.66%
1-100-01-0105-320 Annual Audit-Auditor	\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
1-100-01-0105-322 Accounting Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0105-325 Actuarial Services	\$3,500.00	\$3,500.00	\$5,075.00	\$0.00	\$0.00	(\$1,575.00)	145.00%
01 General Government	\$35,500.00	\$35,500.00	\$5,075.00	\$0.00	\$0.00	\$30,425.00	14.30%
1-100-01-0107-310 Legal Retainer	\$19,000.00	\$19,000.00	\$2,250.00	\$0.00	\$0.00	\$16,750.00	11.84%
1-100-01-0107-311 P & Z-Legal Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0107-312 Assessor - Legal Counsel	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
01 General Government	\$25,000.00	\$25,000.00	\$2,250.00	\$0.00	\$0.00	\$22,750.00	9.00%
1-100-01-0109-100 Salary-Treasurer	\$61,800.00	\$61,800.00	\$29,711.50	\$0.00	\$0.00	\$32,088.50	48.08%
1-100-01-0109-120 Assistant Treasurer	\$28,388.00	\$28,388.00	\$13,530.00	\$0.00	\$0.00	\$14,858.00	47.66%
1-100-01-0109-155 FY18 Treasurer Office Supplement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-330 Conference/Seminars	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-438 Equip. Maint.-Treasurer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-580 Mileage	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-609 Equipment-Treasurer	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
1-100-01-0109-735 Computer Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$92,388.00	\$92,388.00	\$43,241.50	\$0.00	\$0.00	\$49,146.50	46.80%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0111-100 Salary-Tax Collector	\$43,941.00	\$43,941.00	\$21,122.53	\$0.00	\$0.00	\$22,818.47	48.07%
1-100-01-0111-109 DMV Fees	\$850.00	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00	0.00%
1-100-01-0111-330 Conf. & Seminars-Tax Collector	\$400.00	\$400.00	\$42.00	\$0.00	\$0.00	\$358.00	10.50%
1-100-01-0111-371 Bounced Check Fee-Tax Collector	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0111-438 Equip. Maint.-Tax Collector	\$8,500.00	\$8,500.00	\$7,801.65	\$0.00	\$0.00	\$698.35	91.78%
1-100-01-0111-580 Mileage-Tax Collector	\$150.00	\$150.00	\$76.09	\$0.00	\$0.00	\$73.91	50.73%
1-100-01-0111-610 Office Supplies-Tax Collector	\$680.00	\$680.00	\$195.00	\$0.00	\$0.00	\$485.00	28.68%
1-100-01-0111-810 MEMBERSHIP	\$100.00	\$100.00	\$20.00	\$0.00	\$0.00	\$80.00	20.00%
1-100-01-0111-901 Tax Collector-Equipment	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
01 General Government	\$55,121.00	\$55,121.00	\$29,257.27	\$0.00	\$0.00	\$25,863.73	53.08%
1-100-01-0113-100 Salary-Assessor	\$28,374.00	\$28,374.00	\$13,641.49	\$0.00	\$0.00	\$14,732.51	48.08%
1-100-01-0113-120 Salary-Assst. Assessor	\$34,765.00	\$34,765.00	\$16,711.04	\$0.00	\$0.00	\$18,053.96	48.07%
1-100-01-0113-335 Training/Assessor	\$610.00	\$610.00	\$0.00	\$0.00	\$0.00	\$610.00	0.00%
1-100-01-0113-438 Software-Assessor	\$16,162.00	\$16,162.00	\$13,962.00	\$0.00	\$0.00	\$2,200.00	86.39%
1-100-01-0113-580 Mileage-Assessor	\$500.00	\$500.00	\$55.92	\$0.00	\$0.00	\$444.08	11.18%
1-100-01-0113-610 Office Supplies-Assessor	\$400.00	\$400.00	\$192.50	\$0.00	\$0.00	\$207.50	48.13%
1-100-01-0113-612 Books / Subs.-Assessor	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	0.00%
01 General Government	\$81,261.00	\$81,261.00	\$44,562.95	\$0.00	\$0.00	\$36,698.05	54.84%
1-100-01-0115-100 Salaries-BAA	\$656.00	\$656.00	\$164.00	\$0.00	\$0.00	\$492.00	25.00%
1-100-01-0115-120 BAA-Clerk	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0115-335 BAA-Training	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
01 General Government	\$906.00	\$906.00	\$164.00	\$0.00	\$0.00	\$742.00	18.10%
1-100-01-0117-100 Salary-Town Clerk	\$46,731.00	\$46,731.00	\$22,467.00	\$0.00	\$0.00	\$24,264.00	48.08%
1-100-01-0117-120 Asst. Salary-Town Clerk	\$21,940.00	\$21,940.00	\$9,516.55	\$0.00	\$0.00	\$12,423.45	43.38%
1-100-01-0117-330 Conf. / Seminars-Town Clerk	\$1,000.00	\$1,000.00	\$430.00	\$0.00	\$0.00	\$570.00	43.00%
1-100-01-0117-335 Training-Town clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0117-438 Equip. Maint.-Town Clerk	\$540.00	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00	0.00%
1-100-01-0117-580 Mileage-Town Clerk	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0117-610 Office Supplies-Town Clerk	\$1,400.00	\$1,400.00	\$35.07	\$0.00	\$0.00	\$1,364.93	2.51%
1-100-01-0117-612 Land Records-Town Clerk	\$10,100.00	\$10,100.00	\$2,586.60	\$0.00	\$0.00	\$7,513.40	25.61%
1-100-01-0117-616 Maps Fiming & Indexing-Town Clerk	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0117-810 Dues / Memberships-Town Clerk	\$500.00	\$500.00	\$40.00	\$0.00	\$0.00	\$460.00	8.00%
1-100-01-0117-865 Vital Statistics-Town Clerk	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0117-885 Restoration-Town Clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
01 General Government	\$85,611.00	\$85,611.00	\$35,075.22	\$0.00	\$0.00	\$50,535.78	40.97%
1-100-01-0119-800 Misc. Expenses-Probate Court	\$3,054.00	\$3,054.00	\$3,054.00	\$0.00	\$0.00	\$0.00	100.00%
01 General Government	\$3,054.00	\$3,054.00	\$3,054.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0121-100 Salaries-Elections	\$14,095.00	\$14,095.00	\$991.44	\$0.00	\$0.00	\$13,103.56	7.03%
1-100-01-0121-335 Training - Elections	\$550.00	\$550.00	\$131.84	\$0.00	\$0.00	\$418.16	23.97%

**TOWN BUDGET SUMMARY**

**Andover Town & School 2019-2020**

01/08/2020

Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0121-438 Equip. Maint.-Elections	\$3,000.00	\$3,000.00	\$600.00	\$0.00	\$0.00	\$2,400.00	20.00%
1-100-01-0121-610 Supplies-Elections	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
1-100-01-0121-800 MISC/CANV	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0.00%
1-100-01-0121-830 Meals-Elections	\$550.00	\$550.00	\$48.28	\$0.00	\$0.00	\$501.72	8.78%
01 General Government	\$25,315.00	\$25,315.00	\$1,771.56	\$0.00	\$0.00	\$23,543.44	7.00%
1-100-01-0123-432 Building Maint.- Old Town Hall	\$3,200.00	\$3,200.00	\$472.26	\$0.00	\$0.00	\$2,727.74	14.76%
1-100-01-0123-490 Alarm System-Old Town Hall	\$800.00	\$800.00	\$537.10	\$0.00	\$0.00	\$262.90	67.14%
1-100-01-0123-530 Telephone-Old Town Hall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0123-601 Electricity-Old Town Hall	\$570.00	\$570.00	\$240.08	\$0.00	\$0.00	\$329.92	42.12%
1-100-01-0123-603 Fuel Oil-Old Town Hall	\$400.00	\$400.00	\$589.72	\$0.00	\$0.00	(\$189.72)	147.43%
01 General Government	\$4,970.00	\$4,970.00	\$1,839.16	\$0.00	\$0.00	\$3,130.84	37.01%
1-100-01-0125-100 Salary-Registrars	\$7,712.00	\$7,712.00	\$4,461.88	\$0.00	\$0.00	\$3,250.12	57.86%
1-100-01-0125-120 Asst. Salary-Registrars	\$800.00	\$800.00	\$400.00	\$0.00	\$0.00	\$400.00	50.00%
1-100-01-0125-330 CONF & SEMINARS	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
1-100-01-0125-335 Registrar-Training	\$3,500.00	\$3,500.00	\$120.00	\$0.00	\$0.00	\$3,380.00	3.43%
1-100-01-0125-580 Mileage-Registrars	\$500.00	\$500.00	\$59.16	\$0.00	\$0.00	\$440.84	11.83%
1-100-01-0125-610 Office Supplies-Registrars	\$600.00	\$600.00	\$11.50	\$0.00	\$0.00	\$588.50	1.92%
1-100-01-0125-810 Dues / Memberships-Registrars	\$200.00	\$200.00	\$170.00	\$0.00	\$0.00	\$30.00	85.00%
01 General Government	\$14,512.00	\$14,512.00	\$5,222.54	\$0.00	\$0.00	\$9,289.46	35.99%
1-100-01-0127-540 Legal Ads-Advertising	\$5,500.00	\$5,500.00	\$1,818.89	\$0.00	\$0.00	\$3,681.11	33.07%
01 General Government	\$5,500.00	\$5,500.00	\$1,818.89	\$0.00	\$0.00	\$3,681.11	33.07%
1-100-01-0129-315 Payroll Service-Town Office	\$7,185.00	\$7,185.00	\$2,075.27	\$0.00	\$0.00	\$5,109.73	28.88%
1-100-01-0129-330 CONFERENCES & SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0129-350 Water Testing	\$500.00	\$500.00	\$220.00	\$0.00	\$0.00	\$280.00	44.00%
1-100-01-0129-365 Elevator-Service Contract	\$2,400.00	\$2,400.00	\$2,203.20	\$0.00	\$0.00	\$196.80	91.80%
1-100-01-0129-401 Elevator Permit	\$240.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00	0.00%
1-100-01-0129-430 ProComm.Maint. Agr.-Town Office Building	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0129-432 Building Maint.-Town Office Building	\$3,500.00	\$3,500.00	\$109.20	\$0.00	\$0.00	\$3,390.80	3.12%
1-100-01-0129-434 Furnace Maint.-Town Office Building	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0129-439 Software Maint.-Town Office Building	\$4,000.00	\$4,000.00	\$2,669.51	\$0.00	\$0.00	\$1,330.49	66.74%
1-100-01-0129-442 Computer Tech Support	\$8,000.00	\$8,000.00	\$2,812.50	\$0.00	\$0.00	\$5,187.50	35.16%
1-100-01-0129-444 Copier Rental-Town Office	\$2,600.00	\$2,600.00	\$1,194.91	\$0.00	\$0.00	\$1,405.09	45.96%
1-100-01-0129-490 Alarm System-Town Office	\$300.00	\$300.00	\$250.00	\$0.00	\$0.00	\$50.00	83.33%
1-100-01-0129-493 TN 911	\$10,069.00	\$10,069.00	\$10,068.80	\$0.00	\$0.00	\$0.20	99.99%
1-100-01-0129-530 Telephone-Town Office Building	\$10,600.00	\$10,600.00	\$6,150.98	\$0.00	\$0.00	\$4,449.02	58.03%
1-100-01-0129-531 Postage-Town Office	\$7,500.00	\$7,500.00	\$2,448.43	\$0.00	\$0.00	\$5,051.57	32.65%
1-100-01-0129-533 Postage Meter Rental-Town Office	\$600.00	\$600.00	\$300.00	\$0.00	\$0.00	\$300.00	50.00%
1-100-01-0129-537 Internet Cable-Office Building	\$1,650.00	\$1,650.00	\$671.10	\$0.00	\$0.00	\$978.90	40.67%
1-100-01-0129-550 Printing-Town Office Building	\$1,400.00	\$1,400.00	\$604.78	\$0.00	\$0.00	\$795.22	43.20%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0129-601 Electricity-Town Office Building	\$7,700.00	\$7,700.00	\$3,763.19	\$0.00	\$0.00	\$3,936.81	48.87%
1-100-01-0129-603 Fuel Oil-Town Office Building	\$5,000.00	\$5,000.00	\$2,144.17	\$0.00	\$0.00	\$2,855.83	42.88%
1-100-01-0129-609 Equipment-Town Office Building	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
1-100-01-0129-610 Office Supplies-Town Office Building	\$2,000.00	\$2,000.00	\$1,777.96	\$0.00	\$0.00	\$222.04	88.90%
1-100-01-0129-611 Office Furniture	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0129-652 Janitorial Supplies-Town Office Building	\$1,000.00	\$1,000.00	\$214.46	\$0.00	\$0.00	\$785.54	21.45%
1-100-01-0129-735 Computer Repl. & Service Town Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$79,844.00	\$79,844.00	\$39,678.46	\$0.00	\$0.00	\$40,165.54	49.69%
1-100-01-0131-100 Adm. Asst. Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-140 Wages-Administrative Asst I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-141 Wages-Administrative Asst II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-142 Wages-Administrative Asst III	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-360 Web Site	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0133-815 Dog Damage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0135-100 Salary-Civil Preparedness	\$515.00	\$515.00	\$257.50	\$0.00	\$0.00	\$257.50	50.00%
1-100-01-0135-335 Civil Preparedness Training	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
1-100-01-0135-435 Vehicle Maintenance	\$1,000.00	\$1,000.00	\$157.26	\$0.00	\$0.00	\$842.74	15.73%
1-100-01-0135-535 Mobil Phone-Civil Prep	\$750.00	\$750.00	\$296.02	\$0.00	\$0.00	\$453.98	39.47%
01 General Government	\$2,615.00	\$2,615.00	\$710.78	\$0.00	\$0.00	\$1,904.22	27.18%
1-100-01-0137-500 Insurance	\$109,252.00	\$109,252.00	\$86,734.00	\$0.00	\$0.00	\$22,518.00	79.39%
01 General Government	\$109,252.00	\$109,252.00	\$86,734.00	\$0.00	\$0.00	\$22,518.00	79.39%
1-100-01-0141-205 Social Security-Employee Benefits	\$46,500.00	\$46,500.00	\$21,885.37	\$0.00	\$0.00	\$24,614.63	47.07%
1-100-01-0141-207 Medicare-Employee Benefits	\$10,800.00	\$10,800.00	\$5,118.29	\$0.00	\$0.00	\$5,681.71	47.39%
1-100-01-0141-210 Unempl. Comp.-Employee Benefits	\$7,500.00	\$7,500.00	\$2,291.76	\$0.00	\$0.00	\$5,208.24	30.56%
1-100-01-0141-215 Health Insurance-Employee Benefits	\$205,000.00	\$205,000.00	\$98,247.71	\$0.00	\$0.00	\$106,752.29	47.93%
1-100-01-0141-220 Dental-Employee Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0141-221 Longevity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0141-223 Disability-Employee Benefits	\$2,100.00	\$2,100.00	\$896.50	\$0.00	\$0.00	\$1,203.50	42.69%
1-100-01-0141-225 Life Ins.-Employee Benefits	\$1,200.00	\$1,200.00	\$892.53	\$0.00	\$0.00	\$307.47	74.38%
1-100-01-0141-230 Retirement-Employee Benefits	\$80,000.00	\$80,000.00	\$36,723.93	\$0.00	\$0.00	\$43,276.07	45.90%
1-100-01-0141-280 Physicals-Employee Benefits	\$2,500.00	\$2,500.00	\$561.00	\$0.00	\$0.00	\$1,939.00	22.44%
1-100-01-0141-290 Amort. Merf-Employee Benefits	\$131.00	\$131.00	\$131.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0141-295 Adm. Fee Merf.-Employee Benefits	\$2,990.00	\$2,990.00	\$2,990.00	\$0.00	\$0.00	\$0.00	100.00%
01 General Government	\$358,721.00	\$358,721.00	\$169,738.09	\$0.00	\$0.00	\$188,982.91	47.32%
1-100-01-0143-100 Salaries-Drivers/Dispatch	\$15,107.00	\$15,107.00	\$8,809.64	\$0.00	\$0.00	\$6,297.36	58.31%
1-100-01-0143-380 Comm. Drivers Test-Dial a Ride	\$1,000.00	\$1,000.00	\$300.00	\$0.00	\$0.00	\$700.00	30.00%

**TOWN BUDGET SUMMARY**

**Andover Town & School 2019-2020**

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Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0143-435 Vehicle Maint.-Dial a Ride	\$3,000.00	\$3,000.00	\$2,827.47	\$0.00	\$0.00	\$172.53	94.25%
1-100-01-0143-580 Dial-A-Ride Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-603 Fuel-Dial a Ride	\$2,000.00	\$2,000.00	\$1,020.22	\$0.00	\$0.00	\$979.78	51.01%
1-100-01-0143-630 Oil-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-810 Due / Memberships-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$21,107.00	\$21,107.00	\$12,957.33	\$0.00	\$0.00	\$8,149.67	61.39%
1-100-01-0145-100 Municipal Agent-Salary	\$2,265.00	\$2,265.00	\$454.36	\$0.00	\$0.00	\$1,810.64	20.06%
1-100-01-0145-330 Municipal Agent-Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-531 Postage-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-537 Internet Cable-Seniors Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-580 Municipal Agent-Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-610 Municipal Agent-Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-800 McSweeney Center-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-820 Senior Lunch-Senior Citizens	\$1,080.00	\$1,080.00	\$1,080.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0145-840 Municipal Agents-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-870 Programs-Senior Citizens	\$2,000.00	\$2,000.00	\$1,375.00	\$0.00	\$0.00	\$625.00	68.75%
1-100-01-0145-875 Trips-Senior Citizens	\$4,000.00	\$4,000.00	\$709.00	\$0.00	\$0.00	\$3,291.00	17.73%
1-100-01-0145-901 Equipment-Municipal Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$9,345.00	\$9,345.00	\$3,618.36	\$0.00	\$0.00	\$5,726.64	38.72%
1-100-01-0147-365 Cleaning Service	\$10,000.00	\$10,000.00	\$3,755.00	\$0.00	\$0.00	\$6,245.00	37.55%
01 General Government	\$10,000.00	\$10,000.00	\$3,755.00	\$0.00	\$0.00	\$6,245.00	37.55%
1-100-01-0149-432 Building Maint.-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-434 Furnace Maint.-Old Fire House	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0149-490 Alarm Maint.-Old Fire House	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-01-0149-530 Telephone-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-601 Electricity-Old Fire House	\$2,200.00	\$2,200.00	\$485.54	\$0.00	\$0.00	\$1,714.46	22.07%
1-100-01-0149-603 Fuel Oil-Old Fire House	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0149-605 Propane-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$3,250.00	\$3,250.00	\$485.54	\$0.00	\$0.00	\$2,764.46	14.94%
1-100-01-0151-100 Dog Warden Salary-Dog Fund	\$3,500.00	\$3,500.00	\$1,683.63	\$0.00	\$0.00	\$1,816.37	48.10%
1-100-01-0151-434 Furnace Maintenance - Dog Pound	\$165.00	\$165.00	\$0.00	\$0.00	\$0.00	\$165.00	0.00%
1-100-01-0151-580 Dog Warden-Mileage	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
1-100-01-0151-610 Dog Warden - Supplies	\$750.00	\$750.00	\$304.40	\$0.00	\$0.00	\$445.60	40.59%
01 General Government	\$4,815.00	\$4,815.00	\$1,988.03	\$0.00	\$0.00	\$2,826.97	41.29%
1-100-01-0153-800 Historical Society	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
01 General Government	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-01-0155-800 TOWN ETHICS COMMISSION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**TOWN BUDGET SUMMARY**

**Andover Town & School 2019-2020**

01/08/2020

Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-02-0201-841 Health Director	\$17,600.00	\$17,600.00	\$8,802.08	\$0.00	\$0.00	\$8,797.92	50.01%
1-100-02-0201-999 EASTERN HIGHLANDS HEALTH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 Conservation	\$17,600.00	\$17,600.00	\$8,802.08	\$0.00	\$0.00	\$8,797.92	50.01%
1-100-02-0203-842 Visiting Nurse Assoc.	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
02 Conservation	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-02-0205-843 N.C. Mental Health	\$231.00	\$231.00	\$231.00	\$0.00	\$0.00	\$0.00	100.00%
02 Conservation	\$231.00	\$231.00	\$231.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-02-0207-844 AHM Youth Services	\$41,503.00	\$41,503.00	\$20,729.60	\$0.00	\$0.00	\$20,773.40	49.95%
02 Conservation	\$41,503.00	\$41,503.00	\$20,729.60	\$0.00	\$0.00	\$20,773.40	49.95%
1-100-03-0301-100 Salary-Public Works	\$168,833.00	\$168,833.00	\$80,550.03	\$0.00	\$0.00	\$88,282.97	47.71%
1-100-03-0301-111 Temp/PW	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-03-0301-112 Overtime/PW	\$2,500.00	\$2,500.00	\$375.85	\$0.00	\$0.00	\$2,124.15	15.03%
1-100-03-0301-390 Tree Removal-Public Works Department	\$10,000.00	\$10,000.00	\$5,510.00	\$0.00	\$0.00	\$4,490.00	55.10%
1-100-03-0301-391 Fire Ext. Ck.-Public Works	\$600.00	\$600.00	\$335.85	\$0.00	\$0.00	\$264.15	55.98%
1-100-03-0301-392 Welding Supply-Public Works	\$850.00	\$850.00	\$304.12	\$0.00	\$0.00	\$545.88	35.78%
1-100-03-0301-431 Tires Maint.-Public Works	\$600.00	\$600.00	\$128.00	\$0.00	\$0.00	\$472.00	21.33%
1-100-03-0301-435 Vehicle Maint.Public Works	\$12,000.00	\$12,000.00	\$16,088.13	\$0.00	\$0.00	(\$4,088.13)	134.07%
1-100-03-0301-437 Sweeper Exp.-Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-448 Misc. Labor/Rental-Town Garage	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-03-0301-535 Mobile Phone-Public Works	\$400.00	\$400.00	\$380.68	\$0.00	\$0.00	\$19.32	95.17%
1-100-03-0301-602 Diesel-Public Works	\$20,000.00	\$20,000.00	\$12,360.17	\$0.00	\$0.00	\$7,639.83	61.80%
1-100-03-0301-603 Fuel-Public Works	\$4,000.00	\$4,000.00	\$2,579.53	\$0.00	\$0.00	\$1,420.47	64.49%
1-100-03-0301-620 Brooms-Public Works	\$950.00	\$950.00	\$0.00	\$0.00	\$0.00	\$950.00	0.00%
1-100-03-0301-622 Tires-Public Works	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
1-100-03-0301-630 Lub Oils Engine-Public Works Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-03-0301-632 Trans. Oil-Public Works Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-633 Filters/antifreeze-Public Works Department	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
1-100-03-0301-634 Grease-Public Works Department	\$130.00	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00	0.00%
1-100-03-0301-635 J.D. Oil-Public Works Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-636 Hyd. Oil-Public Works Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-03-0301-637 Fuel Add.-Public Works Department	\$750.00	\$750.00	\$515.74	\$0.00	\$0.00	\$234.26	68.77%
1-100-03-0301-638 Shop Supplies-Public Works	\$2,600.00	\$2,600.00	\$1,175.92	\$0.00	\$0.00	\$1,424.08	45.23%
1-100-03-0301-640 Sweeper Supplies-Public Works	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-03-0301-654 Uniforms & Shoes-Town Garage	\$2,700.00	\$2,700.00	\$1,092.84	\$0.00	\$0.00	\$1,607.16	40.48%
1-100-03-0301-730 Radios-Public Works	\$1,000.00	\$1,000.00	\$55.00	\$0.00	\$0.00	\$945.00	5.50%
1-100-03-0301-732 Signs-Public works	\$2,150.00	\$2,150.00	\$399.00	\$0.00	\$0.00	\$1,751.00	18.56%
1-100-03-0301-734 Tools-Public Works	\$2,700.00	\$2,700.00	\$2,019.95	\$0.00	\$0.00	\$680.05	74.81%
1-100-03-0301-810 Dues/ Memberships-Public Works	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
03 Public Works	\$242,563.00	\$242,563.00	\$123,870.81	\$0.00	\$0.00	\$118,692.19	51.07%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-03-0303-130 Overtime Wages-Snow Removal	\$20,000.00	\$20,000.00	\$6,281.77	\$0.00	\$0.00	\$13,718.23	31.41%
1-100-03-0303-365 Contracted Snow Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0303-436 Ice Maint. Bldg.--Snow Removal	\$400.00	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-03-0303-624 Paint-Snow Removal	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-03-0303-642 Plow Blades-Snow Removal	\$2,400.00	\$2,400.00	\$2,632.78	\$0.00	\$0.00	(\$232.78)	109.70%
1-100-03-0303-643 Sanding Equip-Snow Removal	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-03-0303-644 Sand-Snow Removal	\$24,000.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	0.00%
1-100-03-0303-646 Salt-Snow Removal	\$40,000.00	\$40,000.00	\$28,727.51	\$0.00	\$0.00	\$11,272.49	71.82%
1-100-03-0303-830 Meals-Snow Removal	\$650.00	\$650.00	\$243.00	\$0.00	\$0.00	\$407.00	37.38%
03 Public Works	\$88,550.00	\$88,550.00	\$38,285.06	\$0.00	\$0.00	\$50,264.94	43.24%
1-100-03-0305-410 Street Lighting	\$7,500.00	\$7,500.00	\$2,857.83	\$0.00	\$0.00	\$4,642.17	38.10%
03 Public Works	\$7,500.00	\$7,500.00	\$2,857.83	\$0.00	\$0.00	\$4,642.17	38.10%
1-100-03-0307-451 Road Maintenance-Town Aid Roads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0307-716 Times Farms Rd Bridge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0307-999 Town Aid Roads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03 Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0309-215 Medical / Drug-Town Garage	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-03-0309-330 Conf/Seminars-Town Garage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0309-432 Building Maint.-Town Garage	\$4,000.00	\$4,000.00	\$855.00	\$0.00	\$0.00	\$3,145.00	21.38%
1-100-03-0309-434 Furnance Maint.-Town Garage	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-03-0309-490 Alarm Systems-Town Garage	\$300.00	\$300.00	\$250.00	\$0.00	\$0.00	\$50.00	83.33%
1-100-03-0309-530 Telephone-Town Garage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0309-537 Internet Cable-Town Garage	\$1,200.00	\$1,200.00	\$579.25	\$0.00	\$0.00	\$620.75	48.27%
1-100-03-0309-601 Electricity-Town Garage	\$3,600.00	\$3,600.00	\$1,212.80	\$0.00	\$0.00	\$2,387.20	33.69%
1-100-03-0309-603 Fuel Oil-Town Garage	\$5,100.00	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00	0.00%
1-100-03-0309-610 Office Supplies-Town Garage	\$100.00	\$100.00	\$86.91	\$0.00	\$0.00	\$13.09	86.91%
1-100-03-0309-618 Computer Supplies-Town Garage	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
03 Public Works	\$15,750.00	\$15,750.00	\$2,983.96	\$0.00	\$0.00	\$12,766.04	18.95%
1-100-03-0311-370 Consulting Fees-Engineer	\$6,000.00	\$6,000.00	\$977.50	\$0.00	\$0.00	\$5,022.50	16.29%
03 Public Works	\$6,000.00	\$6,000.00	\$977.50	\$0.00	\$0.00	\$5,022.50	16.29%
1-100-03-0313-420 Mowing-Ground Care	\$14,000.00	\$14,000.00	\$10,111.14	\$0.00	\$0.00	\$3,888.86	72.22%
1-100-03-0313-422 Beautifications-Ground Care	\$1,500.00	\$1,500.00	\$434.44	\$0.00	\$0.00	\$1,065.56	28.96%
1-100-03-0313-424 Old Cemetary - Maintenance	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
03 Public Works	\$17,000.00	\$17,000.00	\$10,545.58	\$0.00	\$0.00	\$6,454.42	62.03%
1-100-04-0401-121 Board Clerk Wages	\$0.00	\$0.00	\$137.20	\$0.00	\$0.00	(\$137.20)	0.00%
1-100-04-0401-438 Equip. Maint.-Fire Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0401-800 Fire Department	\$136,650.00	\$136,650.00	\$102,487.50	\$0.00	\$0.00	\$34,162.50	75.00%
04 Public Safety	\$136,650.00	\$136,650.00	\$102,624.70	\$0.00	\$0.00	\$34,025.30	75.10%



**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-04-0403-130 Overtime-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-375 Contract St. Fee-Law Enforcement	\$175,356.00	\$175,356.00	\$0.00	\$0.00	\$0.00	\$175,356.00	0.00%
1-100-04-0403-535 Mobile Phone / Pager-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-610 Office Supplies-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-810 Dues/Fees-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-901 Office Equipment-Law Enforcement	\$200.00	\$200.00	\$70.00	\$0.00	\$0.00	\$130.00	35.00%
<b>04 Public Safety</b>	<b>\$175,556.00</b>	<b>\$175,556.00</b>	<b>\$70.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$175,486.00</b>	<b>0.04%</b>
1-100-04-0405-100 Salary - Fire Marshall	\$7,500.00	\$7,500.00	\$3,605.75	\$0.00	\$0.00	\$3,894.25	48.08%
1-100-04-0405-110 Deputy Salary	\$1,200.00	\$1,200.00	\$600.00	\$0.00	\$0.00	\$600.00	50.00%
1-100-04-0405-335 Training-Fire Marshall	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-04-0405-535 Pager / PHONE-Fire Marshall	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0.00%
1-100-04-0405-610 Office Supplies-Fire Marshall	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
1-100-04-0405-612 Subscriptions/Fire Marshall	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-04-0405-810 Dues / Memberships-Fire Marshall	\$125.00	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00	0.00%
1-100-04-0405-901 Equipment-Fire Marshall	\$500.00	\$500.00	\$247.37	\$0.00	\$0.00	\$252.63	49.47%
<b>04 Public Safety</b>	<b>\$10,395.00</b>	<b>\$10,395.00</b>	<b>\$4,453.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,941.88</b>	<b>42.84%</b>
1-100-05-0501-100 Social Worker Sal.-Welfare	\$800.00	\$800.00	\$233.84	\$0.00	\$0.00	\$566.16	29.23%
1-100-05-0501-530 Social Services Phone	\$350.00	\$350.00	\$134.21	\$0.00	\$0.00	\$215.79	38.35%
1-100-05-0501-580 Social Services-Mileage	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
1-100-05-0501-830 Food & Clothing	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-05-0501-845 Social Services-ACCESS	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
<b>05 Public Welfare</b>	<b>\$1,600.00</b>	<b>\$1,600.00</b>	<b>\$368.05</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,231.95</b>	<b>23.00%</b>
1-100-06-0601-800 Misc. Exp-Memorial Day	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
1-100-06-0601-835 Memorial Day Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>06 Recreation</b>	<b>\$800.00</b>	<b>\$800.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$800.00</b>	<b>0.00%</b>
1-100-06-0603-436 Outside Maintenance-Recreation Comm	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-06-0603-493 Outside Facility-Recreation Comm	\$2,630.00	\$2,630.00	\$930.00	\$0.00	\$0.00	\$1,700.00	35.36%
1-100-06-0603-601 Electricity - Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-06-0603-870 Programs-Recreation Comm	\$5,835.00	\$5,835.00	\$2,590.79	\$0.00	\$0.00	\$3,244.21	44.40%
<b>06 Recreation</b>	<b>\$8,465.00</b>	<b>\$8,465.00</b>	<b>\$3,520.79</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,944.21</b>	<b>41.59%</b>
1-100-07-0701-100 Wages-Transfer Station	\$20,000.00	\$20,000.00	\$9,764.41	\$0.00	\$0.00	\$10,235.59	48.82%
1-100-07-0701-350 Water Testing-Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-438 Maintenance-Transfer Station	\$4,800.00	\$4,800.00	\$111.28	\$0.00	\$0.00	\$4,688.72	2.32%
1-100-07-0701-442 Brush Pile Removal	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0.00%
1-100-07-0701-480 Hauling Fees-Transfer Station	\$40,000.00	\$40,000.00	\$15,673.94	\$0.00	\$0.00	\$24,326.06	39.18%
1-100-07-0701-481 Bulky Waste-Transfer Station	\$25,000.00	\$25,000.00	\$13,868.25	\$0.00	\$0.00	\$11,131.75	55.47%
1-100-07-0701-493 Outdoor Facility-Transfer Station	\$900.00	\$900.00	\$450.00	\$0.00	\$0.00	\$450.00	50.00%
1-100-07-0701-530 Telephone-Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-580 Transfer Station-Mileage	\$0.00	\$0.00	\$52.78	\$0.00	\$0.00	(\$52.78)	0.00%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-07-0701-601 Electricity-Transfer Station	\$2,700.00	\$2,700.00	\$785.02	\$0.00	\$0.00	\$1,914.98	29.07%
1-100-07-0701-800 Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-803 Compactor Lease Transfer Station	\$3,000.00	\$3,000.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	50.00%
1-100-07-0701-810 Dues / Membership-Transfer Station	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-07-0701-998 Tipping Fees-Transfer Station	\$55,000.00	\$55,000.00	\$18,340.85	\$0.00	\$0.00	\$36,659.15	33.35%
07 Sanitation and Waste	\$159,100.00	\$159,100.00	\$60,546.53	\$0.00	\$0.00	\$98,553.47	38.06%
1-100-07-0703-482 Hazardous Waste-Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-484 Antifreeze Pickup-Recycling	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-07-0703-485 Used Oil Pickup-Recycling	\$500.00	\$500.00	\$104.50	\$0.00	\$0.00	\$395.50	20.90%
1-100-07-0703-486 Freon Removal-Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-488 Tire Pickup-Recycling	\$550.00	\$550.00	\$916.50	\$0.00	\$0.00	(\$366.50)	166.64%
1-100-07-0703-631 Oil Filters-Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-807 Transfer Station-Permits	\$800.00	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-07-0703-810 Dues / Memb -Recycling	\$500.00	\$500.00	\$151.72	\$0.00	\$0.00	\$348.28	30.34%
07 Sanitation and Waste	\$2,550.00	\$2,550.00	\$1,972.72	\$0.00	\$0.00	\$577.28	77.36%
1-100-08-0801-800 Economic Development Comm.	\$500.00	\$500.00	\$430.00	\$0.00	\$0.00	\$70.00	86.00%
1-100-08-0801-999 Economic Development Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$500.00	\$500.00	\$430.00	\$0.00	\$0.00	\$70.00	86.00%
1-100-08-0803-100 Wages-Planning & Zoning	\$1,350.00	\$1,350.00	\$315.00	\$0.00	\$0.00	\$1,035.00	23.33%
1-100-08-0803-115 Board Clerk - PZC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0803-310 Legal/Professional P&Z	\$5,000.00	\$5,000.00	\$625.00	\$0.00	\$0.00	\$4,375.00	12.50%
1-100-08-0803-320 Contract Planner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0803-335 Training-Planning & Zoning	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
1-100-08-0803-340 Planning & Zoning - Mapping	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0803-610 Office Supplies-Planning & Zoning	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0803-810 Dues / Memberships-Planning & Zoning	\$110.00	\$110.00	\$0.00	\$0.00	\$0.00	\$110.00	0.00%
08 Planning and Land Use	\$7,010.00	\$7,010.00	\$940.00	\$0.00	\$0.00	\$6,070.00	13.41%
1-100-08-0805-100 Wages-Zoning Board of Appeals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0805-115 Board Clerk - ZBA	\$500.00	\$500.00	\$180.00	\$0.00	\$0.00	\$320.00	36.00%
1-100-08-0805-610 Supplies	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
08 Planning and Land Use	\$600.00	\$600.00	\$180.00	\$0.00	\$0.00	\$420.00	30.00%
1-100-08-0807-100 Wages - Building Department	\$8,360.00	\$8,360.00	\$4,011.60	\$0.00	\$0.00	\$4,348.40	47.99%
1-100-08-0807-120 Clerk's Wages-Building Department	\$34,230.00	\$34,230.00	\$15,840.89	\$0.00	\$0.00	\$18,389.11	46.28%
1-100-08-0807-285 Substitute Coverage	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-08-0807-330 Conf. / Seminars-Building Department	\$75.00	\$75.00	\$85.00	\$0.00	\$0.00	(\$10.00)	113.33%
1-100-08-0807-438 Equipment maint.-Building Dept.	\$900.00	\$900.00	\$434.00	\$0.00	\$0.00	\$466.00	48.22%
1-100-08-0807-455 LAND USE FEES/STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0807-580 Mileage-Building Department	\$500.00	\$500.00	\$250.00	\$0.00	\$0.00	\$250.00	50.00%
1-100-08-0807-610 Office Supplies-Building Department	\$500.00	\$500.00	\$204.71	\$0.00	\$0.00	\$295.29	40.94%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-08-0807-612 Bks. & Manuals-Building Department	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-08-0807-810 Dues / Membership-Building Department	\$155.00	\$155.00	\$0.00	\$0.00	\$0.00	\$155.00	0.00%
1-100-08-0807-901 Building Dept.-Equipment	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
08 Planning and Land Use	\$46,270.00	\$46,270.00	\$20,826.20	\$0.00	\$0.00	\$25,443.80	45.01%
1-100-08-0809-100 Wages-Inland/Wetlands	\$4,600.00	\$4,600.00	\$3,273.99	\$0.00	\$0.00	\$1,326.01	71.17%
1-100-08-0809-115 Board Clerk - IWC	\$1,000.00	\$1,000.00	\$525.00	\$0.00	\$0.00	\$475.00	52.50%
1-100-08-0809-335 Training-Inland/Wetlands	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	(\$130.00)	0.00%
1-100-08-0809-350 Water Testing-Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-365 Purchased Services-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-580 Mileage-Wetlands	\$300.00	\$300.00	\$27.25	\$0.00	\$0.00	\$272.75	9.08%
1-100-08-0809-610 Office Supplies-Inland/Wetland	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
1-100-08-0809-614 Maps-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-800 Inland Wetland Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-810 Dues / Memberships-Inland/Wetlands	\$0.00	\$0.00	\$65.00	\$0.00	\$0.00	(\$65.00)	0.00%
08 Planning and Land Use	\$5,950.00	\$5,950.00	\$4,021.24	\$0.00	\$0.00	\$1,928.76	67.58%
1-100-08-0815-330 Conservation-membership	\$0.00	\$0.00	\$65.00	\$0.00	\$0.00	(\$65.00)	0.00%
1-100-08-0815-335 Conservation-training	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-08-0815-609 Conservation-equipment	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0815-800 Conservation Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-810 Conservation-conferences	\$300.00	\$300.00	\$65.00	\$0.00	\$0.00	\$235.00	21.67%
1-100-08-0815-811 Conservation - POCD Implementation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-813 Conservation - Trail Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$600.00	\$600.00	\$130.00	\$0.00	\$0.00	\$470.00	21.67%
1-100-08-0817-100 Salary-Zoning Agent	\$10,600.00	\$10,600.00	\$3,414.61	\$0.00	\$0.00	\$7,185.39	32.21%
1-100-08-0817-580 Mileage-Zoning Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0817-610 Office Supplies-Zoning Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$10,600.00	\$10,600.00	\$3,414.61	\$0.00	\$0.00	\$7,185.39	32.21%
1-100-08-0819-810 Capital Region Council of Govt.	\$7,861.00	\$7,861.00	\$7,861.00	\$0.00	\$0.00	\$0.00	100.00%
08 Planning and Land Use	\$7,861.00	\$7,861.00	\$7,861.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-09-0901-527 Education-RHAM/AES Retirement Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-09-0901-590 RHAM Payment	\$4,890,623.00	\$4,890,623.00	\$2,343,034.00	\$0.00	\$0.00	\$2,547,589.00	47.91%
1-100-09-0901-595 Board of Education Expenses	\$4,065,000.00	\$4,065,000.00	\$1,236,406.49	\$0.00	\$0.00	\$2,828,593.51	30.42%
09 Education	\$8,955,623.00	\$8,955,623.00	\$3,579,440.49	\$0.00	\$0.00	\$5,376,182.51	39.97%
1-100-10-1001-100 Library Payroll	\$71,800.00	\$71,800.00	\$33,369.29	\$0.00	\$0.00	\$38,430.71	46.48%
1-100-10-1001-800 Library	\$26,079.00	\$26,079.00	\$13,039.50	\$0.00	\$0.00	\$13,039.50	50.00%
10 Library	\$97,879.00	\$97,879.00	\$46,408.79	\$0.00	\$0.00	\$51,470.21	47.41%
1-100-11-1101-451 Road Improvement	\$200,000.00	\$200,000.00	\$24,600.00	\$0.00	\$0.00	\$175,400.00	12.30%
1-100-11-1101-700 Old Fire House-Capital Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-11-1101-701 Town Garage-Capital Expenditure	\$32,615.00	\$32,615.00	\$0.00	\$0.00	\$0.00	\$32,615.00	0.00%
1-100-11-1101-702 Highway Dept-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-703 Fire Dept.-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-704 Old Town Hall-Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-707 Library-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-714 Revaluation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-715 P & Z-Capital POCD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-717 Reval Printer, Software-Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-718 Public Work-Capital Expenditures	\$0.00	\$0.00	\$192,679.34	\$0.00	\$0.00	(\$192,679.34)	0.00%
1-100-11-1101-719 Town Clerk - Wide Format Printer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-720 Senior-Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-721 AES CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-722 Open Space Commitments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-723 Pedestrian Bridge Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-724 Transfer Station Shed	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
1-100-11-1101-725 F250 Plow Truck	\$39,000.00	\$39,000.00	\$38,649.95	\$0.00	\$0.00	\$350.05	99.99%
1-100-11-1101-861 Severance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11 Capital Outlay	\$296,615.00	\$296,615.00	\$255,929.29	\$0.00	\$0.00	\$40,685.71	86.28%
1-100-12-1201-960 School-Debt	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-12-1201-961 Safety Complex-Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
12 Debt Service	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-12-1203-950 School Interest-Interest	\$10,845.00	\$10,845.00	\$6,491.25	\$0.00	\$0.00	\$4,353.75	59.85%
1-100-12-1203-951 Safety Complex Interest-Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
12 Debt Service	\$10,845.00	\$10,845.00	\$6,491.25	\$0.00	\$0.00	\$4,353.75	59.85%
1-100-13-1305-860 Insurance Severance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-890 POCD Implementation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-891 Community Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-898 Working Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-899 Contingency	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
1-100-13-1305-900 Reclass of transfers for Statement D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-901 Town Owned Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-902 Resv. Non-Recurring-Capital Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-905 Transfer - Remaining School Surplus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-906 Transfer - Public Works Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-907 Transfer - Multi Use Public Building	\$250,000.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	0.00%
1-100-13-1305-908 Fire Engine/Tanker Truck	\$412,000.00	\$412,000.00	\$0.00	\$0.00	\$0.00	\$412,000.00	0.00%
1-100-13-1305-909 Transfer Station Repair	\$25,000.00	\$25,000.00	\$10,142.83	\$0.00	\$0.00	\$14,857.17	40.57%
1-100-13-1305-910 Web Site	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
13 Transfers to other funds	\$757,000.00	\$757,000.00	\$10,142.83	\$0.00	\$0.00	\$746,857.17	1.34%

**TOWN BUDGET SUMMARY**  
**Andover Town & School 2019-2020**

01/08/2020  
 Fiscal Year 2019-2020

		Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
<b>FUND</b>	100 General Fund - Town	\$12,368,158.00	\$12,368,158.00	\$4,944,457.27	\$0.00	\$0.00	\$7,423,700.73	39.98%
<b>Grand Total for Report</b>		\$12,368,158.00	\$12,368,158.00	\$4,944,457.27	\$0.00	\$0.00	\$7,423,700.73	39.98%

**General Ledger Detail**  
Andover Town & School 2019-2020  
From 7/1/2019 To 1/8/2020 (Effective Date)

Account Number	Effective Date	Type	Ven #	Account Key Check #	PO/Line	Tran #	Account Description Transaction Description	Debits	Credits	Balance	
L-100-00-3700-006				L-100-00-3700-006			DT/DF-Farm.-Town Aid Roads			\$99,509.35	<b>OldBal</b>
						0				\$99,509.35	
	8/13/2019	Expend	HAIN	20157552	/ 0	373	CLASS 2 MIX	\$393.70		\$99,115.65	
	8/21/2019	Expend	21364	20157590	/ 0	482	ROAD MARKING PAINT	\$50.88		\$99,064.77	
	8/21/2019	Expend	HAIN	20157577	/ 0	505	CLASS 2 MIX	\$77.50		\$98,987.27	
	8/21/2019	Expend	HAIN	20157577	/ 0	506	CLASS 2 MIX	\$76.73		\$98,910.54	
	9/17/2019	Expend	26578	20157626	/ 0	705	BLADES	\$723.00		\$98,187.54	
	9/25/2019	Expend	HAIN	20157679	/ 0	794	SUNSET/TOWNSEND LOAM	\$334.00		\$97,853.54	
	10/3/2019	Expend	21364	20157708	/ 0	823	GRASS SEED MIX	\$324.39		\$97,529.15	
	10/3/2019	Expend	HAIN	20157701	/ 0	824	SCREENED LOAM	\$334.00		\$97,195.15	
	10/3/2019	Expend	5529	20157694	/ 0	831	SITE VISITS,MEETINGS	\$1,381.25		\$95,813.90	
	10/9/2019	Expend	132	20157722	/ 0	923	TARP, ROPE	\$106.95		\$95,706.95	
	10/9/2019	Expend	21364	20157732	/ 0	924	BASIN SLAB	\$180.00		\$95,526.95	
	10/16/2019	Expend	10751	20157755	/ 0	950	RIP RAP	\$945.21		\$94,581.74	
	10/16/2019	Expend	HAIN	20157741	/ 0	957	LOAM	\$98.00		\$94,483.74	
	10/30/2019	Expend	HAIN	20157767	/ 0	1000	LOAM	\$334.00		\$94,149.74	
	11/6/2019	Expend	21364	20157792	/ 0	1058	24" FLARED END SECTION	\$183.15		\$93,966.59	
	11/20/2019	Expend	HAIN	20157820	/ 0	1189	CLASS 2 MIX	\$624.65		\$93,341.94	
	12/31/2019	Expend	75847	20157927	/ 0	1437	PAVEMENT MGMT./YEAR 1	\$6,000.00		\$87,341.94	
								<b>\$12,167.41</b>	<b>\$0.00</b>	<b>\$87,341.94</b>	<b>End Bal</b>







**People's United Bank**  
**Cash Accounts**

Month ending: November 30, 2019	Bank Account #	Bank Balance	General Ledger Account		GL Balance	Difference
Municipal checking	5111	600,000.00	A-100-00-0000-990		600,000.00	
Municipal interest checking	5096	3,723,703.47	A-100-00-0000-990		4,297,524.78	26,178.69
Open Space	5137	259,109.59	A-100-00-1980-001	L-100-00-2980-001	259,109.59	0.00
Driveway fund	5187	26,782.20	A-100-00-1949-001	L-100-00-3949-001	26,782.20	0.00
Equipment fund	5252	25,140.15	A-100-00-1949-002	L-100-00-3949-002	25,140.15	0.00
Fire Engine fund	5343	53,681.81	A-100-00-1949-003	L-100-00-3949-003	53,681.81	0.00
Irene Mooney	5567	11,782.09	A-100-00-1949-004	L-100-00-3949-004	11,782.09	0.00
Library fund	5575	181,930.16	A-100-00-1949-005	L-100-00-3949-005	181,930.16	0.00
Library grant	5608	507.20	A-100-00-1949-006	L-100-00-3949-006	507.20	0.00
Nonrecurring Reserve	5624	40,729.20	A-100-00-1949-007	L-100-00-3949-007	40,729.20	0.00
Norton Childrens fund	5632	14,241.45	A-100-00-1949-008	L-100-00-3949-008	14,241.45	0.00
Norton Library fund	5658	3,675.44	A-100-00-1949-009	L-100-00-3949-009	3,675.44	0.00
Norton School fund	5666	9,239.26	A-100-00-1949-010	L-100-00-3949-010	9,239.26	0.00
School Improvement	5690	164,523.33	A-100-00-1949-011	L-100-00-3949-011	164,523.33	0.00
Severance Pay	5723	38,915.09	A-100-00-1949-012	L-100-00-3949-012	38,915.09	0.00
WB & Lizza Sprague	5731	3,261.39	A-100-00-1949-013	L-100-00-3949-013	3,261.39	0.00
Brown & Brown School	5749	25,946.81	A-100-00-1949-014	L-100-00-3949-014	25,946.81	0.00
Working capital	5757	487,043.75	A-100-00-0000-108		487,043.75	0.00
Zoning bond	5765	12,578.64	A-100-00-1949-016	L-100-00-3949-016	12,578.64	0.00
Boivin construction	5773	727.68	A-100-00-1949-017	L-100-00-3949-017	727.68	0.00
Town Clerk preservation	5781	1,143.89	A-100-00-1949-018	L-100-00-3949-018	1,143.89	0.00
Revaluation Fund	5799	48,048.35	A-100-00-1949-019	L-100-00-3949-019	48,048.35	0.00
AES Expansion	0934	8,693.74	A-100-00-1980-002	L-100-00-2980-002	8,693.74	0.00

TAX COLLECTION YTD SUMMARY

SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING  
FOR FISCAL YEAR 2020

<u>Grand List Year</u>	<u>Balance Uncollected June 30, 2019</u>	<u>Current Levy</u>	<u>Taxes Collected YTD Dec 2019</u>	<u>Balance Uncollected Dec 31, 2019</u>
2018		9,152,376	5,542,593	3,609,783
2017	142,063		54,287	87,776
2016	33,097		3,689	29,408
2015	22,002		582	21,420
2014	14,977		303	14,674
2013	8,365		194	8,171
2012	8,853		57	8,796
2011	7,517		0	7,517
2010	1,462		17	1,445
2009	580		0	580
2008	548		0	548
2007	548		0	548
2006	207		0	207
	<hr/>		<hr/>	<hr/>
Total	240,219	9,152,376	5,601,721	3,790,874

# **Tax Collector's Report**

**DECEMBER 2019**

Deposits

	ON-LINE	OFFICE	RECEIPT	TOTAL	DIFFERENCE	
12/1	1,000.89			1,000.89	-	
12/1	3,070.38			3,070.38	-	
12/2		3,918.81	3,918.81	3,918.81	-	
12/3	896.81	121.42	121.38	1,018.23	0.04	
12/4		2,293.90	2,293.90	2,293.90	-	
12/5				-	-	
12/6	2,285.98			2,285.98	-	
12/7				-	-	
12/8				-	-	
12/9	454.31	24,364.72	24,364.72	24,819.03	-	
12/10	1,520.80	3,724.87	3,724.87	5,245.67	-	
12/11	141.15	1,923.40	1,923.40	2,064.55	-	
12/12				-	-	
12/13				-	-	
12/14				-	-	
12/15				-	-	
12/16	1,495.99	1,065.00	1,065.00	2,560.99	-	
12/17				-	-	
12/18	2,669.30	7,817.61	7,817.61	10,486.91	-	
12/19		4,791.79		4,791.79	4,791.79	
12/20	275.41			275.41	-	
12/21				-	-	
12/22				-	-	
12/23		314,018.43		314,018.43	314,018.43	
12/23	243.03	34,073.45		34,316.48	34,073.45	
12/24		3,899.12		3,899.12	3,899.12	
12/25	2,233.24	HOLIDAY		2,233.24		
12/26	2,491.98	CLOSED		2,491.98		
12/27	104.72			104.72	-	37,972.57
12/28	773.98			773.98	-	64,936.93
12/29	1,493.38			1,493.38	-	102,909.50
12/30	885.38	42,286.85		43,172.23	42,286.85	
12/31		22,650.08		22,650.08	22,650.08	
					-	
TOTAL	22,036.73	466,949.45		488,986.18	466,949.45	

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2012							0.00
2013							0.00
2014							0.00
2015							0.00
2016			166.08	254.48	156.38	10.00	586.94
2017			1,500.38	1,071.26	652.75	65.00	3,289.39
2018	461,118.37	2,620.32	12,999.25	5,915.66	2,171.25	285.00	485,109.85
TOTAL	461,118.37	2,620.32	14,665.71	7,241.40	2,980.38	360.00	488,986.18

UNCOLLECTED TAXES BY TAX YEAR:

	RE	PP	MV	MVS	TOTAL
2006				207.27	207.27
2007			476.65	71.26	547.91
2008			520.26	28.15	548.41
2009			579.60		579.60
2010			211.42		211.42
2011		439.82	4,592.58	249.48	5,281.88
2012		2,828.18	3,359.47	225.89	6,413.54
2013	12.13	3,485.83	1,776.65	783.06	6,057.67
2014	1,225.76	4,551.81	2,201.38	3,972.44	11,951.39
2015	1,679.64	6,018.82	11,347.26	2,480.67	21,526.39
2016	9,335.21	7,582.11	10,355.13	2,959.29	30,231.74
2017	54,291.42	9,121.70	22,240.17	7,305.11	92,958.40
2018	3,421,427.41	135,786.29	61,899.37	131,713.25	3,750,826.32
TOTAL	3,487,971.57	169,814.56	119,559.94	149,995.87	3,927,341.94

# Monthly Reports



# ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

January 5, 2020

The Andover Volunteer Fire Department Inc. responded to 346 calls in 2019. We also had 2 fund raisers. The members participated in 28 scheduled training drills. Also many members completed hours of training outside of the firehouse taking EMT and Firefighter 1 classes. We had 12 scheduled work details which are nights that we do apparatus and equipment maintenance. We also participated in multiple community events such as Andover Fun Day, Make A Wish truck convoy, Stuff a Truck/Cruiser, and Fire Prevention at the school. Also with the help of our mutual aid partners with their UTV's we stood by for many scheduled races on the rail trail and trails behind the school. As always we would like to thank the residents in town for their support. Here is the breakdown of calls.

Medical Calls 216

Motor Vehicle Accidents 41

Structure Fires 15

Wire Related Incidents 20

Fire Alarms 30

Service Calls or Investigations 7

Haz Mat Incidents 5

Car Fires 1

Chimney Fires 2

Cover Assignments 4

Brush Fire 1

Outside Fire 1

Officer Calls 2

Appliance Fire 1

Ron Mike

Andover Fire Chief



Commanding Officer  
Lt. Marc Petruzzi #037

# State of Connecticut



## Connecticut State Police Troop K - Colchester



Executive Officer  
Master Sergeant Eric Peck #085

Date: 12/1/19

Jeff J. Maguire  
Town Manager  
17 School Road  
Andover CT 06232

Dear: Jeff J. Maguire,

This correspondence is an effort to keep you apprised of the monthly police services occurring within the Town of Andover.


During the month of **November 2019** the Andover Resident Trooper as well as Troop K Troopers responded to **130** Calls for Service in the Town of Andover. Of these Calls for service the most notable are:

Accidents: 3  
Burglaries: 0  
Larcenies: 0  
Narcotic Cases: 0  
Other Criminal: 0  
Other Non-Criminal: 2  
Non Reportable Matters: 108  
Other Noteworthy Events (List):

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

On-Sight DWI: 0  
Traffic Citations: 13  
Written Warnings: 4

Sincerely,

 #037  
Lt. Marc Petruzzi #037  
Commanding Officer  
Troop "K" Colchester, CT

15A Old Hartford Road  
Colchester, Connecticut 06415  
Phone (860) 537-7500  
FAX (860) 537-7550

## TOWN CLERK MONTHLY REPORT

December 2019

Total Town Clerk Receipts	\$4,443.50
Dog License Receipts	\$ 35
Town PA 09-228	\$ 485
Town Clerk Preservation Fund	\$ 154

Customer Service	1599
Documents	39
Dog License	3
Reports Submitted	11
Notarization	16
Sport License	6
Vital Copies	12
Pistol Permits	1
Scanning	598
Transfer Station	280



**Building & Land use Department**

**Monthly Report**

**November 2019**

**T.O.A. Fees** – Collected fees, completed and submitted weekly fee reports.

**E.H.H.D. Fees** – Collected fees, completed and submitted monthly reports.

**Planning & Zoning Applications**

**Inland Wetlands Applications** 2

**Zoning Board of Appeals Applications**

**EHHD** Correspondences & time spent with Sanitarian

**Driveway Permits** 1

**E & S Bond Permits** 1

**Fire Marshal** Reviewed a few items with Mike Lester – Composed Letters

**Public Works**

**Scanning & Filing** Hours – 10

- Worked on Bond Report for Treasurers Office
- Creating/Editing Applications and Forms – Building, Land Use
- Worked with Meghan & Amanda on Land Use Applications, Correspondence, Assisting applicants
- Administrative tasks for Land Use Applications
- Clean and organized office (this will be ongoing for a bit)
- Assisted the Zoning Agent with applications & Co's
- Worked with IWWC Agent, IWWC & Applications/Permits



<b>November</b>				
<b>DATE ISSUED</b>	<b>PERMIT NO.</b>	<b>PROPERTY OWNER</b>	<b>PROPERTY LOCATION</b>	<b>DESCRIPTION</b>
11/5/2019	4376	Mr. Jarvis	40 Long Hill Rd	Installation of Pellet Stove sa
11/5/2019	4375	George Parker	153 Wheeling Rd	Re-Roof
11/5/2019	4371	Erika Rzegocki	146 Lakeside Dr	Replace Roof
11/5/2019	4374	NCE Builders	47 Skinner Hil Rd	Furnace
11/7/2019	4377	Maureen Kolb	3 Sunset Ln	Electrical Upgrade
11/13/2019	4379	Joseph Mott	142 Wales Rd	Install Woodstove
11/13/2019	4378	Charlie Basile	299 Lake Rd	Install Oil Fired Boiler
11/13/2019	4381	T.O.A.	12 Long Hill Rd	Repairs to Town Garage
11/16/2019	4384	Evan Aguirre	43 Juravoty Rd	Propane Tank & Boiler
11/20/2019	4386	Joseph Kaulback	274 Boston Post Rd	Replace Windows & Doors
11/20/2019	4387	Richard Risely	89A Lakeside Dr	Wire 200 AMP Service
11/25/2019	4390	Eric Shevechenko	191 Bunker Hill Rd	Roof
11/25/2019	4391	Robert Woodward	255 Long Hill Rd	Window
11/26/2019	4396	Michael Fitzpatrick	20 Wheeling Rd	New Door
11/26/2019	4393	Daniel Adams	738 East St	Connect House to Foundation
11/26/2019	4392	Kristin Veenema	109 Juravoty Rd	Add/Delete Doors & Windows
11/26/2019	4395	Richard Risely	89A Lakeside Dr	Install Burglar & Fire Alarm
<b>TOTAL PERMITS ISSUED = 17</b>				

Date	Property Location	DESCRIPTION	Comm/ Industrial	Residential	Building	Electrical	Plumbing	HVAC	Mech	Pass	Fail	Re-Inspect	Total	CO ISSUED
11/5/2019	15 Erodoni Rd	Rebar		1	1					1			1	
11/5/2019	738 East St	Foundation, Walls & Rebar		1						1				
11/5/2019	99 Townsend Rd	Single Family Dwelling		1	1	1	1	1	1	1			1	11/5/2019
11/7/2019	11 Old Farms Rd	Furnace						1		1			1	
11/7/2019	3 Sunset Dr	Electrical Upgrade		1		1				1			1	
11/4/2019	97 Longhill Rd	Woodstove		1				1		1			1	
11/12/2009	36 Ridge Rd	Electrical for shed		1		1				1			1	
11/12/2019	184 Wheeling Rd	Meter Change		1		1				1			1	
11/13/2019	738 East St	Foundtion waterproof & Drain Tile		1						1			1	
11/18/2019	43 Juravoty Rd	Pressure Test		1					1	1			1	
11/18/2019	40 Longhill Rd	Pellet Stove		1				1		1			1	
11/25/2019	299 Lake Rd	Oil Burner		1				1		1			1	
11/19/2019	53 Juravoty Rd	Bath Remodel Final Inspection		1	1	1	1	1	1		1		1	
11/27/2019	123 Long Hill Rd	New Residential Home CO		1	1	1	1	1	1	1			1	11/27/2019
11/27/2019	335 Lake Rd	Electric in Garage GFI		1		1				1			1	
11/27/2019	191 Bunker Hill Rd	Roof		1						1			1	
11/27/2019	33 Rte 87	Joist-addition		1						1			1	
11/27/2019	738 East St	LP Line		1					1	1			1	
11/27/2019	31 Skinner Hill Rd	New Residential Home CO		1	1	1	1	1	1	1			1	11/27/2019
		<b>Totals</b>		<b>18</b>	<b>5</b>	<b>8</b>	<b>4</b>	<b>8</b>	<b>6</b>	<b>18</b>	<b>1</b>	<b>0</b>	<b>18</b>	

# Register Report 10/24/19 - Nov 2019

11/1/2019 through 11/30/2019

12/4/2019

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 10/31/2019</b>								<b>21,559.82</b>
11/4/2019	Building Department		146 Lakeside Dr		[Permit receipts]			82.08
11/4/2019	Building Department		410 Lake Rd.		[Permit receipts]			210.00
11/4/2019	Building Department		40 Townsend Rd.		[Permit receipts]			210.00
11/4/2019	Building Department		Copies		[Permit receipts]			1.00
11/13/2019	Building Department		153 Wheeling Rd		[Permit receipts]			63.61
11/7/2019	Building Department		40 Long Hill Rd		[Permit receipts]			30.78
11/7/2019	Building Department		3 Sunset Ln		[Permit receipts]			20.52
11/7/2019	Building Department		299 Lake Rd. {299 Lake Rd}		[Permit receipts]			60.53
11/13/2019	Building Department		Copies		[Permit receipts]			1.00
11/14/2019	Building Department		43 Juravoty Rd		[Permit receipts]			123.12
11/14/2019	Building Department		142 Wales Rd		[Permit receipts]			20.52
11/19/2019	Building Department		119 Lakeside Dr		[Permit receipts]			798.72
11/20/2019	Building Department		274 Boston Hill Rd		[Permit receipts]			87.21
11/20/2019	Building Department		89A Lakeside Dr		[Permit receipts]			123.12
11/25/2019	Building Department		191 Bunker Hill Rd		[Permit receipts]			102.60
11/25/2019	Building Department		255 Long Hill Rd.		[Permit receipts]			20.52
11/25/2019	Building Department		Copies		[Permit receipts]			1.00
11/26/2019	Building Department		109 Jurovaty Rd.		[Permit receipts]			42.06
11/26/2019	Building Department		89A Lakeside Dr		[Permit receipts]			20.52
11/26/2019	Building Department		89A Lakeside Dr		[Permit receipts]			43.09
11/26/2019	Building Department		20 Wheeling Rd		[Permit receipts]			36.93
<b>11/1/2019 - 11/30/2019</b>								<b>2,098.93</b>
<b>BALANCE 11/30/2019</b>								<b>23,658.75</b>
<b>OVERALL TOTAL</b>								<b>2,098.93</b>
<b>TOTAL INFLOWS</b>								<b>2,098.93</b>
<b>TOTAL OUTFLOWS</b>								<b>0.00</b>
<b>NET TOTAL</b>								<b>2,098.93</b>

State-IWWC-PZC-ZBA - Last month

11/1/2019 through 11/30/2019

12/4/2019

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	CI	Amount
11/4/2019	Permit receipts	4372	...40 Townsend Rd.	State Fee	State Zoning Fee		Schedule ...	c	60.00
11/4/2019	Permit receipts	4373	...410 Lake Rd.	State Zoning Fee	State Zoning Fee		Schedule ...	c	60.00
11/21/2019	Permit receipts	4385	...119 Lakeside Dr	State Zoning Fee	State Zoning Fee		Schedule ...	c	60.00
<b>11/1/2019 - 11/30/2019</b>									<b>180.00</b>
<b>TOTAL INFLOWS</b>									<b>180.00</b>
<b>TOTAL OUTFLOWS</b>									<b>0.00</b>
<b>NET TOTAL</b>									<b>180.00</b>

# State Ed Report - Quarterly - Last month

11/1/2019 through 11/30/2019

12/4/2019

Page 1

Category	11/1/2019- 11/30/2019
<b>INFLOWS</b>	
Ed Fee - State	39.93
<b>TOTAL INFLOWS</b>	<b>39.93</b>
<b>OVERALL TOTAL</b>	
	<b>39.93</b>

# Weekly Register Report - Last 30 days

11/5/2019 through 12/4/2019

12/4/2019

Date	Account	Description	Memo	Category	Clr	Amount
11/28/2019	BONDS	123 Long Hill Rd	ROW Bond Release - Mr. LaCroix	Driveway:bond		-500.00
12/3/2019	BONDS	31 Skinner Hill Rd	S&E Bond CK#029246924-Mr. Bugnacki	PZC:bond		1,000.00
<b>11/5/2019 - 12/4/2019</b>						<b>500.00</b>
<b>TOTAL INFLOWS</b>						<b>1,000.00</b>
<b>TOTAL OUTFLOWS</b>						<b>-500.00</b>
<b>NET TOTAL</b>						<b>500.00</b>



## **Building & Land use Department**

### **Monthly Report**

**December 2019**

**T.O.A. Fees** – Collected fees, completed and submitted weekly fee reports.

**E.H.H.D. Fees** – Collected fees, completed and submitted monthly reports.

#### **Planning & Zoning Applications**

**Inland Wetlands Applications** 2

#### **Zoning Board of Appeals Applications**

**EHHD** Correspondences & time spent with Sanitarian

**Driveway Permits** 1

**E & S Bond Permits** 1

**Fire Marshal** Reviewed a few items with Mike Lester – Composed Letters

#### **Public Works**

**Scanning & Filing** Hours – 11

- Worked on Bond Report for Treasurers Office
- Creating/Editing Applications and Forms – Building, Land Use
- Worked with Meghan & Amanda on Land Use Applications, Correspondence, Assisting applicants
- Worked with Jim & Josh on Landuse tasks
- Administrative tasks for Land Use Applications
- Clean and organized office (this will be ongoing for a bit)
- Assisted the Zoning Agent with applications & Co's
- Worked with IWWC Agent, IWWC & Applications/Permits



<b>DECEMBER 2019+A68:F93</b>					
<b>DATE ISSUED</b>	<b>PERMIT NO.</b>	<b>PROPERTY OWNER</b>	<b>PROPERTY LOCATION</b>		<b>DESCRIPTION</b>
12/3/2019	4405	Lynn Licaletta	15	Windrush Ln	Roof
12/4/2019	4407	First CT Bldrs	85	Lakeside Dr	Install Warm & AC System
12/5/2019	4399	Joan Merritt	41	Burnap Rd	Roof
12/5/2019	4400	Ron Parkyn	27	Townsend Rd	Install Gas Line for LP Tanks & Generator
12/5/2019	4401	Charlie Wilcox	11	Rose Ln	Install Oil Fired Water Boiler & Tank
12/5/2019	4402	Charles & Janice Apmann	322	Lake Rd	Install Liner to Chimney
12/5/2019	4403	Eric Nunes	4	Shadblow Ln	Generator Line & Switch & Blown Insulation in Attic
12/5/2019	4397	Jon & Ruth Kirkpatrick	53	School Road	12x25 Deck
12/10/2019	4408	William Penn	141	Wales Rd	Roof
12/5/2019	4406	First CT Bldrs	85	Lakeside Dr	Plumbing for New Home
12/10/2019	4409	Brian & Patricia Rufini	212	Gilead Rd	Roof
12/10/2019	4389	Kurt Boehm	33	Rte 87	12x12 Addition
12/12/2019	4414	Jeff Tracey	554	Lake Rd	U/g Electric
12/12/2019	4413	Brian Trzcinski	52	Lakeside Dr	Furnace Replacement
12/12/2019	4412	George Parker	153	Wheeling Rd	Lower Ceiling
12/16/2019	4415	Donal Roser	79	South Rd	Install 200 Amp Service
12/16/2019	4417	Paul Betts	6	Stanley Dr	Roof Mounted Solar
12/16/2019	4416	Alex & Sam Christy	160	Hendee Rd	Propane Tanks
12/19/2019	4418	Christian Galvez	62	Hendee Rd	Pellet Stove
12/19/2019	4423	Mr. Rzegacki	146	Lakeside Dr	Boiler
12/24/2019	4420	Howard Bidwell	103	Longhill Dr	Generator
12/30/2019	4424	George Parker	153	Wheeling Rd	Plumbing & Pipe Replacement
<b>TOTAL PERMITS ISSUED = 22</b>					

Date Dec-19	Property Location	DESCRIPTION	Comm/ Industrial	Residential	Building	Electrical	Plumbing	HVAC	Mech	Pass	Fail	Re-Inspect	Total	CO ISSUED
12/4/2019	153 Wheeling Rd	Floor Joist & Plywood		1	1					1			1	
12/4/2019	43 Jurovaty Rd	Gas Pipe & Boiler		1			1		1	1			1	
12/4/2019	554 Lake Rd	Footing		1	1					1			1	
12/9/2019	4 Shadblow Rd	Insulation & Generator Switch		1	1	1				1			1	
12/10/2019	335 Lake Rd	Electric for Garage		1		1				1			1	
12/11/2019	142 Wales Rd	Woodstove		1				1		1			1	
12/12/2019	15 Windrush Rd	Roof		1	1					1			1	
12/12/2019	3/25/1900 Lakeside Rd	Water Line		1					1	1			1	
12/12/2019	27 Townsend Rd	Pressure Test		1					1	1			1	
12/12/2019	69 Burnap Brook Rd	U/G Electric Conduit		1		1				1			1	
12/12/2019	47 Skinner Hill Rd	Rough Frame & Mechanical		1	1				1	1			1	
12/16/2019	554 Lake Rd	Rebar		1						1			1	
12/19/2019	85 Lakeside Rd	Insulation		1	1					1			1	
12/19/2019	241 Lake Rd	New 200 Amp Electrical Service		1		1				1			1	
<b>12/19/2019</b>	<b>112 Lakeside Rd</b>	<b>CO For Addition</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>			<b>1</b>	<b>12/27/2019</b>
12/19/2019	85 Lakeside Rd	Rough Frame & Mechanical		1	1	1	1	1	1	1			1	
12/22/2019	160 Hendee Rd	Propane Tank		1					1	1			1	
12/22/2019	41 Burnap Brook Rd	Roof		1						1			1	
12/30/2019	554 Lake Rd	Electric Grounding		1		1				1			1	
				<b>19</b>	<b>8</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>6</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>19</b>	

## Register Report 10/24/19 - MTD

12/1/2019 through 12/31/2019

12/31/2019

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Date	Account	Num	Description	M	Category	Tag	Clr	Amount
<b>BALANCE 11/30/2019</b>								<b>23,658.75</b>
12/2/2019	Building Department		53 School Rd.{53 Sc...		[Permit receipts]			183.12
12/3/2019	Building Department		22 Hickory Hill Dr		[Permit receipts]			80.52
12/3/2019	Building Department		41 Burnap Brook Rd.		[Permit receipts]			182.63
12/3/2019	Building Department		27 Townsend Rd.		[Permit receipts]			20.52
12/3/2019	Building Department		11 Rose Lane		[Permit receipts]			130.00
12/3/2019	Building Department		322 Lake Rd.		[Permit receipts]			38.98
12/3/2019	Building Department		4 Shadblow Lane		[Permit receipts]			20.52
12/3/2019	Building Department		71 Lake Rd		[Permit receipts]			32.83
12/5/2019	Building Department		15 Windrush Ln		[Permit receipts]			164.16
12/5/2019	Building Department		89A Lakeside Dr		[Permit receipts]			123.12
12/10/2019	Building Department		141 Wales Rd.		[Permit receipts]			133.38
12/10/2019	Building Department		212 Gilead Rd.		[Permit receipts]			153.90
12/12/2019	Building Department		294 Lake Rd.		[Permit receipts]			130.00
12/12/2019	Building Department		52 Lakeside Dr		[Permit receipts]			79.00
12/18/2019	Building Department		160 Hendee Rd.		[Permit receipts]			30.78
12/18/2019	Building Department		6 Stanley Dr		[Permit receipts]			235.98
12/18/2019	Building Department		153 Wheeling Rd		[Permit receipts]			20.56
12/19/2019	Building Department		62 Hendee Rd.		[Permit receipts]			20.52
12/23/2019	Building Department		103 Longhill Rd		[Permit receipts]			82.08
12/23/2019	Building Department		117 Lakeside Dr{woo...		[Permit receipts]			210.00
12/24/2019	Building Department		146 Lakeside Dr		[Permit receipts]			82.08
12/25/2019	Building Department		4 Shadblow Lane Lot...		[Permit receipts]			20.52
12/30/2019	Building Department		153 Wheeling Rd		[Permit receipts]			35.91
12/31/2019	Building Department		241 Lake Rd		[Permit receipts]			56.43
12/31/2019	Building Department		85 Lakeside Dr		[Permit receipts]			131.49
<b>12/1/2019 - 12/31/2019</b>								<b>2,399.03</b>
<b>BALANCE 12/31/2019</b>								<b>26,057.78</b>
<b>OVERALL TOTAL</b>								<b>2,399.03</b>
<b>TOTAL INFLOWS</b>								<b>2,399.03</b>
<b>TOTAL OUTFLOWS</b>								<b>0.00</b>
<b>NET TOTAL</b>								<b>2,399.03</b>

State-IWWC-PZC-ZBA - MTD

12/1/2019 through 12/31/2019

12/31/2019

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Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amo...
12/2/2019	Permit recei...	4397	S 53 School Rd.{53 School Dr}	State Zoning Fee	State Zoning Fee		Schedule C:...	c	60.00
12/3/2019	Permit recei...	4398	S 22 Hickory Hill Dr	State Zoning Fee	State Zoning Fee		Schedule C:...	c	60.00
12/12/2019	Permit recei...	4411	S 294 Lake Rd.	State Zoning Fee	State Zoning Fee		Schedule C:...	c	60.00
12/23/2019	Permit recei...	4421	S 117 Lakeside Dr{wood furna...		State Zoning Fee		Schedule C:...	c	60.00
<b>12/1/2019 - 12/31/2019</b>									<b>240.00</b>
<b>TOTAL INFLOWS</b>									<b>240.00</b>
<b>TOTAL OUTFLOWS</b>									<b>0.00</b>
<b>NET TOTAL</b>									<b>240.00</b>

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Category	12/1/2019- 12/31/2019
<b>INFLOWS</b>	
Ed Fee - State	47.03
<b>TOTAL INFLOWS</b>	<b>47.03</b>
<b>OVERALL TOTAL</b>	<b>47.03</b>

Assessor's office monthly activity – NOVEMBER 2019

Processing conveyances	8
Processing building permits	17
Prorating motor vehicle grand list	4
Updating field cards	5
Correspondence	70
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	51
Providing assistance to other departments	10
Researching mapping issue or questions	
Reports and communication with the state of connecticut	1
MLS research	4
Scheduling meeting and appointments	1
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	Received, process, personal property declarations
Personal Property Discovery	
Homeowner's program	



Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	
Adds to the re, pp or mv grand list	
Pa 490	3
Provided assistance to baa	
Researching and providing requested information to auditor	
Real property inspections	1
Personal property inspections	
Real property appraisals	1
Taxpayer correspondence	7
Attorney correspondence	
Tax appeal review/appraisal	
MLS review	4
Town board/dept assistance	3
Review & Approve C of Cs	5
Review & Approve Farmland & Forestland Assessment Applications	3
Review, Approve, & create/data entry on land splits & mergers	
Mapping Research/Discrepancies	

Conditions: District: Reported Type: All Order By : List No

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
848	LINDEN KATHERINE H TRUSTEE	1474	07783R	P	144,400	2,020	146,420
1	430 LAKE RD			2018 11/04/2019	0	0	0
	ANDOVER CT 6232-0	THE KATHERINE H LINDEN REVOCABLE TRUST			144,400	2,020	146,420
52601	NISSAN INFINITI LT	52602	07786M	C	16,050	-9,357	6,693
1	PO BOX 254648	2015 03 NISSA MURANO S	5N1AZ2MH0FN264896	2017 11/13/2019	0	0	0
	SACRAMENTO CA 95865-4648			SOLD 2/18	16,050	-9,357	6,693
52607	NISSAN INFINITI LT	52608	07787M	C	8,800	-5,870	2,930
1	PO BOX 254648	2016 01 NISSA SENTRA S	3N1AB7AP3GY335131	2017 11/13/2019	0	0	0
	SACRAMENTO CA 95865-4648			SOLD 1/18	8,800	-5,870	2,930
52610	NISSAN INFINITI LT	52611	07785M	C	17,540	-5,841	11,699
1	8900 FREEPORT PKWY	2015 01 INFIN Q50/PREM	JN1BV7AR5FM394292	2017 11/13/2019	0	0	0
	IRVING TX 75063-2409			SOLD 5/18	17,540	-5,841	11,699
52611	NISSAN INFINITI LT	52612	07784M	C	12,020	-12,020	0
1	8900 FREEPORT PKWY	2015 01 NISSA ROGUE S/	5N1AT2MV0FC803424	2017 11/13/2019	0	0	0
	IRVING TX 75063-2409			SOLD 9/17	12,020	-12,020	0
<b>TOTAL</b>	<b># Of Accts 5</b>				<b>198,810</b>	<b>-31,068</b>	<b>167,742</b>
					0	0	0
					<b>198,810</b>	<b>-31,068</b>	<b>167,742</b>
<b>YEAR 2017</b>	<b># Of Accts 5</b>				<b>198,810</b>	<b>-31,068</b>	<b>167,742</b>
					0	0	0
					<b>198,810</b>	<b>-31,068</b>	<b>167,742</b>
<b>GRAND TOTAL</b>	<b># Of Accts 5</b>				<b>198,810</b>	<b>-31,068</b>	<b>167,742</b>
					0	0	0
					<b>198,810</b>	<b>-31,068</b>	<b>167,742</b>



ANDOVER SENIOR TRANSPORTATION  
MONTH OF DECEMBER 2019

Dated 12/31/2019  
Cathy Palazzi  
Senior Coordinator

Month of December:

- 1) Drug tests – none.
  - 2) Annual Driver Safety class held December 6 for three drivers. Results: Excellent all passed. Driving tests will be completed early January.
  - 3) Oil Maintenance and Inspection done on small bus 12/11/2019.
  - 4) Inspection, and maintenance done on big bus rear rotors, rear pads 12/13/2019.
  - 5) List of Clients Serviced in November :
    - Medicals 51
    - Shopping 154  
(includes Food Pantry/Food Share/Friday Lunch)
    - Special Events 8
    - Maintenance 2
    - Incident Log 0
    - Disabled 17
    - Veterans 5
    - Meetings 11  
(includes YAH and Transportation Meetings)
- Total Passengers 248
- Four trips canceled due to bad weather.

Dated 12/30/2019  
Cathy Palazzi  
Senior Coordinator

- Wallace Barton, Jr.            Republican Registrar of Voters
  - Elinor Skoog                    Republican Deputy Registrar of Voters
  - Linda Derick                    Democratic Registrar of Voters
  - Julie Victoria                  Democratic Deputy Registrar of Voters
- 
- Regular office hours: Linda on Mondays from 10-12 and Wally on Wednesdays from 10-12 and/or as needed
  - Monthly voter processing:
    - Additions 15
    - Changes 6
    - Removals 13