

**Town of Andover
Board of Selectmen
Regular Meeting**
Monday March 11th 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/85181698251>

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

Meeting ID: 851 8169 8251

Passcode: 093391

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

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Board and Commission Presentations
 - a. Garden Club Budget Request
 - a. Fencing
 - b. Economic Development Committee
 - a. Welcome Sign
4. Appointments
5. Resignations
6. Town Administrator's Report
7. Old Business Discuss and act upon the following:
 - a. Joshua's Trust Discussion
 - b. Staff discussion on affordable housing with Town Planner
 - c. Community Center construction update
 - d. Discussion of Blight and level of involvement
 - e. Hendee Rd Buddhist road impacts
 - f. Stiff Account Update
 - g. Fire House Meeting April 14th, 1:30 pm
8. New Business Discuss and act upon the following:
 - a. Discuss Annual Audit
 - b. Discussion on Fire Department Heavy Rescue Sale
 - c. Updated DPW Equipment Projections
 - d. Review Significant Taxpayer List
 - e. Discussion of Extensive Tree Trimming on Burnap Brook Rd.
9. Approval of Meeting Minutes
 - a. 2.21.2024 Special Meeting Minutes
 - b. 2.26.2024 Special Budget Meeting Minutes
10. Treasurer's Report
 - a. Finance Department Report
 - a. Revenue Summary
 - b. Town Budget Summary
 - c. Town Aid Road (TAR) Update
 - d. Town Cash Report
 - e. Appropriation Transfer
 - f. Over Expenditure Report
 - g. Summary of Audit Status

11. Tax Collector's Report

12. Department Reports

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

13. Correspondence

- a. Fuel Assistance Fund Donation

14. Public Speak

15. Executive Session

16. Adjournment

Board and Commission Presentations

3.

Andover Community Garden Funding Request from the Town of Andover, 2024 - 2025

The Andover Community Garden Committee, in conjunction with Andover Sustainable CT, is requesting that our organization receive funding from the Town of Andover for this year. Our organization provides many benefits to the community at large with the intention of increasing our collaboration with other community organizations this year.

Our committee would like to discuss the following:

1. Please **review the 3/13/23 budget workshop meeting #2** (minutes 49:00 to 51:00) - our budget was reduced by \$1000 because our roof, gutter and water collection materials would be provided for us. To date, our committee has not received these materials nor the funding to purchase these materials.

2. **Early Spring 2024 Fencing Project:**
 - a) **Request funding and permission from the BOS to install** a 6 foot tall perimeter fence for the garden, specifically 2 inch by 3 inch wire fence with 4 inch by 4 inch pressure treated posts.
 - b) **Request that the leaching field pipe** closest to the garden be marked at both ends for fence post placement.
 - c) **Total cost for the fencing project is \$2400** to include all necessary materials. **This is an immediate request to prevent crop damage. We respectfully request this money by April 1st so that garden members can install the fence prior to the growing season.**

3. **Total Budget Request for 2024 - 2025 = \$3675**
 - a) **Water collection system materials total = \$1500**
\$300 for the gutters, \$600 for four 250 gallon water tanks, \$200 for a 110 volt well pump and \$400 for the pressure treated framework for the water tanks.
 - b) **Andover Community Garden Sign materials total = \$200**
 - c) **6 bales of straw total = \$100**
 - d) **5 gallons of certified organic Neem concentrate = \$360**
 - e) **Five 27 pound bags Organic Fertilizer blend = \$150**
 - f) **8 bags of Garden Lime = \$65**
 - g) **Roof, gutter, and water collection pipe (request from 2023) = \$1000**
 - h) **Vegetable plants and seeds for three Food Pantry Beds = \$300**

4. **Install water and electricity** to the garden via the community center.

We respectfully request that the Town of Andover support our efforts to improve our community garden. Thank you, in advance, for your consideration. If additional information is needed, please feel free to contact us.

Sincerely,

Jeff Ballard

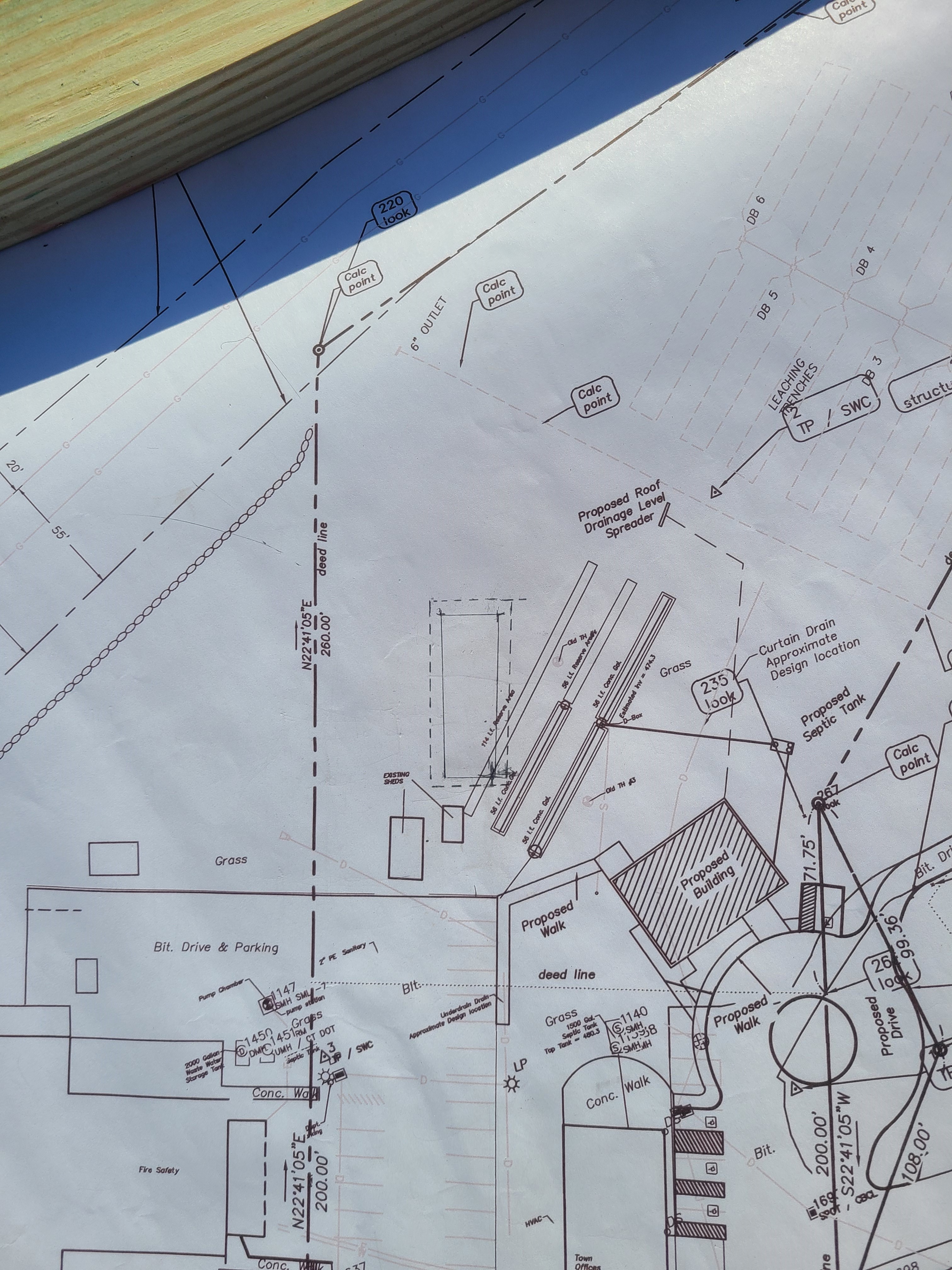
Jim Fitting

Alison Goff

Elaine Buchardt

Karen Hunter

Grace Gostanian



SSS

N22°41'05"E

260.00'

deed line

EXISTING SHEDS

114 L.F. Reserve Area

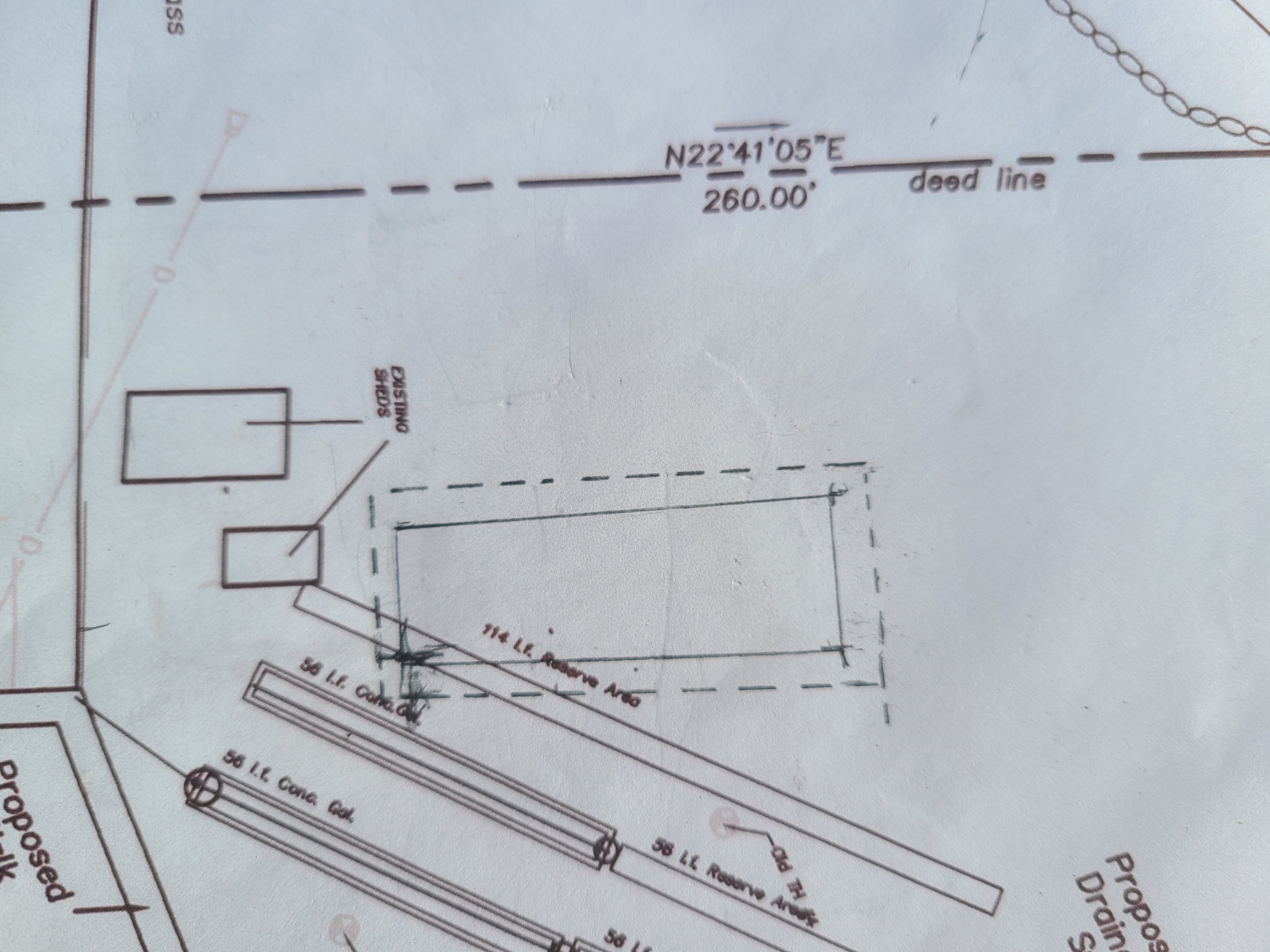
56 L.F. Cont. Gal.

56 L.F. Cont. Gal.

56 L.F. Reserve Area

Proposed

Proposed Drains



Designed By & Property Of



ARTS CUSTOM SIGNS
ELLINGTON, CONNECTICUT

4'



4'

3'

Designed By & Property Of

Dimensional Sign 4'x4' / 2.5' posts / sign height total 6.5'

Pvc raised letters on aluminum background

Cost: 4000

Installation 250



ARTS CUSTOM SIGNS
ELLINGTON, CONNECTICUT

4'

Painted Bridge

PVC Letters

PT Inner Frame

Aluminum
on PVC

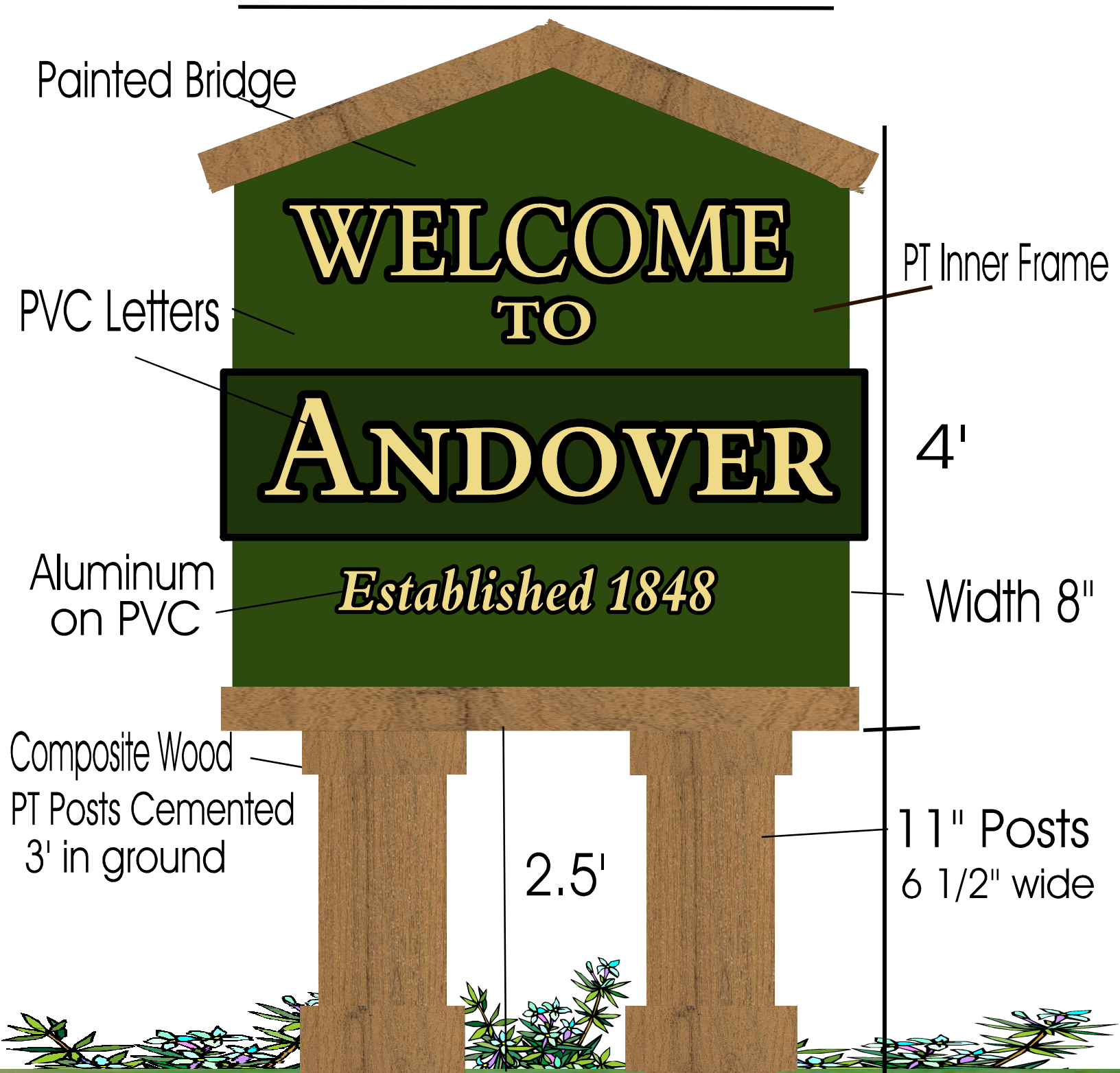
4'

Width 8"

Composite Wood
PT Posts Cemented
3' in ground

2.5'

1 1/2" Posts
6 1/2" wide



Designed By & Property Of



ARTS CUSTOM SIGNS
ELLINGTON, CONNECTICUT

Dimensional Sign 4'x4' / 2.5' posts / sign height total 6.5'

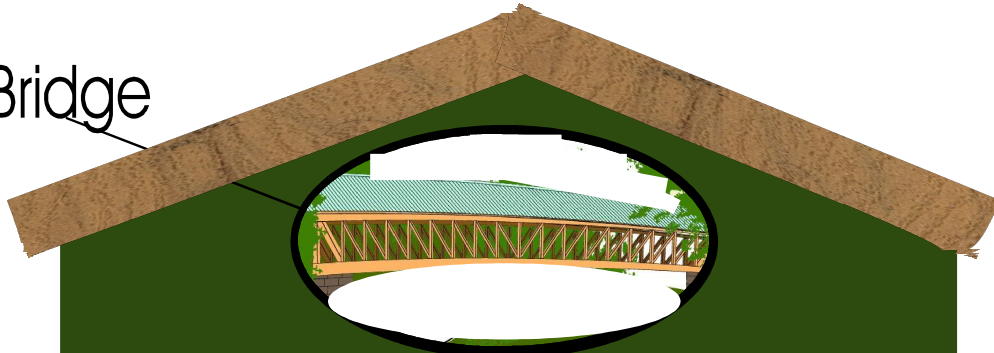
Pvc raised letters on aluminum background

Cost: 4000

Installation 250

4'

Painted Bridge



PVC Letters

**WELCOME
TO**

PT Inner Frame

4'

ANDOVER

Aluminum
on PVC

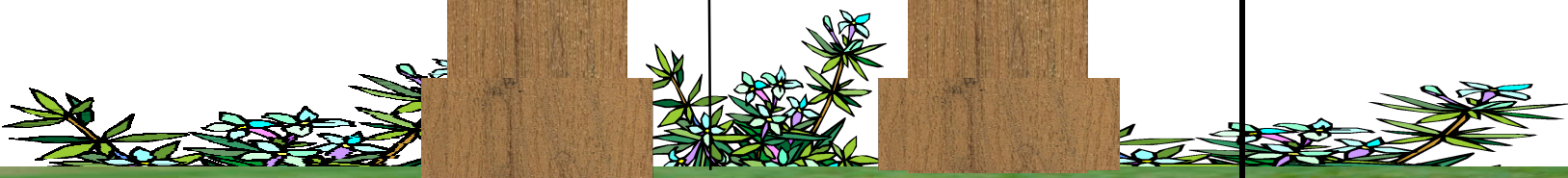
Established 1848

Width 8"

Composite Wood
PT Posts Cemented
3' in ground

2.5'

1 1/2" Posts
6 1/2" wide



Designed By & Property Of



ARTS CUSTOM SIGNS
ELLINGTON, CONNECTICUT

Dimensional Sign 4'x4' / 2.5' posts / sign height total 6.5'

Pvc raised letters on aluminum background

Cost: 4000

Installation 250

4'

Painted Bridge

PVC Letters

PT Inner Frame

Aluminum
on PVC

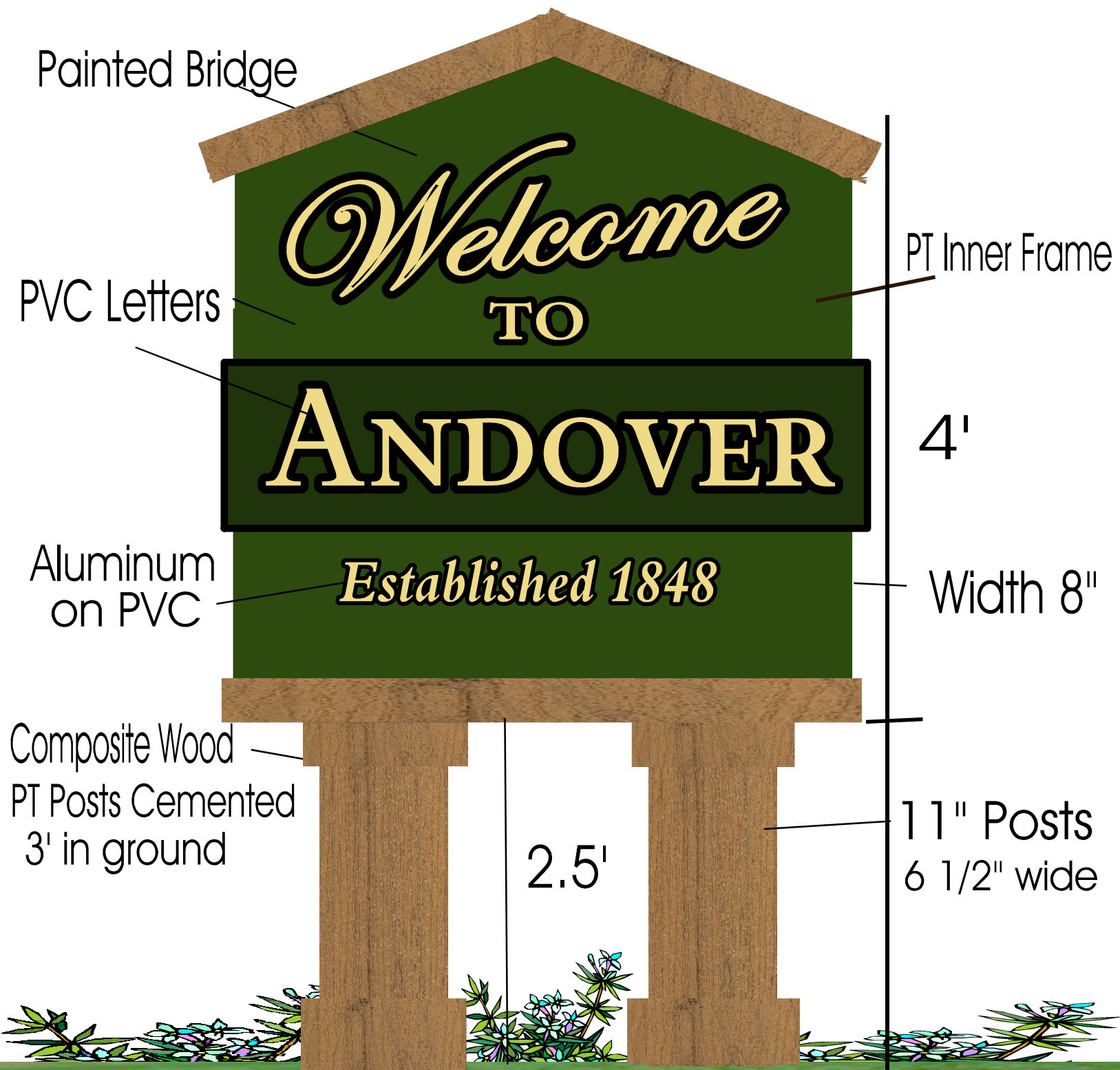
4'

Width 8"

Composite Wood
PT Posts Cemented
3' in ground

2.5'

1 1/2" Posts
6 1/2" wide



Town Administrator's Report

6.

Town Administrator's Report for the 12.11.23 Board of Selectmen Regular Meeting

Town Hall Operations:

Cleaning/Custodian: Building in good shape overall Thanks to Willi and Susan

Administrator's Office:

Very busy month Budget is off to the BOF and published on the towns website

Grant Submission for LOTCIP for the RT 316 connectivity project

Grant submission for the DEEP Rec Trails Program to design a send trail through the woods

Active RFPs

Rfp for Inspections services for Federal Local bridge services is back we had 9 aplicants

Review Pool Mark Burns (DOT) Ed Srisley PHD construction engineering, Todd Penny Town Engineer Coventry, Eric Anderson town administrator

Community Center Update

Will discuss orally at meeting.

Town Clerks office

New (old) Assistant Therese Gonye is working our well Welcome Threse

Assessor's Office:

No major changes to the office

Social Services

No major current issues

Finance Office:

See updates from Cheryl

Blight

Notice sent to owner of Barnett Property on route 6. Ongoing issues.

Town Engineer:

In talks with DOT re new Access to Hutchinson rd

Animal Control

On hold staying with current providor

Public Works:

Lots of smaller projects underway.

Just about ready to pour the pads for the new propane tanks

Still waiting on the new plow truck

Bunker Hill Bridge Design:

Rfp for Inspections services for Federal Local bridge services is back we had 9 applicants

Review Pool Mark Burns (DOT) Ed Srisley PHD construction engineering, Todd Penny Town Engineer Coventry, Eric Anderson town administrator

Some Progress- We are at final design design stage. Project is proceeding. **Expected Start date 15 Feb 2025**

Long Hill Rd Bridge Design

Test borings Completed so it is in the 30% design phase

Small Bridges and Culverts:

See notes above **PER DOT Cost per average local bridge increase from 600K to 2.2 million since 2017** We have a repair of a medium sized culvert wingwall on Bunker Hill Rd that we will be undertaking shortly.

Andover Proposed Community Senior Center:

Proceeding

Library Wall Damage

Finally reimbursed from CIRMA for damage

Andover Veterans Monument:

No news

Grant for Senior Transportation Vehicle

Vehicle expected April 2024 About time

STEAP Grant 2022:

Made significant progress on that. Have SHIPO Approval pending several items they want. We are working on the documentation for that. Scott Yoemans is doing most of the work- Thank you Scott!

Working on a salvage contractor bid to salvage the original timber structure as part of the demolition.

There is one significant stumbling block. The Department of Labor has officially ruled that this project will not be considered new construction therefore prevailing wage rules do apply. This will affect costs significantly. I am working on a Legislative solution.

STEAP Grant 2023:

We received a 500,000 STEAP grant will need to go to meeting for approval of the match Excellent work by John the town planner. Exciting news and will be an asset to the town.

Still needs to go to town meeting

Connectivity Grant:

Still have some funds left over. Used some money for poop dispensers



Safety committee quarterly

Nothing new this month.





1 EXISTING SIGN AT TRAIL ENTRANCE



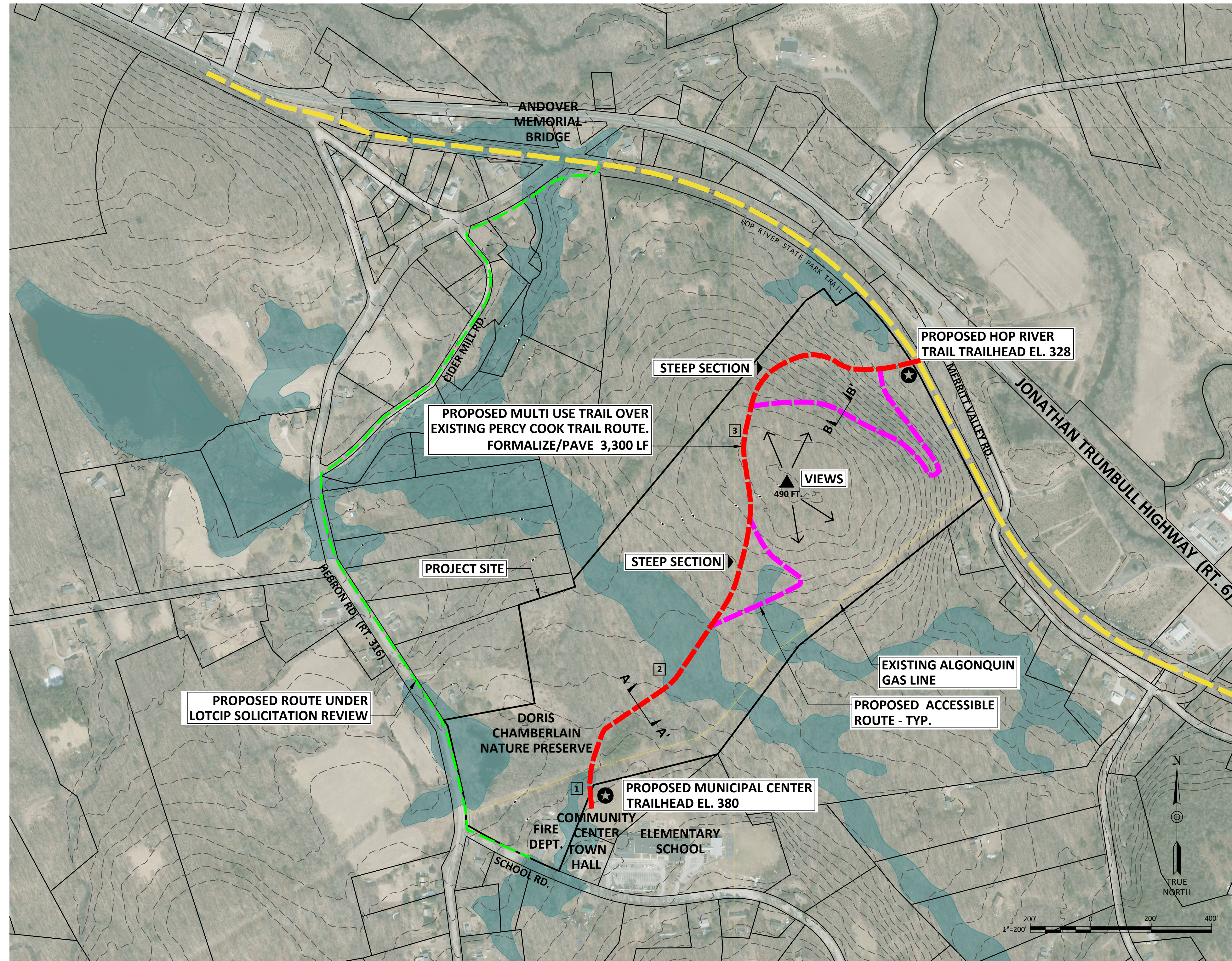
2 EXISTING CONDITIONS NORTHERN DESCENT



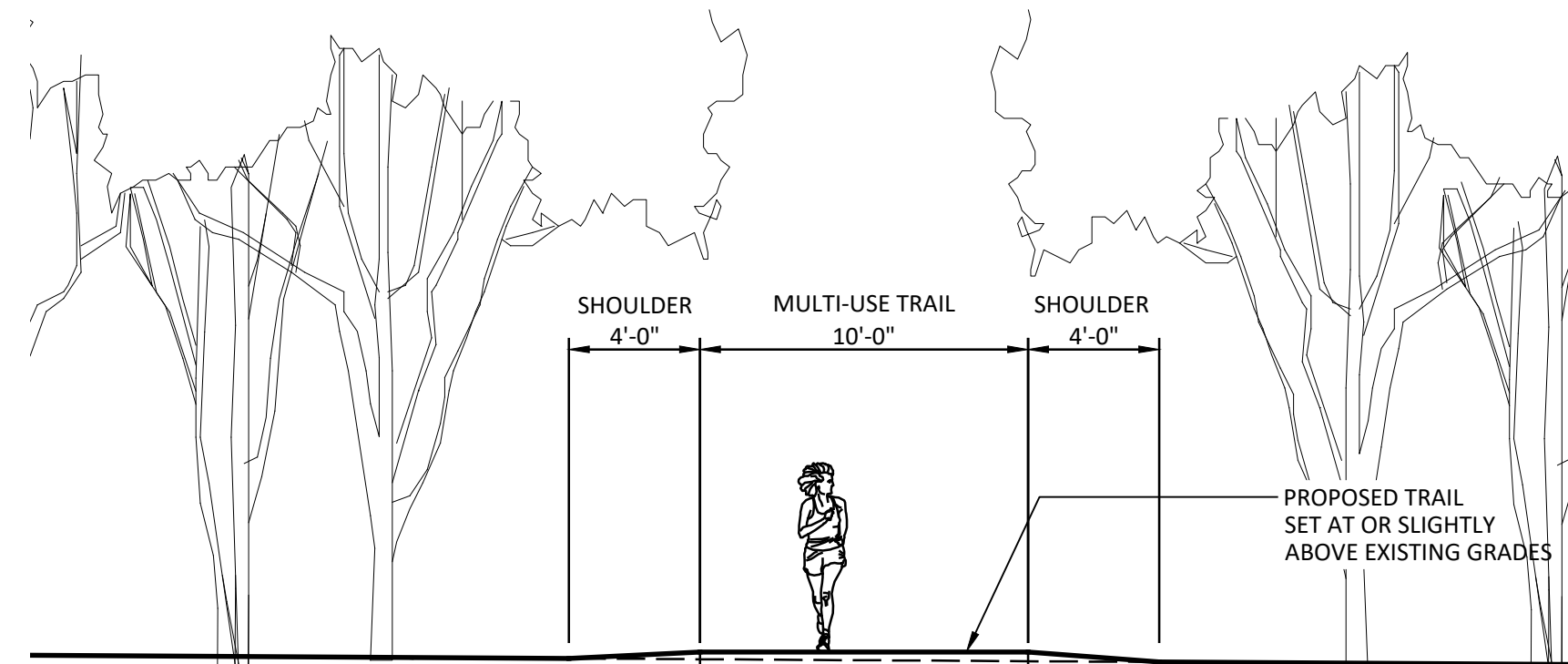
3 EXISTING CONDITIONS SOUTHERN APPROACH

LEGEND

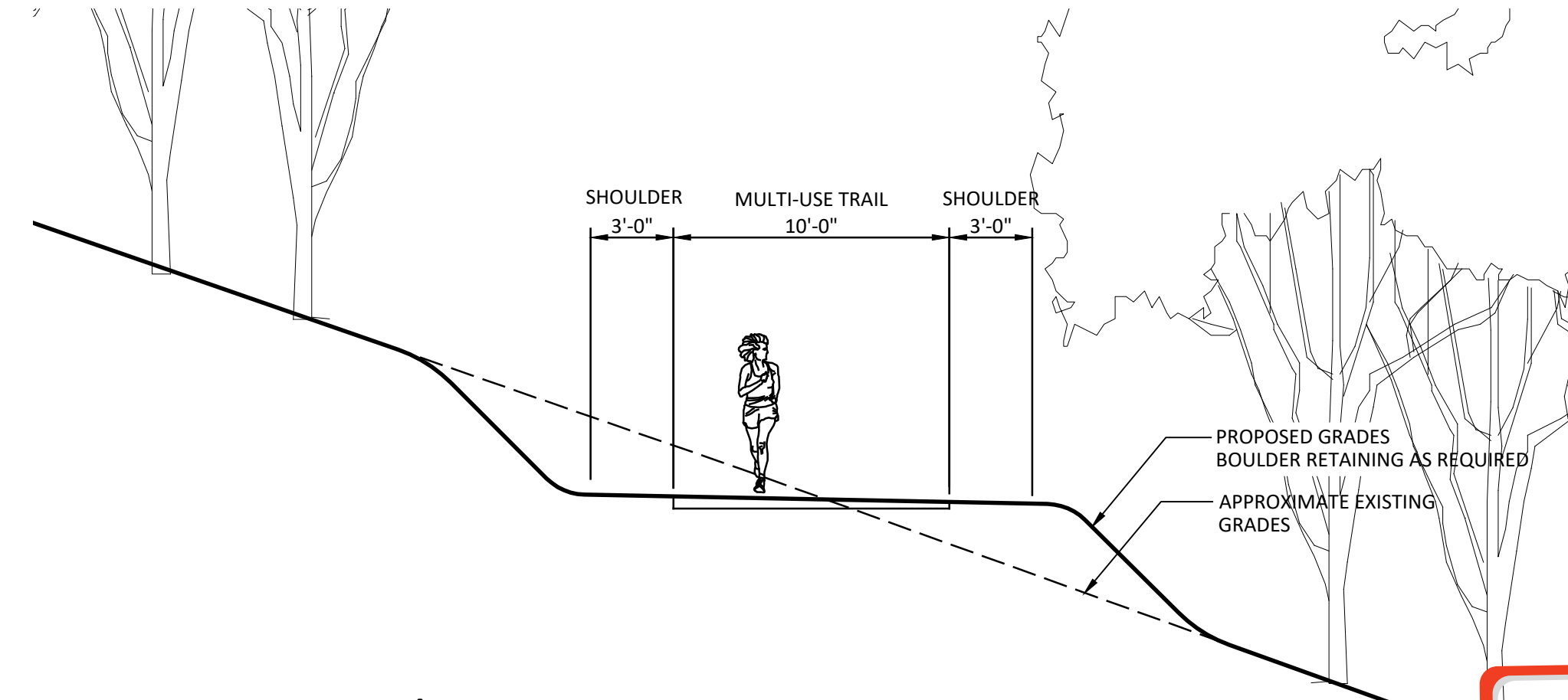
- - - PROPOSED MULTI USE TRAIL OVER EXISTING ROUTE
- - - PROPOSED MULTI USE TRAIL NEW ACCESSIBLE ROUTE
- - - EXISTING HOP RIVER TRAIL
- - - PROPOSED ROUTE LOTCIP SOLICITATION
- POORLY DRAINED SOILS
- ★ PROPOSED TRAILHEAD SIGN
- 1 EXISTING CONDITIONS PHOTOGRAPH
- ▲ LOOKOUT POINT



MULTI USE TRAIL PLAN
SCALE: 1"=200'



SECTION A-A'
SCALE: N.T.S.



SECTION B-B'
SCALE: N.T.S.

DRAFT

Checked by _____ Drawn by _____ Designed by _____ In charge of _____

REVISIONS

TOWN OF ANDOVER, CT
CT RECREATIONAL TRAILS PROGRAM
GRANT APPLICATION

MULTI USE TRAIL CONCEPT PLAN

TOLLAND COUNTY, CT

Barton & Loguidice
41 Sequin Drive
Glastonbury, CT 06033

B&L

Date: MARCH, 2024
Scale: 1"=300'
Sheet Number: L-100
Project Number: 3741.001.001

Old Business

7.

From: [Thomas](#)
To: [Anderson, Eric](#)
Subject: Joshua Trail Modifications
Date: Sunday, March 3, 2024 1:28:25 PM

Hello Eric,

John Hankin and my self met today. We discussed the changes and marked the modified trail location.

Please notify the Board of Selectmen that John and I are now in agreement with the trail map.

Thank you,

*Thomas Fabian
860-742-7142*

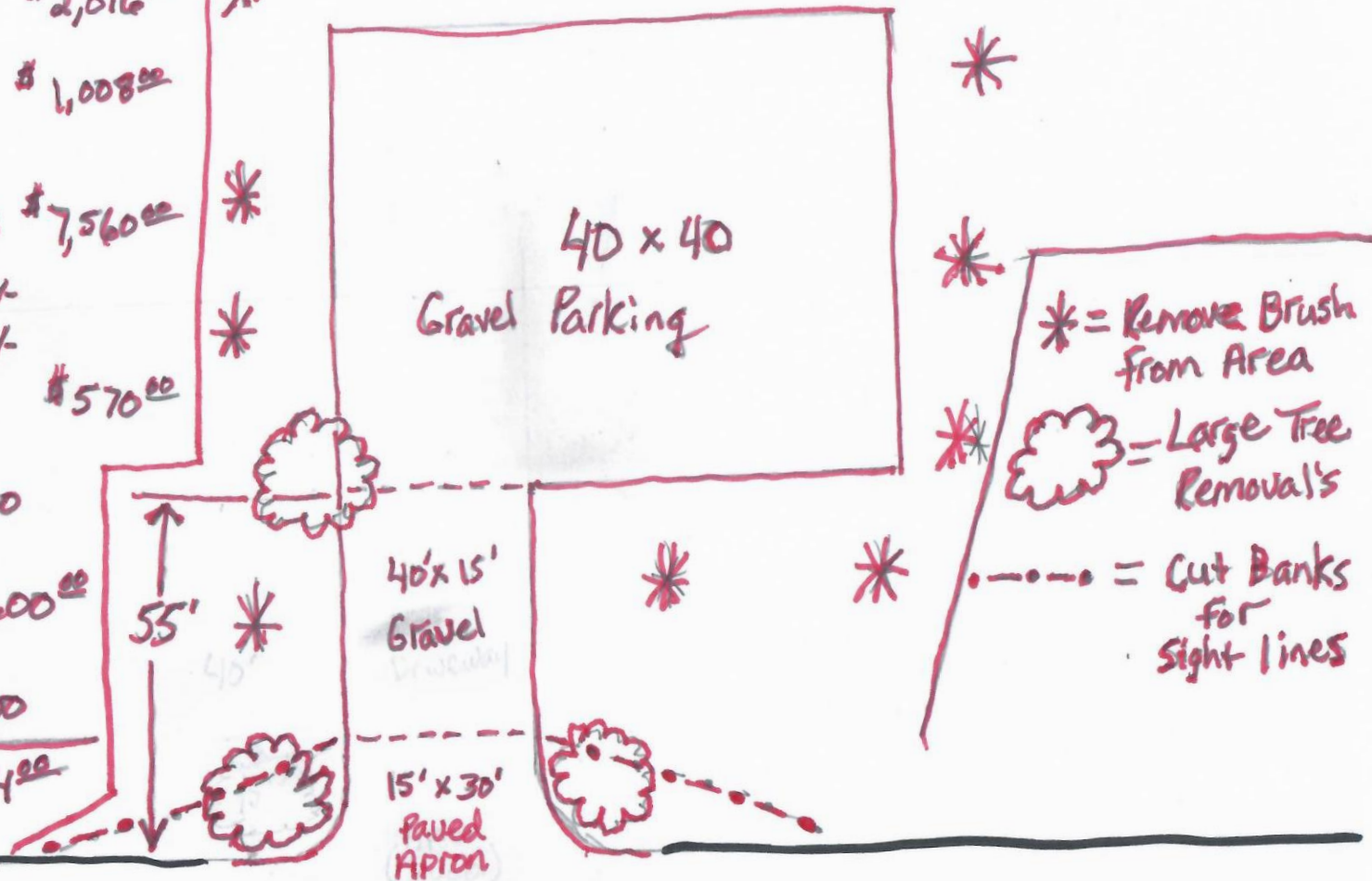
3 men at 1.5 times wage Cost

Trail Parking Area Cost Estimate

* Skinner Hill Rd. *

- Tree Take downs by Contractor \$1600⁰⁰
- Site: Brush Removal 16 hrs x 3 \$2,016⁰⁰
- Wood Removal 16 hrs x 3 \$2,016⁰⁰
- Pull Stumps & Cut Back Banks For Sight lines 8 hrs x 3 \$1,008⁰⁰
- Box out for Driveway & Parking Lot 60 hrs x 3 \$7,560⁰⁰
- Haul material out 180 yds +/- material In 180 yds +/-
- Pave Apron 6 Ton Class II \$570⁰⁰

- Town Owned Gravel 120 yards \$0.00
 - 1 1/4" Process (purchase) w/delivery \$3,600⁰⁰
 - Town Owned Equip \$0.00
- Total Approx. \$16,354⁰⁰



Skinner Hill Rd

* NOT to scale *

From: [Public Works](#)
To: [Anderson, Eric](#)
Subject: Skinner Hill - Town/Joshua Trust Trail Parking Area
Date: Thursday, January 25, 2024 3:16:32 PM
Attachments: [20240125 SkinnerHill ProposedTrailParking.pdf](#)

Eric,

Please see attached cost estimate for the proposed trail parking area off Skinner Hill Road, formerly the Ernie Reed property.

Proposal #1 \$16,354.00

To properly construct the parking lot:

1. We would do the project on overtime, and I used a rough number of \$42.00 an hour (includes benefit package?)
2. We need to remove three large trees out front, cut back the embankments for sight lines, then remove all wood and brush from site.
3. Box out area 12 to 18 inches, put back 8 to 12 inches of town owned gravel for the base and top with 6 +/- inches of 1¼ inches of process (purchased through our vendor).
4. Pave a required apron by town ordinance.

Proposal #2 \$8,000.00 (\$2000.00 either side of 8K)

For a quick constructed parking lot:

1. Still do the project on overtime and used same \$42.00 an hour for calculation.
2. We would not cut the trees in front (only the third tree behind the first two and drop that ourselves) and not cut the embankments for a proper sightline.
3. We would only grub the minimal area of brush and organics. Then push all wood, brush and organics just off the rear of the parking lot into a pile, to decompose on site overtime.
4. We would only box out a maximum 3 to 6 inches of material losing it on site and bring in enough process to have cover on the area.
5. We still would have to do a Paved Apron by town ordinance. We would haunch at the road edge for strength but again will do minimal prep of base.

Note:

1. **Town Fuel and Equipment is being used and is not part of cost calculations.**
2. **If any flat tires occur with any equipment being used, cost of repair or replacement will be charged to the job.**

Respectfully submitted,

Jay Tuttle
Publicworks Supervisor / Tree Warden
Town of Andover

12 Long Hill Road
Andover, CT. 06232
PH: (860) 742-4048
Email: publicworks@andoverct.org



Monthly Statement

Statement Period: February 1, 2024 - February 29, 2024

Account Number: 1235594200

STATE OF CONNECTICUT INFORMATION



Website: www.ott.ct.gov



Investor Services : NRS

Mon-Fri, 8:00 a.m. to 4:00 p.m.



Email: STIFAdministration@ct.gov

Andover Investment Fund
C/O Eric Anderson
17 School Rd
Andover, CT 06232

Registration

Town of Andover
C/O Eric Anderson
17 School Rd
Andover, CT 06232

Fund Name

Connecticut Short Term Investment Fund

Fund / Account Number

Account at a Glance as of 02/29/2024

Account Change	Month to-Date	Fiscal Year-to-Date	Fund Performance	
Beginning Balance	3,063,617.10	0.00	Rate:	0.0001486810
+Purchases	450,000.00	3,700,001.00	Yield:	5.441720
+Reinvestment	13,784.73	77,400.83	Average Maturity (Days):	32
-Withdrawals	0.00	(250,000.00)	Effective 7-Day Yield:	5.436710
Ending Balance	3,527,401.83	3,527,401.83	Effective 30-Day Monthly Yield:	5.431290

Transaction Detail

Transaction Date	Transaction Description	Dollar Amount	Share Price	Transaction Shares	Share Balance
02/01/2024	BEGINNING BALANCE	3,063,617.10	1.00		3,063,617.100
02/20/2024	PURCHASE Past ach time today. Will receive 2/20/2024 later afternoon	450,000.00	1.00	450,000.000	3,513,617.100
02/29/2024	DIVIDEND REINVESTED	13,784.73	1.00	13,784.730	3,527,401.830
02/29/2024	ENDING BALANCE	3,527,401.83	1.00		3,527,401.830

A MESSAGE FROM STATE OF CONNECTICUT

The Short-Term Investment Fund has transitioned to a new administrator, NRS (providing the service for State Street Bank & Trust). Please note that the phone number has changed to 877.225.8481 the fax number has changed to 781.932.4017 and the direct web portal has changed to <https://www.your-fundaccount.com/soc/> for NRS portal. The portal can still be accessed through the STIF Express site at STIF Express (ct.gov). To ensure the safety of your account and the accuracy of information, we strongly suggest that purchases and redemption of shares be conducted through the on-line portal. Questions regarding your account should be directed to NRS at 877.225.8481 or STIF administration at 860.702.3118.

New Business

8.

Year		Purchase	Est cost
2018	-3	Plow Truck with Sander (6-8 MO lead time)	195,000
2019	-2	Wheeled Loader and F250 truck	175,000
2020	-1	Material spreader and blower for Steiner Tractor	17,000
2021	0	Everest dump body, Used Hot box, sweeper	315,000
2022	1	F550 Pickup with dump body and plow, Equipment trailer	80,000
2023	2	Plow Truck with Sander (6-8 MO lead time)	195,000
2024	3	Backhoe/ loader	90,000
2025	4	Tracked Skid Steerer	75,000
2026	5	Roadside mower with boom flail mower	95,000
2027	6	F250 truck	40,000
2028	7	Plow Truck with Sander (6-8 MO lead time)	195,000
2029	8	Chipper, Dump body for plow truck	90,000
2030	9	F550 Pickup with dump body	50,000
2031	10	Vibrating Roller	30,000
2032	11	Equipment trailer	25,000
2033	12	Plow Truck with Sander (6-8 MO lead time)	195,000
2034	13	Road/trail Mower- 4' sidebar flail+ rear mower	80,000
2035	14	Wheeled Loader	140,000
2036	15	F250 truck	40,000
		Yearly average capital costs	107,056
		total 15 year capital equipment costs	1,630,000

Original Modernization Plan

Year		Purchase	Est cost
2018	-6	Plow Truck with Sander (6-8 MO lead time)	195,000
2019	-5	Wheeled Loader and F250 truck	175,000
2020	-4	New: Material spreader and blower for Steiner Tractor	17,000
2020	-4	New: Ford F550 Mason Dump Truck w/Plow	58,500
2021	-3	Used: 2010 Elgin Pelican NP Sweeper (inclds Repairs)	90,500
2021	-3	Repair Dump Body: 2005 International Plow Truck	8,000
2021	-3	New: 2021 Taakeuchi Excavator	96,200
2021	-3	New: 2021 Wacker (950 lbs) Rvrsbl Plate Compactor	9,500
2022	-2	New: 2022 Bobcat Skid Steer w/Attachments	75,100
2022	-2	Repair Engine: 2005 International Plow Truck	11,500
2022	-2	Repair Engine & Front End: 1998 Ford Louisville	3,725
2023	-1	Repair Engine: 2014 Peterbilt Plow Truck	24,700
2023	-1	New: 2023 Cam Superline 7-Ton Split/Tilt Deck Trailer	12,400
2023	-1	Ordered: Plow Truck with Sander (6-8 MO lead time)	260,000
2023	-1	New: 2023 Steiner AWD Mower w/Attachments	32,000
2024	0	Purchase Request: 2024 Roadside Boom Mower	204,000
2024	0	Purchase Request: 2024 20-Ton Equipment Trailer	37,000
2025	1		
2026	2		
2027	3	Steiner Attachments: Heated Cab, Snow Blower, V-Plow	16,000
2028	4	Order: Plow Truck with Sander (6-8 MO lead time)	265,000
2029	5	3-5 Ton Vibratory Roller	50,000
2030	6	F350 (1 ton) Pick-Up Truck w/Plow	75,000
2030	7	Back Hoe / Loader	180,000
2031	8	Elgin Sweeper	280,000
2032	9	Wood Chipper: Gas Motor, 15" Double Feed, w/Winch	70,000
2033	10	Order: Plow Truck with Sander (6-8 MO lead time)	270,000
2034	11	Excavator Attachments: Rotating Grapple, Mower Deck	35,000
2035	12	5500 Mason Dump Truck w/Plow	90,000
2036	13		
2037	14		
2038	15	Order: Plow Truck with Sander (6-8 MO lead time)	275,000
		Yearly average capital costs	115,438
		total 16 year capital equipment costs	1,847,000

Updated Modernization Plan

End Of Original Modernization Plan

Approval of Meeting Minutes

9.

Town of Andover
Board of Selectmen
Special Meeting Minutes
Wednesday, February 21st, 2024 – 7:00pm
Location: virtual Zoom meeting

Members Present: First Selectman Jeff Maguire, Jeff Murray, Scott Person, Paula King, Anne Cremé
Town Administrator: Eric Anderson
Town Attorney: Dennis O’Brien
Board of Finance: Joanne Hebert
Town Planner: John Guskowski
Planning & Zoning Commission: Jed Larson
Economic Development Commission & Commission on Aging: Elaine Buchardt
Andover Community Garden: Jeff Ballard, Jim Fitting
Public Present: Bill Penn, Dianne Grenier

1. **Call to Order/Pledge of Allegiance** – Jeff Maguire called the meeting to order at 7:02pm. The Pledge was recited.

2. **Public Speak** –
Elaine Buchardt – in need of Market Master for Farmer’s Market, Chili Fest on May 4th, 2024 hosted by the Andover DTC in the Community Room
Jed Larson – none
Jeff Ballard - \$2400 request in April for fence around Community Garden to protect from animals – limited funding for garden – providing for Andover Food Pantry
Dianne Grenier – commented regarding new sign up at Veteran’s Memorial Park
Bill Penn – Burnap Brook property trespassing, look into securing property
John Guskowski – introduced himself as Town Planner and how he will be assisting the Town
Joanne Hebert - none

3. **Board and Commission Presentations**
 - a. **Andover Community Garden Budget Request** – Community Garden members looking for additional \$2400 funding in current budget towards fencing; discussion on size of fence, materials, gate access, location around Community Center (leeching field, new leg of septic system). Review potential funding options and proposed location for next meeting. Will review Town Administrator’s recommendation for funding and location – look to vote on at next meeting so fence can be installed before planting season.

 - b. **Commission on Aging** – Commission looking for alternates – Board of Selectmen can appoint members. Jeff Maguire MOTIONED to appoint Linda Armstrong as an alternate member to the Commission on Aging. Scott Person SECONDED. MOTION CARRIED 5:0:0, Board of Selectmen look into giving authority to Commission to appoint their own members – will have Town Attorney review

 - c. **Economic Development Committee** – Jeff Maguire MOTIONED to appoint Elizabeth Cargill and Meghan Lally to the Economic Development Commission. Paula King SECONDED. MOTION CARRIED 5:0:0

- i. **Welcome Sign** – Elaine Buchardt provided update on sign; has been designed and took comments into consideration. Further designed bridge and text on sign, reviewed dimensions, materials, and warranty – will take information to next budget meeting for 2nd sign to be done next year. Board discussion on sign and designs, look to have vendor give 2 more proofs of sign with different options. Paula King MOTIONED to move forward with the Welcome sign with 2 proofs – Option 1 to remove photo above “Welcome”, and possible font change. Option 2 – change background photo above “Welcome”, and font change. Anne Cremé SECONDED. MOTION CARRIED 5:0:0

4. Appointments – none

5. Resignations - none

6. Town Administrator’s Report – no formal report in packet, Eric Anderson provided update on snow plowing from recent storms. On track with budget for snow removal and salt. Discuss later in meeting concerning culver washout on Boston Hill Road.

7. Old Business – Discuss and act upon the following:

- a. **Staff discussion on affordable housing with Town Planner** – John Guskowski presented information regarding affordable housing and defined it as housing that is available to residents spending less than 30% of their household income on housing - State thresholds, fair housing mandates. Connecticut General Statutes mandates municipalities update Plan of Conservation and Development (POCD) every 10 years (plan for multi-family and affordable housing), review Zoning regulations for multi-family and affordable housing. Section 8-30J requires every municipality to update and produce a 5-year plan for Affordable Housing; Section 8-30G – Affordable Housing Appeals Act – minimum 10% of housing is designated as affordable. Currently 3.9% of housing in Andover is deemed affordable. Town setting goals to encourage more affordable housing and attract developers to Town. Town Planner’s recommendations to Board for affordable housing includes inventory of Town owned property for development potential, find target housing audience – would the Board consider pursuing the use of Town owned land towards Affordable Housing development? Would need to have access to public transportation, Town amenities – could incentivize land owners that have suitable land for development. Review portion of Affordable Housing plan at next meeting.
- b. **Community Center construction update** – Jeff Maguire MOTIONED to move agenda items 7b and 7e to Executive Session (after Public Speak, agenda item 16) per Connecticut General Statutes 1-200, inviting the Town Administrator and Town Attorney. Scott Person SECONDED. MOTION CARRIED 5:0:0
- c. **Discussion on Blight and level of involvement** – Eric Anderson sent Board an updated list of current blight violations – update on Barnett property, lien is being placed for \$5500 for failing to meet blight statutes. Town Attorney provided additional update on case and citation hearing officer.
- d. **Hutchinson/Hendee Road Buddhist road impacts** – Zoning Agent sent zoning compliance letter. Discussed with Town Attorney on permit fee schedule, drafted changes to ordinances – would present at Special Town Meeting. Board to review fee structure and fines for not applying for necessary permits.
- e. **Lot Line Agreement with King Property** – *moved to Executive Session*

- f. **STIF Account Update** – continuing to add funds into account, creating around \$14,000-\$15,000 in interest per month

8. New Business – Discuss and act upon the following:

a. State/Local Bridge Program approval

- i. **Discussion of contract expansion to hire Nathan Jacobson** – Eric Anderson provided update regarding increased cost, design and permit requirements for bridge projects – looking to authorize Nathan Jacobson to complete the design work and engineering services for project without having to go to RFP. Presented information to Board of Finance previously – cost is around \$180,000~ per DOT guidelines, Nathan Jacobson will charge \$128,000. Jeff Maguire MOTIONED to allow the Town Administrator to expand the contract to hire Nathan Jacobson for the Lake Road culvert project. Paula King SECONDED. MOTION CARRIED 5:0:0

- b. **AHM Youth Services** – proposed budget summary provided in packet. Board of Selectmen and Board of Finance each have one vote in approving overall AHM budget. Expenditure increase of \$5000 – discussed resident utilization of program (listed in annual report for AHM). No major concerns from budget presentation – AHM received grant from Hartford Foundation for Public Giving – reviewed other line item drivers (health insurance cost). Jeff Maguire MOTIONED (voted) to authorize the 2024-2025 AHM Youth Services budgeted amount for the Town of Andover of \$102,528. Paula King SECONDED. MOTION CARRIED 5:0:0

- c. **Public Meeting on March 12th, 2024 @ 7:00pm for Route 316 Connectivity Project** – look to hold Public meeting in Community Room to solicit further input from the public and take into consideration of homeowners effected. Will have engineer present preliminary plan – get as far through design process as possible. Jeff Maguire MOTIONED to schedule a meeting on March 12th, 2024 at 7:00pm in the Community Room to discuss the Route 316 Connectivity Project. Paula King SECONDED. MOTION CARRIED 5:0:0

- d. **Date for discussion to meet with Fire Chief and staff at the Firehouse** – looking to set up casual meeting with Chief Mike and officers of AVFD, reviewed dates in March and April. Possible dates for meeting; March 10th or April 14th at 1:30pm. Would like to discuss Fire Commission tax abatements.

- e. **Local Traffic Authority approval of detour and closure of Route 603 (Boston Hill Road)** – culvert inspection by DOT, needed emergency replacement and will require a detour. Work to begin within 2 weeks after approval. Jeff Maguire MOTIONED to authorize a detour to allow the State of Connecticut to close and repair the culvert at Route 603 (Boston Hill Road). Scott Person SECONDED. MOTION CARRIED 5:0:0

9. Approval of Meeting Minutes

- a. **January 17th, 2024 Special Meeting Minutes**
- b. **January 22nd, 2024 Special Budget Meeting Minutes**
- c. **January 29th, 2024 Special Budget Meeting Minutes**

Jeff Maguire MOTIONED to approve the January 17th, 2024 Special Meeting Minutes, January 22nd, 2024 Special Budget Meeting Minutes, and the January 29th, 2024 Special Budget Meeting Minutes. Paula King SECONDED. MOTION CARRIED 5:0:0

- 10. Treasurer's Report** – included in packet, Town Administrator working with Treasurer on outstanding items, auditor to issue draft audit report by Friday March 1st, 2024.
- a. **Revenue Summary**
 - b. **Town Budget Summary**
 - c. **Town Aid Road (TAR) Update**
 - d. **Town Cash Report**
 - e. **Appropriation Transfer**
 - f. **Over Expenditure Report**
 - g. **Summary of Audit Status**
- 11. Tax Collector's Report** – reviewed reports in packet, uncollected taxes by year. - have Kate review.
- a. **Refund Request** – Jeff Maguire MOTIONED to approve tax refunds for excess payments to four taxpayers in the amount of \$697.83. Anne Cremé SECONDED. MOTION CARRIED 5:0:0
- 12. Department Reports** – in packet, reviewed building permits issued for the month. Public Works to have discussion regarding chip seal contractors and pricing. Senior Transportation report, Registrar of Voters report – listing on monthly basis for crumbling foundations in town; registered for program, listing goes to Assessor's Office. Town Administrator to provide list next month with houses impacted, houses that will receive abatement and dollar amount.
- a. **Assessor's Report**
 - b. **Fire Department**
 - c. **Burning Official**
 - d. **Resident State Trooper**
 - e. **Town Clerk**
 - f. **Building Department**
 - g. **Assessor's Office**
 - h. **Public Works**
 - i. **Transfer Station**
 - j. **Library**
 - k. **Senior Transportation**
 - l. **AHM**
 - m. **Economic Development Commission**
 - n. **ZBA**
- 13. Correspondence** – none
- 14. Public Speak** –
- Elaine Buchardt – commented regarding Affordable Housing and study/presentation completed by UCONN students, look to review the 13 plans from study
- Dianne Grenier – commented regarding the Affordable Housing presentation by the Town Planner, survey is out for Plan of Conservation and Development (POCD), kudos given for blight clean up in Town, discussed other services offered by AHM
- Joanne Hebert – echoed Town Planner presentation, look more into senior housing

15. Executive Session – Jeff Maguire MOTIONED to enter into Executive Session at 9:31pm, inviting the Town Administrator and Town Attorney. Paula King SECONDED. MOTION CARRIED 5:0:0

Returned from Executive Session at 10:32pm.

Jeff Maguire MOTIONED to authorize and finalize a boundary line agreement and property conveyance between the Town of Andover and the King Family, which references the last map presented to the Board of Selectmen at the January 8th, 2024 regular meeting. Paula King SECONDED. MOTION CARRIED 5:0:0

16. Adjournment – Jeff Maguire MOTIONED to adjourn the meeting at 10:33pm. Anne Cremé SECONDED. MOTION CARRIED 5:0:0

Town of Andover
Board of Selectmen
Special Meeting Budget Workshop Minutes
Monday, February 26th, 2024 – 7:00pm
Location: virtual Zoom meeting

Members Present: First Selectman Jeff Maguire, Jeff Murray, Scott Person, Paula King, Anne Cremè
Town Administrator: Eric Anderson
Board of Finance: Joanne Hebert
Public Present: none

1. Call to Order/Pledge of Allegiance – Jeff Maguire called the meeting to order at 7:05pm. The Pledge was recited.

2. Public Speak – none

3. Budget Workshop for Fiscal Year 2024-2025 Proposed Town Budget

Eric Anderson shared screen of documents containing budget information:

Uncollected Tax and Supplemental Grand List information – discussed how to display in budget for back taxes and interest, generates about \$143,000. Agreement among members to leave how it is currently presented.

Mill Rate information –

Reviewed abatements and exceptions – volunteer members for AVFD receive abatements based on number of calls, Hop River Homes receives abatement. Estimated mill rate is 31.73.

Reviewed summary sheet of major drivers, Capital funding, Community Center operations – potential line items to be changed/make adjustments including reallocation of fund balances, transfers/funding permanent and capital funds, part-time Construction Manager position. Surplus funds from RHAM – to be put towards education costs; review list of school improvements including refinishing gym floor, plumbing, elevator upgrades, and paving. Have list comprised of maintenance projects spent out of Board of Education budget that Board of Selectmen was not included on, and priority.

Discussed lighting in AES gym – School building is an asset and needs to be maintained in accordance with Town’s policies and approval by CIP. Energy efficiency in School building – installing LED lighting, fans to circulate heat. Can also look into energy grants.

Capital Fund potential reduction – reviewed each line item of what projects will be completed using funding. Multi-Use Building Fund, Bridge & Culvert Fund – leave funding at \$175,000 towards Lake Road project. AES Capital Fund for approved projects through CIP – after audit is completed, could transfer surplus funds into Capital Fund. Open Space Fund discussion on land acquisitions and funding of account. Community Center Director – full time staff member will cost around \$127,000. Look to generate fees for usage of center to offset cost for staff and operations. This director position will interact with the Recreation Commission, general public, and Senior Commissions. Discussion on starting position as part-time, defining role and job responsibilities. Look to have input from Recreation Commission, Senior Services and Social Services to discuss more at next meeting.

Expenditure increases – Treasurer’s salary, Registrars salary for elections to be offset by funding from State, Zoning Agent salary (increase in hours), PermitLink fees, Library staff salary increase, postage cost, Town Hall office supplies, new section in budget for Community Center, employee benefits increase, Public Works increase (salaries, diesel), custodial services increase, Fire Commission increase, Senior Transportation driver salary increase, Recreation Commission increase towards programming.

Total overall expenditure increase is \$611,119~ (Capital Funding, Community Center, Town operations, 4% wage increase). Jeff Maguire MOTIONED to send the Town budget to the Board of Finance in a total of \$4,351,970. Scott Person SECONDED. MOTION CARRIED 5:0:0

Jeff Maguire MOTIONED to use \$200,000 of fund balance to offset the money raised by taxation. Paula King SECONDED. Jeff Murray AMENDED the motion to use \$150,000 of fund balance to offset the money raised by taxation. Paula King SECONDED. MOTION CARRIED 5:0:0

Eric Anderson will prepare an updated budget spreadsheet and send to the Board. Reviewed top 10 commercial tax payers in Town for real estate and personal property. Board would like to review total taxes paid.

Eric Anderson provided update on proposed audit – sent information to Board. No material weaknesses or audit findings for Town portion.

Public Speak –

Joanne Hebert – commented regarding full-time position for Community Center to get programs and community outreach started.

4. Adjournment – Paula King MOTIONED to adjourn the meeting at 9:08pm. Scott Person SECONDED. MOTION CARRIED 5:0:0

Treasurer's Report

10.

**Town of Andover
Interim Budget vs. Actual
July 2023 through February 2024**

	Jul '23 - Feb 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 - PROPERTY TAX REVENUE			
000-101 - 41101 Current Year Taxes	7,926,280.63	9,943,528.00	-2,017,247.37
000-108 - 41105 Prior Taxes	38,482.48	155,000.00	-116,517.52
000-110 - 41104 Supp MV	39,331.22	0.00	39,331.22
000-109 - 41106 NSF/DMV/Fees	2,795.06	0.00	2,795.06
000-104 - 41901 Liens Taxes	0.00	5,200.00	-5,200.00
000-103 - 41901 Interest Taxes	26,099.94	61,000.00	-34,900.06
000-239 - 43900 Telecom Personal Prop Tax	0.00	5,000.00	-5,000.00
Total 4100 - PROPERTY TAX REVENUE	8,032,989.33	10,169,728.00	-2,136,738.67
4300 - INTERGOVERNMENTAL REVENUES			
000-211 - 43300 Veteran's Tax Relief	750.96	0.00	750.96
000-222 - 43300 Municipal grants in aid	0.00	2,620.00	-2,620.00
000-223 - 43800 Mash-Pequot Funds	2,226.66	6,680.00	-4,453.34
000-226 - 43500 State Miscellaneous	445.00	6,000.00	-5,555.00
000-227 - 43500 Municipal Stabilization	43,820.00	43,820.00	0.00
000-235 - Neglected Cemetery Grant	0.00	5,000.00	-5,000.00
000-238 - 43300 Disabled Programs	454.96	400.00	54.96
000-209 - 43600 - PILOT State Property	11,642.25	10,830.00	812.25
100-227 - 43800 MRSA Revenue Sharing	79,678.66	0.00	79,678.66
900-219 - 43800 ECS Funds	1,002,392.00	2,004,782.00	-1,002,390.00
Total 4300 - INTERGOVERNMENTAL REVENUES	1,141,410.49	2,080,132.00	-938,721.51
4400 - CHARGES FOR SERVICES			
000-801 - 44867 Miscellaneous Revenue	5,474.24	3,000.00	2,474.24
000-803 - 44867 Rentals	5,000.00	10,000.00	-5,000.00
100-401 - 44204 Fire Burn Permits	30.00	0.00	30.00
100-407 - 44102 Clerk Fees	33,750.04	55,000.00	-21,249.96
700-413 - 44403 Transfer Station	18,910.00	44,200.00	-25,290.00
700-415 - 44403 Waste Redemption	1,222.07	1,000.00	222.07
800-405 - 44705 Building & Land Use Fees	42,872.98	68,000.00	-25,127.02
Total 4400 - CHARGES FOR SERVICES	107,259.33	181,200.00	-73,940.67
4600 - INVESTMENT INTEREST			
000-303 - 46101 Interest	78,875.29	3,000.00	75,875.29
Total 4600 - INVESTMENT INTEREST	78,875.29	3,000.00	75,875.29
Total Income	9,360,534.44	12,434,060.00	-3,073,525.56
Expense			
4700 - EDUCATION			
901-527 - 58250 RHAM Education	3,477,885.00	4,493,413.00	-1,015,528.00
901-595 - 28900 AES BOE	952,065.99	4,234,796.00	-3,282,730.01
Total 4700 - EDUCATION	4,429,950.99	8,728,209.00	-4,298,258.01
TOWN DEPARTMENTS			
4113 - TOWN ADMINISTRATOR			
102-100 - 51000 Town Administrator	64,162.57	92,925.00	-28,762.43
102-101 - 51000 Admin Assistant	3,120.00	22,650.00	-19,530.00
102-330 - 55990 Conference/Seminar	299.00	300.00	-1.00
102-535 - 55300 Mobile Phone	569.68	854.04	-284.36
102-580 - 55800 Mileage	800.00	1,200.00	-400.00
Total 4113 - TOWN ADMINISTRATOR	68,951.25	117,929.04	-48,977.79
4137 - TREASURER/FINANCIAL			
109-100 - 51000 Treasurer Salary	3,825.00	15,500.00	-11,675.00
109-120 - 51000 Treasurer Clerk Wages	29,976.22	42,900.00	-12,923.78
109-330 - 55990 Conference/Seminar	191.88	500.00	-308.12
109-610 - 56120 Office Supplies	136.27	200.00	-63.73
Total 4137 - TREASURER/FINANCIAL	34,129.37	59,100.00	-24,970.63
4147 - TOWN CLERK			
117-100 - 51000 Town Clerk Salary	37,515.46	55,000.00	-17,484.54
117-101 - 51000 Town Clerk Supplemental	3,570.86	6,000.00	-2,429.14
117-120 - 51000 Asst Town Clerk Salary	12,600.00	27,824.00	-15,224.00
117-330 - 59900 Conference/Seminar	620.00	1,000.00	-380.00
117-335 - 52900 Training	699.00	2,000.00	-1,301.00
117-438 - 54300 Equip Maint	89.99	540.00	-450.01
117-580 - 55800 Mileage	131.00	400.00	-269.00
117-610 - 56120 Office Supplies	984.95	1,400.00	-415.05
117-612 - 53520 Land Records	5,387.08	10,500.00	-5,112.92
117-616 - 55500 Maps Filming & Indexing	0.00	600.00	-600.00
117-810 - 58100 Membership	460.00	520.00	-60.00
117-865 - 55900 Vital Statistics	0.00	300.00	-300.00
117-885 - 55900 Historic Doc. Restoration	538.80	6,500.00	-5,961.20
Total 4147 - TOWN CLERK	62,597.14	112,584.00	-49,986.86
4135 - TAX COLLECTOR			
111-100 - 51000 Tax Collector Salary	33,933.71	48,928.00	-14,994.29
111-330 - 55999 Conference/Seminar	920.00	1,000.00	-80.00
111-438 - 53510 Contract Software Maint	7,408.29	12,950.00	-5,541.71
111-580 - 55800 Mileage	510.08	0.00	510.08
111-610 - 56120 Office Supplies	168.02	500.00	-331.98
111-810 - 58100 Membership	200.00	190.00	10.00
Total 4135 - TAX COLLECTOR	43,140.10	63,568.00	-20,427.90
4131 - ASSESSOR			
113-100 - 51000 Assessor Salary	21,410.55	30,974.00	-9,563.45
113-120 - 51000 Asst Assessor Salary	27,240.70	39,469.00	-12,228.30
113-335 - 52900 Training	259.00	750.00	-491.00
113-438 - 53510 Contract Software Maint	18,039.13	20,669.52	-2,630.39
113-580 - 55800 Mileage	0.00	500.00	-500.00
113-610 - 56120 Office Supplies	253.11	825.00	-571.89
113-612 - 56400 Book/Subscriptions	857.00	775.00	82.00
Total 4131 - ASSESSOR	68,059.49	93,962.52	-25,903.03

**Town of Andover
Interim Budget vs. Actual
July 2023 through February 2024**

	Jul '23 - Feb 24	Budget	\$ Over Budget
4149 - REGISTRARS			
125-100 - 51000 Registrars Salary	6,553.89	12,978.00	-6,424.11
125-120 - 51000 Asst Registrars Salary	0.00	1,085.15	-1,085.15
125-330 - 55990 Conference/Seminar	420.00	1,200.00	-780.00
125-335 - 52900 Training	938.38	3,500.00	-2,561.62
125-580 - 55800 Mileage	18.20	525.00	-506.80
125-610 - 56120 Office Supplies	62.85	315.00	-252.15
Total 4149 - REGISTRARS	7,993.32	19,603.15	-11,609.83
4197 - ELECTIONS			
121-100 - 51000 Election Salaries	3,473.45	17,820.00	-14,346.55
121-335 - 52900 Training	0.00	725.00	-725.00
121-438 - 54300 Equip Maint	750.00	3,000.00	-2,250.00
121-610 - 56010 Supplies	1,946.10	10,000.00	-8,053.90
121-800 - 55800 Misc/Canv	29.95	120.00	-90.05
121-830 - 52900 Meals	188.09	910.00	-721.91
Total 4197 - ELECTIONS	6,387.59	32,575.00	-26,187.41
4211 - BUILDING DEPARTMENT			
807-105 - 51000 Blding Dept - Shared Wage	12,116.16	23,900.00	-11,783.84
807-100 - 51000 Wages IWC	10,774.47	17,030.00	-6,255.53
817-100 - 51000 Zoning Agent Salary	19,302.14	26,181.46	-6,879.32
807-120 - 51000 Bldg Dept Admin Asst	15,485.54	24,249.41	-8,763.87
803-100 - 51000 Town Planner Wages	16,000.00	36,000.00	-20,000.00
807-438 - 54300 Equipment Maint	275.66	1,500.00	-1,224.34
807-580 - 55800 Mileage	600.00	1,200.00	-600.00
807-612 - 56400 Books & Manuals	0.00	500.00	-500.00
807-610 - 56120 Office Supplies	90.00	550.00	-460.00
807-810 - 58100 Membership	2,440.05	0.00	2,440.05
807-890 - 58100 PermitLink Fees	2,535.00	4,500.00	-1,965.00
807-901 - 57300 Equipment	0.00	250.00	-250.00
Total 4211 - BUILDING DEPARTMENT	79,619.02	135,860.87	-56,241.85
4501 - LIBRARY			
001-100 - 51000 Library Payroll	52,596.09	80,521.19	-27,925.10
001-800 - 56420 Library Operations	28,339.00	28,339.00	0.00
Total 4501 - LIBRARY	80,935.09	108,860.19	-27,925.10
4145 - CIVIL PREPAREDNESS			
135-100 - 51000 Civil Preparedness Salary	385.55	771.75	-386.20
135-335 - 52900 Training	0.00	350.00	-350.00
135-435 - 54420 Shared CERT Vehicle	0.00	1,000.00	-1,000.00
135-730 - 56900 Supplies & Equipment	0.00	850.00	-850.00
Total 4145 - CIVIL PREPAREDNESS	385.55	2,971.75	-2,586.20
Total TOWN DEPARTMENTS	452,197.92	747,014.52	-294,816.60
TOWN EXPENSES			
4213 - TOWN OFFICE BUILDING			
129-315 - 53010 Payroll Services	2,738.79	7,000.00	-4,261.21
129-350 - 54410 Water Testing	516.00	500.00	16.00
129-365 - 54010 Elevator Service Contract	2,384.85	2,350.00	34.85
129-401 - 58100 Elevator Permit	0.00	2,400.00	-2,400.00
129-442 - 53500 Computer Tech Support	7,791.92	11,461.00	-3,669.08
129-432 - 54301 Building Maint	682.04	4,250.00	-3,567.96
129-434 - 54301 Furnace Maintenance	0.00	500.00	-500.00
129-439 - 535100 Software Maint	0.00	9,000.00	-9,000.00
129-443 - 55990 Website Fees	6,197.03	4,731.00	1,466.03
129-444 - 55510 Copier Rental	1,786.56	2,680.00	-893.44
129-490 - 54302 Alarm Monitoring	301.44	500.00	-198.56
129-493 - 53520 Tolland 911 Dispatch	11,656.00	12,665.00	-1,009.00
129-530 - 55300 Telephone	3,937.19	4,920.00	-982.81
129-531 - 55301 Postage	3,363.64	7,000.00	-3,636.36
129-533 - 55301 Postage Meter Rental	595.60	600.00	-4.40
129-537 - 55300 Internet Cable	738.00	1,500.00	-762.00
129-550 - 55500 Printing	0.00	1,600.00	-1,600.00
129-601 - 56220 Electricity	4,555.52	12,000.00	-7,444.48
129-603 - 56240 Fuel Oil	3,467.53	5,000.00	-1,532.47
129-609 - 57300 Equipment	0.00	750.00	-750.00
129-610 - 56120 Office Supplies	10,118.09	3,500.00	6,618.09
129-652 - 56010 Janitorial Supplies	1,309.43	2,000.00	-690.57
129-735 - 54320 Computer Repair/Service	2,463.00	2,100.00	363.00
Total 4213 - TOWN OFFICE BUILDING	64,602.63	99,007.00	-34,404.37
4199-A - ADVERTISING			
127-540 - 55400 Legal Ads-Advertising	2,739.00	5,500.00	-2,761.00
Total 4199-A - ADVERTISING	2,739.00	5,500.00	-2,761.00
4157 - INSURANCE			
137-500 - 55200 Insurance	90,126.05	113,047.00	-22,920.95
Total 4157 - INSURANCE	90,126.05	113,047.00	-22,920.95
4117 - EMPLOYEE BENEFITS			
141-205 - 52200 SS & Med	49,394.47	84,728.55	-35,334.08
141-210 - 52600 Unemployment Comp	4,721.10	10,000.00	-5,278.90
141-215 - 52100 Health/Dental Ins	125,681.08	165,999.92	-40,318.84
141-223 - 52950 Disability	1,877.32	3,000.00	-1,122.68
141-225 - 52900 Life Insurance	717.00	1,500.00	-783.00
141-230 - 52300 Retirement MERF	57,594.67	131,995.00	-74,400.33
141-280 - 53070 CDL, Physicals, Drug Tes	0.00	750.00	-750.00
141-290 - 52300 Amort MERF	0.00	131.00	-131.00
141-295 - 52010 Admin Fee MERF	3,120.00	3,640.00	-520.00
Total 4117 - EMPLOYEE BENEFITS	243,105.64	401,744.47	-158,638.83
Total TOWN EXPENSES	400,573.32	619,298.47	-218,725.15
FACILITIES			
4213-A - OLD TOWN HALL			
123-432 - 54301 Building Maint	0.00	2,500.00	-2,500.00
123-490 - 54302 Alarm System	50.24	575.00	-524.76
123-601 - 54100 Electricity	576.15	975.00	-398.85
Total 4213-A - OLD TOWN HALL	626.39	4,050.00	-3,423.61

**Town of Andover
Interim Budget vs. Actual
July 2023 through February 2024**

	Jul '23 - Feb 24	Budget	\$ Over Budget
4301 - TOWN GARAGE			
309-350 - 53070 Medical/Drug Testing	411.00	550.00	-139.00
309-300 - 55990 Conference/Seminar	0.00	700.00	-700.00
309-432 - 54301 Building Maint	8,262.21	17,850.00	-9,587.79
309-434 - 54300 Furnance Maint	0.00	1,050.00	-1,050.00
309-490 - 54302 Alarm System	1,162.50	875.00	287.50
309-537 - 55300 Internet Cable	926.80	1,470.00	-543.20
309-601 - 56220 Electricity	2,454.81	6,750.00	-4,295.19
309-603 - 56240 Fuel Oil	16,559.04	7,500.00	9,059.04
309-610 - 56100 Office Supplies	55.98	200.00	-144.02
309-618 - 56500 Computer Supplies	70.30	350.00	-279.70
Total 4301 - TOWN GARAGE	29,902.64	37,295.00	-7,392.36
4203-A - OLD FIRE HOUSE			
149-601 - 54100 Electricity	462.18	1,000.00	-537.82
Total 4203-A - OLD FIRE HOUSE	462.18	1,000.00	-537.82
Total FACILITIES	30,991.21	42,345.00	-11,353.79
OUTSIDE SERVICES			
4125 - AUDITOR/ACTUARY			
105-320 - 53310 Annual Audit	23,400.00	35,000.00	-11,600.00
105-375 - 53310 Actuarial Services	5,475.00	5,500.00	-25.00
Total 4125 - AUDITOR/ACTUARY	28,875.00	40,500.00	-11,625.00
4139 - TOWN ATTORNEY			
107-310 - 53020 Legal Retainer	5,649.00	14,000.00	-8,351.00
107-312 - 53020 Assess - Legal	0.00	3,000.00	-3,000.00
Total 4139 - TOWN ATTORNEY	5,649.00	17,000.00	-11,351.00
4151 - TOWN ENGINEER			
311-370 - 53300 Consulting Fees-Engineer	2,686.54	10,000.00	-7,313.46
Total 4151 - TOWN ENGINEER	2,686.54	10,000.00	-7,313.46
4161 - PROBATE COURT			
119-800 - 58900 Misc Exp - Probate Court	3,262.00	3,200.00	62.00
Total 4161 - PROBATE COURT	3,262.00	3,200.00	62.00
4177 - CRCOG, CCM, COST			
819-810 - 53010 Cap Region COG/CCM/COST	8,616.00	8,500.00	116.00
Total 4177 - CRCOG, CCM, COST	8,616.00	8,500.00	116.00
Total OUTSIDE SERVICES	49,088.54	79,200.00	-30,111.46
PUBLIC WORKS/GROUNDS			
4399 - PUBLIC WORKS			
301-100 - 51000 Public Works Salary	203,817.46	321,305.57	-117,488.11
301-111 - 51520 Temp PW Salary	0.00	2,500.00	-2,500.00
301-112 - 51630 PW OT Salary	2,064.11	12,500.00	-10,435.89
301-391 - 54302 Fire Ext Testing	1,188.62	650.00	538.62
301-435 - 54301 Vehicle Maint	14,141.67	33,500.00	-19,358.33
301-448 - 51520 Misc Labor/Rental	786.11	1,575.00	-788.89
301-535 - 55300 Mobile Phone	569.68	852.00	-282.32
301-602 - 56260 Diesel	12,653.95	18,425.00	-5,771.05
301-603 - 56260 Gasoline	4,487.06	11,000.00	-6,512.94
301-620 - 56010 Supplies	12,707.42	18,500.00	-5,792.58
301-730 - 57300 Equipment	6,144.69	7,100.00	-955.31
301-810 - 58100 Membership	0.00	75.00	-75.00
Total 4399 - PUBLIC WORKS	258,560.77	427,982.57	-169,421.80
4307 - SNOW REMOVAL			
303-130 - 51630 Snow Removal OT	12,307.09	21,500.00	-9,192.91
303-436 - 54301 Ice Maint Bldg	0.00	550.00	-550.00
303-642 - 56010 Supplies	0.00	3,200.00	-3,200.00
303-643 - 57300 Sanding Equip	608.94	550.00	58.94
303-644 - 54103 Sand	0.00	2,500.00	-2,500.00
303-646 - 54103 Salt	27,617.87	66,250.00	-38,632.13
303-830 - 56300 Meals	469.91	700.00	-230.09
Total 4307 - SNOW REMOVAL	41,003.81	95,250.00	-54,246.19
4317 - TRANSFER STATION			
701-100 - 51000 Transfer Station Wages	16,361.95	24,505.64	-8,143.69
701-438 - 54300 Maintenance	1,389.11	2,500.00	-1,110.89
701-480 - 54101 Hauling Fees	27,901.84	42,746.08	-14,844.24
701-481 - 54101 Bulky Waste	19,205.83	32,620.64	-13,414.81
701-493 - 54900 Outdoor Facility	372.22	0.00	372.22
701-601 - 56220 Electricity	1,554.41	3,100.00	-1,545.59
701-803 - 54420 Compactor Lease	2,185.44	3,328.00	-1,142.56
701-998 - 54421 Tipping Fees	27,343.57	48,368.32	-21,024.75
8401 - RECYCLING			
703-432 - 54421 Hazardous Waste	0.00	3,310.33	-3,310.33
703-484 - 54421 Antifreeze Pickup	0.00	200.00	-200.00
703-485 - 54421 Used Oil Pickup	1,613.50	1,500.00	113.50
703-488 - 54421 Tire Pickup	2,332.00	2,000.00	332.00
703-807 - 54421 Permits	408.75	970.00	-561.25
Total 8401 - RECYCLING	4,354.25	7,980.33	-3,626.08
Total 4317 - TRANSFER STATION	100,668.62	165,149.01	-64,480.39
4599 - GROUND CARE			
313-420 - 54303 Mowing - Ground Care	15,251.03	25,000.00	-9,748.97
313-422 - 54900 Beautification	505.92	2,510.00	-2,004.08
313-424 - 54900 Old Cemetary Maint	0.00	7,000.00	-7,000.00
Total 4599 - GROUND CARE	15,756.95	34,510.00	-18,753.05
4311 - STREET LIGHTING			
305-410 - 56220 Street Lighting	3,167.97	10,360.00	-7,192.03
Total 4311 - STREET LIGHTING	3,167.97	10,360.00	-7,192.03

**Town of Andover
Interim Budget vs. Actual
July 2023 through February 2024**

	Jul '23 - Feb 24	Budget	\$ Over Budget
4199-B - CUSTODIAN			
147-100 - 51000 Custodian	9,907.28	14,846.00	-4,938.72
Total 4199-B - CUSTODIAN	9,907.28	14,846.00	-4,938.72
Total PUBLIC WORKS/GROUNDS	429,065.40	748,097.58	-319,032.18
PUBLIC SAFETY			
4201 - Resident Trooper			
403-375 - 53530 Contract ST Fee-Law Enfor	0.00	140,000.00	-140,000.00
403-901 - 56100 Office Supplies	0.00	450.00	-450.00
Total 4201 - Resident Trooper	0.00	140,450.00	-140,450.00
4203 - FIRE DEPARTMENT/COMMISSION			
401-800 - 53100 Fire Commission	114,575.00	152,750.00	-38,175.00
Total 4203 - FIRE DEPARTMENT/COMMISSION	114,575.00	152,750.00	-38,175.00
4215 - Animal Control			
151-105 - 51000 NECOG Shared Wages	11,748.75	10,500.00	1,248.75
Total 4215 - Animal Control	11,748.75	10,500.00	1,248.75
4219 - FIRE MARSHAL			
405-100 - 51000 Fire Marshal Salary	5,410.10	8,260.57	-2,850.47
405-110 - 51000 Deputy Salary	635.42	1,302.71	-667.29
405-150 - 51000 Fire Official Comp	0.00	350.00	-350.00
405-355 - 52900 Training	0.00	400.00	-400.00
405-610 - 56120 Office Supplies	187.25	50.00	137.25
405-612 - 56400 Subscriptions	0.00	500.00	-500.00
405-810 - 58100 Dues/Memberships	0.00	175.00	-175.00
405-901 - 57300 Equipment	0.00	1,000.00	-1,000.00
Total 4219 - FIRE MARSHAL	6,232.77	12,038.28	-5,805.51
Total PUBLIC SAFETY	132,556.52	315,738.28	-183,181.76
4423 - PUBLIC WELFARE			
4417 - SENIOR CITIZENS			
145-100 - 51000 Resident Services Coord.	3,926.46	5,776.24	-1,849.78
145-820 - 56300 Senior Lunch	1,451.02	1,080.00	371.02
145-870 - 56900 Programs Senior Citizens	768.81	2,000.00	-1,231.19
145-875 - 56290 Trips - Senior Citizens	2,892.68	4,000.00	-1,107.32
Total 4417 - SENIOR CITIZENS	9,038.97	12,856.24	-3,817.27
4499 - ANDOVER SENIOR TRANSPORTAION			
143-100 - 51000 Drivers/Dispatch Salary	22,887.63	27,500.00	-4,612.37
143-380 - 53070 Comm. Drivers Test-DAR	0.00	1,000.00	-1,000.00
143-435 - 54300 Vehicle Main - Dial a Rid	1,762.52	5,000.00	-3,237.48
143-603 - 56260 Fuel Dial a Ride	4,132.83	6,095.00	-1,962.17
Total 4499 - ANDOVER SENIOR TRANSPORTAION	28,782.98	39,595.00	-10,812.02
4401 - HEALTH OFFICER			
201-999 - 53010 Eastern Highlands Hlth	13,657.00	18,209.00	-4,552.00
Total 4401 - HEALTH OFFICER	13,657.00	18,209.00	-4,552.00
4413 - MENTAL HEALTH			
205-843 - 53010 Amplify Mental Health	440.00	250.00	190.00
Total 4413 - MENTAL HEALTH	440.00	250.00	190.00
4419 - AHM YOUTH SERVICES			
207-844 - 53010 AHM Youth Services	48,501.00	97,002.00	-48,501.00
Total 4419 - AHM YOUTH SERVICES	48,501.00	97,002.00	-48,501.00
Total 4423 - PUBLIC WELFARE	100,419.95	167,912.24	-67,492.29
BOARDS & COMMISSIONS			
4111 - SELECTMEN			
101-105 - 51000 Selectman Salary	1,800.00	6,000.00	-4,200.00
101-115 - 51000 Board Clerk BOS	356.50	1,800.00	-1,443.50
101-836 - 59010 Veteran's Committee	0.00	500.00	-500.00
Total 4111 - SELECTMEN	2,156.50	8,300.00	-6,143.50
4103 - BOARD OF FINANCE			
103-121 - 51000 BOF Clerk Wages	1,511.75	1,700.00	-188.25
Total 4103 - BOARD OF FINANCE	1,511.75	1,700.00	-188.25
4171 - CONSERVATION COMMISSION			
815-330 - 58100 Membership	0.00	65.00	-65.00
815-609 - 57300 Equipment	0.00	60.00	-60.00
815-810 - 55990 Conferences	0.00	525.00	-525.00
Total 4171 - CONSERVATION COMMISSION	0.00	650.00	-650.00
4155 - BOARD OF ASSESSMENT APPEALS			
115-120 - 51000 BAA Clerk Salary	124.00	400.00	-276.00
115-335 - 52900 Training	150.00	150.00	0.00
Total 4155 - BOARD OF ASSESSMENT APPEALS	274.00	550.00	-276.00
4155-A - ZONING BOARD OF APPEALS			
805-115 - 51000 Board Clerk - ZBA	311.00	500.00	-189.00
Total 4155-A - ZONING BOARD OF APPEALS	311.00	500.00	-189.00
4173 - ECON DEVELOPMENT COMM			
801-800 - 55990 Economic Devel Comm	450.00	1,000.00	-550.00
Total 4173 - ECON DEVELOPMENT COMM	450.00	1,000.00	-550.00
4511 - MEMORIAL DAY COMM			
601-800 - 56900 Memorial Day Misc Exp	0.00	800.00	-800.00
Total 4511 - MEMORIAL DAY COMM	0.00	800.00	-800.00

**Town of Andover
Interim Budget vs. Actual
July 2023 through February 2024**

	Jul '23 - Feb 24	Budget	\$ Over Budget
4503 - RECREATION COMMISSION			
603-493 - 54410 Outside Facility Rental	2,421.66	2,630.00	-208.34
603-870 - 55990 Programs	2,020.67	6,000.00	-3,979.33
603-890 - 55990 Community Garden	0.00	1,500.00	-1,500.00
Total 4503 - RECREATION COMMISSION	4,442.33	10,130.00	-5,687.67
4153 - PLANNING & ZONING COMMISSION			
803-105 - 51000 Board Clerk Wages	627.50	3,200.00	-2,572.50
803-310 - 53020 Legal/Professional	4,685.00	6,500.00	-1,815.00
803-335 - 52900 Training	0.00	750.00	-750.00
803-340 - 53500 Mapping	0.00	500.00	-500.00
Total 4153 - PLANNING & ZONING COMMISSION	5,312.50	10,950.00	-5,637.50
4163 - INLAND WETLANDS C OMISSION			
809-115 - 51000 Board Clerk - IWC	695.75	1,450.00	-754.25
809-335 - 52900 Training	65.00	250.00	-185.00
809-610 - 56100 Office Supplies	0.00	200.00	-200.00
809-810 - 58100 Dues/Membership	0.00	65.00	-65.00
Total 4163 - INLAND WETLANDS C OMISSION	760.75	1,965.00	-1,204.25
4159 - HISTORICAL			
153-800 - 53400 Town Historian	0.00	200.00	-200.00
Total 4159 - HISTORICAL	0.00	200.00	-200.00
Total BOARDS & COMMISSIONS	15,218.83	36,745.00	-21,526.17
CAPITAL RELATED			
4900 - CAPITAL			
111-714 - 53520 Revaluation	16,500.00	16,500.00	0.00
Total 4900 - CAPITAL	16,500.00	16,500.00	0.00
9900 - TRANSFERS			
305-899 - 59020 Contingency	4,369.12	50,000.00	-45,630.88
305-908 - 59020 Fire Engine Fund/Tanker	125,000.00	125,000.00	0.00
305-xxx - 59020 PW Equipment Fund	125,000.00	125,000.00	0.00
305-911 - 59020 Road Improve. Fund	410,000.00	410,000.00	0.00
305-912 - 59020 Tree Removal Fund	50,000.00	50,000.00	0.00
305-914 - 59020 Bridge & Culvert Fund	100,000.00	100,000.00	0.00
305-915 - 59020 Bldg Main Fund	108,000.00	108,000.00	0.00
Total 9900 - TRANSFERS	922,369.12	968,000.00	-45,630.88
Total CAPITAL RELATED	938,869.12	984,500.00	-45,630.88
Total Expense	6,978,931.80	12,469,060.09	-5,490,128.29
Net Ordinary Income	2,381,602.64	-35,000.09	2,416,602.73
Net Income	2,381,602.64	-35,000.09	2,416,602.73

Town of Andover Check Register As of February 29, 2024

Type	Date	Num	Name	Split	Amount
Liability Check	02/01/2024	eft	Administrator Unemploym	24000 · Payroll Liabilities	-230.00
Sales Receipt	02/02/2024	102	Town Clerk	12000 · Undeposited Funds	523.00
Deposit	02/02/2024	ach	IRS	100-407 · 44102 Clerk Fees	60.00
Deposit	02/02/2024	ach	STATE OF CT	000-226 · 43500 State Miscellaneous	175.00
Transfer	02/03/2024			Peoples Choice Credit Card	-3,021.87
Check	02/06/2024	ACH	WEX Bank	-SPLIT-	-1,143.63
Deposit	02/06/2024			-SPLIT-	8,934.45
Bill Pmt -Check	02/07/2024	10991	MERF	20000 · Accounts Payable	-21,360.43
Liability Check	02/07/2024	10992	AFSCME, LOCAL 1303	24000-5 · Local 1303-368 AFSCME	-263.30
Liability Check	02/07/2024	10993	MEUI	24000-4 · Local 506	-62.55
Liability Check	02/07/2024	10994	AIG RETIREMENT SERV	24000-6 · 457 AIG	-900.00
Bill Pmt -Check	02/07/2024	10995	ANDOVER LIBRARY	20000 · Accounts Payable	-14,169.50
Bill Pmt -Check	02/07/2024	10996	ANDOVER PIZZA	20000 · Accounts Payable	-632.22
Bill Pmt -Check	02/07/2024	10997	Avenu Enterprise Solution	20000 · Accounts Payable	-1,312.80
Bill Pmt -Check	02/07/2024	10998	CASELLA WASTE	20000 · Accounts Payable	-7,768.65
Bill Pmt -Check	02/07/2024	10999	COIT EXCAVATING INC	20000 · Accounts Payable	-599.43
Bill Pmt -Check	02/07/2024	11000	COMCAST	20000 · Accounts Payable	-115.85
Bill Pmt -Check	02/07/2024	11001	Dime Oil LLC	20000 · Accounts Payable	-1,194.12
Bill Pmt -Check	02/07/2024	11002	E J Prescott Inc.	20000 · Accounts Payable	-575.00
Bill Pmt -Check	02/07/2024	11003	EAST COAST SIGN & SU	20000 · Accounts Payable	-358.00
Bill Pmt -Check	02/07/2024	11004	Eversource	20000 · Accounts Payable	-1,336.72
Bill Pmt -Check	02/07/2024	11005	Genie Innovations Inc.	20000 · Accounts Payable	-409.95
Bill Pmt -Check	02/07/2024	11006	Gisemi Rolle	20000 · Accounts Payable	-450.00
Bill Pmt -Check	02/07/2024	11007	Glastonbury Citizen/River	20000 · Accounts Payable	-264.00
Bill Pmt -Check	02/07/2024	11008	INFOSHRED LLC	20000 · Accounts Payable	-25.00
Bill Pmt -Check	02/07/2024	11009	International Institute of M	20000 · Accounts Payable	-210.00
Bill Pmt -Check	02/07/2024	11010	LEAF	20000 · Accounts Payable	-223.32
Bill Pmt -Check	02/07/2024	11011	Marina Pandolfi	20000 · Accounts Payable	-691.25
Bill Pmt -Check	02/07/2024	11012	MICHAEL PALAZZI	20000 · Accounts Payable	-63.79
Bill Pmt -Check	02/07/2024	11013	Nathan L Jacobson & Ass	20000 · Accounts Payable	-72.60
Bill Pmt -Check	02/07/2024	11014	NIKOLAS COTE	20000 · Accounts Payable	-200.00
Bill Pmt -Check	02/07/2024	11015	Pippin & Son Portable	20000 · Accounts Payable	-558.33
Bill Pmt -Check	02/07/2024	11016	Point Software	20000 · Accounts Payable	-225.00
Bill Pmt -Check	02/07/2024	11017	RED'S BUILDING SUPPL	20000 · Accounts Payable	-2,503.10
Bill Pmt -Check	02/07/2024	11018	Schillers	20000 · Accounts Payable	-784.00
Bill Pmt -Check	02/07/2024	11019	Shady Glen	20000 · Accounts Payable	-93.93
Bill Pmt -Check	02/07/2024	11020	SHANNON SAUNDERS	20000 · Accounts Payable	-200.00
Bill Pmt -Check	02/07/2024	11021	SILVERBACK DISTRIBUTU	20000 · Accounts Payable	-340.00
Bill Pmt -Check	02/07/2024	11022	SWISS UNIFORM RENTA	20000 · Accounts Payable	-343.48
Bill Pmt -Check	02/07/2024	11023	The Peterbilt Store	20000 · Accounts Payable	-80.32
Bill Pmt -Check	02/07/2024	11024	THE W.I. CLARK COMPA	20000 · Accounts Payable	-731.78
Bill Pmt -Check	02/07/2024	11025	TOWN OF MANSFIELD	20000 · Accounts Payable	-4,552.25
Bill Pmt -Check	02/07/2024	11026	TOWN OF SOUTH WIND	20000 · Accounts Payable	-955.32

**Town of Andover
Check Register
As of February 29, 2024**

Bill Pmt -Check	02/07/2024	11027	Treasurer, State of CT	20000 · Accounts Payable	-369.00
Bill Pmt -Check	02/07/2024	11028	Tyche Planning and Policy	20000 · Accounts Payable	-4,000.00
Bill Pmt -Check	02/07/2024	11029	TYLER EQUIPMENT CO	20000 · Accounts Payable	-98.62
Bill Pmt -Check	02/07/2024	11030	W B MASON CO INC	20000 · Accounts Payable	-111.84
Bill Pmt -Check	02/07/2024	11031	W. H. Preuss Sons Inc.	20000 · Accounts Payable	-528.96
Bill Pmt -Check	02/07/2024	11032	WESTERN OIL, INC	20000 · Accounts Payable	-583.10
Bill Pmt -Check	02/07/2024	11033	WILLIMANTIC AUTO & T	20000 · Accounts Payable	-262.13
Check	02/07/2024	11034	OFFICE OF THE TREASU	-SPLIT-	-1,920.00
Check	02/07/2024	11035	DAS-ACCT. REC. - HDP	26000-5 · Hist Doc Preservation Payable	-216.00
Check	02/07/2024	11036	D.E.E.P	26000-1 · Sportsmen License	-52.00
Bill Pmt -Check	02/07/2024	11037	NEACTC	20000 · Accounts Payable	-50.00
Liability Check	02/12/2024	ACH	EFTPS	-SPLIT-	-8,489.34
Liability Check	02/12/2024	ACH	Commissioner of Revenue	24000 · Payroll Liabilities	-1,492.27
Deposit	02/12/2024			-SPLIT-	6,912.20
Check	02/12/2024	ach	US Postal Service	129-531 · 55301 Postage	-500.00
Liability Check	02/13/2024		QuickBooks Payroll Serv	2110 · Direct Deposit Liabilities	-28,041.57
Paycheck	02/14/2024	DD1286	Anderson, Eric	-SPLIT-	0.00
Paycheck	02/14/2024	DD1287	Autorino, Lori S	-SPLIT-	0.00
Paycheck	02/14/2024	DD1288	Bazzani, Janice C	-SPLIT-	0.00
Paycheck	02/14/2024	DD1289	Begin, Richard	-SPLIT-	0.00
Paycheck	02/14/2024	DD1290	Bell, William A	-SPLIT-	0.00
Paycheck	02/14/2024	DD1291	Bricault, Roland O	-SPLIT-	0.00
Paycheck	02/14/2024	DD1292	Campen, Catherine L	-SPLIT-	0.00
Paycheck	02/14/2024	DD1293	Chaponis, John	-SPLIT-	0.00
Paycheck	02/14/2024	DD1294	Derick, Linda J	-SPLIT-	0.00
Paycheck	02/14/2024	DD1295	Derico, Dominic W	-SPLIT-	0.00
Paycheck	02/14/2024	DD1296	Dougherty, Roberta B	-SPLIT-	0.00
Paycheck	02/14/2024	DD1297	Gonyea, Therese	-SPLIT-	0.00
Paycheck	02/14/2024	DD1298	Hallisey, James J	-SPLIT-	0.00
Paycheck	02/14/2024	DD1299	Harakaly, Christina	-SPLIT-	0.00
Paycheck	02/14/2024	DD1300	Kauffman, Ricky J	-SPLIT-	0.00
Paycheck	02/14/2024	DD1301	Kurtz, Lisa	-SPLIT-	0.00
Paycheck	02/14/2024	DD1304	Merry, Anne	-SPLIT-	0.00
Paycheck	02/14/2024	DD1305	Morrissey, Katherine V	-SPLIT-	0.00
Paycheck	02/14/2024	DD1306	Motyl, Stephen	-SPLIT-	0.00
Paycheck	02/14/2024	DD1308	Pearl, Thomas L	-SPLIT-	0.00
Paycheck	02/14/2024	DD1309	Peterson, Pamela	-SPLIT-	0.00
Paycheck	02/14/2024	DD1310	Skoog, Elinor A	-SPLIT-	0.00
Paycheck	02/14/2024	DD1312	Victoria, Julie A	-SPLIT-	0.00
Paycheck	02/14/2024	DD1313	Wagner, Joseph W	-SPLIT-	0.00
Paycheck	02/14/2024	DD1314	Werner, Lynn M	-SPLIT-	0.00
Paycheck	02/14/2024	DD1315	Williams, Mark	-SPLIT-	0.00
Paycheck	02/14/2024	DD1316	Zito, Zachary A	-SPLIT-	0.00
Paycheck	02/14/2024	DD1302	Lee, Carol	-SPLIT-	0.00
Paycheck	02/14/2024	DD1303	Lester, Michael J	-SPLIT-	0.00

**Town of Andover
Check Register
As of February 29, 2024**

Paycheck	02/14/2024	DD1307	Orlomoski, Amy E	-SPLIT-	0.00
Paycheck	02/14/2024	DD1311	Tuttle, Robert J	-SPLIT-	0.00
Check	02/14/2024	ACH	Spring	141-215 · 52100 Health/Dental Ins	-14,746.78
Check	02/14/2024	ACH	AES Payables	10008 · AES Checking	-423,479.60
Check	02/14/2024	ACH	RHAM	901-527 · 58250 RHAM Education	-441,535.00
Bill Pmt -Check	02/15/2024	11038	Barton & Loguidice, LLC	20000 · Accounts Payable	-23,000.00
Bill Pmt -Check	02/15/2024	11039	Budget Fuel	20000 · Accounts Payable	-349.90
Bill Pmt -Check	02/15/2024	11040	CivicPlus LLC	20000 · Accounts Payable	-4,153.63
Bill Pmt -Check	02/15/2024	11041	Constellation NewEnergy	20000 · Accounts Payable	-214.34
Bill Pmt -Check	02/15/2024	11042	Corbett HVAC Services LL	20000 · Accounts Payable	-625.00
Bill Pmt -Check	02/15/2024	11043	CTCA	20000 · Accounts Payable	-270.00
Bill Pmt -Check	02/15/2024	11044	Dime Oil LLC	20000 · Accounts Payable	-1,358.36
Bill Pmt -Check	02/15/2024	11045	Dubois Automotive Inc.	20000 · Accounts Payable	-79.45
Bill Pmt -Check	02/15/2024	11046	EQUIPMENT SPECIALIS	20000 · Accounts Payable	-50.12
Bill Pmt -Check	02/15/2024	11047	Glastonbury Citizen/River	20000 · Accounts Payable	-209.00
Bill Pmt -Check	02/15/2024	11048	HALLORAN & SAGE	20000 · Accounts Payable	-520.00
Bill Pmt -Check	02/15/2024	11049	HOSMER MT. BOTTLING	20000 · Accounts Payable	-39.00
Bill Pmt -Check	02/15/2024	11050	The Office Works, Inc.	20000 · Accounts Payable	-69.63
Bill Pmt -Check	02/15/2024	11051	W B MASON CO INC	20000 · Accounts Payable	-338.80
Deposit	02/17/2024	ach	STATE OF CT	100-407 · 44102 Clerk Fees	10.00
Transfer	02/20/2024			10025 · ST of CT STIFF	-450,000.00
Bill Pmt -Check	02/21/2024	11052	A&A Pest Control Co., Inc	20000 · Accounts Payable	-120.00
Bill Pmt -Check	02/21/2024	11053	ANDOVER CONGREGAT	20000 · Accounts Payable	-763.30
Bill Pmt -Check	02/21/2024	11054	ANDOVER CUB SCOUT	20000 · Accounts Payable	-763.30
Bill Pmt -Check	02/21/2024	11055	ANDOVER FOOD PANTR	20000 · Accounts Payable	-763.30
Bill Pmt -Check	02/21/2024	11056	AQUA TURF CLUB	20000 · Accounts Payable	-972.00
Bill Pmt -Check	02/21/2024	11057	Avenu Enterprise Solution	20000 · Accounts Payable	-5.60
Bill Pmt -Check	02/21/2024	11058	CERT TEAM	20000 · Accounts Payable	-763.30
Bill Pmt -Check	02/21/2024	11059	COLUMBIA FORD	20000 · Accounts Payable	-88.14
Bill Pmt -Check	02/21/2024	11060	Dime Oil LLC	20000 · Accounts Payable	-660.99
Bill Pmt -Check	02/21/2024	11061	FRONTIER COMMUNICA	20000 · Accounts Payable	-83.77
Bill Pmt -Check	02/21/2024	11062	Genie Innovations Inc.	20000 · Accounts Payable	-409.95
Bill Pmt -Check	02/21/2024	11063	Shady Glen	20000 · Accounts Payable	-50.99
Bill Pmt -Check	02/21/2024	11064	VERIZON WIRELSS	20000 · Accounts Payable	-142.52
Liability Check	02/21/2024	11065	MEUI	24000-4 · Local 506	-125.10
Deposit	02/21/2024			25000 · Due to other Funds	90.00
Deposit	02/21/2024			25000 · Due to other Funds	90.00
Sales Receipt	02/22/2024	103	Town Clerk	12000 · Undeposited Funds	1,582.00
Deposit	02/23/2024	ach	STATE OF CT	25000 · Due to other Funds	6,000.00
Liability Check	02/26/2024	ACH	EFTPS	-SPLIT-	-8,367.40
Liability Check	02/26/2024	ACH	Commissioner of Revenue	24000 · Payroll Liabilities	-1,504.79
Liability Check	02/27/2024		QuickBooks Payroll Servic	2110 · Direct Deposit Liabilities	-26,345.97
Deposit	02/27/2024			-SPLIT-	962.31
Paycheck	02/28/2024	DD1317	Anderson, Eric	-SPLIT-	0.00
Paycheck	02/28/2024	DD1318	Autorino, Lori S	-SPLIT-	0.00

**Town of Andover
Check Register
As of February 29, 2024**

Paycheck	02/28/2024	DD1319	Bazzani, Janice C	-SPLIT-	0.00
Paycheck	02/28/2024	DD1320	Begin, Richard	-SPLIT-	0.00
Paycheck	02/28/2024	DD1321	Bell, William A	-SPLIT-	0.00
Paycheck	02/28/2024	DD1322	Bricault, Roland O	-SPLIT-	0.00
Paycheck	02/28/2024	DD1323	Campen, Catherine L	-SPLIT-	0.00
Paycheck	02/28/2024	DD1325	Derico, Dominic W	-SPLIT-	0.00
Paycheck	02/28/2024	DD1326	Dougherty, Roberta B	-SPLIT-	0.00
Paycheck	02/28/2024	DD1327	Gonyea, Therese	-SPLIT-	0.00
Paycheck	02/28/2024	DD1328	Hallisey, James J	-SPLIT-	0.00
Paycheck	02/28/2024	DD1329	Harakaly, Christina	-SPLIT-	0.00
Paycheck	02/28/2024	DD1330	Kauffman, Ricky J	-SPLIT-	0.00
Paycheck	02/28/2024	DD1333	Morrissey, Katherine V	-SPLIT-	0.00
Paycheck	02/28/2024	DD1334	Motyl, Stephen	-SPLIT-	0.00
Paycheck	02/28/2024	DD1336	Pearl, Thomas L	-SPLIT-	0.00
Paycheck	02/28/2024	DD1338	Skoog, Elinor A	-SPLIT-	0.00
Paycheck	02/28/2024	DD1340	Wagner, Joseph W	-SPLIT-	0.00
Paycheck	02/28/2024	DD1341	Werner, Lynn M	-SPLIT-	0.00
Paycheck	02/28/2024	DD1342	Williams, Mark	-SPLIT-	0.00
Paycheck	02/28/2024	DD1343	Zito, Zachary A	-SPLIT-	0.00
Paycheck	02/28/2024	DD1324	Chaponis, John	-SPLIT-	0.00
Paycheck	02/28/2024	DD1331	Lee, Carol	-SPLIT-	0.00
Paycheck	02/28/2024	DD1332	Lester, Michael J	-SPLIT-	0.00
Paycheck	02/28/2024	DD1335	Orlomoski, Amy E	-SPLIT-	0.00
Paycheck	02/28/2024	DD1337	Peterson, Pamela	-SPLIT-	0.00
Paycheck	02/28/2024	DD1339	Tuttle, Robert J	-SPLIT-	0.00
Liability Check	02/28/2024	11066	MEUI	24000-4 · Local 506	-125.10
Liability Check	02/28/2024	11067	AFSCME, LOCAL 1303	24000-5 · Local 1303-368 AFSCME	-303.82
Liability Check	02/28/2024	11068	AIG RETIREMENT SERV	24000-6 · 457 AIG	-600.00
Bill Pmt -Check	02/29/2024	11069	ALGONQUIN PRODUCTS	20000 · Accounts Payable	-106.90
Bill Pmt -Check	02/29/2024	11070	ANTHEM LIFE& DISABIL	20000 · Accounts Payable	-319.70
Bill Pmt -Check	02/29/2024	11071	Avenu Enterprise Solution	20000 · Accounts Payable	-650.00
Bill Pmt -Check	02/29/2024	11072	Columbia Rec	20000 · Accounts Payable	-115.00
Bill Pmt -Check	02/29/2024	11073	COMCAST	20000 · Accounts Payable	-231.70
Bill Pmt -Check	02/29/2024	11074	Doubletree by Hilton Hote	20000 · Accounts Payable	-150.00
Bill Pmt -Check	02/29/2024	11075	EAST COAST SIGN & SU	20000 · Accounts Payable	-90.00
Bill Pmt -Check	02/29/2024	11076	Genie Innovations Inc.	20000 · Accounts Payable	-409.95
Bill Pmt -Check	02/29/2024	11077	Glastonbury Citizen/River	20000 · Accounts Payable	-77.00
Bill Pmt -Check	02/29/2024	11078	INFOSHRED LLC	20000 · Accounts Payable	-25.00
Bill Pmt -Check	02/29/2024	11079	MID-CITY STEEL	20000 · Accounts Payable	-375.00
Bill Pmt -Check	02/29/2024	11080	QUALITY DATA SERVICE	20000 · Accounts Payable	-1,047.50
Bill Pmt -Check	02/29/2024	11081	TOM'S PLACE FOOD LLC	20000 · Accounts Payable	-31.00
Bill Pmt -Check	02/29/2024	11082	US Postal Service	20000 · Accounts Payable	-320.00
Sales Receipt	02/29/2024	104	Town Clerk	12000 · Undeposited Funds	717.00
Transfer	02/29/2024			10004 · Tax Collector Dep Acct 5129	391,068.81
Sales Receipt	02/29/2024	106	Building Dept	12000 · Undeposited Funds	1,372.10

Town of Andover
Check Register
 As of February 29, 2024

Sales Receipt	02/29/2024	106	Building Dept	12000 · Undeposited Funds	518.32
Sales Receipt	02/29/2024	106	Building Dept	12000 · Undeposited Funds	3,035.12
Sales Receipt	02/29/2024	106	Building Dept	12000 · Undeposited Funds	307.52
Sales Receipt	02/29/2024	106	Building Dept	12000 · Undeposited Funds	0.00
General Journal	02/29/2024	CPA 2024-74		109-610 · 56120 Office Supplies	-0.02
Deposit	02/29/2024			000-303 · 46101 Interest	107.21
					-1,101,218.00
					-1,101,218.00

Town of Andover - Capital Reserve Fund
Interim Balance Sheet by Class
 As of February 29, 2024

	NonRecurring Reserve	Fire Engine Reserve	School Improv. Reserve	Equipment Reserve	Tree Removal	Library Reserve
ASSETS						
Current Assets						
Checking/Savings	41,021.83	54,653.67	165,705.46	25,320.77	0.00	-61.76
Other Current Assets						
Due from Other Funds	0.00	245,696.69	47,014.00	93,820.26	44,851.50	183,299.12
Total Other Current Assets	0.00	245,696.69	47,014.00	93,820.26	44,851.50	183,299.12
Total Current Assets	41,021.83	300,350.36	212,719.46	119,141.03	44,851.50	183,237.36
TOTAL ASSETS	41,021.83	300,350.36	212,719.46	119,141.03	44,851.50	183,237.36
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Other Current Liabilities						
Due to Other Funds	0.00	0.00	0.00	0.47	0.00	183,237.36
Total Other Current Liabilities	0.00	0.00	0.00	0.47	0.00	183,237.36
Total Current Liabilities	0.00	0.00	0.00	0.47	0.00	183,237.36
Total Liabilities	0.00	0.00	0.00	0.47	0.00	183,237.36
Equity						
Fund Balance						
Committed	40,986.50	95,303.33	212,578.35	29,252.21	11,871.50	183,081.67
Unassigned	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund Balance	40,986.50	95,303.33	212,578.35	29,252.21	11,871.50	183,081.67
Retained Earnings	35.33	80,047.03	141.11	-3,744.25	1,780.00	-183,081.67
Net Income	0.00	125,000.00	0.00	93,632.60	31,200.00	0.00
Total Equity	41,021.83	300,350.36	212,719.46	119,140.56	44,851.50	0.00
TOTAL LIABILITIES & EQUITY	41,021.83	300,350.36	212,719.46	119,141.03	44,851.50	183,237.36

Town of Andover - Capital Reserve Fund
Interim Balance Sheet by Class
 As of February 29, 2024

	Cons & Devel Reserve	Revaluation Reserve	Town Garage	Multi-Use Building	Road Improvement	Building Maintenance
ASSETS						
Current Assets						
Checking/Savings	0.00	44,566.85	0.00	0.00	0.00	0.00
Other Current Assets						
Due from Other Funds	14,904.81	16,500.00	26,697.00	417,547.33	261,499.38	151,114.11
Total Other Current Assets	14,904.81	16,500.00	26,697.00	417,547.33	261,499.38	151,114.11
Total Current Assets	14,904.81	61,066.85	26,697.00	417,547.33	261,499.38	151,114.11
TOTAL ASSETS	14,904.81	61,066.85	26,697.00	417,547.33	261,499.38	151,114.11
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Other Current Liabilities						
Due to Other Funds	0.00	27,559.43	0.00	0.00	0.00	0.00
Total Other Current Liabilities	0.00	27,559.43	0.00	0.00	0.00	0.00
Total Current Liabilities	0.00	27,559.43	0.00	0.00	0.00	0.00
Total Liabilities	0.00	27,559.43	0.00	0.00	0.00	0.00
Equity						
Fund Balance						
Committed	9,904.81	469.97	26,697.00	472,244.00	230,476.08	53,974.51
Unassigned	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund Balance	9,904.81	469.97	26,697.00	472,244.00	230,476.08	53,974.51
Retained Earnings	5,000.00	16,537.45	0.00	-35,600.46	-217,481.34	19,497.93
Net Income	0.00	16,500.00	0.00	-19,096.21	248,504.64	77,641.67
Total Equity	14,904.81	33,507.42	26,697.00	417,547.33	261,499.38	151,114.11
TOTAL LIABILITIES & EQUITY	14,904.81	61,066.85	26,697.00	417,547.33	261,499.38	151,114.11

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03/06/24

Accrual Basis

Town of Andover - Capital Reserve Fund
Interim Balance Sheet by Class
As of February 29, 2024

	<u>Transfer Station Shed</u>	<u>TOTAL</u>
ASSETS		
Current Assets		
Checking/Savings	0.00	331,206.82
Other Current Assets		
Due from Other Funds	0.00	1,502,944.20
Total Other Current Assets	0.00	1,502,944.20
Total Current Assets	0.00	1,834,151.02
TOTAL ASSETS	0.00	1,834,151.02
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Due to Other Funds	7,617.00	218,414.26
Total Other Current Liabilities	7,617.00	218,414.26
Total Current Liabilities	7,617.00	218,414.26
Total Liabilities	7,617.00	218,414.26
Equity		
Fund Balance		
Committed	0.00	1,366,839.93
Unassigned	-7,617.00	-7,617.00
Total Fund Balance	-7,617.00	1,359,222.93
Retained Earnings	0.00	-316,868.87
Net Income	0.00	573,382.70
Total Equity	-7,617.00	1,615,736.76
TOTAL LIABILITIES & EQUITY	0.00	1,834,151.02

Andover Nonmajor Capital Projects Fund
Interim Balance Sheet by Class
 As of February 29, 2024

	Pedestrian Bridge Fund	Andover Elem Expansion Fund	Times Farm Bridge Fund	Bunker Hill Bridge Fund	Bridge & Culvert Fund
ASSETS					
Current Assets					
Checking/Savings	0.00	8,756.18	0.00	0.00	0.00
Other Current Assets					
Due from Other Funds	5,820.00	0.00	85,374.82	438,096.31	407,871.13
Total Other Current Assets	5,820.00	0.00	85,374.82	438,096.31	407,871.13
Total Current Assets	5,820.00	8,756.18	85,374.82	438,096.31	407,871.13
TOTAL ASSETS	5,820.00	8,756.18	85,374.82	438,096.31	407,871.13
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Due to other Funds	0.00	0.00	85,374.82	0.00	0.00
Total Other Current Liabilities	0.00	0.00	85,374.82	0.00	0.00
Total Current Liabilities	0.00	0.00	85,374.82	0.00	0.00
Total Liabilities	0.00	0.00	85,374.82	0.00	0.00
Equity					
Fund Balance					
Committed	5,820.00	8,749.16	105,754.82	278,096.31	126,928.02
Total Fund Balance	5,820.00	8,749.16	105,754.82	278,096.31	126,928.02
Retained Earnings	0.00	7.02	-105,754.82	160,000.00	181,135.88
Net Income	0.00	0.00	0.00	0.00	99,807.23
Total Equity	5,820.00	8,756.18	0.00	438,096.31	407,871.13
TOTAL LIABILITIES & EQUITY	5,820.00	8,756.18	85,374.82	438,096.31	407,871.13

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03/06/24

Accrual Basis

Andover Nonmajor Capital Projects Fund
Interim Balance Sheet by Class
As of February 29, 2024

	<u>TOTAL</u>
ASSETS	
Current Assets	
Checking/Savings	8,756.18
Other Current Assets	
Due from Other Funds	937,162.26
Total Other Current Assets	937,162.26
Total Current Assets	945,918.44
TOTAL ASSETS	945,918.44
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to other Funds	85,374.82
Total Other Current Liabilities	85,374.82
Total Current Liabilities	85,374.82
Total Liabilities	85,374.82
Equity	
Fund Balance	
Committed	525,348.31
Total Fund Balance	525,348.31
Retained Earnings	235,388.08
Net Income	99,807.23
Total Equity	860,543.62
TOTAL LIABILITIES & EQUITY	945,918.44

Tax Collector's Report

11.

Town Only

Terminal / Batch	
Terminal	6
Batch	39

Cash	0.00	0
Check	0.00	0
Credit Card	0.00	0
Total	0.00	0

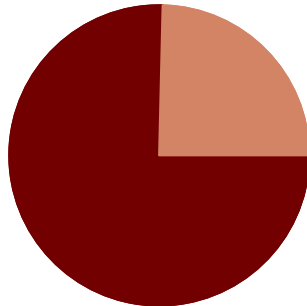
Last Assessor Bridge	
Run on:	01/22/2024

Percent Collection as of 03/04/2024

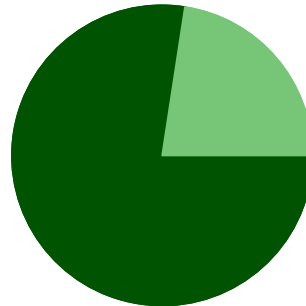
REAL ESTATE
 Uncollected - 24.63%
 Collected - 75.37%

PERSONAL PROPERTY
 Uncollected - 22.57%
 Collected - 77.43%

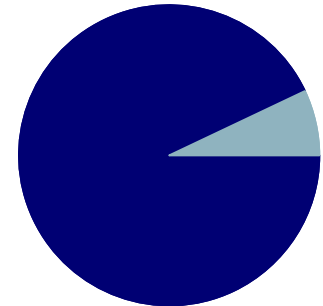
MV REGULAR
 Uncollected - 7.03%
 Collected - 92.97%



■	Total Due = \$2,026,278.51
■	Total Paid = \$6,201,689.84



■	Total Due = \$99,479.79
■	Total Paid = \$341,233.29



■	Total Due = \$86,092.18
■	Total Paid = \$1,137,719.04

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	8,227,968.35	6,201,689.84	2,026,278.51	75.37
PERSONAL PRO	440,713.08	341,233.29	99,479.79	77.43
MOTOR VEHICL	1,223,811.22	1,137,719.04	86,092.18	92.97
MOTOR VEHICL	137,850.83	113,343.18	24,507.65	82.22
TOTALS:	\$10,030,343.48	\$7,793,985.35	\$2,236,358.13	

Feb-24

Deposits

	ONLINE	OFFICE	TOTAL	
2/1/2024	\$ 9,204.60		\$ 9,204.60	
2/2/2024	\$ 2,922.58		\$ 2,922.58	
2/3/2024				
2/4/2024	\$ 3,969.83		\$ 3,969.83	
2/5/2024	\$ 1,821.46	\$ 50,826.67	\$ 52,648.13	
2/6/2024				
2/7/2024	\$ 7,499.61		\$ 7,499.61	
2/8/2024	\$ 22.65	\$ 21,165.59	\$ 21,188.24	
2/9/2024				
2/10/2024				
2/11/2024	\$ 944.59		\$ 944.59	
2/12/2024	\$ 2,608.39		\$ 2,608.39	
2/13/2024	\$ 4,044.95		\$ 4,044.95	
2/14/2024	\$ 81.48		\$ 81.48	
2/15/2024				
2/16/2024	\$ 361.32		\$ 361.32	
2/17/2024				
2/18/2024	\$ 3,462.26		\$ 3,462.26	
2/19/2024	\$ 2,307.90		\$ 2,307.90	
2/20/2024	\$ 328.57		\$ 328.57	
2/21/2024				
2/22/2024	\$ 7,736.29	\$ 12,189.83	\$ 19,926.12	
2/23/2024	\$ 903.15		\$ 903.15	
2/24/2024				
2/25/2024	\$ 1,482.65		\$ 1,482.65	
2/26/2024	\$ 2,540.05		\$ 2,540.05	
2/27/2024	\$ 1,563.47	\$ 18,790.55	\$ 20,354.02	
2/28/2024	\$ 1,881.16		\$ 1,881.16	
2/29/2024	\$ 1,190.39	\$ 5,275.42	\$ 6,465.81	
TOTAL	\$ 56,877.35	\$ 108,248.06	\$ 165,125.41	NSF .10
				\$165,125.31

COLLECTIONS BY TAX YEAR:

RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2016	\$	11.72		\$ 0.53	\$ 1.84	\$ 14.09
2018	\$ 597.03			\$ 902.97		\$ 1,500.00
2019			\$ 467.76	\$ 142.08	\$ 377.11	\$ 996.95
2020			\$ 2,242.80	\$ 1,070.53	\$ 1,494.04	\$ 4,867.37
2021	\$	64.43	\$ 4,932.98	\$ 2,203.20	\$ 1,955.13	\$ 9,260.74
2022	\$ 98,058.07	\$ 518.24	\$ 20,667.47	\$ 23,820.06	\$ 4,912.32	\$ 148,486.16

TOTAL

\$ 165,125.31

UNCOLLECTED TAXES BY TAX YEAR:

RE	PP	MV	MVS	TOTAL
2007		\$ 476.65	\$ 71.26	\$ 547.91
2008		\$ 520.26	\$ 28.15	\$ 548.41
2009		\$ 356.32		\$ 356.32
2010		\$ 211.42		\$ 211.42
2011	\$ 439.82	\$ 4,314.46	\$ 249.48	\$ 5,003.76
2012	\$ 2,404.78	\$ 3,146.24	\$ 176.95	\$ 5,727.97
2013	\$ 2,757.76	\$ 1,399.60	\$ 783.06	\$ 4,940.42
2014	\$ 1,066.00	\$ 4,038.48	\$ 2,038.57	\$ 7,142.05
2015	\$ 1,066.00	\$ 4,702.67	\$ 9,384.11	\$ 15,152.78
2016	\$ 2,620.29	\$ 5,504.85	\$ 7,398.35	\$ 15,523.49
2017	\$ 8,182.00	\$ 6,066.99	\$ 9,606.66	\$ 23,855.65
2018	\$ 20,126.72	\$ 6,923.42	\$ 6,100.95	\$ 33,151.09
2019	\$ 26,991.72	\$ 6,021.17	\$ 7,920.28	\$ 39,933.17
2020	\$ 32,575.88	\$ 7,994.03	\$ 12,799.62	\$ 53,369.53
2021	\$ 43,850.23	\$ 8,040.95	\$ 45,125.62	\$ 96,916.80
2022	\$ 2,030,750.50	\$ 99,479.79	\$ 86,293.44	\$ 2,216,523.73

TOTAL

\$ 2,571,898.62

Department Reports

12.

Assessor's office monthly activity –JANUARY 2024

Processing conveyances	6
Processing building permits	15
Prorating motor vehicle grand list	10
Updating field cards	1
Correspondence/ Phone	49
Providing assistance-town hall customers	8
Providing assistance to other departs	7
Researching mapping issue or questions	1
Reports & communication with the State	
MLS research	2
Scheduling meeting and appointments	
Office work	Valued Motor Vehicles for 23 GL
Personal property grand list	
Personal Property Discovery	
Homeowner's program	
Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	Applied MV & RE exempts for 23 GL
Adds to the re, pp or mv grand list	
Pa 490	1
Provided assistance to BAA	
Researching and providing requested information to auditor	
Real property inspections	
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
MLS review	2
Town board/dept assistance	
Review & Approve C of Cs	10
Review & Approve PA 490 Applications	1
Review Approve & create/data entry on land splits & mergers	3
Mapping Research/Discrepancies	

BAACOC Summary TOWN OF ANDOVER

03/07/2024

LIST NO.	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
51428 1	HILDEBRAND JESSE L 4 CENTER ST FL 2 ANDOVER, CT 06232-	51428	08824M	C 2021 1/2/2024 SOLD 8/22	8,100 0 8,100	-672 0 -672	7,428 0 7,428
53195 1	ROY MARYANN S 340 LAKE RD ANDOVER, CT 06232-1511	53195 ROY ALAN E	08832M	C 2022 1/17/2024 TOTALLED 10/22	10,410 0 10,410	-9,546 0 -9,546	864 0 864
80027 1	BARRETT KATHERINE C 209 BUNKER HILL RD ANDOVER, CT 06232-1335	80027	08823S	C 2022 1/2/2024 TOTALLED 8/23	10,960 0 10,960	-910 0 -910	10,050 0 10,050
80120 1	DELVENTHAL SOFIA G 128 WHEELING RD ANDOVER, CT 06232-1113	80120	08827S	C 2022 1/4/2024 TOTALLED 8/23	6,256 0 6,256	-787 0 -787	5,469 0 5,469
80220 1	JACKSON SEAN T 45 WINDRUSH LN ANDOVER, CT 06232-1610	80220	08830S	C 2022 1/11/2024 REG IN FL 7/23	21,575 0 21,575	-4,300 0 -4,300	17,275 0 17,275
80226 1	KAULBACK JOSEPH F PO BOX 27 ANDOVER, CT 06232-0027	80226	08828S	C 2022 1/4/2024 AS PER BILL OF SALE	5,877 0 5,877	-5,306 0 -5,306	571 0 571
80227 1	KELLY THERESA L 78 JUROVATY RD ANDOVER, CT 06232-1409	80227 KELLY PATRICK A	08831S	C 2022 1/17/2024 TOTALLED 8/22	5,248 0 5,248	-523 0 -523	4,725 0 4,725
80268 1	LUSSIER BRIAN R PO BOX 177 ANDOVER, CT 06232-0177	80268	08829S	C 2022 1/8/2024 AS PER BILL OF SALE	7,084 0 7,084	-3,402 0 -3,402	3,682 0 3,682
80292 1	MAWDSLEY MYKENZIE A 29 BROWN RD ANDOVER, CT 06232-1502	80292	08826S	C 2022 1/3/2024 CGS 12-81 (53)	3,440 0 3,440	0 3,440 -3,440	3,440 3,440 0
80454 1	TOWN OF ANDOVER 17 SCHOOL RD ANDOVER, CT 06232-1526	80454	08825S	C 2022 1/3/2024 EXEMPT TOWN MV	18,550 0 18,550	0 18,550 -18,550	18,550 18,550 0
GRAND TOTAL # Of Accts 10					97,500	-25,446	72,054
					0	21,990	21,990
					97,500	-47,436	50,064

03/04/2024
11:13 AM

TOWN of ANDOVER, CT
Permit Receipts Report for (ALL FISCAL YEARS)
Receipt Date Range 02/01/2024 - 02/29/2024 (All Payments)

February 2024

Grand Total Receipts

Permit Type	Qty	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	COFee	Zoning	State	Point	TownFee
Building Permit	13	2,804.46	357,002.39	0.00	0.00	0.00	0.00	0.00	0.00	44.46	195.00	2,565.00
Electrical Permit	9	1,078.60	107,200.00	0.00	0.00	0.00	0.00	0.00	0.00	15.86	135.00	927.74
Mechanical Permit	1	289.68	17,600.00	0.00	0.00	0.00	0.00	0.00	0.00	4.68	15.00	270.00
Plumbing Permit	2	518.32	31,927.83	0.00	0.00	0.00	0.00	0.00	0.00	8.32	30.00	480.00
Grand Totals	25	4,691.06	513,730.22	0.00	0.00	0.00	0.00	0.00	0.00	73.32	375.00	4,242.74
Grand # Voids	0											

03/04/2024
11:13 AM

TOWN of ANDOVER, CT
Permit Receipts Report for (ALL FISCAL YEARS)
Receipt Date Range 02/01/2024 - 02/29/2024 (All Payments)

Grand Total Receipts

Permit Type	Qty	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	COFee	Zoning	State	Point	TownFee
ZBA Application	1	215.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	15.00	140.00
Zoning Permit Applicat	2	280.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	30.00	130.00
Grand Totals	3	495.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00	45.00	270.00
Grand # Voids	0											

PERMIT TOTALS FOR FEBRUARY 2024

	amt paid	# permits
TOTAL BUILDING	\$4,691.06	25
TOTAL ZONING	\$280.00	2
TOTAL ZBA	\$215.00	1
TOTAL DRIVEWAYS	\$0.00	0
TOTAL BONDS	\$0.00	0
TOTAL MISC (copies & signs)	\$47.00	
TOTAL PERMITS/BONDS/MISC FOR FEBRUARY	\$5,233.06	28

Public Works

To: Kate Morrissey
Subject: DPW 2024 February BOS Monthly Report

Highlights for the Month:

- Continued site work for additional propane tanks behind Fire House
- Equipment Repairs to:
 - a) Truck 10 – air leaks, exhaust system failure
 - b) Steiner – fabricate tool carrier
 - c) Preventative maintenance – other equipment
- Budget Work
- We had 2 Snow events with several days of follow up treatment for clean up and checking roads each day before busses roll
- We had 2 Rain/Wind events with minor tree issues reported
- Continued Tree/Debris clean-up from storms and contractor take downs
- Continued Tree/Brush removals at site lines of intersections increasing better visibility at various locations
- Continued Tree/Brush work pushing back heavy vegetation where Tree/Shrubbery has overgrown into the roadway from resident neglect of their privacy barrier between roadway, home or property
- Sweeping of roadway in areas of poorly maintained residential driveways where gravel is plowed or washed into the roadway creating a public hazard.

Respectfully submitted,

Jay Tuttle
Publicworks Supervisor / Tree Warden
Town of Andover
12 Long Hill Road
Andover, CT. 06232
PH: (860) 742-4048
Email: publicworks@andoverct.org

2-1-24 32°/42° cloudy

Jay 5:45 - 4:00

9.75

Trk 1

- Admin
- Budget Work
- Pay Bills

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Compaction @ T.S.	Zach	1.0	/	Loader
	Shop:				
7.0	• Repair Back Hoe - Replace Injectors and Fuel Rail	Zach	7.0	/	Shop Tools
8.0	• Site Work behind Fire House for Propane Tank Project	Rich Mark	8.0 8.0	on site materials	Excavator Trk 4 Compactor Hand Tools
8.0	• Sick	Tom	8.0	/	/

2-2-24 33°/42° cldy

Jay 5:45 - 10:30

Trk 1

4.75

Admin
Budget Work

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
6.0	• Site work behind Firehouse - Propane Tank Project	Rich Zach Mark	6.0 6.0 6.0	2 Loads Large stone 2 Loads Fill	Trk 5 Trk 7 Excavator Compactor
	Shop:				
2.0	• Clean Snow Equip/Trucks	Rich Zach Mark	2.0 2.0 2.0	/	Trk 3 Trk 7 Trk 10 Loader
8.0	• Sick	Tom	8.0	/	/

2-5-24 25°/40° Sunny

Jay 6:00 - 4:15

7:00 - 8:45
Bos meeting

Trk 1

11.5

- Admin
- Budget Work
- Pay Bills

Job	Staff	Time	Materials	Equip
1.0 • Trash Compaction at T.S.	Zach	1.0	/	Backhoe
7.0 [Shop: • Repair Trk 10 - Air Leak • Fabricate Tool Basket - Steiner	Zach	7.0	shop supplies	shop tools
8.0 • Site work at Firehouse - Propane Tank Project	Rich Mark	8.0 8.0	on site material 1 Load Process	Trk 5 Excavator Compactor
8.0 • Sick	Tom	8.0	/	/

2-6-24 21°/39° Sunny

Jay 5:30 - 3:15

9.25

- Admin
- Budget Work
- Meeting w/Eric - Senior Center work
- Site work at Firehouse - Propane Tank Project

Trk 1
Excavator

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	• Site work behind firehouse - Propane Tank Project	Zach Mark	8.0 8.0	on site materials 1 load Gravel 1 load stone	Trks Excavator Compactor
8.0	• Sick	Rich	8.0	/	/
8.0	• Sick	Tom	8.0	/	/

2-7-24 24°/43° Mstly Sunny

Jay 5:30 - 3:30

9.5

- Admin
- Budget Work
- Meet w/ Senior Center Site Contractor
- Meet w/ Vendors - Supplies
- Work on Chipseal Quotes

Trk 1

	Job	Staff	Time	Materials	Equip
8.0	• Shop/office Work on Presentation: "Equipment to be replaced"	Zach	8.0	/	/
8.0	• Site work behind Firehouse - Propane Tank Project - HVAC Project	Mark	8.0	on site materials	Excavator Loader Trk 5
8.0	• Sick	Rich	8.0	/	/
8.0	• Sick	Tom	8.0	/	/

2-8-24 24°/48° Sunny

Jay 5:30 - 4:00

Trk 1

10.0

- Admin
- Budget work
- Find Old Receipts for Finance - Audit Questions
- Inspections

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Compaction at T.S.	Zach	1.0	/	Backhoe
8.0	• Site work at Firehouse - Propane Tank Pad	Mark	8.0	1/2 Load Process	Excavator
		Zach	7.0	4 Loads Dirty Stone	Trk 5 Loader
8.0	• Sick	Rich	8.0	/	/
8.0	• Sick	Tom	8.0	/	/

2-9-23

Jay 5:30 - 3:45
9.25 Admin

Trk 1

Budget Work - Equipment Presentation
- Audit Info for Cheryl

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	• Site Work behind Firehouse	Mark	8.0		Excavator
	- Prep Work for Propane Tank Pad	Zach	4.0	1 Load Modified Rip-Rap 15'x40" Filter Fabric	Trk 5 Loader
4.0	• Shop	Zach	4.0	snow Equip	Shop Tools
	- Equip Maintenance				
8.0	• Sick	Rich	8.0	/	/
8.0	• Sick	Tom	8.0	/	/

2-12-24

Jay 5:30 - 2:30

8.5

- Admin
- Payroll
- Pay Bills
- Budget work / Presentation

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Compaction at T.S.	Zach	1.0	/	Back Hoe
4.0	• Site Work behind Fire house - Prep work for HVAC unit at F.D.	Mark	4.0	onsite materials	Excavator Trk 4
8.0	• Prep All Snow Equip for tomorrow storm	Rich Zach Mark	8.0 5.5 4.0	Shop Supplies	Shop Tools
1.5	• Sick	Zach	1.5	/	/
8.0	• Sick	Tom	8.0	/	/

2-13-24 33°/31° Snow 7 to 11 inches

Jay
18 hrs

2:00 AM - 8:00 PM

Trk 1

Admin

Monitor Weather -

Call in Crew 4:30 AM Roads Coated

All Trucks on Roads 5:15 AM - Plow/Treat All Roads

All Trucks Back in 8:45 AM Take Break
Back on the Road 9:15 AM Snowing Heavy

All Hands Keep roads open
1 to 2 inches an hour at times

2:00 PM Snow Stopping Start Clean up
Plow Parking Lots
Clear Side walks

8:00 PM All trucks back Crew dismissed

15.0 •	{	Rich	15	24 yards Salt		Trk 3
		Mark	15			Trk 10
		Zach	15			Trk 7 Loader

8.0 •	Sick		Tom		8.0
-------	------	--	-----	--	-----

2-14-24 27°/30°

Sunny

Jay 5:00 - 3:00

9.5

Trk 1

- Admin
- Push up piles Town Parking Lots - Loader
- Budget Work

Crew in at 5:00 AM

<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
• Check Roads & Spot Treat - Clear Fire Hydrants - Trail Parking Areas - Push back Edges	Rich	6.5	9 yds Salt	Trk 3
	Zach	8.0		Trk 7
	mark	6.5		Trk 10
				Loader
• Trash Run	Rich	1.0	/	Trk 4
	Mark	1.0		
• Clear Tree Blocking Hendee	mark	1.5	/	Back Hoe Trk 10 Trk 4 Chain Saws
	Zach	1.5		
	Rich	1.5		
• Sick	Tom	8.0	/	/

2-15-24

Jay

5:30 - 3:30

6:15^{PM} - 8:30^{PM} CIP Meeting
8:30^{PM} - 9:45^{PM} Ck Rds (Snow flurries)

12.0

Admin
Budget Work
Inspections

Trk 1

	Job	Staff	Time	Materials	Equip
3.5	• Check Routes • Ck for Drifts - overnight wind • Finish Push Back Edges	Rich	3.5	/	Trk 3
		Zach	3.5		Trk 7
		mark	3.5		Trk 10 Loader
4.5	• Clean Equip	Rich	4.5	/	Trk 10
		mark	4.5		Trk 3 Trk 7
4.5	• Equip Maintenance - Trk 10 Down w/Exhaust issue Tear down Exhaust & order Parts	Zach	4.5	/	Shop Tools
8.0	• Sick	Tom	8.0	/	/

2-16-24 31°/36° Prtly Cldy - Windy

Jay 5:00 - 3:00

9.5

- Admin
- CK/clear Sidewalks
- Pay Bills

Trk 1

- Crew in at 5:00^{AM} Ck Roads

Job (Windy Day)

		Staff	Time	Materials	Equip
8.0	• Check Roads for Drifting	Rich	8.0	/	Trk 3
	• Check Roads for Tree Debris	Mark	8.0		Trk 5
	- Tree Down: Bear Swamp	Zach	5.0		Trk 7
	Jurovaty Rd				Trk 4
- Tree on Wires: Lakeside Dr				Chain Saws	
	Shoddy Mill Rd				
3.0	• Confirm Parts for Truck 10 With Dealer	Zach	3.0	/	/
8.0	• Sick	Tom	8.0	/	/

2/17/24

33/15

Cloudy

6:15A - LT/mod Snow, Roads coated, 26°/road 28°

Zach

arrive 6:15A - Check radar + roads, call guys
at 6:45A, load trucks, Trucks on road 7:15A
Scrape + Treat route + Dump. DUST CENTERS + final cleanup


Mark -

Trucks - route, Church, Library (Scrape + Treat)
Cleanup + DUST CENTERS

Rich

Truck 3 - route, School, FD, Office, Bunker
(Scrape + Treat)
Cleanup + DUST CENTERS

Punch out 11:45 A

- * 1st driveway on Hendon from 10 S H. II - gravel
- * 120? Bunker - People leaving car in road
(Diagonally this time) #1 from bumper to center line. 

2-20-24 11°/37° Sunny

Jay
6.25 5:45 - 12:30

Admin
Budget Presentation work
Proposed work - Bids

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Compaction @ T.S.	Mark	1.0	/	Back Hoe
	<u>Shop:</u>				
8.0	• Fabricate Tool basket For Steiner Tractor	Zach	8.0	Shop Supplies	Shop Tools
8.0	• Tree Trimming Sight lines Various Places	Rich	8.0	/	Trk 4
		mark	7.0	/	Chain Saws
8.0	• Sick	Tom	8.0	/	/

12-21-24

12°/40°

Prthy Cldy

Jay

5:30 - 4:00

10.0

Admin

Pay Bills

Meet w/ Eric

Catch up Paperwork

Order New: Jumping Jack & snow Blower

Trk 1

	Job	Staff	Time	materials	Equip
3.0	Shop:				
	• Scrap Run	Rich	3.0	/	Trk 4
• Pick up gas for welder	Mark	3.0			
8.0	• Fabricate Tool Carrier for Steiner	Zach	5.5	shop supplies	shop tools
	• Measure Roper Rail Long Hill		2.5		
5.0	• Tree Trimming Sight lines	Rich	5.0	/	Trk 4
		Mark	5.0		
8.0	• Sick	Tom	8.0	/	/

2-22-24

17°/42°

Prtly Cldy

Jay 5:30 - 3:30

6:30 - 9:00

BoS Meeting

Trk 1

- Admin
- office work

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	Tree Work:				
	• Continue Storm Clean-up.	Rich	8.0	/	Trk 4 chipper Back Hoe saws
	- Pick up Wood & Chip around Town	Zach	8.0		
• Brush Removal Various Places	Mark	8.0			
8.0	• Side	Tom	8.0	/	/

2-23-24

35°/46°

AM Shwrs

AM Clouds

Jay
9.75

5:15 - 3:30

Admin

Meet w/ Eric

Work on Equip Schedule

Trk 1

Shop:

	Staff	Time	Materials	Equip
3.0 • Paint Steiner Basket	Zach	3.0	shop supplies	/
4.0 • Clean Equip	Rich Mark	4.0 4.0	/	/
5.0 • Sweep Gravel From Roadway (Driveway Washouts) Various Places	Zach	5.0	1.5 yards spoils	Sweeper
4.0 • Tree Trimming - Sight lines	Rich Mark	4.0 4.0	/	Trk 4 Chipper Saws
8.0 • Sick	Tom	8.0	/	/

2-26-24 30°/50°

Jay 5:45 - 5:15

11.0

Admin
Equip Schedule

Trk 1

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
Shop: 8.0 • Work on Trk 10 Repairs Exhaust system	Zach	8.0	/	Shop Tools
3.0 [• Trash Compaction at T.S. • Bulky Trash From Shop to T.S. • Clean up Refrigerator Area at T.S.	Rich	3.0	/	Back Hoe Truck 4
	Mark	3.0		
	Rich	5.0		
5.0 • Tree Trimming - Brush Removals - Ridge Rd	mark	5.0	/	Trk 4 Chipper Saws
8.0 • Sick	Tom	8.0	/	/

2-27-24 28°/57° Prtly cldy

Jay
9.25

5:30 - 3:15

Admin
Capital Forecasting

Trk 1

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>materials</u>	<u>Equip</u>
• Ridge Road	Zach	8.0	/	Trk 4
- Tree/Brush Removals	Mark	8.0		Chipper
- Roadside Mowing	Rich	8.0		Saws
				Roadside Mower

2-28-24

50°/55°

Rain - Wind

Jay

5:30 - 5:40

Trk 1

11.0

- Admin
- Capital Forecasting Budget Reports
- Monitor Roads - Inspections
- Vendor to assist flashing Computer Trk 10 - complete Repairs

Shop:

		staff	time	materials	Equip
6.0	• Complete Repairs Trk 10	Zach	6.0	/	Shop Tools
6.0	• Service Chipper	Rich	6.0	/	
8.0	• Shop Clean-up	Rich	2.0	/	
	• Clean Roadside Mowers	Mark	8.0	/	
2.0	• Order Filter Supplies	Zach	2.0	/	/
8.0	• Sick	Tom	8.0	/	/

2-29-24 33°/27° Mstly Cldy - *Windy*
 26°/33° at 4:00 AM

Jay
 11.75

12:00 AM - 11:45 AM

Trk 1

Clk Rds, Monitor Weather, Roads still wet

1:00 AM Air Temps, Road Temps still above Freezing.

Rain has Stopped - Change over to snow showers.

Wind has picked up - Temps slowly dropping.

3:00 AM Any Precip has stopped - Temps Below Freezing,
 Wind is/has dried the roads.

Areas of Water Run off and settlement Areas Will freeze.

4:00 AM Call in Crew Spot Treat where needed and
 look for Tree debris on Roads.

4:45 All Trks on the Road.

5:10 AM Trk 4 Reports Small Tree blocking one lane area
 #178 Bear Swamp (No Wires) - Tree Cleared 5:30 AM.

5:45 AM Trk 7 Reports Tree & Wires Down #11 Oak Drive
 road blocked in Hebron near Webster Lane - Hebron DPW notified

7:00 AM All truck Back at shop

Crew
 2 hrs
 O.T.

	Job	Staff	Time	Materials	Equip
1.0	Trash Compaction at T.S.	Mark	1.0	/	Backhoe
7.0	Tree debris Clean up	Rich Mark	7.0 6.0	/	Trk 4 Chipper Saws
7.0	<ul style="list-style-type: none"> Road Test Trk 10 Parts Run For Backhoe Electrical Repair Trk 10 lights Filter order away 	Zach	7.0	/	Trk 10 shop Tools
8.0	sick	Tom	8.0	/	/

From: [Republican Registrar 1](#)
To: [Kate Morrissey](#)
Subject: ROV Feb Monthly Report
Date: Monday, March 4, 2024 10:36:54 AM

During the Month of February 2024 Registrar of voters processed 65 voters.
The State required ERIC report for voters who had moved was completed.
We worked on Early Voting requirements from Secretary of State's Office.

ANDOVER SENIOR TRANSPORTATION
MONTH OF FEBRUARY 2024

Dated 3/4/2024
Cathy Palazzi
Senior Coordinator

Drug tests – None (waiting for new employee to be called)

- Medicals 69
- Events (3) - (1) Friday lunch, (2) YAH Meetings
- Maintenance 0 Maintenance
- Incident Log None.
- Disabled 13 Passengers riding who require equipment or ramp to enter and exit bus.
- Veterans 2 - Medical trips to VA in Newington
- Meetings 2 - YAH Meetings
- Shopping 4 trips (one per week) (5-6) seniors.
- Food Share 2 trips per month – (6) people riding.
- Food Pantry 3 trips per month – (11) people on Monday nights , (4-5) people on Wednesdays

- Senior Transportation vehicles will be having ramps certified in March for annual inspection.
- We service (13) handicap people regular basis including weekly trips to the VA.
- Two seniors we drive 3-5 days a week for cancer treatment.
- (3) seniors having PT treatment three times per week.
- Bus transportation continues to drive our seniors, disabled and veterans to their medical appointments, meetings, movies, luncheons, town meetings, shopping, food share, food pantry, and voting days.
- Currently we have a totally disabled individual whom we take shopping on a separate day as he requires special care and stores for his needs. Caregiver goes with him.
- We take a disabled child to and from AES each school day.

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

Cathy Palazzi
Senior Coordinator



Correspondence

13.



RECTORY
228-3735
HALL & CENTER
228-3727

SAINT COLUMBA CHURCH
P.O. BOX 146
COLUMBIA, CONNECTICUT 06237

Feb. 28, 2024

Dear Friends,

It is with great pleasure that the Community Connection Committee, on behalf of St. Columba Church, present the enclosed donation of \$1,000.00 to the Town of Andover Fuel Assistance fund.

We are very blessed and delighted to give back to our local community with funds raised from our weekly parishioner offerings, and we hope our donation will help those in need in the Town of Andover.

God Bless!

The St. Columba Church
Community Connection Committee
and
Reverend Michael Phillipino, Pastor

RTE. 66

RTE. 67