



Town of Andover, CT  
Board of Selectmen

# **Regular Meeting Packet**

Monday, December 13th, 2021  
7:00 P.M.

Location: virtual Zoom meeting

**Town of Andover**  
**Board of Selectmen**  
Monday, December 13<sup>th</sup>, 2021  
Regular Meeting at 7:00 P.M.  
Location: virtual Zoom meeting

Regular Meeting Agenda

**Zoom Directions:**

Click here to join by computer for video/audio: <https://us02web.zoom.us/j/85174769575>

Call-in from your phone for audio: +1 646 558 8656.

Meeting ID: 851 7476 9575, Passcode: 516718

\*Please mute yourself unless you are a commission member or during Public Speak.

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions to the Agenda
4. Assessor's Report by John Chaponis
  - a. Status of Revaluation
  - b. Overall Trends in the Grand List
5. Board and Commission Presentations
6. Appointments
  - a. Memorial Day Committee
  - b. Assistant Town Clerk
    - i. Barbara Gouchoe
7. Resignations
8. Town Administrator's Report
9. Old Business

Discuss and act upon the following:

  - a. Veterans Monument Park Upgrades
    - i. Presentation from Gerry Wright on Status
  - b. Connectivity Grant Construction Progress
  - c. Policy on Snow Plow Damage and Mailbox Replacement
  - d. Electrical and HVAC Upgrades at Town Hall
  - e. Transfer Station
  - f. Veterans Memorial Field
    - i. Surge Suppression
    - ii. Field Maintenance Services
10. New Business

Discuss and act upon the following:

  - a. Town Covid Status and Position
  - b. Budget Schedule
  - c. Town Wide Christmas Caroling
  - d. Formation of Museum of Andover History Committee
  - e. Pedestrian Safety Initiative
  - f. VOIP System
11. Approval of Meeting Minutes
  - a. Monday, November 8<sup>th</sup>, 2021 Regular Meeting Minutes

12. Finance Department Report
  - a. Revenue Summary
  - b. Town Budget Summary
  - c. Town Aid Road (TAR) Update
  - d. Town Cash Report
  - e. Over Expenditure Report
13. Budget
  - a. Appropriation Transfers
  - b. Over Expenditure Requests
14. Tax Collector's Report
  - a. Refunds Requests
15. Assessor's Report
  - a. Revaluation Services
16. Department Reports
  - a. Fire Department
  - b. Burning Official
  - c. Resident State Trooper
  - d. Town Clerk
  - e. Building Department
  - f. Assessor's Office
  - g. Public Works
  - h. Transfer Station
  - i. Library
  - j. Senior Transportation
  - k. Registrars
  - l. AHM
17. Correspondence
18. Public Speak
19. Adjournment

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

# **1. Call to Order Pledge of Allegiance**



## **2. Public Speak**

### **3. Additions/Deletions to the Agenda**

## **4. Assessor's Report**

- a. Status of Revaluation**
- b. Overall Trends in the Grand List**

## **5. Board and Commission Presentations**

## **6. Appointments**

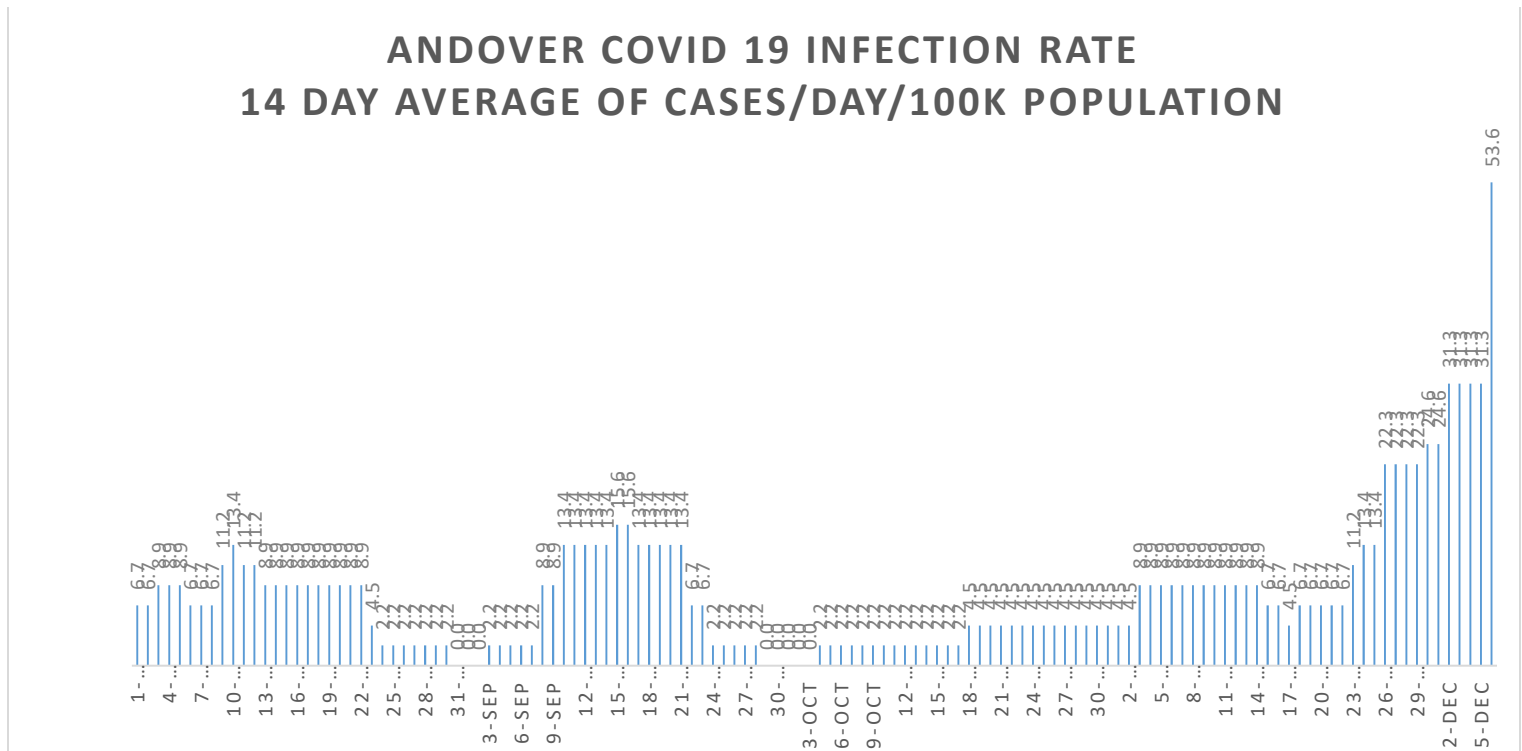
- a. Memorial Day Committee**
- b. Assistant Town Clerk**
  - i. Barbara Gouchoe**

## **7. Resignations**

## **8. Town Administrator's Report**

# Town Administrator's Report for the 12.13.21 Board of Selectmen Regular Meeting

COVID Update as of DEC:



COVID cases are spiking in andover again. They have been ramping up through November and shows a big spike after thanksgiving. Currently there are no known cases of town employees.

Given the spikes, I think our current posture of requiring masks in the town hall remains appropriate and we should consider canceling in person meetings and consider a different posture for Senior Programming as all of that is inside now.

As far as I know all employees in the town hall, public works and the transfer station are either fully vaccinated or have contracted covid recently so risk to the town as employers is minimal.

For those seeking a COVID-19 booster shot, or a vaccination for ages 5 to 11 here is the link to find vaccine providers in the area – [www.vaccines.gov](http://www.vaccines.gov)

From the governors covid update 12/7

Of the **525** patients currently hospitalized with laboratory-confirmed COVID-19, **400 (76.2%)** are not fully vaccinated.

For the week beginning November 28, 2021, unvaccinated persons had a **4.5x greater risk of testing positive** for COVID-19 compared to fully vaccinated persons.

For the week beginning November 28, 2021, unvaccinated persons had a **31.1x greater risk of dying** from COVID-19 compared to fully vaccinated persons.



**Town Hall Operations:**

Furnace in Community room has been causing problems. It was cleaned and tuned by D and S comfort in Coventry- recommendation by Charly M. We appear to have a blocked duct to the community room which is causing problems- The tech thinks it is a malfunctioning fire damper. Working on getting him in to repair it shortly.

**Cleaning/Custodian:**

William Bell is working out very well and has done a nice job on the gazebo. He is now working on addressing the windows at the library which need the interior storm windows worked on and re installed

**Assessor's Office:**

Reval published and informal hearings are being conducted this week. There has been a lot of social media scrutiny about it. I have been reticent to post but have put up a series of informational posts on the town's social media

**Administrators Office:**

I am back from vacation and still have all of my limbs intact.

I signed up and over for the funding from the opioid settlements. Don't know what that will amount to, but something is better than nothing.

**Town Clerks office:**

New Admin assistant has been Hired Please stop by and say hello to Barbara

**Finance Office:**

I sent to you all a budget timeline that we are still hoping to adhere to.

**Building Department:**

The building dept assistant is working out well and is undergoing training now.

Permit Link is live for Building Department. Generally working well. Most people receptive to it. Still working out online payment. I think we are going to have to switch to our banks vendor for electronic payments as permit links preferred vendor is totally non-responsive.

**Public Works:**

Per the BOS Bunker Hill Rd bridge Reopened as a single lane bridge with no load restrictions. Vehicles are ready to go for plowing season, new slab poured at public works for better space layout. Crew is still roadside mowing and also working on the rail trail repairing rough spots. And adding stone dust to areas near the bridges to make it easier to ride.

CT will get funding under federal transportation bills \$1 billion in Culvert grants to remove/replace/restore culverts and address the flow of water through roads, bridges, railroads, tracks, and trails. I am keeping an eye on this as nothing has been put out on this yet.

**Tree Work:**

Treework done for the fall except for the new turn around on basola rd. We will use Tennant tree service for that one and potentially emergency stuff.

There are some trees that need to be removed along Lake Rd for the improved rail trail parking area. Public works will do this as time allows

**Snow Plowing Budget:**

No report – it may be our first plowable event Wednesday- time will tell.

**Bunker Hill Bridge Design:**

CJM thinks that they will be scheduling a design meeting with the town sometime in Dec. the Preliminary report is at DOT for review. You are all invited to attend the meeting- it will likely be virtual.

**Small Bridges and Culverts**

Working with Brandon Handfield to get an RFP together for a final design for Hutchinson Rd culvert replacement

**Andover Proposed Community Senior Center:**

Surveyor completed initial fieldwork still need deep pit tests for leach field enlargement

**Andover Veterans Monument:**

Construction mostly complete. We are anticipating the installation of the flagpoles in the next week or so

**Times Farm Bridge:**

Working on the final close out.

We are making progress with the state and contractor. All paperwork is at DOT for final review, we settled the final bill with the engineering firm including retainage, and we have a final reimbursement to request from the federal DOT. No Dot final approval yet.

**STEAP Grant:**

Full approval of STEAP grant Next up develop the RFP for the work. Starting this with Brandon Handfield

**Connectivity Grant:**

Contractor poured sidewalks for the connectivity grant and regraded Also poured the pads for benches and bike repair stand for next years installation as well as worked out the drainage ditch regrading. Still need to have Jay order signage

**Town-Wide Alarm Monitoring and Repair:**

FPT repaired alarm systems in the town hall and Library Next up is Public Works. Still not scheduled which is annoying.

**Affordable Housing Grant:**

Signed contract with Bill Warner for the grant

**Budget:**

Going to be super tight

**American Recovery Act Funding:**

We have first allotments of \$478,848.04

**Town Hall Projects**

The electrical RFP for redoing the town hall electrical system has suffered from mission creep.

Not a lot of progress to report

Goal:

1. Electrical Replace the stabloc electrical panel with a 40-place electrical panel and reconfigure the circuits on the back up power
  - a. The location of the existing stabloc panel is not large enough for a 40 circuit GE series panel to match existing equipment even with the oil fill lines removed. We could use a 30-circuit panel and another sub panel if needed
  - b. Reconfigure the circuits that are on back up power
  - c. Alternatively, we are back to moving to an alternate location
  - d. We would need to remove all the telephone wiring from this location
2. HVAC Goal is even heat distribution in the building
  - a. I worked a bit with Mytech on this. It turns out we do have Mono-t's on the whole systems, it is just that some rooms have controllers, and some do not. Before we go further, I had Mytech flush and drain the system replace all the radiator air separators including the main one at the boiler and check that all the zone valves were working properly. Along the way we realized the thermostat in the building dept office is right next to the building camera control unit and has an exhaust fan blowing on it. That thermostat will be fixed.
  - b. Price out repair of existing system with mono T's in rooms that do not have them, Insure all mono T controllers are set properly. It turns out we do have mono T's on all rooms they do not all have controllers though
  - c. Purge all registers and clean system to insure it is working properly Done
  - d. Reroute the fresh air intake for the existing boiler which does not meet code
  - e. Asked for quotes from M and M as well as Mytech plumbing
3. Oil Storage Replace existing oil tank and fill pipe with larger capacity tank.
  - a. Per Charley M. two common suppliers today Roth and Granby. He does not like Granby tanks but will see if they have a larger one that will fit as well as look at the option for Roth. Dual tanks will not fit in that location

and have code clearance to the boiler No response from M and M oil I also asked Mytech to quote the tank install as well as John Kaulback

- b. Replace fill lines. Only code compliant option is to use the opening where the window used to be. This would avoid all the electrical equipment.
4. Masonry Redo Masonry Block and Brick the old window opening
  - a. Reach out to MG masonry for a cost estimate for that. ~\$1400 est from MG
  - b. Must be blocked in per code so we can reroute the fill pipes.
5. VOIP Evaluate and move phone wiring and potentially relocate fiber optic equipment
  - a. Quote from granite
  - b. Getting other estimates from other options via South Windsor.
  - c. Met with IP Gennie this week- I will work on a quote from them. They are the CRCOG preferred vendor and do Hebron and RHAM with good results. This is the last quote I need to make a decision
  - d. Remove existing telephone wiring after transition to VOIP
  - e. I would really like to pull the trigger on this in the next month
6. Utilize LOCIP funds to pay for the upgrades- Per BOS
  - a. We should talk about this at the meeting. I think we should just pay for these upgrades from the building maintenance fund and save Locip to pay culvert replacement costs.
  - b. Will need to have preliminary cost estimates
  - c. Rewrite the towns buildings plan
  - d. CIP approval via Minutes for revised plan and proposal
  - e. BOS approval and LOCIP application

# Significant Projects Pending Dec 2021

## Connectivity Grant:

- Project started - awarded to contractor
- Project Sign in the rail trail
- Sidewalks along Long Hill Rd poured
- Pads poured for bench, bike rack and repair station on trail near Center Street
- Drainage Swale reestablished with a settling pond
- Paving on 12/8
- Remaining work to commence next spring

## Drainage on Shoddy Mill Road:

- Work has commenced on first section. Stopped at first Basin - switched projects

## Paving/Chipseal:

- Done
- Still need a small paving repair after sidewalk installation on Long Hill Road

## Bunker Hill Bridge:

- Bridge reopened temporarily
- Received state environmental review finally on new design
- Initial design sent to DOT for review will be a town review scheduled with Close Jenso and Miller in Dec some time
- Coordinating with Coventry on timing for another culvert replacement in coventry

## Library Chimney:

- NO progress since CIP meeting
- Asked the 4 contractors that bid initially to re bid with new scope of work 2 of the 4 declined waiting on new bids from 2 contractors

## Community Center:

- Contract awarded for site design and initial architecture
- Coordinating with community center committee Initial site meeting with commission and architect and engineer
- Initial survey work complete still need deep pit tests after architectural renderings and better scope established

### **Town Hall:**

- Hired D and S comfort to clean and service furnace for community room- ongoing there is an issue with airflow- potentially a failed fire damper- working with them to correct.
- Hired Mi Tech to clean and purge heating system install new air separators
- Revised proposal
- Electrical- new Sub Panel
- Mechanical new tank and fill valve
- New fresh air intake for boiler
- Brick in old window opening

### **Gazebo:**

- Lenco finished updating electrical
  - Correct code issues
  - Revamp gfci
  - Add central light
  - New electrical outlets
- Power washed
- Tried spray and forget on the roof no real change that I can detect
- Repainted by Willi
- Bushes trimmed back and removed where needed
- Mulched and leaves blown/removed
- One dead tree removed
- Awesome job decorating by Paula King and others

### **Public Works Electrical Work:**

- Still need to install a new Sub panel to shift some loads from an old transformer

### **New Parking area at Lake Road:**

- Project submitted to IWWC- **Accepted by Wetlands**
  - Preliminary drawings done
  - Flag wetlands completed by Richard Snarski soil scientist will do work, \$600 Wetlands Commission. Site Walk hosted on Sat, Dec 4<sup>th</sup> - attended by Jay Tuttle
- Approval from PZC to spend up to \$5000 to design build the parking area
- Tree removal and grading to be done by TOA public works
- Already Cleared with DEEP

### **Alarm Systems:**

- Will not go forward with repair of Museum system- will rely on Frontpoint
- Public Works alarm repair quote reduced after full system evaluation ~ 8,850 accepted December timeframe for the work to be done

### **Veterans Memorial Field - Athletic Fields:**

- Fence repaired and rocks installed to prevent vehicle traffic but not impede water flow when the field floods
- Concrete pad extension poured for filtration system
- System Drained for the year
- Met with Ric Langly, Scott Person and Jeff Murray to discuss solutions to lighting protection
  - working on a comprehensive solution
  - Purchased Materials for a total solution
  - Lenco will install
- Still Need info for insurance claim
- Replace pump done- replaced controller a second time

### **Andover Veterans Monument:**

- Sprinkler system installed, tested and drained
- Plumbing connections work by John Kaulbak including backflow preventor, sand filter, blow out connections etc finished and removed for winter and drained back
- Electrical and low voltage lighting completed and Functional
- Topsoil and seeding Completed
- Awaiting installation of Flagpoles (2)
- Awaiting brick for new section of walkways
- Awaiting 2 additional monuments already agreed to by BOS

### **Andover Museum:**

- Low voltage lighting for the front of the Museum Done
- New fence installed around well and porta potty area
- Still need to paint fence. I will have Will do it in the spring
- Added process to parking area and regraded
- Begin the search for grants for the Museum exterior renovation

### **Tree Work:**

- Done for the year with ~500 trees removed
- Hired Tennant to cut trees for new turn around at end of Basoula Rd
- Limited tree trimming on routes for vehicle passage
- Retaining some money for emergency tree work

### **Basoula Road Bus Turnaround:**

- Easement signed with the homeowner
- Will also making plowing easier
- Tennant will cut the trees as soon as available
- PW will remove stumps and grade/ establish a new Turn around
- We might consider paving it next year

### **Transfer Station:**

- Quote from Kevin Regan for replacement of old CART structure that fell down.
- ~\$4975 rebuilt correctly, asked BOS if they wanted to authorize it.
- Working on alternative layout per BOS instructions
- Jay Tuttle pricing out automatic door openers for blue building with remote

## **9. Old Business**

**Discuss and act upon the following:**

- a. Veterans Monument Park Upgrades**
  - i. Presentation from Gerry Wright on Status**
- b. Connectivity Grant Construction Progress**
- c. Policy on Snow Plow Damage and Mailbox Replacement**
- d. Electrical and HVAC Upgrades at Town Hall**
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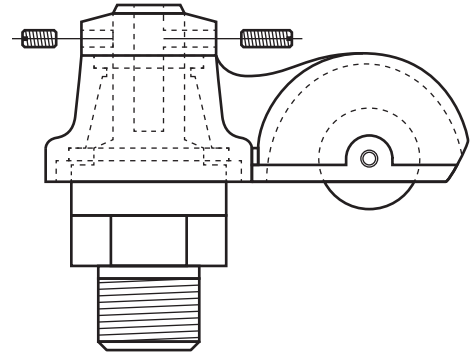
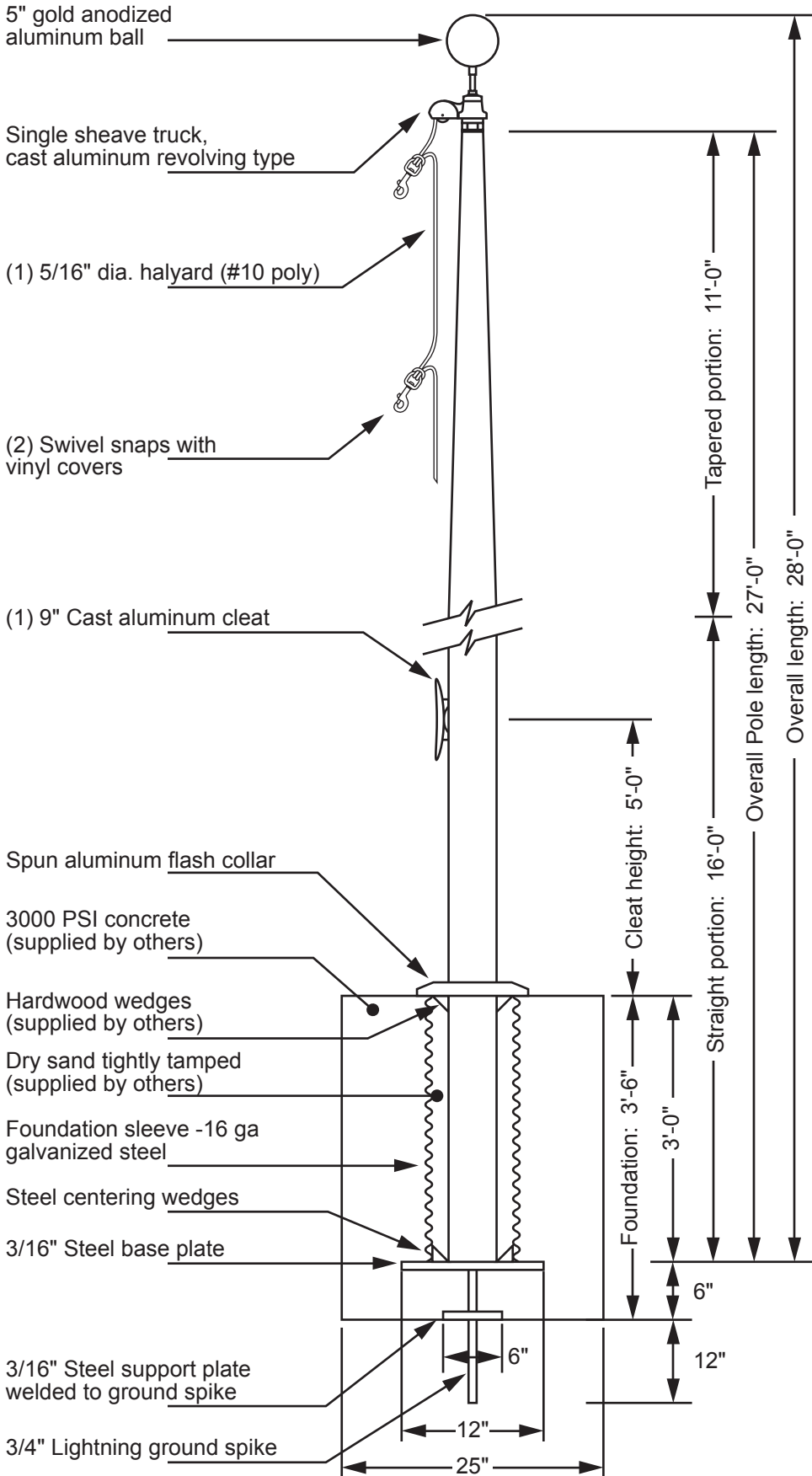




**Flagpole Installation**



## Model ECX25 - External Single Halyard



**Single Sheave Truck Detail**  
 Revolving truck  
 Cast aluminum body  
 Stainless steel ball bearings  
 Nylon sheave  
 Cast aluminum spindle

|   |                            |  |  |
|---|----------------------------|--|--|
| Project:<br>Location:<br>Contractor:<br>Customer: | Date:<br>Job:<br>Revision: | Exposed Height __ 25'-0"<br>Overall Height __ 28'-0"<br>Butt Diameter __ 5"<br>Top Diameter __ 3"<br>Wall Thickness __ .125"<br>Ships in 1 section | Ground Set Tapered<br>Aluminum Flagpole<br>ALLOY 6063T6<br>80 grit polish<br>FINISH:     |
|   |                            |  | <b>EDER FLAG</b><br>1000 W. Rawson Avenue<br>Oak Creek, WI 53154<br>www.ederflag.com<br> |

**Flagman of America**  
 22 East Main St. PO Box 440  
 Avon, CT 06001  
 800-835-2462  
 Jordan@flagman.com  
 www.flagman.com

# Estimate



| ADDRESS   |
|---|
| Veterans Monument Park<br>Joan Foran / Gerry Wright<br>Corner of Route 6<br>Andover, CT 06232<br>860-742-8585 |

| SHIP TO   |
|---|
| Veterans Monument Park<br>Joan Foran / Gerry Wright<br>Corner of Route 6<br>Andover, CT 06232<br>860-742-8585 |

| ESTIMATE # | DATE       | EXPIRATION DATE |
|------------|------------|-----------------|
| 287        | 03/23/2021 | 09/23/2021      |

| DESCRIPTION   | SKU              | QTY | PRICE    | EXTENDED |
|---|------------------|-----|----------|----------|
| Convert existing 30' flagpole to external & install 2, 25' Flagpoles next to it.  | <b>Note</b>      | 1   | 0.00     | 0.00     |
| Pole Top Adapter 4" / Silver *not sure actual top diameter*   | <b>340242</b>    | 1   | 81.32    | 81.32    |
| Revolving Threaded Single Pulley Truck Top Nylon Pulley / Silver  | <b>340136</b>    | 1   | 69.55    | 69.55    |
| White Nylon Halyard - Sold by the foot 5/16"  | <b>PEX146_03</b> | 60  | 0.43     | 25.80    |
| Stainless Steel Snap With Snapcover   | <b>PEX150_01</b> | 2   | 23.00    | 46.00    |
| Labor for Installation of Flagpole Project *Weather & Conditions Permitting*  | <b>Labor</b>     | 1   | 1,476.30 | 1,476.30 |
| Concrete / Project Materials  | <b>3446</b>      | 1   | 250.00   | 250.00   |
| *1 Year Parts & Labor Warranty  | <b>Note</b>      | 1   | 0.00     | 0.00     |
| *5 Year Foundation Warranty   |                  |     |          |          |
| Aluminum Flagpole - 25' (Exposed) - 1 Piece - External Halyard - Satin (Bare Aluminum) - 5" Butt - 3" Top - .125" Wall - 129 lbs - Max Flag 5'x8' | <b>320194</b>    | 2   | 1,280.00 | 2,560.00 |
| Double Row Solar Flagpole Top Light   | <b>csi003</b>    | 3   | 128.40   | 385.20   |

|              |                   |
|--------------|-------------------|
| SUBTOTAL     | 4,894.17          |
| TAX          | 0.00              |
| SHIPPING     | 491.03            |
| <b>TOTAL</b> | <b>\$5,385.20</b> |

Accepted By

Accepted Date

## **10. New Business**

**Discuss and act upon the following:**

- a. Town Covid Status and Position**
- b. Budget Schedule**
- c. Town Wide Christmas Caroling**
- d. Formation of Museum of Andover History Committee**
- e. Pedestrian Safety Initiative**
- f. VOIP System**

## Eastern Highlands Health District COVID-19 Update

DATE: 12/4/2021

TIME: 8:00 AM

COMPLETED BY: A. Bloom

### TOWN LEVEL DATA

| TOWN                         | Andover | Ashford | Bolton | Chaplin | Columbia | Coventry | Mansfield | Non-student | Scotland ++ | Tolland | Willington | EHHD Totals  |
|------------------------------|---------|---------|--------|---------|----------|----------|-----------|-------------|-------------|---------|------------|--------------|
| <b>Cumulative Cases</b>      | 227     | 351     | 357    | 180     | 463      | 976      | 1,716     |             | 59          | 1,191   | 394        | <b>5,914</b> |
| <b>Change from last week</b> | 8       | 10      | 8      | 7       | 10       | 21       | 25        | (23)        | 2           | 15      | 11         | <b>117</b>   |
| <b>Two week change</b>       | 10      | 21      | 11     | 14      | 19       | 40       | 41        | (35)        | 2           | 30      | 16         | <b>204</b>   |
| <b>Deaths</b>                | 4       | 5       | 6      | 0       | 6        | 8        | 28        | (28)        | 2           | 20      | 3          | <b>82</b>    |

### CONNECTICUT TOTALS (December 1, 2021)

| Number of cumulative cases | Change from last week | Change from two weeks | Current hospitalizations* | Two week change in hospitalizations | Deaths       |
|----------------------------|-----------------------|-----------------------|---------------------------|-------------------------------------|--------------|
| <b>418,473</b>             | <b>5,939</b>          | <b>12,354</b>         | <b>414</b>                | <b>173</b>                          | <b>8,909</b> |

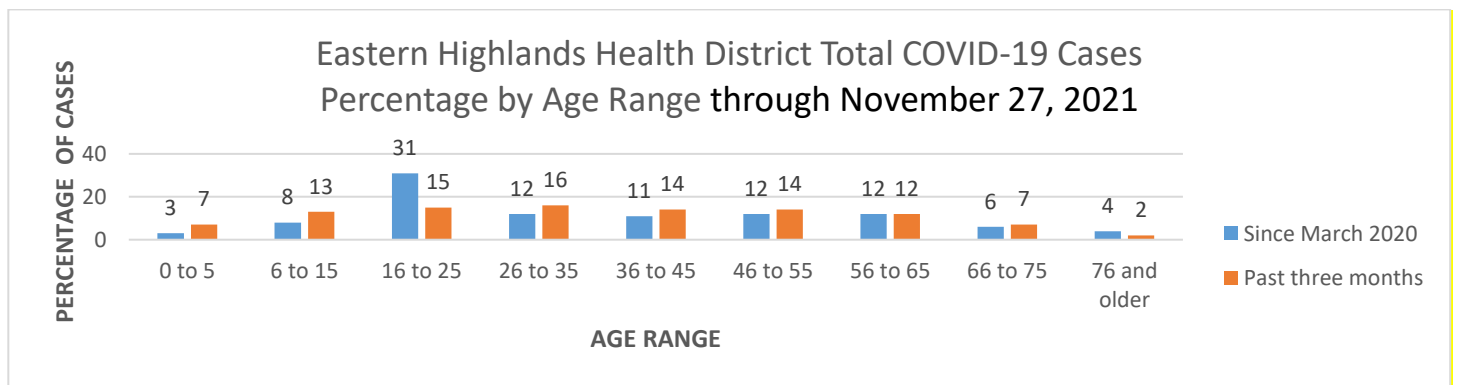
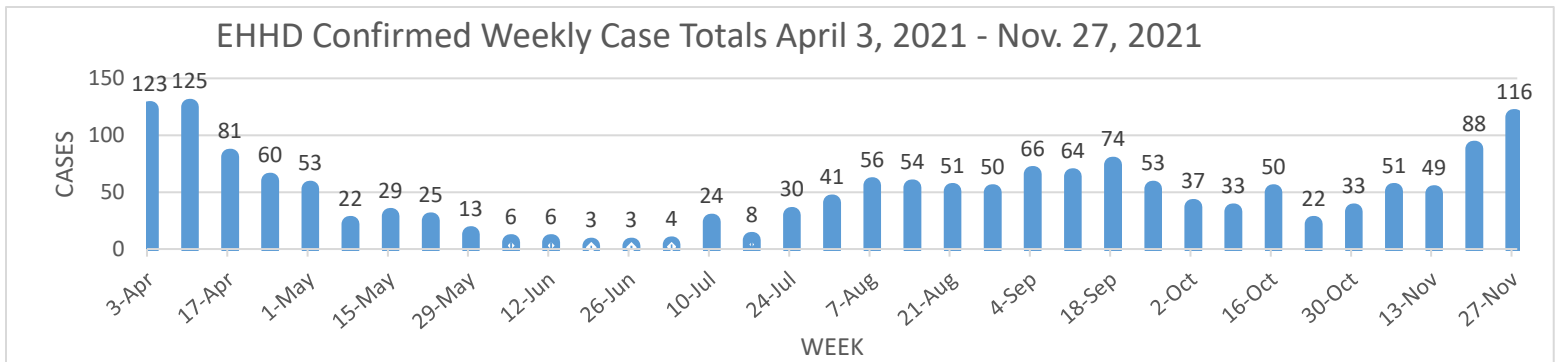
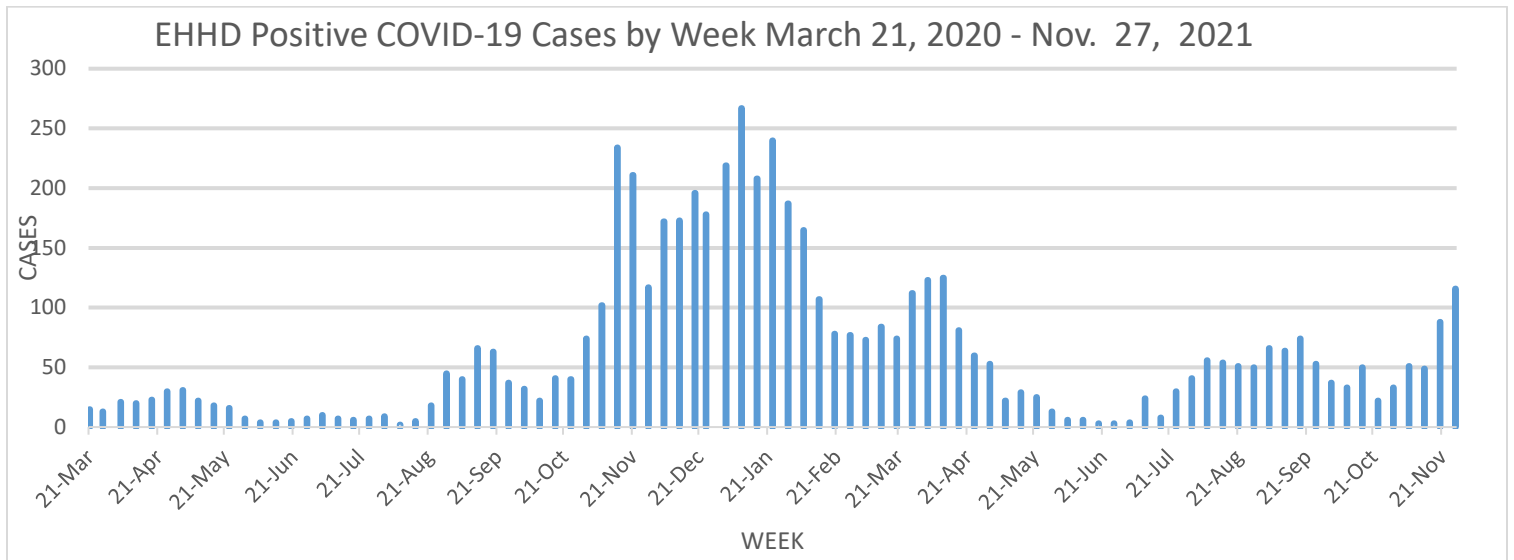
Data Sources: CTEDSS and CT DPH; cumulative town counts as of 12/1/2021; reporting period for two week town level case counts is 11/14/2021 through 11/27/2021.

\*Current (net) number of hospitalizations; it is not a cumulative count. ++ Scotland likely to be lower than actual positive cases due to residents using Baltic, North Windham and Hampton as a mailing address.

### EHHD residents who received COVID-19 vaccine

| TOWN  | Andover      | Ashford      | Bolton       | Chaplin      | Columbia     | Coventry     | Mansfield <sup>^</sup> | Scotland ++ | Tolland       | Willington   | EHHD Totals   | Connecticut Totals |
|---|--------------|--------------|--------------|--------------|--------------|--------------|------------------------|-------------|---------------|--------------|---------------|--------------------|
| <b>Estimated pop.</b>                                       | 3,236        | 4,255        | 4,884        | 2,239        | 5,379        | 12,407       | 25,487                 | 1,672       | 14,618        | 5,864        | 80,041        | 3,631,470          |
| <b>Received 1<sup>st</sup> dose COVID vaccine % of pop.</b> | 2,314<br>72% | 2,886<br>68% | 3,672<br>75% | 1,427<br>64% | 3,903<br>73% | 9,056<br>73% | 21,451<br>84%          | 998<br>60%  | 11,356<br>78% | 3,782<br>65% | 60,845<br>76% | 74%                |
| <b>Fully vaccinated % of pop.</b>                           | 2,161<br>67% | 2,671<br>63% | 3,359<br>69% | 1,330<br>59% | 3,597<br>67% | 8,324<br>67% | 20,342<br>80%          | 936<br>56%  | 10,411<br>71% | 3,489<br>60% | 56,620<br>71% | 67%                |
| <b>Initiated vaccine % 5-11</b>                             | 12%          | 16%          | 27%          | 10%          | 21%          | 27%          | 35%                    | 14%         | 27%           | 17%          | 25%           | 24%                |
| <b>Fully vaccinated % 12-17</b>                             | 54%          | 62%          | 66%          | 63%          | 49%          | 58%          | 76%                    | 40%         | 68%           | 52%          | 63%           | **                 |
| <b>Fully vaccinated % 18-24</b>                             | 66%          | 55%          | 63%          | 47%          | 61%          | 59%          | 86%                    | 53%         | 80%           | 29%          | 78%           | **                 |
| <b>Fully vaccinated % 25-44</b>                             | 68%          | 60%          | 79%          | 58%          | 70%          | 74%          | 81%                    | 46%         | 75%           | 73%          | 73%           | 74%                |
| <b>Fully vaccinated % age 45-64</b>                         | 72%          | 68%          | 69%          | 61%          | 70%          | 74%          | 80%                    | 65%         | 77%           | 66%          | 73%           | 83%                |
| <b>Fully vaccinated % 65+</b>                               | 100%         | 100%         | 100%         | 100%         | 100%         | 100%         | 100%                   | 100%        | 100%          | 100%         | 100%          | 90%                |

Data Source: Connecticut immunization registry CT DPH as of 12/1/2021. <sup>^</sup> Vaccination data for Mansfield includes current 12/1/2021 data from UCONN (<https://covidashboard.uconn.edu/>) ++ See Scotland note above. \*\*At this time the state vaccination numbers are not broken down into the same age groups as the town level data and cannot be reported here. NOTE: census estimates for 65 and older is likely low, resulting in 100% rates based on actual number of vaccines provided to this age group.



NOTE: All counts by town are cumulative and include confirmed cases and antigen-positive cases; counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.



*Isn't it time your business  
was Custom(er) Fit™?*

Proposal For:  
**TOWN OF ANDOVER**

09/29/2021 Quote Number: **00034758**



John McDonald

**Phone:**

**Mobile:**

**Email:** [john.mcdonald@ftr.com](mailto:john.mcdonald@ftr.com)

**Quote Number: 00034758**

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**Frontier Business**

401 Merritt 7, Norwalk, CT 06851 | [business.frontier.com](http://business.frontier.com)

## Why you should partner with Frontier

Frontier (NASDAQ: FTR) is more than a technology and communications provider — we're also your partner. We work closely with you to solve real business problems and enhance the way you operate through resources including:

- Flexible equipment options (premise-based, cloud, managed, or hybrid configurations)
- Dedicated enterprise support when you need it most
- Reliable state-of-the-art technology to keep the focus on productivity
- Cost-effective plans to make the most of every dollar
- Secure connections and compliant data storage to protect vital information
- Multisite solutions to seamlessly link different locations
- Strong partnerships with industry-leading equipment manufacturers and specialty solutions providers
- Financing options available to protect your investment against obsolescence, while tailoring your payment scenario to fit your budget

Frontier offers end-to-end data, voice and video solutions to businesses of all sizes. We're committed to providing next generation technology that's flexible and reliable — ready to grow with your business. And you'll enjoy the convenience of having one single, responsive source for all your communications needs. You can count on the strength and stability of a Fortune 500 company along with the flexibility to deliver on a personal scale. Frontier Business will keep your business connected and running strong.

Choose from our fully integrated product portfolio that includes:

- Ethernet Solutions
- Dedicated Internet Access
- VoIP (hosted and premise based)
- Communications & Network Equipment
- Optical Transport Services
- Social Media Marketing
- Audio, Web & Video Conferencing
- Wireless Data Access/Wi-Fi
- Business Continuity Solutions
- Business High-Speed Internet
- Local & Long-Distance Service
- Managed Services
- Internet & Data Security

### Frontier Provides

- State-of-the-art Network
- 24/7 expert tech support
- 100% U.S.-based workforce
- Global Capabilities
- Customized Solutions
- Comprehensive Product Portfolio
- Dedicated Account Executive

John McDonald has created a custom-designed plan based on your needs and budget all backed by our 24/7 expert technical support. Plus, we monitor the Frontier network to ensure that your business communications run without interruption. It's all part of our dedication to helping you succeed.

**Quote Number: 00034758**

## Situation Analysis

Your company's current communications capabilities include:

Based on what we learned from you, your immediate and future communications needs are:

## Executive Summary

Our team of Business Specialists is dedicated to gaining a full understanding of your capabilities and challenges. That way, we can custom-tailor a solution that meets your needs and gives you the confidence to move forward.

Our recommendations based on the needs defined above include:

Service Term : 36 Months

Service Location: 17 School Road, Andover, CT 06232

| Ethernet Service Description            | Quantity | MRC      | NRC    |
|---|----------|----------|--------|
| <u>UCF Executive</u>                    | 14       | \$251.86 | \$0.00 |
| <u>UCF Basic</u>                        | 1        | \$12.50  | \$0.00 |
| <u>UCF Yearlnk T53W</u>                 | 14       | \$77.00  | \$0.00 |
| <u>UCF Yearlnk CP930WP</u>              | 1        | \$17.50  | \$0.00 |
| <u>UCF E911 Additional Site Listing</u> | 1        | \$0.00   | \$0.00 |
| <u>UCF Premium Auto Attendant</u>       | 1        | \$0.00   | \$0.00 |

Service Location: 11 School Road, Andover, CT 06232

| Ethernet Service Description      | Quantity | MRC      | NRC    |
|-----------------------------------|----------|----------|--------|
| <u>UCF Executive</u>              | 6        | \$107.94 | \$0.00 |
| <u>UCF Yearlnk T54W</u>           | 6        | \$45.00  | \$0.00 |
| <u>UCF Premium Auto Attendant</u> | 1        | \$0.00   | \$0.00 |

Service Location: 12 Long Hill Road, Andover, CT 06232

| Ethernet Service Description        | Quantity | MRC     | NRC      |
|-------------------------------------|----------|---------|----------|
| <u>UCF Executive</u>                | 2        | \$35.98 | \$0.00   |
| <u>UCF Yearlnk T53W</u>             | 2        | \$11.00 | \$0.00   |
| <u>Installation Charge - Phones</u> | 26       | \$0.00  | \$715.00 |
| <u>UCF Premium Auto Attendant</u>   | 1        | \$0.00  | \$0.00   |



Service Location: 355 U.S. 6, Andover, CT 06232

| <b>Ethernet Service Description</b> | <b>Quantity</b> | <b>MRC</b>      | <b>NRC</b>      |
|-------------------------------------|-----------------|-----------------|-----------------|
| <u>UCF Executive</u>                | 3               | \$53.97         | \$0.00          |
| <u>UCF Yealnk T53W</u>              | 3               | \$16.50         | \$0.00          |
| <u>UCF Premium Auto Attendant</u>   | 1               | \$0.00          | \$0.00          |
| <b>Total:</b>                       |                 | <b>\$629.25</b> | <b>\$715.00</b> |

The services set forth in this proposal will be provided by Frontier Communications and its affiliates (collectively referred to herein as "Frontier"). Frontier does not consider the proposal itself to be a legally binding offer to contract. Pricing contained within this document is budgetary, and a site survey may be required prior to a final quote. This quote is valid for up to thirty days from the date hereof. Taxes and surcharges are not included.

This proposal is confidential and contains proprietary information. The contents contained herein are not to be shared with parties other than the customer and its employees named in this document is confidential and the property of Frontier Communications Corporation.



# Path to Partnership

WO: 206764

Town of Andover

Quote Expires:  
11/11/2021

## Granite

Granite is the nation's largest CLEC. Since our founding in 2002, Granite has experienced industry-leading growth while specializing in dedicated business-to-business customer support and the consolidation of communications services. Our customers trust us with 1.4 million voice and data lines servicing their critical locations in retail, finance, real estate, hospitality, and more. We count over 85 of the Fortune 100 among our customers, including eight of the Top Ten US Retailers in the Forbes Global 2000.

## Access Services

From small business to enterprise networks, Granite offers access solutions tailored to your business needs. Our nationwide network offers bandwidth from 1.5Mb to 10GB for Dedicated Internet Access, MPLS and Granite Switched Ethernet. With over 35 vendor partnerships Granite is able to meet virtual and physical diversity requirements, covering the entire US and Canada, while keeping all services on one bill with one contact.

## Consolidated Billing

Never sort through multiple phone bills again. Simplify payment with Granite's consolidated billing. All of your business' locations can be on a single invoice.

## Service Providers

Granite is bonded to service providers across North America, including Verizon, AT&T, CenturyLink, Frontier, FairPoint, Windstream, Cincinnati Bell, Telus, and Bell Canada. We are e-bonded with all the major carriers, allowing us to place orders and manage any moves, adds, and changes for your business.



# Path to Partnership

WO: 206764

Town of Andover

Quote Expires:  
11/11/2021

## Equipment Pricing

### Pricing Breakdown by Location

#### 2 Years Equipment Pricing

| <u>Address</u>                    | <u>Product Services</u> | <u>Qty</u> | <u>Term</u> | <u>MRC</u> | <u>Total MRC</u> |
|-----------------------------------|-------------------------|------------|-------------|------------|------------------|
| 12 Long Hill Rd Andover, CT 06232 | VVX 250                 | 2          | Rental      | \$3.99     | \$7.98           |
| <b>Location Total</b>             |                         |            |             |            | <b>\$7.98</b>    |
| <b>2 Years Equipment Total</b>    |                         |            |             |            | <b>\$7.98</b>    |

#### 3 Years Equipment Pricing

| <u>Address</u>                 | <u>Product Services</u> | <u>Qty</u> | <u>Term</u> | <u>MRC</u> | <u>Total MRC</u> |
|--------------------------------|-------------------------|------------|-------------|------------|------------------|
| 17 School Rd Andover, CT 06232 | VVX 250                 | 14         | Rental      | \$3.99     | \$55.86          |
| <b>Location Total</b>          |                         |            |             |            | <b>\$55.86</b>   |
| 11 School Rd Andover, CT 06232 | VVX 250                 | 6          | Rental      | \$3.99     | \$23.94          |
| <b>Location Total</b>          |                         |            |             |            | <b>\$23.94</b>   |
| 355 US-6 Andover, CT 06232     | VVX 250                 | 1          | Rental      | \$3.99     | \$3.99           |
| <b>Location Total</b>          |                         |            |             |            | <b>\$3.99</b>    |
| <b>3 Years Equipment Total</b> |                         |            |             |            | <b>\$83.79</b>   |

*THIS QUOTE IS AN ESTIMATE. Pricing is subject to availability.*

*All Services are subject to the General Terms and Conditions of Service set forth at [www.granitenet.com](http://www.granitenet.com).*

*The information contained herein is confidential and proprietary.*

*Some taxes, surcharges, regulatory fees and non-recurring charges may be included, additional may apply.*



# Path to Partnership

WO: 206764

Town of Andover

Quote Expires:  
11/11/2021

## Voice Pricing

### Voice Pricing

| <u>Address</u>                    | <u>Product Services</u> | <u>Qty</u> | <u>MRC</u> | <u>Total MRC</u> | <u>Total NRC</u> |
|-----------------------------------|-------------------------|------------|------------|------------------|------------------|
| 17 School Rd Andover, CT 06232    | HPBX Business           | 14         | \$11.99    | \$167.86         | \$0.00           |
|                                   | Easy Auto Attendant     | 1          | \$0.00     | \$0.00           | \$0.00           |
|                                   | Network Access Charge   | 14         | \$1.00     | \$14.00          | \$0.00           |
| <b>Location Total</b>             |                         |            |            | <b>\$181.86</b>  | <b>\$0.00</b>    |
| 11 School Rd Andover, CT 06232    | HPBX Base               | 4          | \$9.99     | \$39.96          | \$0.00           |
|                                   | HPBX Business           | 2          | \$11.99    | \$23.98          | \$0.00           |
|                                   | Easy Auto Attendant     | 1          | \$0.00     | \$0.00           | \$0.00           |
|                                   | Network Access Charge   | 6          | \$1.00     | \$6.00           | \$0.00           |
| <b>Location Total</b>             |                         |            |            | <b>\$69.94</b>   | <b>\$0.00</b>    |
| 355 US-6 Andover, CT 06232        | HPBX Base               | 2          | \$9.99     | \$19.98          | \$0.00           |
|                                   | HPBX Business           | 1          | \$11.99    | \$11.99          | \$0.00           |
|                                   | Easy Auto Attendant     | 1          | \$0.00     | \$0.00           | \$0.00           |
|                                   | Network Access Charge   | 3          | \$1.00     | \$3.00           | \$0.00           |
| <b>Location Total</b>             |                         |            |            | <b>\$34.97</b>   | <b>\$0.00</b>    |
| 12 Long Hill Rd Andover, CT 06232 | HPBX Base               | 2          | \$9.99     | \$19.98          | \$0.00           |
|                                   | Easy Auto Attendant     | 1          | \$0.00     | \$0.00           | \$0.00           |
|                                   | Network Access Charge   | 2          | \$1.00     | \$2.00           | \$0.00           |
| <b>Location Total</b>             |                         |            |            | <b>\$21.98</b>   | <b>\$0.00</b>    |
| <b>Voice Total</b>                |                         |            |            | <b>\$308.75</b>  | <b>\$0.00</b>    |

## Wireless Backup

| <u>Plan</u>                                 | <u>Qty</u> | <u>MRC</u> | <u>Total MRC</u> |
|---|------------|------------|------------------|
| 1GB Pooled M2M + CBA 850 LP6- 3 year Bundle | 3          | \$39.98    | \$119.94         |

Network access charge of \$1.00 will be applied per HPBX seat upon ordering.

THIS QUOTE IS AN ESTIMATE. Pricing is subject to availability.

All Services are subject to the General Terms and Conditions of Service set forth at [www.granitenet.com](http://www.granitenet.com).

The information contained herein is confidential and proprietary.

Some taxes, surcharges, regulatory fees and non-recurring charges may be included, additional may apply.



## Network Integration Rates

HPBX Installation of a Router/Switch with 4 IP Phones Installed - \$2988

**1 year: \$27.58; 2 years: \$15.44; 3 years: \$11.04**

**Scope of work: Install and test one Granite provided router, switch or Integrated Access Device (IAD) with the installation of 4 digital IP Phones.**

The technician will arrive at the designated site, make contact and confirm arrival with the LCON. The technician will then locate the designated work area and the Customer Premise Equipment (CPE) and any additional peripherals required for completion of the installation. The technician will also conduct a visual inspection of the CPE and peripherals to ensure compatibility and serviceability of all required items. The technician will then install and test one Granite provided and preconfigured router and/or switch in the designated location or demarcation point (D- marc) or Minimum Point of Entry (MPOE). If the D-marc needs to be extended or any additional work is required, the work will be billed at the established Time & Materials rates. Additional phone installations will be charged \$25 each. Available for phones/equipment provided by Granite; Standard Time and Material rates apply for customers using their own phones/equipment.

### Activity Specific Assumptions:

Assumes the installation of a router and/or switch.

Assumes the installation of up to 4 digital IP Phones

Additional phone installation charges will be billed at \$25 each.

Assumes regular business hours.

Assumes Granite provided equipment.

Assumes 1 hour onsite.

Additional time will be billed at a rate of \$125.00 per hour in 30 minute increments, or as detailed in the Site Survey Scope of Work (SOW)

All out of scope work will be billed at \$125.00 per hour in 30 minute increments.

Granite Professional Services - \$250.00, per hr

**Granite will assist customer at an hourly rate with network consulting, systems integration, implementation and/or technical support that is outside the original scope of work. Additional charges, over the Professional Services fees, for equipment, time and materials and on-site technical labor may apply.**



### Network Integration Products

### Monthly Payment Option

| <u>Service</u>   | <u>NRC</u> | <u>1 Year</u> | <u>2 Year</u> | <u>3 Year</u> |
|--|------------|---------------|---------------|---------------|
| Site Survey  | \$199.00   | \$18.42       | \$10.11       | \$7.38        |
| Predictive Heat Mapping (up to 10k Sq Ft)  | \$349.00   | \$32.30       | \$17.73       | \$12.93       |
| Installation of a Broadband or DIA circuit, a Router, Managed Service, Cradlepoint &/or Switch | \$199.00   | \$18.42       | \$10.11       | \$7.38        |
| Hosted Voice Installation (Analog Handoff)   | \$199.00   | \$18.42       | \$10.11       | \$7.38        |
| Hosted PBX Installation (up to 4 phones)   | \$298.00   | \$27.58       | \$15.14       | \$11.04       |
| Hosted PBX Installation - Additional phone   | \$25.00    | \$2.31        | \$1.27        | \$0.93        |
| ADS Diagnostic Dispatch - hourly rate  | \$125.00   | \$11.57       | \$6.35        | \$4.63        |
| Test & Tone - hourly rate  | \$99.00    | \$9.16        | \$5.03        | \$3.67        |
| Additional Hour for On-site Data Technician  | \$125.00   | \$11.57       | \$6.35        | \$4.63        |
| Single Cat 5e Plenum Cable Drop  | \$299.00   | \$27.67       | \$15.19       | \$11.08       |
| Single Cat 6 Plenum Cable Drop   | \$325.00   | \$30.08       | \$16.51       | \$12.05       |
| Single Cat 6 Plenum Cable Drop   | \$325.00   | \$30.08       | \$16.51       | \$12.05       |
| Warehouse Cat 5e Plenum Cable Drop   | \$449.00   | \$41.55       | \$22.81       | \$16.64       |
| WAN Wireless Antenna Install Short   | \$50.00    | \$4.63        | \$2.54        | \$1.85        |
| WAN Wireless Antenna Install Long  | \$100.00   | \$9.25        | \$5.08        | \$3.71        |
| PRI Installation   | \$199.00   | \$18.42       | \$10.11       | \$7.38        |
| Managed Wi-Fi Installation   | \$199.00   | \$18.42       | \$10.11       | \$7.38        |
| Additional WAP Installation  | \$49.00    | \$4.53        | \$2.49        | \$1.82        |
| Managed Wi-Fi Peripherals Installation   | \$49.00    | \$4.53        | \$2.49        | \$1.82        |
| ***Travel / Dispatch   | \$65.00    | \$6.02        | \$3.30        | \$2.41        |



**Commercial Account Form and Letter of Agency – Multi-Services**

Sales Representative:

Date: 8/13/2021  
 Customer Name: Town of Andover  
 Contact Name:  
 Phone Number:  
 Corporate Address:  
 Street:  
 City, State and Zip:  
 Billing Address:  
 Street:  
 City, State and Zip:

**Agreement and Authorization:**

By signing this Commercial Account Form and Letter of Agency (“LOA”), Customer hereby (a) engages Granite Telecommunications, LLC and/or its affiliates (“Granite”) to provide the Services as set forth in this quote and/or other Service Order Documents. as Customer may order from time to time after the date hereof and (b) authorizes and appoints Granite to act as its agent solely for the purposes of handling all arrangements for establishing, converting, ordering, changing and/or maintaining such Services, and to take such other actions as are reasonably necessary to provide such Services and as Customer may request from time to time. Customer directs its current service provider(s), if any, to work with Granite to affect these changes.

Customer agrees to all of the Terms and Conditions of Service as set forth at [www.granitenet.com](http://www.granitenet.com) (as such may be modified from time to time, the “Terms of Service”), including, without limitation, the additional terms and conditions of service specifically applicable to a specific service.

The Terms of Service set forth rights and responsibilities of Customer and Granite concerning Services to be provided and in regards to other important topics. If Customer does not agree to the Terms of Service, the authorized representative of Customer should not sign this LOA. All terms and conditions of the Terms of Service are incorporated herein by reference. In accordance with the Terms of Service, Early Termination Fees may apply if specific Services are terminated prior to the end of their initial minimum Service Term. Upon completion of the initial minimum Service Term such Services will automatically renew on a month to month basis and may be terminated by Customer upon thirty (30) days written notice without penalty. Customer acknowledges and agrees that if Customer uses “customer provided bandwidth” (CPB) or “over the top” connectivity it will result in “best efforts” Services, which limitations are set forth in the Terms of Service. Capitalized terms not defined in this LOA shall have the meaning set forth in the Terms of Service.

Signature: The undersigned is authorized to sign on behalf of Customer and Customer agrees to be bound by the Terms of Service. This LOA is effective as of the date of execution below.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Customer Disclosures (Internet Based Services)**

Customer acknowledges and agrees that certain Internet Based Services (which for purposes of this Customer Disclosure, includes, but is not limited to, Hosted PBX, SIP Trunking, SIP PRI, Hosted Voice, Virtual Auto Attendant and Virtual Voicemail Services), ordered through Granite may not operate in the same manner as traditional wireline phone service and that the following terms and conditions apply with respect to such Internet-Based Services: (a) such services are designed only for use with a compatible PBX or similar advanced telephone system; (b) such services only support Granite's local, intralata toll, interstate long distance and international voice services; (c) such services DO NOT support auto dialers, predictive dialers, telemarketing applications, modems, credit card process, heavy faxing lines and elevator lines (only POTS lines should be used for these purposes); (d) a qualified vendor must install the equipment and service at Customer's sole expense and Granite will not process any order without a qualified vendor involved in the installation process; and (e) Granite requires that Customer provide a complete list of all phone numbers to be ported, any numbers omitted from the list may result in those numbers not being ported at the time of circuit turn-up. Granite will attempt to retrieve CSRs from the existing carrier(s), but cannot guarantee its ability to obtain such CSRs. Customer agrees to provide Granite with complete CSRs, if requested.

CUSTOMER ACKNOWLEDGES AND AGREES THAT SOME OF THE SERVICES PROVIDED BY GRANITE ARE INTERNET-BASED SERVICES AND THAT 911 SERVICES ON INTERNET-BASED SERVICES ARE DIFFERENT THAN THAT OF TRADITIONAL WIRELINE SERVICE. FOR BASIC 911 OR E911 TO BE ACCURATELY ROUTED TO THE APPROPRIATE EMERGENCY RESPONDER, CUSTOMER MUST PROVIDE GRANITE WITH THE TELEPHONE NUMBER(S) ASSOCIATED WITH SUCH INTERNET-BASED SERVICES FOR THE REGISTERED ADDRESS.

CUSTOMER ACKNOWLEDGES THAT INTERNET-BASED SERVICES PROVIDED BY GRANITE MAY NOT SUPPORT BASIC 911 OR E911 DIALING IN THE SAME MANNER AS TRADITIONAL WIRELINE PHONE SERVICE. CUSTOMER AGREES TO INFORM THIRD PARTIES OF THE POTENTIAL COMPLICATIONS ARISING FROM BASIC 911 OR E911 DIALING. SPECIFICALLY, CUSTOMER ACKNOWLEDGES AND AGREES TO INFORM ALL EMPLOYEES, GUESTS, AND OTHER THIRD PERSONS WHO MAY USE SUCH INTERNET-BASED SERVICES THAT BASIC 911 AND E911 SERVICES WILL NOT FUNCTION IN THE CASE OF A SERVICE FAILURE FOR ANY OF THE FOLLOWING REASONS: (A) POWER FAILURES; (B) SUSPENDED OR TERMINATED INTERNET ACCESS SERVICE; (C) SUSPENSION OF SERVICES DUE TO BILLING ISSUES; AND/OR (D) ANY OTHER SERVICE OUTAGES NOT DESCRIBED HEREIN. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT FAILURE TO PROVIDE A CORRECT PHYSICAL ADDRESS IN THE REQUISITE FORMAT MAY CAUSE ALL BASIC 911 OR E911 CALLS TO BE ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER. FURTHERMORE, CUSTOMER RECOGNIZES THAT USE OF SUCH INTERNET-BASED SERVICES FROM A LOCATION OTHER THAN THE LOCATION TO WHICH SUCH SERVICE WAS ORDERED, I.E., THE "REGISTERED ADDRESS," MAY RESULT IN BASIC 911 OR E911 CALLS BEING ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER.

CUSTOMER IS REQUIRED TO REGISTER THE PHYSICAL LOCATION OF THEIR EQUIPMENT (I.E., IP PHONE, SOFTPHONE, DIGITAL TELEPHONE ADAPTER OR VIDEOPHONE, ETC.) WITH GRANITE AND AGREES TO UPDATE, AND PROVIDE PRIOR WRITTEN NOTICE TO, GRANITE OF THE LOCATION OF SUCH EQUIPMENT WHENEVER THE PHYSICAL LOCATION OF SERVICE FOR A PARTICULAR TELEPHONE NUMBER CHANGES.☐

TO THE EXTENT THAT GRANITE PROVIDES INTERNET-BASED SERVICES WHICH CUSTOMER UTILIZES FOR TRANSMISSION OF ALARM SYSTEM SIGNALS, CUSTOMER ACKNOWLEDGES THAT GRANITE IS NOT RESPONSIBLE FOR THE FUNCTIONALITY OF SUCH ALARM SYSTEMS AND SIGNALS. CUSTOMER UNDERSTANDS THAT INTERNET-BASED SERVICES ARE NOT INFALLIBLE. CUSTOMER SPECIFICALLY ACKNOWLEDGES THAT GRANITE DOES NOT REPRESENT OR WARRANT THAT THE TRANSMISSION OF ALARM SIGNALS WILL NOT BE INTERRUPTED, CIRCUMVENTED OR COMPROMISED. IF INTERNET BASED SERVICES ARE NOT OPERATIVE, NO ALARM SIGNALS CAN BE RECEIVED BY THE MONITORING STATION. CUSTOMER UNDERSTANDS THAT INTERNET-BASED SERVICES MAY BE IMPAIRED OR INTERRUPTED BY ATMOSPHERIC CONDITIONS, INCLUDING ELECTRICAL STORMS, POWER FAILURES OR OTHER CONDITIONS AND EVENTS BEYOND GRANITE'S CONTROL. THE USE OF INTERNET-BASED SERVICES MAY PREVENT FROM THE TRANSMISSION OF ALARM SIGNALS AT ANY TIME, AND/OR INTERFERE WITH THE TELEPHONE LINE-SEIZURE FEATURES OF CUSTOMER'S ALARM SYSTEM. IN THE EVENT CUSTOMER ELECTS TO USE INTERNET-BASED SERVICES FOR ALARM LINES; CUSTOMER IS RESPONSIBLE FOR HAVING THESE SERVICES TESTED BY AN AUTHORIZED ALARM INSPECTION COMPANY TO ENSURE SIGNAL TRANSMISSION FEATURES ARE OPERATIONAL. THESE FEATURES INCLUDE BUT ARE NOT LIMITED TO PROPER FUNCTIONING OF LINE SEIZURE AND THE SUCCESSFUL TRANSMISSION OF SIGNALS TO THE MONITORING STATION. CUSTOMER ACCEPTS FULL RESPONSIBILITY FOR ALARM SYSTEM COMPLIANCE WITH THE AUTHORITY HAVING JURISDICTION.

CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER SHALL BEAR THE SOLE RESPONSIBILITY OF INFORMING THIRD-PARTIES OF POTENTIAL CALL RECORDING USING THE INTERNET-BASED SERVICES. ☐

CUSTOMER ACKNOWLEDGES AND AGREES THAT NEITHER GRANITE, ITS PROVIDERS, NOR ANY OTHER THIRD PARTIES INVOLVED IN THE ROUTING, HANDLING, DELIVERY, OR ANSWERING OF EMERGENCY SERVICES OR IN RESPONDING TO EMERGENCY CALLS, NOR THEIR RESPECTIVE MEMBERS, MANAGERS, DIRECTORS, OFFICERS, EMPLOYEES OR AGENTS, MAY BE HELD LIABLE FOR ANY CLAIM, DAMAGE, LOSS, FINE, PENALTY OR COST (INCLUDING, WITHOUT LIMITATION, ATTORNEY'S FEES) AND CUSTOMER HEREBY WAIVES ANY AND ALL SUCH CLAIMS OR CAUSES OF ACTION, ARISING FROM OR RELATING TO THE PROVISION OF ALL TYPES OF EMERGENCY SERVICES TO CUSTOMER. CUSTOMER INDEMNIFIES AND HOLDS GRANITE HARMLESS FROM ANY CLAIM OR ACTION FOR ANY CALLER PLACING SUCH A CALL WITHOUT REGARD TO WHETHER THE CALLER IS AN EMPLOYEE OF CUSTOMER OR OTHERWISE. CUSTOMER ACKNOWLEDGES AND AGREES TO HOLD HARMLESS AND INDEMNIFY GRANITE FROM ANY CLAIM OR ACTION ARISING OUT OF MISROUTES OF ANY 911 CALLS, OR WHETHER LOCAL EMERGENCY RESPONSE CENTERS OR NATIONAL EMERGENCY CALLING CENTERS ANSWER A 911 CALL OR HOW THE 911 CALLS ARE HANDLED BY ANY EMERGENCY OPERATOR INCLUDING OPERATORS OF THE NATIONAL CALL CENTER. THESE LIMITATIONS APPLY TO ALL CLAIMS REGARDLESS OF WHETHER THEY ARE BASED ON BREACH OF CONTRACT, BREACH OF WARRANTY, PRODUCT LIABILITY, TORT AND/OR ANY OTHER THEORIES OF LIABILITY.☐

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Initialed by Authorized Signer



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Comcast Voice Edge Price Quote

VE Location Name: Town of Andover

Service Description

| <u>Managed Business Class Voice</u>  | QTY | Activation Fee - NRC | Monthly Fee - MRC | Activation Fee Total | Monthly Fee Total |
|--|-----|----------------------|-------------------|----------------------|-------------------|
| Unified Communication Seat - 20 seats and above (Rack Rate 34.95 per seat) | 27  | \$0.00               | \$19.95           | \$0.00               | \$538.65          |
| One installation charge for each location                                  |     |                      |                   |                      |                   |
| Installation - 3 Year Term Commitment (311W)                               | 4   | \$199.00             | -                 | \$796.00             | -                 |
| <b>Customer Equipment</b>  |     |                      |                   |                      |                   |
| Voice Gateway  | 4   | \$0.00               | \$9.95            | \$0.00               | \$39.80           |
| Polycom VVX 311  | 25  | \$0.00               | \$3.95            | \$0.00               | \$0.00            |
| Polycom VVX 450  | 2   | \$0.00               | \$5.95            | \$0.00               | \$11.90           |
|  |     |                      | \$0.00            | \$0.00               | \$0.00            |
| <b>Training Total</b>  |     | <b>\$0.00</b>        |                   | <b>796.00</b>        | <b>590.35</b>     |
|  |     | <b>Grand Total</b>   |                   | <b>796.00</b>        | <b>590.35</b>     |

Special Notes

This price quotation does not constitute an offer by Comcast Business Communications, LLC to sell a service or product, but is instead an invitation to issue a purchase order to Comcast until the quotation valid date specified on this quotation. Such a purchase order will be subject to Comcast Business Communications standard agreement, procedures, terms and conditions for the acceptance of purchase orders. **This quote is valid for 30 days.**

## **11. Approval of Meeting Minutes**

- a. Monday, November 8th, 2021 Regular Meeting Minutes**

## **12. Finance Department Report**

- a. Revenue Summary**
- b. Town Budget Summary**
- c. Town Aid Road (TAR) Update**
- d. Town Cash Report**
- e. Over Expenditure Report**

**ACCOUNT DETAIL REPORT**  
**Account# 100-00-3700-006 TOWN AID ROADS**  
**TOWN OF ANDOVER**  
**21-22**

| DATE            | VENDOR NAME           | CHECK # | DESCRIPTION           | AMOUNT       | BALANCE      |
|-----------------|-----------------------|---------|-----------------------|--------------|--------------|
| OPENING BALANCE |                       |         |                       |              | \$138,460.56 |
| 7/21/2021       | AEN ASPHALT           | 15      | Road Materials        | -\$48,020.25 | \$90,440.31  |
| 7/21/2021       | THE GORMAN GROUP      | 46      | Crack Sealing         | -\$39,060.00 | \$51,380.31  |
| 8/31/2021       | Cash Receipt-TAR \$   |         |                       | \$93,562.28  | \$144,942.59 |
| 9/1/2021        | ADELMAN SAND & GRAVEL | 142     | Road Materials        | -\$224.40    | \$144,718.19 |
| 9/1/2021        | AEN ASPHALT           | 143     | Road Materials        | -\$40,556.25 | \$104,161.94 |
| 9/15/2021       | TARGET ENTERPRISES    | 203     | Grass Seed Mix        | -\$211.76    | \$103,950.18 |
| 9/29/2021       | ABLE TOOL & EQUIPMENT | 207     | Compactor Rent to Buy | -\$9,500.00  | \$94,450.18  |

TOWN OF ANDOVER  
DETAILED REVENUE REPORT  
21-22

|                 |                                      |             |                              |
|-----------------|--------------------------------------|-------------|------------------------------|
| 100-10-0000-101 | CURRENT TAXES                        | JULY 2021   | \$2,844,979.23               |
|                 |                                      | AUGUST 2021 | \$559,409.32                 |
|                 |                                      | SEPT 2021   | \$162,794.13                 |
|                 |                                      | REFUNDS     | -\$197.09                    |
|                 |                                      | OCT 2021    | <u>\$1,514,826.74</u>        |
|                 |                                      | TOTAL       | <u><u>\$5,081,812.33</u></u> |
| 100-20-0000-209 | STATE PROPERTY PILOT                 |             | \$8,947.56                   |
| 100-20-0000-227 | MUNICIPAL STABILIZATION GRANT        |             | \$43,820.00                  |
| 100-20-0100-226 | CONNECTIVITY GRANT                   |             | \$297,620.00                 |
| 100-20-0100-227 | MRSA MUNICIPAL REVENUE SHARING GRANT |             | \$3,179.64                   |
| 100-20-0900-219 | ECS                                  |             | \$501,196.00                 |

Account Range: First to Last      Include Zero Activity Accounts: No  
Current Date Range: 11/01/21 to 11/30/21      Year To Date As Of: 11/30/21

| Account Id      | Description                     | Adopted      | Current Revenue | YTD Revenue  | Excess/Deficit |
|-----------------|---------------------------------|--------------|-----------------|--------------|----------------|
| 100-04-0100-401 | Fire - Burn Permits             | 0.00         | 0.00            | 90.00        | 90.00          |
| 100-10-0000-101 | Current Grand List              | 9,739,497.00 | 1,514,826.74    | 5,081,812.33 | 4,657,684.67-  |
| 100-10-0000-103 | Interest on Active Taxes        | 40,000.00    | 4,651.75        | 17,486.27    | 22,513.73-     |
| 100-10-0000-104 | Lien on Active Taxes            | 2,000.00     | 620.96          | 2,671.50     | 671.50         |
| 100-10-0000-108 | Prior Yr Taxes                  | 100,000.00   | 0.00            | 0.00         | 100,000.00-    |
| 100-20-0000-209 | STATE PROPERTY PILOT            | 12,127.00    | 0.00            | 8,947.56     | 3,179.44-      |
| 100-20-0000-222 | Municipal Grants in Aid         | 2,620.00     | 0.00            | 0.00         | 2,620.00-      |
| 100-20-0000-223 | Pequot Funds                    | 6,680.00     | 0.00            | 0.00         | 6,680.00-      |
| 100-20-0000-226 | State Miscellaneous/COVID Funds | 2,500.00     | 420.00          | 420.00       | 2,080.00-      |
| 100-20-0000-227 | Municipal Stabilization Grant   | 43,820.00    | 40,640.36       | 43,820.00    | 0.00           |
| 100-20-0000-238 | Disabled Programs               | 400.00       | 0.00            | 0.00         | 400.00-        |
| 100-20-0000-239 | Telephone Access                | 5,000.00     | 0.00            | 0.00         | 5,000.00-      |
| 100-20-0100-226 | Connectivity Grant              | 297,620.00   | 297,620.00      | 297,620.00   | 0.00           |
| 100-20-0100-227 | MRSA Municipal Revenue Sharing  | 20,219.00    | 3,179.64        | 3,179.64     | 17,039.36-     |
| 100-20-0900-219 | E.C.S.                          | 2,004,782.00 | 501,196.00      | 501,196.00   | 1,503,586.00-  |
| 100-30-0000-303 | Interest                        | 40,000.00    | 1,373.97        | 1,373.97     | 38,626.03-     |
| 100-40-0100-407 | Town Clerk Fees                 | 50,000.00    | 0.00            | 39,067.34    | 10,932.66-     |
| 100-40-0700-413 | Transfer Station Permits        | 35,000.00    | 0.00            | 23,386.00    | 11,614.00-     |
| 100-40-0700-415 | Waste Redemption                | 1,000.00     | 0.00            | 768.50       | 231.50-        |

| Account Id          | Description         | Adopted       | Current Revenue | YTD Revenue  | Excess/Deficit |
|---------------------|---------------------|---------------|-----------------|--------------|----------------|
| 100-40-0800-405     | Building Department | 55,000.00     | 0.00            | 42,929.26    | 12,070.74-     |
| 100-80-0000-801     | Miscellaneous       | 3,000.00      | 0.00            | 420.48-      | 3,420.48-      |
| 100-80-0000-803     | Rentals             | 1,500.00      | 0.00            | 0.00         | 1,500.00-      |
| Anticipated Total   |                     | 12,462,765.00 | 2,364,529.42    | 6,064,347.89 | 6,398,417.11-  |
| Unanticipated Total |                     | 0.00          | 0.00            | 0.00         | 0.00           |
| Fund Total          |                     | 12,462,765.00 | 2,364,529.42    | 6,064,347.89 | 6,398,417.11-  |
| Final Total         |                     | 12,462,765.00 | 2,364,529.42    | 6,064,347.89 | 6,398,417.11-  |

Range of Accounts: First to Last Include Cap Accounts: Yes As Of: 11/30/21  
Current Period: 11/01/21 to 11/30/21 Skip Zero Activity: Yes

| Account Id      | Description                         | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance   |
|-----------------|-------------------------------------|----------------|---------------|--------------|-------------|-----------|
| 100-01-0101-000 | Selectmen                           |                |               |              |             |           |
| 100-01-0101-105 | Selectmen Salary                    | 4,800.00       | 0.00          | 1,250.00     | 0.00        | 3,550.00  |
| 100-01-0101-115 | Board Clerk BOS                     | 1,500.00       | 90.00         | 760.00       | 0.00        | 740.00    |
| 100-01-0101-205 | Social Security-Selectmen           | 297.00         | 0.00          | 0.00         | 0.00        | 297.00    |
| 100-01-0101-207 | Medicare-Selectmen                  | 70.00          | 0.00          | 0.00         | 0.00        | 70.00     |
| 100-01-0101-836 | Veteran's Day Committee             | 500.00         | 0.00          | 0.00         | 0.00        | 500.00    |
| Control Total   |                                     | 7,167.00       | 90.00         | 2,010.00     | 0.00        | 5,157.00  |
| 100-01-0102-000 | Town Administrator                  |                |               |              |             |           |
| 100-01-0102-100 | Town Administrator Salary           | 82,500.00      | 6,346.14      | 34,731.94    | 0.00        | 47,768.06 |
| 100-01-0102-120 | Administrative Assistant            | 21,370.00      | 1,611.44      | 9,070.22     | 0.00        | 12,299.78 |
| 100-01-0102-205 | Social Security-Town Administrator  | 6,417.00       | 0.00          | 0.00         | 0.00        | 6,417.00  |
| 100-01-0102-207 | Medicare-Town Administrator         | 1,501.00       | 0.00          | 0.00         | 0.00        | 1,501.00  |
| 100-01-0102-215 | Health Insurance-Town Administrator | 12,120.00      | 0.00          | 752.71       | 0.00        | 11,367.29 |
| 100-01-0102-230 | Retirement-Town Administrator       | 12,334.00      | 0.00          | 1,510.72     | 0.00        | 10,823.28 |
| 100-01-0102-330 | Conference/Seminars                 | 200.00         | 0.00          | 0.00         | 0.00        | 200.00    |
| 100-01-0102-535 | Telephone                           | 852.00         | 121.22        | 406.45       | 0.00        | 445.55    |
| 100-01-0102-580 | Travel                              | 1,200.00       | 100.00        | 500.00       | 0.00        | 700.00    |
| Control Total   |                                     | 138,494.00     | 8,178.80      | 46,972.04    | 0.00        | 91,521.96 |
| 100-01-0103-000 | Board of Finances                   |                |               |              |             |           |
| 100-01-0103-121 | Board Clerk Wages-BOF               | 1,700.00       | 110.00        | 595.00       | 0.00        | 1,105.00  |
| 100-01-0103-205 | Social Security-Board of Finance    | 105.00         | 0.00          | 0.00         | 0.00        | 105.00    |
| 100-01-0103-207 | Medicare-Board of Finance           | 25.00          | 0.00          | 0.00         | 0.00        | 25.00     |
| 100-01-0103-310 | Legal Fees                          | 2,500.00       | 0.00          | 0.00         | 0.00        | 2,500.00  |
| Control Total   |                                     | 4,330.00       | 110.00        | 595.00       | 0.00        | 3,735.00  |
| 100-01-0105-000 | Auditor/Actuary                     |                |               |              |             |           |
| 100-01-0105-320 | Annual Audit-Auditor                | 33,000.00      | 0.00          | 30,737.98    | 0.00        | 2,262.02  |
| 100-01-0105-325 | Actuarial Services                  | 5,000.00       | 0.00          | 0.00         | 0.00        | 5,000.00  |
| Control Total   |                                     | 38,000.00      | 0.00          | 30,737.98    | 0.00        | 7,262.02  |
| 100-01-0107-000 | Town Attorney                       |                |               |              |             |           |
| 100-01-0107-310 | Legal Fees                          | 14,000.00      | 220.00        | 4,830.00     | 0.00        | 9,170.00  |
| 100-01-0107-312 | Assessor - Legal Counsel            | 6,000.00       | 0.00          | 0.00         | 0.00        | 6,000.00  |
| Control Total   |                                     | 20,000.00      | 220.00        | 4,830.00     | 0.00        | 15,170.00 |



| Account Id      | Description                         | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance   |
|-----------------|-------------------------------------|----------------|---------------|--------------|-------------|-----------|
| 100-01-0109-000 | Treasurer/Finance                   |                |               |              |             |           |
| 100-01-0109-120 | Assistant Treasurer                 | 53,560.00      | 4,324.99      | 26,641.36    | 0.00        | 26,918.64 |
| 100-01-0109-205 | Social Security- Treasurer/Finance  | 3,321.00       | 0.00          | 0.00         | 0.00        | 3,321.00  |
| 100-01-0109-207 | Medicare-Treasurer/Finance          | 777.00         | 0.00          | 0.00         | 0.00        | 777.00    |
| 100-01-0109-215 | Health Insurance- Treasurer/Finance | 12,120.00      | 0.00          | 752.71       | 0.00        | 11,367.29 |
| 100-01-0109-230 | Retirement-Treasurer/ Finance       | 8,007.00       | 0.00          | 1,087.50     | 0.00        | 6,919.50  |
| 100-01-0109-330 | Conference/Seminars - Treasurer     | 500.00         | 0.00          | 0.00         | 0.00        | 500.00    |
| 100-01-0109-610 | Office Supplies - Treasurer         | 200.00         | 50.55         | 50.55        | 0.00        | 149.45    |
| Control Total   |                                     | 78,485.00      | 4,375.54      | 28,532.12    | 0:00        | 49,952.88 |
| 100-01-0111-000 | Tax Collector                       |                |               |              |             |           |
| 100-01-0111-100 | Salary-Tax Collector                | 42,651.00      | 3,389.98      | 17,726.83    | 0.00        | 24,924.17 |
| 100-01-0111-205 | Social Security-Tax Collector       | 2,644.00       | 0.00          | 0.00         | 0.00        | 2,644.00  |
| 100-01-0111-207 | Medicare-Tax Collector              | 618.00         | 0.00          | 0.00         | 0.00        | 618.00    |
| 100-01-0111-230 | Retirement-Tax Collector            | 5,382.00       | 0.00          | 696.78       | 0.00        | 4,685.22  |
| 100-01-0111-330 | Conf. & Seminars-Tax Collector      | 400.00         | 0.00          | 45.00        | 0.00        | 355.00    |
| 100-01-0111-438 | Equip. Maint.-Tax Collector         | 8,859.00       | 0.00          | 14,983.06    | 0.00        | 6,124.06  |
| 100-01-0111-580 | Mileage-Tax Collector               | 200.00         | 0.00          | 0.00         | 0.00        | 200.00    |
| 100-01-0111-610 | Office Supplies-Tax Collector       | 400.00         | 0.00          | 56.68        | 0.00        | 343.32    |
| 100-01-0111-810 | Dues/Membership                     | 100.00         | 0.00          | 0.00         | 0.00        | 100.00    |
| Control Total   |                                     | 61,254.00      | 3,389.98      | 33,508.35    | 0:00        | 27,745.65 |
| 100-01-0113-000 | Assessor                            |                |               |              |             |           |
| 100-01-0113-100 | Salary-Assessor                     | 28,374.00      | 2,248.08      | 12,612.72    | 0.00        | 15,761.28 |
| 100-01-0113-120 | Salary-Asst. Assessor               | 36,156.00      | 2,948.42      | 15,953.66    | 0.00        | 20,202.34 |
| 100-01-0113-205 | Social Security-Assessor            | 4,623.00       | 0.00          | 0.00         | 0.00        | 4,623.00  |
| 100-01-0113-207 | Medicare-Assessor                   | 959.00         | 0.00          | 0.00         | 0.00        | 959.00    |
| 100-01-0113-215 | Health Insurance-Assessor           | 29,510.00      | 0.00          | 1,863.23     | 0.00        | 27,646.77 |
| 100-01-0113-230 | Retirement-Assessor                 | 9,888.00       | 0.00          | 771.89       | 0.00        | 9,116.11  |
| 100-01-0113-335 | Training/Assessor                   | 650.00         | 179.00        | 179.00       | 0.00        | 471.00    |
| 100-01-0113-438 | Software-Assessor                   | 18,098.00      | 0.00          | 14,740.00    | 0.00        | 3,358.00  |
| 100-01-0113-580 | Mileage-Assessor                    | 500.00         | 0.00          | 0.00         | 0.00        | 500.00    |
| 100-01-0113-610 | Office Supplies-Assessor            | 425.00         | 332.39        | 495.99       | 0.00        | 70.99     |
| Control Total   |                                     | 129,183.00     | 5,707.89      | 46,616.49    | 0:00        | 82,566.51 |
| 100-01-0115-000 | BD Assess Appeal                    |                |               |              |             |           |
| 100-01-0115-100 | Salaries-BAA                        | 680.00         | 0.00          | 0.00         | 0.00        | 680.00    |
| 100-01-0115-120 | BAA-Clerk                           | 400.00         | 0.00          | 0.00         | 0.00        | 400.00    |
| 100-01-0115-205 | Social Security-BD Assess Appeal    | 43.00          | 0.00          | 0.00         | 0.00        | 43.00     |
| 100-01-0115-207 | Medicare-BD Assess Appeal           | 10.00          | 0.00          | 0.00         | 0.00        | 10.00     |

| Account Id      | Description                        | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance   |
|-----------------|------------------------------------|----------------|---------------|--------------|-------------|-----------|
| 100-01-0115-335 | BAA-Training                       | 150.00         | 0.00          | 0.00         | 0.00        | 150.00    |
| Control Total   |                                    | 1,283.00       | 0.00          | 0.00         | 0.00        | 1,283.00  |
| 100-01-0117-000 | Town Clerk                         |                |               |              |             |           |
| 100-01-0117-100 | Salary-Town Clerk                  | 50,774.00      | 3,905.66      | 21,576.36    | 0.00        | 29,197.64 |
| 100-01-0117-120 | Asst. Salary-Town Clerk            | 23,275.00      | 915.41        | 7,702.15     | 0.00        | 15,572.85 |
| 100-01-0117-205 | Social Security-Town Clerk         | 4,547.00       | 0.00          | 0.00         | 0.00        | 4,547.00  |
| 100-01-0117-207 | Medicare-Town Clerk                | 1,063.00       | 0.00          | 0.00         | 0.00        | 1,063.00  |
| 100-01-0117-215 | Health Insurance-Town Clerk        | 30,292.00      | 0.00          | 1,534.25     | 0.00        | 28,757.75 |
| 100-01-0117-230 | Retirement-Town Clerk              | 10,965.00      | 0.00          | 1,742.73     | 0.00        | 9,222.27  |
| 100-01-0117-330 | Conf. / Seminars-Town Clerk        | 1,000.00       | 179.00        | 602.50       | 0.00        | 397.50    |
| 100-01-0117-335 | Training-Town clerk                | 2,000.00       | 0.00          | 0.00         | 0.00        | 2,000.00  |
| 100-01-0117-438 | Equip. Maint.-Town Clerk           | 540.00         | 0.00          | 0.00         | 0.00        | 540.00    |
| 100-01-0117-580 | Travel-Registars                   | 400.00         | 0.00          | 57.12        | 0.00        | 342.88    |
| 100-01-0117-610 | Office Supplies-Town Clerk         | 1,400.00       | 0.00          | 251.45       | 0.00        | 1,148.55  |
| 100-01-0117-612 | Land Records-Town Clerk            | 10,100.00      | 1,351.39      | 5,285.20     | 0.00        | 4,814.80  |
| 100-01-0117-616 | Maps Filming & Indexing-Town Clerk | 600.00         | 0.00          | 0.00         | 0.00        | 600.00    |
| 100-01-0117-810 | Dues / Memberships-Town Clerk      | 500.00         | 0.00          | 40.00        | 0.00        | 460.00    |
| 100-01-0117-865 | Vital Statistics-Town Clerk        | 300.00         | 0.00          | 0.00         | 0.00        | 300.00    |
| 100-01-0117-885 | Restoration-Town Clerk             | 1,000.00       | 0.00          | 0.00         | 0.00        | 1,000.00  |
| Control Total   |                                    | 138,756.00     | 6,351.46      | 38,791.76    | 0.00        | 99,964.24 |
| 100-01-0119-000 | Probate Court                      |                |               |              |             |           |
| 100-01-0119-800 | Misc. Expenses-Probate Court       | 3,200.00       | 0.00          | 0.00         | 0.00        | 3,200.00  |
| Control Total   |                                    | 3,200.00       | 0.00          | 0.00         | 0.00        | 3,200.00  |
| 100-01-0121-000 | Elections                          |                |               |              |             |           |
| 100-01-0121-100 | Salaries-Elections                 | 16,000.00      | 2,100.69      | 5,873.99     | 0.00        | 10,126.01 |
| 100-01-0121-205 | Social Security-Elections          | 992.00         | 0.00          | 0.00         | 0.00        | 992.00    |
| 100-01-0121-207 | Medicare-Elections                 | 232.00         | 0.00          | 0.00         | 0.00        | 232.00    |
| 100-01-0121-335 | Training - Elections               | 600.00         | 0.00          | 0.00         | 0.00        | 600.00    |
| 100-01-0121-438 | Equip. Maint.-Elections            | 3,000.00       | 0.00          | 675.00       | 0.00        | 2,325.00  |
| 100-01-0121-610 | Supplies-Elections                 | 8,000.00       | 0.00          | 545.62       | 0.00        | 7,454.38  |
| 100-01-0121-800 | MISC/CANV                          | 120.00         | 0.00          | 0.00         | 0.00        | 120.00    |
| 100-01-0121-830 | Meals-Elections                    | 600.00         | 66.46         | 131.57       | 0.00        | 468.43    |
| Control Total   |                                    | 29,544.00      | 2,167.15      | 7,226.18     | 0.00        | 22,317.82 |
| 100-01-0123-000 | Old Town Hall                      |                |               |              |             |           |
| 100-01-0123-432 | Building Maint.- Old Town Hall     | 2,500.00       | 21.69         | 4,643.63     | 0.00        | 2,143.63- |
| 100-01-0123-490 | Alarm System-Old Town Hall         | 500.00         | 0.00          | 143.55       | 0.00        | 356.45    |

| Account Id      | Description                          | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance   |
|-----------------|--------------------------------------|----------------|---------------|--------------|-------------|-----------|
| 100-01-0123-601 | Electricity-Old Town Hall            | 600.00         | 100.19        | 309.37       | 0.00        | 290.63    |
| 100-01-0123-603 | Fuel Oil-Old Town Hall               | 400.00         | 0.00          | 0.00         | 0.00        | 400.00    |
| Control Total   |                                      | 4,000.00       | 121.88        | 5,096.55     | 0.00        | 1,096.55  |
| 100-01-0125-000 | Registrars                           |                |               |              |             |           |
| 100-01-0125-100 | Salary-Registrars                    | 12,000.00      | 0.00          | 0.00         | 0.00        | 12,000.00 |
| 100-01-0125-120 | Asst. Salary-Registrars              | 1,000.00       | 0.00          | 0.00         | 0.00        | 1,000.00  |
| 100-01-0125-205 | Social Security-Registrars           | 806.00         | 0.00          | 0.00         | 0.00        | 806.00    |
| 100-01-0125-207 | Medicare-Registrars                  | 189.00         | 0.00          | 0.00         | 0.00        | 189.00    |
| 100-01-0125-330 | CONF & SEMINARS - Registrars         | 1,200.00       | 0.00          | 0.00         | 0.00        | 1,200.00  |
| 100-01-0125-335 | Registrar-Training                   | 3,500.00       | 0.00          | 40.00        | 0.00        | 3,460.00  |
| 100-01-0125-580 | Travel-Registrars                    | 500.00         | 0.00          | 0.00         | 0.00        | 500.00    |
| 100-01-0125-610 | Office Supplies-Registrars           | 300.00         | 0.00          | 62.98        | 0.00        | 237.02    |
| 100-01-0125-810 | Dues / Memberships-Registrars        | 200.00         | 0.00          | 190.00       | 0.00        | 10.00     |
| Control Total   |                                      | 19,695.00      | 0.00          | 292.98       | 0.00        | 19,402.02 |
| 100-01-0127-000 | ADS                                  |                |               |              |             |           |
| 100-01-0127-540 | Legal Ads-Advertising                | 4,000.00       | 693.31        | 2,691.34     | 0.00        | 1,308.66  |
| Control Total   |                                      | 4,000.00       | 693.31        | 2,691.34     | 0.00        | 1,308.66  |
| 100-01-0129-000 | Town Office Building                 |                |               |              |             |           |
| 100-01-0129-315 | Payroll Service-Town Office          | 6,500.00       | 710.76        | 1,535.54     | 0.00        | 4,964.46  |
| 100-01-0129-350 | Water Testing                        | 500.00         | 0.00          | 115.00       | 0.00        | 385.00    |
| 100-01-0129-365 | Elevator-Service Contract            | 2,300.00       | 0.00          | 2,292.21     | 0.00        | 7.79      |
| 100-01-0129-401 | Elevator Permit                      | 240.00         | 0.00          | 0.00         | 0.00        | 240.00    |
| 100-01-0129-430 | ProComm.Maint.Agr.-Town Office Bldg. | 600.00         | 0.00          | 0.00         | 0.00        | 600.00    |
| 100-01-0129-432 | Building Maint.-Town Office Building | 3,500.00       | 432.13        | 827.66       | 0.00        | 2,672.34  |
| 100-01-0129-439 | Software Maint.-Town Office Building | 7,500.00       | 1,036.88      | 6,634.70     | 0.00        | 865.30    |
| 100-01-0129-442 | Computer Tech Support                | 8,000.00       | 761.02        | 2,526.02     | 0.00        | 5,473.98  |
| 100-01-0129-443 | Website Fees                         | 4,618.00       | 0.00          | 0.00         | 0.00        | 4,618.00  |
| 100-01-0129-444 | Copier Rental-Town Office            | 2,680.00       | 223.32        | 1,116.60     | 0.00        | 1,563.40  |
| 100-01-0129-490 | Alarm System-Town Office             | 10,531.00      | 0.00          | 10,031.60    | 0.00        | 499.40    |
| 100-01-0129-530 | Telephone-Town Office Building       | 10,500.00      | 2,022.41      | 4,664.84     | 0.00        | 5,835.16  |
| 100-01-0129-531 | Postage-Town Office                  | 7,000.00       | 0.00          | 1,795.75     | 0.00        | 5,204.25  |
| 100-01-0129-533 | Postage Meter Rental-Town Office     | 600.00         | 0.00          | 150.00       | 0.00        | 450.00    |
| 100-01-0129-537 | Internet Cable-Office Building       | 1,500.00       | 0.00          | 369.00       | 0.00        | 1,131.00  |
| 100-01-0129-550 | Printing-Town Office Building        | 1,600.00       | 0.00          | 0.00         | 0.00        | 1,600.00  |
| 100-01-0129-601 | Electricity-Town Office Building     | 7,500.00       | 701.05        | 3,494.52     | 0.00        | 4,005.48  |
| 100-01-0129-603 | Fuel Oil-Town Office Building        | 5,800.00       | 604.07        | 604.07       | 0.00        | 5,195.93  |
| 100-01-0129-610 | Office Supplies-Town Office Building | 3,000.00       | 266.40        | 1,580.01     | 0.00        | 1,419.99  |

| Account Id      | Description                              | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance    |
|-----------------|--|----------------|---------------|--------------|-------------|------------|
| 100-01-0129-652 | Custodial Supplies - Town office Buildin | 1,000.00       | 126.55        | 891.05       | 0.00        | 108.95     |
| 100-01-0129-730 | Equipment-Town Office Building           | 750.00         | 0.00          | 0.00         | 0.00        | 750.00     |
| 100-01-0129-735 | Computer Services Town Office            | 1,900.00       | 0.00          | 1,559.32     | 0.00        | 340.68     |
| Control Total   |  | 88,119.00      | 6,884.59      | 40,187.89    | 0.00        | 47,931.11  |
| 100-01-0135-000 | Civil Preparedness                       |                |               |              |             |            |
| 100-01-0135-100 | Salary-Civil Preparedness                | 600.00         | 0.00          | 0.00         | 0.00        | 600.00     |
| 100-01-0135-205 | Social Security-Civil Preparedness       | 33.00          | 0.00          | 0.00         | 0.00        | 33.00      |
| 100-01-0135-207 | Medicare-Civil Preparedness              | 8.00           | 0.00          | 0.00         | 0.00        | 8.00       |
| 100-01-0135-335 | Civil Preparedness Training              | 350.00         | 0.00          | 0.00         | 0.00        | 350.00     |
| 100-01-0135-435 | Vehicle Maintenance                      | 1,000.00       | 0.00          | 891.00       | 0.00        | 109.00     |
| 100-01-0135-610 | Office Supplies - Civil Prep             | 850.00         | 0.00          | 376.62       | 0.00        | 473.38     |
| Control Total   |  | 2,841.00       | 0.00          | 1,267.62     | 0.00        | 1,573.38   |
| 100-01-0137-000 | Insurance                                |                |               |              |             |            |
| 100-01-0137-500 | Insurance                                | 113,000.00     | 0.00          | 59,750.52    | 0.00        | 53,249.48  |
| Control Total   |  | 113,000.00     | 0.00          | 59,750.52    | 0.00        | 53,249.48  |
| 100-01-0141-000 | Employee Benefits                        |                |               |              |             |            |
| 100-01-0141-205 | Social Security-Employee Benefits        | 0.00           | 3,860.52      | 21,283.87    | 0.00        | 21,283.87- |
| 100-01-0141-207 | Medicare-Employee Benefits               | 0.00           | 902.89        | 4,977.84     | 0.00        | 4,977.84-  |
| 100-01-0141-210 | Unempl. Comp.-Employee Benefits          | 10,000.00      | 305.07        | 1,795.63     | 0.00        | 8,204.37   |
| 100-01-0141-215 | Health Insurance-Employee Benefits       | 0.00           | 10,182.85     | 41,903.06    | 0.00        | 41,903.06- |
| 100-01-0141-221 | Longevity                                | 1,500.00       | 0.00          | 0.00         | 0.00        | 1,500.00   |
| 100-01-0141-223 | Disability-Employee Benefits             | 2,500.00       | 221.01        | 1,105.05     | 0.00        | 1,394.95   |
| 100-01-0141-225 | Life Ins.-Employee Benefits              | 1,500.00       | 78.00         | 390.00       | 0.00        | 1,110.00   |
| 100-01-0141-230 | Retirement-Employee Benefits             | 0.00           | 7,366.73      | 19,893.30    | 0.00        | 19,893.30- |
| 100-01-0141-280 | Physicals-Employee Benefits              | 750.00         | 0.00          | 0.00         | 0.00        | 750.00     |
| 100-01-0141-295 | Adm. Fee Merf.-Employee Benefits         | 3,000.00       | 0.00          | 0.00         | 0.00        | 3,000.00   |
| Control Total   |  | 19,250.00      | 22,917.07     | 91,348.75    | 0.00        | 72,098.75- |
| 100-01-0143-000 | Andover Senior Transportation            |                |               |              |             |            |
| 100-01-0143-100 | Salaries-Drivers/Dispatch                | 18,600.00      | 2,157.38      | 10,200.61    | 0.00        | 8,399.39   |
| 100-01-0143-205 | Social Security- Andover Senior Transp.  | 1,153.00       | 0.00          | 0.00         | 0.00        | 1,153.00   |
| 100-01-0143-207 | Medicare- Andover Senior Transportation  | 270.00         | 0.00          | 0.00         | 0.00        | 270.00     |
| 100-01-0143-380 | Comm. Drivers Test-Dial a Ride           | 1,000.00       | 0.00          | 300.00       | 0.00        | 700.00     |
| 100-01-0143-435 | Vehicle Maint.-Dial a Ride               | 5,000.00       | 0.00          | 182.90       | 0.00        | 4,817.10   |
| 100-01-0143-603 | Fuel-Dial a Ride                         | 3,000.00       | 542.09        | 1,472.03     | 0.00        | 1,527.97   |
| Control Total   |  | 29,023.00      | 2,699.47      | 12,155.54    | 0.00        | 16,867.46  |

| Account Id      | Description                       | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance  |
|-----------------|-----------------------------------|----------------|---------------|--------------|-------------|----------|
| 100-01-0145-000 | Senior Citizens                   |                |               |              |             |          |
| 100-01-0145-100 | Municipal Agent-Salary            | 4,000.00       | 246.88        | 1,354.68     | 0.00        | 2,645.32 |
| 100-01-0145-205 | Social Security-Senior Citizens   | 248.00         | 0.00          | 0.00         | 0.00        | 248.00   |
| 100-01-0145-207 | Medicare- Senior Citizens         | 58.00          | 0.00          | 0.00         | 0.00        | 58.00    |
| 100-01-0145-230 | Retirement-Senior Citizens        | 596.00         | 0.00          | 0.00         | 0.00        | 596.00   |
| 100-01-0145-820 | Senior Lunch-Senior Citizens      | 1,080.00       | 0.00          | 670.68       | 0.00        | 409.32   |
| 100-01-0145-870 | Programs-Senior Citizens          | 2,000.00       | 1,000.00      | 2,016.77     | 0.00        | 16.77-   |
| 100-01-0145-875 | Trips-Senior Citizens             | 4,000.00       | 0.00          | 1,747.49     | 0.00        | 2,252.51 |
| Control Total   |                                   | 11,982.00      | 1,246.88      | 5,789.62     | 0.00        | 6,192.38 |
| 100-01-0147-000 | Custodian                         |                |               |              |             |          |
| 100-01-0147-365 | Cleaning Service                  | 9,300.00       | 1,000.00      | 2,356.25     | 0.00        | 6,943.75 |
| Control Total   |                                   | 9,300.00       | 1,000.00      | 2,356.25     | 0.00        | 6,943.75 |
| 100-01-0149-000 | Old Fire House                    |                |               |              |             |          |
| 100-01-0149-434 | Furance Maint.-Old Fire House     | 300.00         | 0.00          | 0.00         | 0.00        | 300.00   |
| 100-01-0149-490 | Alarm Maint.-Old Fire House       | 250.00         | 0.00          | 0.00         | 0.00        | 250.00   |
| 100-01-0149-601 | Electricity-Old Fire House        | 500.00         | 87.27         | 418.58       | 0.00        | 81.42    |
| 100-01-0149-603 | Fuel Oil-Old Fire House           | 1,000.00       | 3.24          | 3.24         | 0.00        | 996.76   |
| Control Total   |                                   | 2,050.00       | 90.51         | 421.82       | 0.00        | 1,628.18 |
| 100-01-0151-000 | Dog Fund                          |                |               |              |             |          |
| 100-01-0151-100 | Dog Warden Salary-Dog Fund        | 4,635.00       | 0.00          | 564.66       | 0.00        | 4,070.34 |
| 100-01-0151-205 | Social Security- Dog Fund         | 287.00         | 0.00          | 0.00         | 0.00        | 287.00   |
| 100-01-0151-207 | Medicare-Dog Fund                 | 67.00          | 0.00          | 0.00         | 0.00        | 67.00    |
| 100-01-0151-434 | Furnace Maintenance - Dog Pound   | 175.00         | 0.00          | 0.00         | 0.00        | 175.00   |
| 100-01-0151-580 | Dog Warden-Travel                 | 100.00         | 0.00          | 0.00         | 0.00        | 100.00   |
| 100-01-0151-610 | Dog Warden - Supplies             | 800.00         | 0.00          | 0.00         | 0.00        | 800.00   |
| Control Total   |                                   | 6,064.00       | 0.00          | 564.66       | 0.00        | 5,499.34 |
| 100-01-0153-000 | Historical                        |                |               |              |             |          |
| 100-01-0153-800 | Historical Society                | 200.00         | 0.00          | 0.00         | 0.00        | 200.00   |
| Control Total   |                                   | 200.00         | 0.00          | 0.00         | 0.00        | 200.00   |
| 100-02-0201-000 | NL - Health Officer               |                |               |              |             |          |
| 100-02-0201-841 | Health Director-Eastern Highlands | 19,060.00      | 0.00          | 9,530.02     | 0.00        | 9,529.98 |
| Control Total   |                                   | 19,060.00      | 0.00          | 9,530.02     | 0.00        | 9,529.98 |
| 100-02-0205-000 | NL - North Central Mental Hlth    |                |               |              |             |          |
| 100-02-0205-843 | N.C. Mental Health                | 250.00         | 231.00        | 231.00       | 0.00        | 19.00    |

| Account Id      | Description                    | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance    |
|-----------------|--------------------------------|----------------|---------------|--------------|-------------|------------|
| Control Total   |                                | 250.00         | 231.00        | 231.00       | 0.00        | 19.00      |
| 100-02-0207-000 | NL - AHM Youth Services        |                |               |              |             |            |
| 100-02-0207-844 | AHM Youth Services             | 88,684.00      | 0.00          | 44,342.00    | 0.00        | 44,342.00  |
| Control Total   |                                | 88,684.00      | 0.00          | 44,342.00    | 0.00        | 44,342.00  |
| 100-03-0301-000 | P.W. Dept                      |                |               |              |             |            |
| 100-03-0301-100 | Salary-Public Works            | 246,350.00     | 18,938.46     | 108,955.33   | 0.00        | 137,394.67 |
| 100-03-0301-111 | Temp/PW                        | 2,500.00       | 0.00          | 0.00         | 0.00        | 2,500.00   |
| 100-03-0301-112 | Overtime/PW                    | 7,000.00       | 0.00          | 6,661.74     | 0.00        | 338.26     |
| 100-03-0301-205 | Social Security-Public Works   | 15,088.00      | 0.00          | 0.00         | 0.00        | 15,088.00  |
| 100-03-0301-207 | Medicare-Public Works          | 3,529.00       | 0.00          | 0.00         | 0.00        | 3,529.00   |
| 100-03-0301-215 | Health Insurance-Public Works  | 80,794.00      | 0.00          | 4,993.94     | 0.00        | 75,800.06  |
| 100-03-0301-230 | Retirement-Public Works        | 36,381.00      | 0.00          | 5,392.72     | 0.00        | 30,988.28  |
| 100-03-0301-391 | Fire Ext. Ck.-Public Works     | 500.00         | 0.00          | 0.00         | 0.00        | 500.00     |
| 100-03-0301-392 | welding supply-Public Works    | 850.00         | 0.00          | 347.50       | 0.00        | 502.50     |
| 100-03-0301-435 | Vehicle Maint.Public works     | 22,000.00      | 133.77        | 16,920.07    | 0.00        | 5,079.93   |
| 100-03-0301-448 | Misc. Labor/Rental-Town Garage | 1,500.00       | 0.00          | 0.00         | 0.00        | 1,500.00   |
| 100-03-0301-535 | Telephone - Public Works       | 852.00         | 71.23         | 356.46       | 0.00        | 495.54     |
| 100-03-0301-602 | Diesel-Public Works            | 14,000.00      | 2,104.18      | 3,696.39     | 0.00        | 10,303.61  |
| 100-03-0301-603 | Fuel-Public Works              | 5,760.00       | 681.57        | 4,036.22     | 0.00        | 1,723.78   |
| 100-03-0301-620 | Supplies - Public Works        | 12,000.00      | 1,402.97      | 5,713.16     | 0.00        | 6,286.84   |
| 100-03-0301-730 | Equipment - Public Works       | 6,400.00       | 0.00          | 0.00         | 0.00        | 6,400.00   |
| 100-03-0301-810 | Dues/ Memberships-Public Works | 75.00          | 0.00          | 0.00         | 0.00        | 75.00      |
| Control Total   |                                | 455,579.00     | 19,123.82     | 157,073.53   | 0.00        | 298,505.47 |
| 100-03-0303-000 | Snow Removal                   |                |               |              |             |            |
| 100-03-0303-130 | Overtime Wages-Snow Removal    | 15,000.00      | 747.50        | 1,529.02     | 0.00        | 13,470.98  |
| 100-03-0303-205 | Social Security- Snow Removal  | 1,550.00       | 0.00          | 0.00         | 0.00        | 1,550.00   |
| 100-03-0303-207 | Medicare-Snow Removal          | 362.00         | 0.00          | 0.00         | 0.00        | 362.00     |
| 100-03-0303-230 | Retirement-Snow Removal        | 3,725.00       | 0.00          | 0.00         | 0.00        | 3,725.00   |
| 100-03-0303-436 | Ice Maint. Bldg.--Snow Removal | 500.00         | 0.00          | 0.00         | 0.00        | 500.00     |
| 100-03-0303-642 | Supplies - Snow Removal        | 67,700.00      | 0.00          | 0.00         | 0.00        | 67,700.00  |
| 100-03-0303-730 | Sanding Equip-Snow Removal     | 500.00         | 0.00          | 0.00         | 0.00        | 500.00     |
| 100-03-0303-830 | Meals-Snow Removal             | 650.00         | 0.00          | 0.00         | 0.00        | 650.00     |
| Control Total   |                                | 89,987.00      | 747.50        | 1,529.02     | 0.00        | 88,457.98  |
| 100-03-0305-000 | Lighting                       |                |               |              |             |            |
| 100-03-0305-410 | Street Lighting                | 6,000.00       | 529.88        | 2,759.07     | 0.00        | 3,240.93   |
| Control Total   |                                | 6,000.00       | 529.88        | 2,759.07     | 0.00        | 3,240.93   |

| Account Id      | Description                      | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance    |
|-----------------|----------------------------------|----------------|---------------|--------------|-------------|------------|
| 100-03-0309-000 | Town Garage                      |                |               |              |             |            |
| 100-03-0309-215 | Health Ins. - Town Garage        | 500.00         | 0.00          | 147.00       | 0.00        | 353.00     |
| 100-03-0309-330 | Conf/Seminars-Town Garage        | 500.00         | 150.00        | 150.00       | 0.00        | 350.00     |
| 100-03-0309-432 | Building Maint.-Town Garage      | 5,000.00       | 0.00          | 2,490.80     | 0.00        | 2,509.20   |
| 100-03-0309-537 | Internet Cable-Town Garage       | 1,400.00       | 0.00          | 463.40       | 0.00        | 936.60     |
| 100-03-0309-601 | Electricity-Town Garage          | 3,000.00       | 346.41        | 2,045.74     | 0.00        | 954.26     |
| 100-03-0309-603 | Fuel Oil-Town Garage             | 5,000.00       | 0.00          | 0.00         | 0.00        | 5,000.00   |
| 100-03-0309-610 | Office Supplies-Town Garage      | 150.00         | 0.00          | 0.00         | 0.00        | 150.00     |
| 100-03-0309-618 | Computer Supplies-Town Garage    | 300.00         | 0.00          | 0.00         | 0.00        | 300.00     |
| Control Total   |                                  | 15,850.00      | 496.41        | 5,296.94     | 0.00        | 10,553.06  |
| 100-03-0311-000 | Town Engineer                    |                |               |              |             |            |
| 100-03-0311-370 | Consulting Fees-Engineer         | 10,000.00      | 0.00          | 0.00         | 0.00        | 10,000.00  |
| Control Total   |                                  | 10,000.00      | 0.00          | 0.00         | 0.00        | 10,000.00  |
| 100-03-0313-000 | Ground Care                      |                |               |              |             |            |
| 100-03-0313-420 | Mowing-Ground Care               | 20,000.00      | 373.75        | 12,631.63    | 0.00        | 7,368.37   |
| 100-03-0313-422 | Beautifications-Ground Care      | 2,050.00       | 199.95        | 247.53       | 0.00        | 2,297.53   |
| 100-03-0313-424 | Old Cemetary - Ground Care       | 2,000.00       | 0.00          | 500.00       | 0.00        | 2,500.00   |
| Control Total   |                                  | 24,050.00      | 573.70        | 11,884.10    | 0.00        | 12,165.90  |
| 100-04-0401-000 | Fire Department                  |                |               |              |             |            |
| 100-04-0401-800 | Fire Department                  | 140,650.00     | 18.00         | 63,833.23    | 0.00        | 76,816.77  |
| Control Total   |                                  | 140,650.00     | 18.00         | 63,833.23    | 0.00        | 76,816.77  |
| 100-04-0403-000 | Resident Trooper                 |                |               |              |             |            |
| 100-04-0403-375 | Contract St. Fee-Law Enforcement | 176,000.00     | 0.00          | 0.00         | 0.00        | 176,000.00 |
| 100-04-0403-610 | Office Supplies-Law Enforcement  | 450.00         | 0.00          | 144.00       | 0.00        | 306.00     |
| Control Total   |                                  | 176,450.00     | 0.00          | 144.00       | 0.00        | 176,306.00 |
| 100-04-0405-000 | Fire Marshall                    |                |               |              |             |            |
| 100-04-0405-100 | Salary - Fire Marshall           | 7,919.00       | 609.08        | 3,341.07     | 0.00        | 4,577.93   |
| 100-04-0405-110 | Deputy Salary                    | 1,267.00       | 0.00          | 0.00         | 0.00        | 1,267.00   |
| 100-04-0405-150 | Fire - Burning Official Comp     | 0.00           | 0.00          | 90.00        | 0.00        | 90.00      |
| 100-04-0405-205 | Social Security-Fire Marshall    | 568.00         | 0.00          | 0.00         | 0.00        | 568.00     |
| 100-04-0405-207 | Medicare-Fire Marshall           | 133.00         | 0.00          | 0.00         | 0.00        | 133.00     |
| 100-04-0405-335 | Training-Fire Marshall           | 300.00         | 0.00          | 0.00         | 0.00        | 300.00     |
| 100-04-0405-610 | Office Supplies-Fire Marshall    | 50.00          | 0.00          | 0.00         | 0.00        | 50.00      |
| 100-04-0405-612 | Subscriptions/Fire Marshall      | 700.00         | 0.00          | 173.75       | 0.00        | 526.25     |
| 100-04-0405-730 | Equipment-Fire Marshall          | 500.00         | 0.00          | 0.00         | 0.00        | 500.00     |

| Account Id      | Description                       | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance    |
|-----------------|-----------------------------------|----------------|---------------|--------------|-------------|------------|
| 100-04-0405-810 | Dues / Memberships-Fire Marshall  | 140.00         | 0.00          | 826.92       | 0.00        | 686.92-    |
| Control Total   |                                   | 11,577.00      | 609.08        | 4,431.74     | 0.00        | 7,145.26   |
| 100-05-0501-000 | Welfare                           |                |               |              |             |            |
| 100-05-0501-580 | Social Services - Travel          | 50.00          | 0.00          | 0.00         | 0.00        | 50.00      |
| 100-05-0501-845 | Social Services-ACCESS            | 400.00         | 0.00          | 0.00         | 0.00        | 400.00     |
| 100-05-0501-850 | COVID Expenses                    | 0.00           | 0.00          | 2,585.99     | 0.00        | 2,585.99-  |
| Control Total   |                                   | 450.00         | 0.00          | 2,585.99     | 0.00        | 2,135.99-  |
| 100-06-0601-000 | Memorial Day Comm.                |                |               |              |             |            |
| 100-06-0601-800 | Misc. Exp-Memorial Day            | 800.00         | 0.00          | 0.00         | 0.00        | 800.00     |
| Control Total   |                                   | 800.00         | 0.00          | 0.00         | 0.00        | 800.00     |
| 100-06-0603-000 | Recreation Commission             |                |               |              |             |            |
| 100-06-0603-493 | Outside Facility-Recreation Comm  | 2,630.00       | 0.00          | 0.00         | 0.00        | 2,630.00   |
| 100-06-0603-870 | Programs-Recreation Comm          | 5,835.00       | 247.36        | 17,591.65-   | 0.00        | 23,426.65  |
| Control Total   |                                   | 8,465.00       | 247.36        | 17,591.65-   | 0.00        | 26,056.65  |
| 100-07-0701-000 | Transfer Station                  |                |               |              |             |            |
| 100-07-0701-100 | Wages-Transfer Station            | 21,218.00      | 1,656.48      | 9,678.24     | 0.00        | 11,539.76  |
| 100-07-0701-205 | Social Security-Transfer Station  | 1,315.00       | 0.00          | 0.00         | 0.00        | 1,315.00   |
| 100-07-0701-207 | Medicare-Transfer Station         | 308.00         | 0.00          | 0.00         | 0.00        | 308.00     |
| 100-07-0701-438 | Maintence-Transfer Station        | 2,500.00       | 0.00          | 672.00       | 0.00        | 1,828.00   |
| 100-07-0701-442 | Brush Pile Removal                | 7,500.00       | 0.00          | 0.00         | 0.00        | 7,500.00   |
| 100-07-0701-480 | Hauling Fees-Transfer Station     | 39,520.00      | 601.27        | 9,864.88     | 0.00        | 29,655.12  |
| 100-07-0701-481 | Bulky Waste-Transfer Station      | 30,160.00      | 795.63        | 11,355.57    | 0.00        | 18,804.43  |
| 100-07-0701-493 | Outdoor Facility-Transfer Station | 900.00         | 75.00         | 375.00       | 0.00        | 525.00     |
| 100-07-0701-601 | Electricity-Transfer Station      | 2,400.00       | 174.88        | 734.61       | 0.00        | 1,665.39   |
| 100-07-0701-803 | Compactor Lease Transfer Station  | 3,120.00       | 257.50        | 1,287.50     | 0.00        | 1,832.50   |
| 100-07-0701-998 | Tipping Fees-Transfer Station     | 44,720.00      | 1,523.53      | 14,664.52    | 0.00        | 30,055.48  |
| Control Total   |                                   | 153,661.00     | 5,084.29      | 48,632.32    | 0.00        | 105,028.68 |
| 100-07-0703-000 | Recycling                         |                |               |              |             |            |
| 100-07-0703-484 | Antifreeze Pickup-Recycling       | 100.00         | 0.00          | 0.00         | 0.00        | 100.00     |
| 100-07-0703-485 | Used Oil Pickup-Recycling         | 450.00         | 280.50        | 683.63       | 0.00        | 233.63-    |
| 100-07-0703-488 | Tire Pickup-Recycling             | 800.00         | 0.00          | 466.00       | 0.00        | 334.00     |
| 100-07-0703-807 | Transfer Station-Permits          | 800.00         | 0.00          | 970.97       | 0.00        | 170.97-    |
| Control Total   |                                   | 2,150.00       | 280.50        | 2,120.60     | 0.00        | 29.40      |



| Account Id      | Description                           | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance   |
|-----------------|---------------------------------------|----------------|---------------|--------------|-------------|-----------|
| 100-08-0801-000 | Ec Development Comm                   |                |               |              |             |           |
| 100-08-0801-800 | Economic Development Comm.            | 500.00         | 0.00          | 430.00       | 0.00        | 70.00     |
| Control Total   |                                       | 500.00         | 0.00          | 430.00       | 0.00        | 70.00     |
| 100-08-0803-000 | P&Z Commission                        |                |               |              |             |           |
| 100-08-0803-100 | Wages-Planning & Zoning               | 1,350.00       | 423.00        | 795.00       | 0.00        | 555.00    |
| 100-08-0803-205 | Social Security-P&Z                   | 84.00          | 0.00          | 0.00         | 0.00        | 84.00     |
| 100-08-0803-207 | Medicare-P&Z                          | 20.00          | 0.00          | 0.00         | 0.00        | 20.00     |
| 100-08-0803-310 | Legal/Professional P&Z                | 5,000.00       | 3,348.50      | 3,866.50     | 0.00        | 1,133.50  |
| 100-08-0803-335 | Training-Planning & Zoning            | 350.00         | 0.00          | 0.00         | 0.00        | 350.00    |
| 100-08-0803-340 | Planning & Zoning - Mapping           | 300.00         | 0.00          | 0.00         | 0.00        | 300.00    |
| Control Total   |                                       | 7,104.00       | 3,771.50      | 4,661.50     | 0.00        | 2,442.50  |
| 100-08-0805-000 | Zoning Board of Appeals               |                |               |              |             |           |
| 100-08-0805-115 | Board Clerk - ZBA                     | 500.00         | 74.50         | 74.50        | 0.00        | 425.50    |
| 100-08-0805-205 | Social Security-ZBA                   | 31.00          | 0.00          | 0.00         | 0.00        | 31.00     |
| 100-08-0805-207 | Medicare-ZBA                          | 8.00           | 0.00          | 0.00         | 0.00        | 8.00      |
| Control Total   |                                       | 539.00         | 74.50         | 74.50        | 0.00        | 464.50    |
| 100-08-0807-000 | Building Department                   |                |               |              |             |           |
| 100-08-0807-100 | Wages - Building Department           | 13,354.00      | 0.00          | 0.00         | 0.00        | 13,354.00 |
| 100-08-0807-120 | Clerk's Wages-Building Department     | 19,240.00      | 1,964.39      | 14,409.52    | 0.00        | 4,830.48  |
| 100-08-0807-205 | Social Security-Bldg. Dept.           | 1,192.00       | 0.00          | 0.00         | 0.00        | 1,192.00  |
| 100-08-0807-207 | Medicare-Bldg. Dept.                  | 278.00         | 0.00          | 0.00         | 0.00        | 278.00    |
| 100-08-0807-230 | Retirement-Bldg. Dept.                | 1,987.00       | 0.00          | 0.00         | 0.00        | 1,987.00  |
| 100-08-0807-438 | Equipment maint.-Building Dept.       | 1,500.00       | 0.00          | 0.00         | 0.00        | 1,500.00  |
| 100-08-0807-580 | Mileage-Building Department           | 250.00         | 0.00          | 0.00         | 0.00        | 250.00    |
| 100-08-0807-610 | Office Supplies-Building Department   | 550.00         | 0.00          | 88.47        | 0.00        | 461.53    |
| 100-08-0807-612 | Bks. & Manuals-Building Department    | 500.00         | 0.00          | 120.00       | 0.00        | 380.00    |
| 100-08-0807-810 | Dues / Membership-Building Department | 200.00         | 0.00          | 0.00         | 0.00        | 200.00    |
| 100-08-0807-901 | Building Dept.-Equipment              | 250.00         | 0.00          | 105.03       | 0.00        | 144.97    |
| Control Total   |                                       | 39,301.00      | 1,964.39      | 14,723.02    | 0.00        | 24,577.98 |
| 100-08-0809-000 | Wetlands                              |                |               |              |             |           |
| 100-08-0809-100 | Wages-Inland/Wetlands                 | 16,470.00      | 1,239.20      | 6,714.38     | 0.00        | 9,755.62  |
| 100-08-0809-115 | Board Clerk - IWC                     | 1,300.00       | 391.25        | 481.25       | 0.00        | 818.75    |
| 100-08-0809-205 | Social Security-Inland/wetlands       | 1,021.00       | 0.00          | 0.00         | 0.00        | 1,021.00  |
| 100-08-0809-207 | Medicare-Inland/wetlands              | 238.00         | 0.00          | 0.00         | 0.00        | 238.00    |
| 100-08-0809-335 | Training-Inland/Wetlands              | 250.00         | 0.00          | 0.00         | 0.00        | 250.00    |
| 100-08-0809-610 | Office Supplies-Inland/wetland        | 250.00         | 0.00          | 0.00         | 0.00        | 250.00    |

| Account Id      | Description                        | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance      |
|-----------------|------------------------------------|----------------|---------------|--------------|-------------|--------------|
| 100-08-0809-810 | Dues / Memberships-Inland/wetlands | 65.00          | 0.00          | 130.00       | 0.00        | 65.00-       |
| Control Total   |                                    | 19,594.00      | 1,630.45      | 7,325.63     | 0.00        | 12,268.37    |
| 100-08-0815-000 | Conservation Commission            |                |               |              |             |              |
| 100-08-0815-330 | Conservation-membership            | 65.00          | 0.00          | 0.00         | 0.00        | 65.00        |
| 100-08-0815-335 | Conservation-training              | 200.00         | 0.00          | 0.00         | 0.00        | 200.00       |
| 100-08-0815-609 | Conservation-equipment             | 100.00         | 0.00          | 176.21       | 0.00        | 76.21-       |
| 100-08-0815-810 | Conservation-conferences           | 300.00         | 0.00          | 0.00         | 0.00        | 300.00       |
| Control Total   |                                    | 665.00         | 0.00          | 176.21       | 0.00        | 488.79       |
| 100-08-0817-000 | Zoning Agent                       |                |               |              |             |              |
| 100-08-0817-100 | Salary-Zoning Agent                | 16,470.00      | 1,599.34      | 7,291.24     | 0.00        | 9,178.76     |
| 100-08-0817-205 | Social Security-Zoning Agent       | 1,021.00       | 0.00          | 0.00         | 0.00        | 1,021.00     |
| 100-08-0817-207 | Medicare-Zoning Agent              | 238.00         | 0.00          | 0.00         | 0.00        | 238.00       |
| 100-08-0817-580 | Mileage-Zoning Agent               | 300.00         | 0.00          | 0.00         | 0.00        | 300.00       |
| Control Total   |                                    | 18,029.00      | 1,599.34      | 7,291.24     | 0.00        | 10,737.76    |
| 100-08-0819-000 | CRCOG, CCM, Cost                   |                |               |              |             |              |
| 100-08-0819-810 | Capital Region Council of Govt.    | 8,216.00       | 0.00          | 8,111.00     | 0.00        | 105.00       |
| Control Total   |                                    | 8,216.00       | 0.00          | 8,111.00     | 0.00        | 105.00       |
| 100-09-0901-000 | Education                          |                |               |              |             |              |
| 100-09-0901-590 | RHAM Payment                       | 5,119,757.00   | 649,146.36    | 2,019,556.36 | 0.00        | 3,100,200.64 |
| 100-09-0901-595 | Board of Education Expenses        | 3,902,400.00   | 343,379.82    | 1,341,364.73 | 0.00        | 2,545,578.27 |
| Control Total   |                                    | 9,022,157.00   | 992,526.18    | 3,360,921.09 | 0.00        | 5,645,778.91 |
| 100-10-1001-000 | Library                            |                |               |              |             |              |
| 100-10-1001-100 | Library Payroll                    | 75,808.00      | 5,840.56      | 33,427.90    | 0.00        | 42,380.10    |
| 100-10-1001-205 | Social Security-Library            | 4,700.00       | 0.00          | 0.00         | 0.00        | 4,700.00     |
| 100-10-1001-207 | Medicare-Library                   | 1,099.00       | 0.00          | 0.00         | 0.00        | 1,099.00     |
| 100-10-1001-215 | Health Insurance-Library           | 12,120.00      | 0.00          | 752.71       | 0.00        | 11,367.29    |
| 100-10-1001-230 | Retirement-Library                 | 6,311.00       | 0.00          | 820.40       | 0.00        | 5,490.60     |
| 100-10-1001-800 | Library-Dues and Fees              | 26,289.00      | 1,596.00      | 14,740.50    | 0.00        | 27,005.50    |
| Control Total   |                                    | 126,327.00     | 7,436.56      | 49,741.51    | 0.00        | 92,042.49    |
| 100-11-1101-000 | Capital Expenditures               |                |               |              |             |              |
| 100-11-1101-701 | Town Garage-Capital Expenditure    | 32,615.00      | 0.00          | 0.00         | 0.00        | 32,615.00    |
| 100-11-1101-714 | Revaluation                        | 16,500.00      | 16,500.00     | 16,500.00    | 0.00        | 0.00         |
| 100-11-1101-715 | P & Z-Capital POCD                 | 5,000.00       | 5,000.00      | 5,000.00     | 0.00        | 0.00         |
| Control Total   |                                    | 54,115.00      | 21,500.00     | 21,500.00    | 0.00        | 32,615.00    |

| Account Id         | Description                     | Adopted Budget | Expended Curr | Expended YTD | Encumber PO | Balance      |
|--------------------|---------------------------------|----------------|---------------|--------------|-------------|--------------|
| 100-12-1201-000    | Debt Service                    |                |               |              |             |              |
| 100-12-1201-960    | School-Debt                     | 90,000.00      | 0.00          | 90,000.00    | 0.00        | 0.00         |
| Control Total      |                                 | 90,000.00      | 0.00          | 90,000.00    | 0.00        | 0.00         |
| 100-12-1203-000    | Interest Expense                |                |               |              |             |              |
| 100-12-1203-950    | School Interest                 | 3,000.00       | 0.00          | 2,193.75     | 0.00        | 806.25       |
| Control Total      |                                 | 3,000.00       | 0.00          | 2,193.75     | 0.00        | 806.25       |
| 100-13-1305-000    | Fund Transfers                  |                |               |              |             |              |
| 100-13-1305-860    | Insurance Severance             | 25,000.00      | 0.00          | 0.00         | 0.00        | 25,000.00    |
| 100-13-1305-899    | Contingency                     | 50,000.00      | 0.00          | 500.00       | 0.00        | 49,500.00    |
| 100-13-1305-901    | DPW Equipment                   | 100,000.00     | 100,000.00    | 100,000.00   | 0.00        | 0.00         |
| 100-13-1305-907    | Transfer-Multi-Use Public Bldg. | 50,000.00      | 50,000.00     | 50,000.00    | 0.00        | 0.00         |
| 100-13-1305-908    | Fire Dept. Equip. Fund          | 60,000.00      | 60,000.00     | 60,000.00    | 0.00        | 0.00         |
| 100-13-1305-911    | Road Improvement Fund           | 290,000.00     | 290,000.00    | 290,000.00   | 0.00        | 0.00         |
| 100-13-1305-912    | tree removal fund               | 50,000.00      | 50,000.00     | 50,000.00    | 0.00        | 0.00         |
| 100-13-1305-913    | bunker hill bridge              | 120,000.00     | 120,000.00    | 120,000.00   | 0.00        | 0.00         |
| 100-13-1305-914    | bridge and culvert              | 90,000.00      | 90,000.00     | 90,000.00    | 0.00        | 0.00         |
| 100-13-1305-915    | building maintenance            | 40,000.00      | 40,000.00     | 40,000.00    | 0.00        | 0.00         |
| Control Total      |                                 | 875,000.00     | 800,000.00    | 800,500.00   | 0.00        | 74,500.00    |
| Fund Budgeted      |                                 | 12,427,430.00  | 1,924,688.99  | 5,166,194.82 | 0.00        | 7,261,235.18 |
| Fund Non-Budgeted  |                                 | 0.00           | 0.00          | 0.00         | 0.00        | 0.00         |
| Fund Total         |                                 | 12,427,430.00  | 1,924,688.99  | 5,166,194.82 | 0.00        | 7,261,235.18 |
| Final Budgeted     |                                 | 12,427,430.00  | 1,924,688.99  | 5,166,194.82 | 0.00        | 7,261,235.18 |
| Final Non-Budgeted |                                 | 0.00           | 0.00          | 0.00         | 0.00        | 0.00         |
| Final Total        |                                 | 12,427,430.00  | 1,924,688.99  | 5,166,194.82 | 0.00        | 7,261,235.18 |

## **13. Budget**

- a. Appropriation Transfers**
- b. Over Expenditure Requests**

## **14. Tax Collector's Report**

### **a. Refunds Requests**

Town Only

|                  |    |
|------------------|----|
| Terminal / Batch |    |
| Terminal         | 5  |
| Batch            | 24 |

|              |             |          |
|--------------|-------------|----------|
| Cash         | 0.00        | 0        |
| Check        | 0.00        | 0        |
| Credit Card  | 0.00        | 0        |
| <b>Total</b> | <b>0.00</b> | <b>0</b> |

|                      |            |
|----------------------|------------|
| Last Assessor Bridge |            |
| Run on:              | 06/17/2021 |

## Percent Collection as of 12/01/2021

**REAL ESTATE**

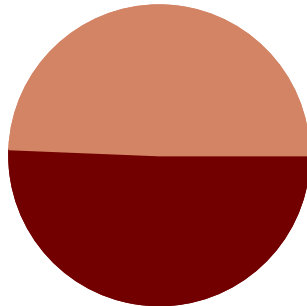
Uncollected - 49.36%  
Collected - 50.64%

**PERSONAL PROPERTY**

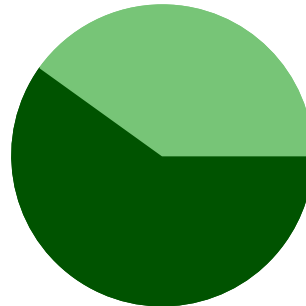
Uncollected - 40.08%  
Collected - 59.92%

**MV REGULAR**

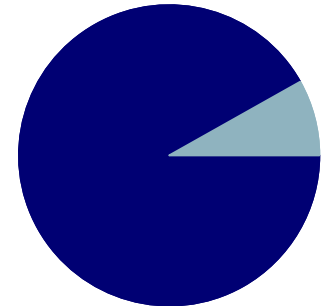
Uncollected - 8.15%  
Collected - 91.85%



|  |                             |
|--|-----------------------------|
| <span style="color: red;">■</span>     | Total Due = \$4,049,587.41  |
| <span style="color: darkred;">■</span> | Total Paid = \$4,153,911.89 |



|   |                           |
|---|---------------------------|
| <span style="color: lightgreen;">■</span> | Total Due = \$173,788.69  |
| <span style="color: darkgreen;">■</span>  | Total Paid = \$259,813.69 |



|  |                           |
|--|---------------------------|
| <span style="color: lightblue;">■</span> | Total Due = \$87,364.87   |
| <span style="color: darkblue;">■</span>  | Total Paid = \$984,095.39 |

| Type           | Total Billed          | Total Paid            | Total Due             | Percent Collected |
|----------------|-----------------------|-----------------------|-----------------------|-------------------|
| REAL ESTATE    | 8,203,499.30          | 4,153,911.89          | 4,049,587.41          | 50.64             |
| PERSONAL PRO   | 433,602.38            | 259,813.69            | 173,788.69            | 59.92             |
| MOTOR VEHICL   | 1,071,460.26          | 984,095.39            | 87,364.87             | 91.85             |
| <b>TOTALS:</b> | <b>\$9,708,561.94</b> | <b>\$5,397,820.97</b> | <b>\$4,310,740.97</b> |                   |

## TC Report NOVEMBER 2021

### Deposits

|              | ON-LINE            | OFFICE              | TOTAL               |             |
|--------------|--------------------|---------------------|---------------------|-------------|
|              | \$ 7,609.08        |                     | \$ 7,609.08         |             |
|              | \$ 5,790.84        |                     | \$ 5,790.84         |             |
|              | \$ 9,109.44        |                     | \$ 9,109.44         |             |
| 11/1         | \$ 11,379.29       | \$ 36,042.30        | \$ 47,421.59        |             |
| 11/1         |                    | \$ 110,839.85       | \$ 110,839.85       |             |
| 11/2         | \$ 2,102.92        | \$ 4,534.45         | \$ 6,637.37         |             |
| 11/3         | \$ 3,667.27        | \$ 87,167.71        | \$ 90,834.98        |             |
| 11/4         |                    | \$ 5,320.43         | \$ 5,320.43         |             |
| 11/5         |                    |                     | \$ -                |             |
| 11/6         | \$ 2,414.42        |                     | \$ 2,414.42         |             |
| 11/7         |                    |                     | \$ -                |             |
| 11/8         | \$ 2,275.65        | \$ 7,265.53         | \$ 9,541.18         |             |
| 11/9         | \$ 1,356.08        |                     | \$ 1,356.08         |             |
| 11/10        |                    |                     | \$ -                |             |
| 11/11        |                    |                     | \$ -                |             |
| 11/12        | \$ 542.90          |                     | \$ 542.90           |             |
| 11/13        | \$ 337.66          |                     | \$ 337.66           |             |
| 11/14        | \$ 1,475.51        |                     | \$ 1,475.51         |             |
| 11/15        | \$ 1,133.52        |                     | \$ 1,133.52         |             |
| 11/16        | \$ 1,593.00        | \$ 7,383.62         | \$ 8,976.62         |             |
| 11/17        |                    |                     | \$ -                |             |
| 11/18        | \$ 4,091.91        |                     | \$ 4,091.91         |             |
| 11/19        | \$ 2,447.66        |                     | \$ 2,447.66         |             |
| 11/20        |                    |                     | \$ -                |             |
| 11/21        |                    |                     | \$ -                |             |
| 11/22        |                    | \$ (1,716.30)       |                     | STOPPED PMT |
| 11/23        | \$ 4.52            | \$ 3,428.19         |                     |             |
| 11/24        | \$ 2,909.31        |                     |                     |             |
| 11/25        |                    |                     |                     |             |
| 11/26        |                    |                     |                     |             |
| 11/27        | \$ 192.70          |                     |                     |             |
| 11/28        |                    |                     |                     |             |
| 11/29        |                    | \$ 2,393.10         |                     |             |
| 11/30        |                    |                     |                     |             |
| <b>TOTAL</b> | <b>\$60,433.68</b> | <b>\$262,658.88</b> | <b>\$323,092.56</b> |             |

## COLLECTIONS BY TAX YEAR:

|       | RE | PP         | MV | MVS       | INTEREST | FEE       | TOTAL |          |    |          |    |          |    |            |
|-------|----|------------|----|-----------|----------|-----------|-------|----------|----|----------|----|----------|----|------------|
| 2014  |    |            |    |           |          |           |       |          |    |          |    |          |    |            |
| 2015  |    |            |    |           |          |           |       |          |    |          |    |          |    |            |
| 2016  |    |            |    |           |          |           |       |          |    |          |    |          |    |            |
| 2017  |    |            |    |           |          |           |       |          |    |          |    |          |    |            |
| 2018  | \$ | 2,870.40   | \$ | 935.63    | \$       | 151.54    | \$    | 806.28   | \$ | 30.00    | \$ | 4,793.85 |    |            |
| 2019  | \$ | 892.31     | \$ | 545.28    | \$       | 585.38    | \$    | 777.97   | \$ | 680.40   | \$ | 49.00    | \$ | 3,530.34   |
| 2020  | \$ | 216,008.43 | \$ | 77,310.40 | \$       | 18,894.17 | \$    | 2,275.37 | \$ | 280.00   | \$ |          | \$ | 314,768.37 |
| TOTAL | \$ | 216,900.74 | \$ | 80,726.08 | \$       | 20,415.18 | \$    | 3,204.88 | \$ | 1,766.68 | \$ | 79.00    | \$ | 323,092.56 |

## 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       | \$         | 4,314.46   | \$         | 249.48    | \$        | 5,003.76 |              |              |
| 2012  | \$           | 2,828.18     | \$         | 3,146.24   | \$         | 204.03    | \$        | 6,178.45 |              |              |
| 2013  | \$           | 12.13        | \$         | 3,485.83   | \$         | 1,486.53  | \$        | 783.06   | \$           | 5,767.55     |
| 2014  | \$           | 1,225.76     | \$         | 4,551.81   | \$         | 2,103.08  | \$        | 2,991.24 | \$           | 10,871.89    |
| 2015  | \$           | 1,225.76     | \$         | 4,740.57   | \$         | 9,823.37  | \$        | 2,286.15 | \$           | 18,075.85    |
| 2016  | \$           | 5,168.11     | \$         | 7,114.75   | \$         | 9,151.65  | \$        | 2,452.26 | \$           | 23,886.77    |
| 2017  | \$           | 22,857.68    | \$         | 7,576.96   | \$         | 11,540.80 | \$        | 4,063.17 | \$           | 46,038.61    |
| 2018  | \$           | 43,176.15    | \$         | 9,108.29   | \$         | 12,948.24 | \$        | 2,255.95 | \$           | 67,488.63    |
| 2019  | \$           | 73,660.86    | \$         | 10,232.38  | \$         | 18,832.30 | \$        | 6,891.72 | \$           | 109,617.26   |
| 2020  | \$           | 4,049,587.41 | \$         | 173,788.69 | \$         | 87,364.87 | \$        |          | \$           | 4,310,740.97 |
| TOTAL | 4,196,913.86 | \$           | 223,867.28 | \$         | 162,499.47 | \$        | 22,483.74 | \$       | 4,605,764.35 |              |



|                    |          |                                     |
|--------------------|----------|-------------------------------------|
| Toyota Lease Trust | \$902.48 | Sec 12-129 Refund of excess payment |
| Armstrong Linda    | \$50.47  | Sec 12-129 Refund of excess payment |

12/13/2021 Total refunds: \$6,341.74

**Sec. 12-129. Refund of excess payments.** Any person, firm or corporation who pays any property tax in excess of the principal of such tax as entered in the rate book of the tax collector and covered by his warrant therein, or in excess of the legal interest, penalty or fees pertaining to such tax, or who pays a tax from which the payor is by statute exempt and entitled to an abatement, or who, by reason of a clerical error on the part of the assessor or board of assessment appeals, pays a tax in excess of that which should have been assessed against his property, or who is entitled to a refund because of the issuance of a certificate of correction, may make application in writing to the collector of taxes for the refund of such amount. Such application shall be delivered or postmarked by the later of (1) three years from the date such tax was due, (2) such extended deadline as the municipality may, by ordinance, establish, or (3) ninety days after the deletion of any item of tax assessment by a final court order or pursuant to subdivision (3) of subsection (c) of section 12-53 or section 12-113. Such application shall contain a recital of the facts and shall state the amount of the refund requested. The collector shall, after examination of such application, refer the same, with his recommendations thereon, to the board of selectmen in a town or to the corresponding authority in any other municipality, and shall certify to the amount of refund, if any, to which the applicant is entitled. The existence of another tax delinquency or other debt owed by the same person, firm or corporation shall be sufficient grounds for denying the application. Upon receipt of such application and certification, the selectmen or such other authority shall draw an order upon the treasurer in favor of such applicant for the amount of refund so certified. Any action taken by such selectmen or such other authority shall be a matter of record, and the tax collector shall be notified in writing of such action. Upon receipt of notice of such action, the collector shall make in his rate book a notation which will date, describe and identify each such transaction. Each tax collector shall, at the end of each fiscal year, prepare a statement showing the amount of each such refund, to whom made and the reason therefor. Such statement shall be published in the annual report of the municipality or filed in the town clerk's office within sixty days of the end of the fiscal year. Any payment for which no timely application is made or granted under this section shall permanently remain the property of the municipality. Nothing in this section shall be construed to allow a refund based upon an error of judgment by the assessors. Notwithstanding the provisions of this section, the legislative body of a municipality may, by ordinance, authorize the tax collector to retain payments in excess of the amount due provided the amount of the excess payment is less than five dollars.

## **15. Assessor's Report**

### **a. Revaluation Services**

## **16. Department Reports**

- a. Fire Department**
- b. Burning Official**
- c. Resident State Trooper**
- d. Town Clerk**
- e. Building Department**
- f. Assessor's Office**
- g. Public Works**
- h. Transfer Station**
- i. Library**
- j. Senior Transportation**
- k. Registrars**
- l. AHM**



Commanding Officer  
Lieutenant Stephen Samson #041

# State of Connecticut



## Connecticut State Police Troop K - Colchester



Executive Officer  
Master Sergeant Eric Peck #085

Date: 12/06/2021

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 2021** the Andover Resident Trooper as well as Troop K Troopers responded to **137** 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:  
Other Non-Criminal: 1  
Medical Assists: 0  
Non Reportable Matters: 112  
Other Noteworthy Events (List): Attendance to Veterans Day events at school and Monument Park.  
Performance of National Anthem at Monument Park by RT Nesci #578.

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

On-Sight DWI: 0  
Traffic Citations: 7  
Written Warnings: 7

Sincerely,

*Lt. Stephen Samson #041*

Lieutenant Stephen Samson #041  
Commanding Officer  
Troop "K" Colchester, CT

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

Building Permit Receipts

| Permit                 | Date     | Paid     | Trans #               | Location           | Est Cost   | Refund | Radon | Roadcut | Cert | COFee | Zoning | State | Point  | TownFee  |
|------------------------|----------|----------|-----------------------|--------------------|------------|--------|-------|---------|------|-------|--------|-------|--------|----------|
| Draft                  | 11/08/21 | 167.60   | recpt. # 6            | TOWNSEND RD        | 10,000.00  | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 2.60  | 15.00  | 150.00   |
| 21-33B                 | 11/10/21 | 30.26    | recpt. # 6            | 92 BEAR SWAMP RD   | 800.00     | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 0.26  | 15.00  | 15.00    |
| 21-32B                 | 11/10/21 | 106.56   | recpt. # 6            | 161 LAKE RD        | 6,000.00   | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 1.56  | 15.00  | 90.00    |
| 21-35B                 | 11/18/21 | 213.38   | RECPT. # 6            | 155 LAKE RD        | 12,600.00  | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 3.38  | 15.00  | 195.00   |
| 21-38B                 | 11/24/21 | 121.82   | recpt# 604            | 10 HICKORY HILL DR | 6,074.00   | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 1.82  | 15.00  | 105.00   |
| 21-34B                 | 11/24/21 | 564.36   | recpt# 604            | 10 DOGWOOD DR      | 35,062.00  | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 9.36  | 15.00  | 540.00   |
| Draft                  | 11/29/21 | 152.34   | rcpt# 6040            | 53 TIMES FARM RD   | 9,000.00   | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 2.34  | 15.00  | 135.00   |
| 21-37B                 | 11/29/21 | 137.08   | rcpt# 6040            | 18 LAKESIDE DR     | 7,300.00   | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 2.08  | 15.00  | 120.00   |
| Draft                  | 11/30/21 | 152.34   | rcpt# 6040            | 22 HICKORY HILL DR | 8,850.00   | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 2.34  | 15.00  | 135.00   |
| Draft                  | 11/30/21 | 121.82   | rcpt# 6040            | 29 BIRCH DR        | 6,224.00   | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 1.82  | 15.00  | 105.00   |
| Subtotals              |          | 1,767.56 |                       |                    |            | 0.00   | 0.00  | 0.00    | 0.00 | 0.00  | 0.00   | 27.56 | 150.00 | 1,590.00 |
| Unique # of Permits:   | 10       |          | Cost of Construction: |                    | 101,910.00 |        |       |         |      |       |        |       |        |          |
| Unique # of voids (*): | 0        |          |                       |                    |            |        |       |         |      |       |        |       |        |          |

25.00 Home Occupation - 9 Woodside Ln.  
 550.00 Driveway Apron - Merritt Valley Rd.  
 210.00 IWWC - 1 Lakeside Ln  
 575.00 Driveway Apron - West St.  
 210.00 IWWC - 3 Lakeside Dr.  
 125.00 IWWC - West St.  
 5.00 copies

\$ 1700.00  
 2909.20 permit receipts  
\$ 4609.20

Assessor's office monthly activity –OCTOBER 2021

|   |  |
|---|--|
| Processing conveyances  | 15   |
| Processing building permits   | 20   |
| Prorating motor vehicle grand list  | 8  |
| Updating field cards  | 9  |
| Correspondence/Phone  | 25   |
| Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)                        | 28   |
| Providing assistance to other departments   | 8  |
| Researching mapping issue or questions  | 2  |
| Reports and communication with the State of Connecticut/ US Census  | 2  |
| MLS research  | 5  |
| 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 & Deletes to the re, pp or mv grand list   | 3  |
| Pa 490  | 4  |
| Provided assistance to BAA  | 2  |
| Researching and providing requested information to auditor or software vendor (for grand list files or tax bills) |  |
| Real property inspections   | 1  |
| Personal property inspections   |  |
| Real property appraisals  | 1  |
| Taxpayer correspondence   |  |
| Attorney correspondence   |  |
| Tax appeal review/appraisal   |  |
| Mls review  | 5  |
| Town board/dept assistance  |  |
| Review & Approve C of Cs  | 11   |
| Review & Approve Farmland & Forestland Assessment Applications  | 4  |
| 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                         |                                       |
|--------------------|--|-------------------|----------------------------|--------------------|--|---------------------------------------|---------------------------------------|---------------------------------------|
| 50107<br>2         | ARMSTRONG LINDA L<br>52 JUROVATY RD<br>ANDOVER CT 6232-1409                      | 50111<br>2005 01  | DODGE<br>1D4GP45R75B161081 | 08322M<br>CARAVAN  | B<br>2020 10/06/2021<br>AS PER BAA                   | 1,706<br>0<br>1,706                   | -1,248<br>0<br>-1,248                 | 458<br>0<br>458                       |
| 50916<br>1         | DRAINWORKS PLUMBING AND SEPTIC LLC<br>22 HICKORY HILL DR<br>ANDOVER CT 6232-1012 | 50920<br>2020 10  | BIG T<br>16V1C2524L2083446 | 08321M<br>14ET-20  | C<br>2020 10/06/2021<br>WRONG TT - SENT TO COLUMBIA  | 3,980<br>0<br>3,980                   | -3,980<br>0<br>-3,980                 | 0<br>0<br>0                           |
| 51086<br>1         | FOGARTY DANIEL L<br>380 HEBRON RD<br>ANDOVER CT 6232-1718                        | 51088<br>2014 01  | HYUND<br>KMH6H6AH0EU027454 | 08318M<br>ELANTRA  | C<br>2020 10/04/2021<br>TOTALED 6/21                 | 6,200<br>0<br>6,200                   | -1,550<br>0<br>-1,550                 | 4,650<br>0<br>4,650                   |
| 51488<br>2         | HONDA LEASE TRUST<br>1919 TORRANCE BLVD<br>TORRANCE CA 90501-2722                | 51489<br>2018 01  | ACURA<br>5J8YD4H74JL025100 | 08324M<br>MDX TECH | B<br>2020 10/07/2021<br>AS PER BAA                   | 16,655<br>0<br>16,655                 | 2,021<br>0<br>2,021                   | 18,676<br>0<br>18,676                 |
| 51897<br>1         | LANZIERI BRIAN F<br>14 WOOD FERN WAY<br>ANDOVER CT 6232-1132                     | 51898<br>2020 01  | MAZDA<br>JM3KFBEY4L0748747 | 08323M<br>CX-5 SIG | B<br>2020 10/06/2021<br>AS PER BAA                   | 28,530<br>0<br>28,530                 | -7,530<br>0<br>-7,530                 | 21,000<br>0<br>21,000                 |
| 52277<br>1         | MCGREGOR KRISTIN D<br>PO BOX 28<br>ANDOVER CT 6232-28                            | 52275<br>2008 03  | FORD<br>1FTWW31Y88ED89869  | 08320M<br>F350 SUP | C<br>2020 10/04/2021<br>SOLD 8/21                    | 9,640<br>0<br>9,640                   | -800<br>0<br>-800                     | 8,840<br>0<br>8,840                   |
| 53570<br>1         | TOYOTA LEASE TRUST<br>3200 W RAY RD<br>CHANDLER AZ 85226-2455                    | 53560<br>2017 01  | LEXUS<br>JTJBARBZ7H2099564 | 08327M<br>NX 200T  | C<br>2020 10/21/2021<br>SOLD 11/20                   | 19,020<br>0<br>19,020                 | -15,844<br>0<br>-15,844               | 3,176<br>0<br>3,176                   |
| 53571<br>1         | TOYOTA LEASE TRUST<br>3200 W RAY RD<br>CHANDLER AZ 85226-2455                    | 53561<br>2017 01  | TOYOT<br>2T1BURHE9HC872938 | 08326M<br>COROLLA  | C<br>2020 10/21/2021<br>SOLD 10/20                   | 10,060<br>0<br>10,060                 | -9,225<br>0<br>-9,225                 | 835<br>0<br>835                       |
| 53608<br>1         | TRUEMAN GARY W<br>31 BIRCH DR<br>ANDOVER CT 6232-1203                            | 53598<br>2016 11  | KEYST<br>4YDT33M20GV508139 | 08325M<br>COUGAR   | C<br>2020 10/21/2021<br>WRONG MODEL NUMBER ON CAMPER | 35,890<br>0<br>35,890                 | -15,870<br>0<br>-15,870               | 20,020<br>0<br>20,020                 |
| 53971<br>0         | MICHAEL EVENS HOME IMPROVEMENT<br>67 HENDEE RD<br>ANDOVER CT 6232-0              | 20A054<br>2018 10 | BWISE<br>58CB1DC21JC003656 | 08317M<br>DUI4I5   | C<br>2020 10/04/2021<br>ADD FROM EAST HARTFORD       | 0<br>0<br>0                           | 7,680<br>0<br>7,680                   | 7,680<br>0<br>7,680                   |
| 53972<br>0         | CASSELLS GLEN<br>116 WHEELING RD<br>ANDOVER CT 6232-0                            | 20A055<br>2016 03 | RAM<br>1C6RR7NM6GS235929   | 08319M<br>RAM TRUC | C<br>2020 10/04/2021<br>ADD FROM DMV                 | 0<br>0<br>0                           | 23,240<br>0<br>23,240                 | 23,240<br>0<br>23,240                 |
| <b>TOTAL</b>       | <b># Of Accts 11</b>   |                   |                            |                    |  | <b>131,681</b><br>0<br><b>131,681</b> | <b>-23,106</b><br>0<br><b>-23,106</b> | <b>108,575</b><br>0<br><b>108,575</b> |
| <b>YEAR 2020</b>   | <b># Of Accts 11</b>   |                   |                            |                    |  | <b>131,681</b><br>0<br><b>131,681</b> | <b>-23,106</b><br>0<br><b>-23,106</b> | <b>108,575</b><br>0<br><b>108,575</b> |
| <b>GRAND TOTAL</b> | <b># Of Accts 11</b>   |                   |                            |                    |  | <b>131,681</b><br>0<br><b>131,681</b> | <b>-23,106</b><br>0<br><b>-23,106</b> | <b>108,575</b><br>0<br><b>108,575</b> |

ANDOVER PUBLIC LIBRARY -  
LIBRARIAN'S REPORT - October 2021

|                                   | Nov-21      | YTD 21-22<br>(July 1,<br>2021 - June<br>30, 2022) |
|-----------------------------------|-------------|---|
| <b>Adult:</b>                     |             |   |
| Fiction                           | 338         | 2128  |
| Non-fiction                       | 64          | 410   |
| Video                             | 28          | 302   |
| Audio                             | 21          | 138   |
| Magazines                         | 0           | 14  |
| E-reader (Kindle)                 | 0           | 0   |
| <b>Total Adult</b>                | <b>451</b>  | <b>2992</b>                                       |
| <b>Children:</b>                  |             |   |
| Fiction                           | 131         | 738   |
| Non-fiction                       | 19          | 82  |
| Video                             | 0           | 14  |
| Audio                             | 0           | 1   |
| <b>Total Children</b>             | <b>150</b>  | <b>835</b>  |
| <b>Young Adult:</b>               |             |   |
| Fiction                           | 12          | 150   |
| Non-fiction                       | 0           | 3   |
| Audio                             | 0           | 1   |
| Magazines                         | 0           | 0   |
| <b>Total Young Adult</b>          | <b>12</b>   | <b>154</b>  |
| <b>Total Fiction</b>              | <b>481</b>  | <b>3016</b>                                       |
| <b>Total Non-fiction</b>          | <b>83</b>   | <b>495</b>  |
| <b>Total Video</b>                | <b>28</b>   | <b>316</b>  |
| <b>Total Audio</b>                | <b>21</b>   | <b>140</b>  |
| <b>Total Magazines</b>            | <b>1</b>    | <b>14</b>   |
| <b>Total Uncategorized**</b>      | <b>12</b>   | <b>70</b>   |
| <b>Total Passes</b>               | <b>0</b>    | <b>0</b>  |
| <b>Total OverDrive</b>            | <b>140</b>  | <b>766</b>  |
| <b>Total E-readers</b>            | <b>0</b>    | <b>0</b>  |
| <b>Total Circulation</b>          | <b>766</b>  | <b>4817</b>                                       |
| Out-of-town circ.                 | 49          | 320   |
| Ref. questions                    | 23          | 93  |
| Patrons registered:               |             |   |
| Andover                           | 3190        |   |
| Out-of-town                       | 480         |   |
| <b>Total Patrons</b>              | <b>3670</b> |   |
| Collection size *                 | 20225       |   |
| Public Computer Usage (hrs.)      | 68.5        | 340.25  |
| ILL provided                      | 58          | 214   |
| ILL received                      | 52          | 212   |
| <b># Patrons (inc. programs):</b> | <b>365</b>  | <b>1926</b>                                       |
| <b>PROGRAM ATTENDANCE</b>         | <b>44</b>   | <b>166</b>  |
| Number of programs:               | 8           | 45  |

\*\* NOTE: New hours beginning 11/1: Monday-Thursday, 10AM-7PM & Saturday, 10AM-2PM.



ANDOVER SENIOR TRANSPORTATION  
MONTH OF NOVEMBER 2021

Dated 12/06/2021  
Cathy Palazzi  
Senior Coordinator

1) Drug tests – none.

2) List of Clients Serviced November

- Medicals 59
- Events 7 (includes lunches, YAH, Movies)
- Maintenance 0
- Incident Log 0
- Disabled 8
- Veterans 1
- Meetings 1
- Shopping 5 seniors 4trips (one per week)
- Booster Clinic 1 (Held November 29<sup>th</sup> at AES Library)

- Working on becoming compliant for DOT with Title VI for senior transportation. Audit expected in 2022.
- Received information that senior transportation grant for bus has been approved. Vehicle expected in Andover May 2022.
- If funds are available in the future, it would be useful and cost saving to have a car for medicals. An electric car would be useful for conserving energy and better for the environment.
- Still running ad and interviewing a viable candidate for a third driver.
- No issues to discuss with Town Administrator in November.

**MOTTO: “NO SENIOR LEFT BEHIND”**

Dated 12/07/2021  
Cathy Palazzi  
Senior Coordinator

**Registrar of Voters  
17 School Road  
Andover, Connecticut 06232**

**November Monthly Report**

**Processed Voters**

**Referendum November 2, 2021**

**Updated who voted list for 11/2 Referendum**

**Took on line Security Training Classes**

**Linda Derick**

**Wallace Barton**

**ROV's**

# 17. Correspondence

# 18. Public Speak

# 19. Adjournment