

**Town of Andover CT  
Board of Selectmen**

**Regular Meeting  
PACKET**

**Monday, March 9, 2020**

**7:00 P.M.**

**Town Hall Community Room**

**17 School Road**

**Town of Andover**  
Board of Selectmen  
Monday, March 9, 2020 at 7:00 P.M.  
Town Hall Community Room, 17 School Road

Regular Meeting Agenda

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions to the Agenda
4. Assessor's Report
  - a. Revaluation Services RFP
5. Board and Commission Presentations and Appointments
  - a. BOE Shared Educational Services Committee
  - b. BOS Community/Senior Center Building Committee
6. Town Administrator's Report
7. Old Business

Discuss and act upon the following:

  - a. Town's Personnel Policies
  - b. Community Connectivity Grant
  - c. Potential establishment of a combined Financial Department
  - d. Recap of Proposed Budget FY 2020-2021
8. New Business

Discuss and act upon the following:

  - a. Meeting Date for the dedication of the Historic District sign
  - b. Email Provider (0365?)
  - c. Eversource Tree Work
  - d. Bond Funded Grant 2020
  - e. Annual Report 2018-2019
  - f. Events Permits Applications:
    - i. Saturday, August 29<sup>th</sup> RiMaConn Relay

9. Approval of Meeting Minutes
  - a. Approval of Monday, February 10, 2020 Regular Meeting Minutes
  - b. Approval of Monday, February 24, 2020 Special Meeting Budget Workshop Minutes revised
  
10. Treasurer's Report
  - a. Revenue Summary
  - b. Town Budget Summary
  - c. Town Aid Road (TAR) Update
  - d. Town Cash Report
  - e. Tax Collections YTD
  - f. Over Expenditure Report
  
11. Budget
  - a. Transfers
  - b. Refunds
  - c. Over Expenditure Requests
  
12. Tax Collector's Report
  - a. Refunds Requests
  
13. Department Reports
  - a. Fire Department
  - b. Resident State Trooper
  - c. Town Clerk
  - d. Building Department
  - e. Assessor's Office
  - f. Town Garage
  - g. Transfer Station
  - h. Library
  - i. Senior Transportation
  - j. Registrars
  
14. Resignations
  
15. Correspondence
  
16. Public Speak
  
17. Adjournment

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

# **Assessor's Report**

# Old Business

1/30/2020

Memorandum from: Andover Town Administrator

To: Andover Board of Education, AES Superintendent

Subject: Combined Finance Department

At the board of Selectmen's meeting on January the following motion was moved and carried:

***Adrian Mandeville MOVED to appoint a combined finance position for both the Andover Elementary School and the Town Hall.***

***Scott Person SECONDED***

***Jeff Maguire MOVED to amend the motion to establish a finance department that coordinates all financial activities between the Andover Elementary School and the Town of Andover.***

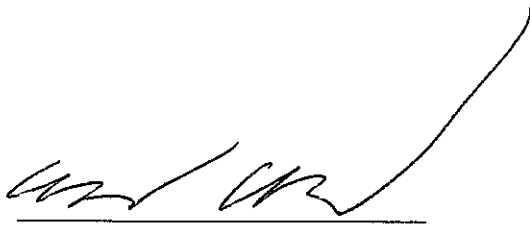
***Scott Person SECONDED***

***MOTION CARRIED 5:0:0***

***Amended motion:***

***MOTION CARRIED 5:0:0***

The Board of Selectmen requests that the Board of Education consider this proposal and act on it at the next regularly Scheduled Board of Education Meeting. The Selectmen's original intent was to implement it as of July 1, 2020, and that the combined department would be comprised of one full time Finance Director and one part time book keeper.

A handwritten signature in black ink, appearing to read 'Eric Anderson', is written over a horizontal line. The signature is stylized and extends upwards and to the right.

Eric Anderson Town Administrator

1/30/2020

Memorandum from: Andover Town Administrator

To: Andover Board of Education, AES Superintendent

Subject: Budget reduction request

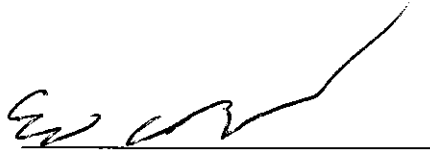
At the board of Selectmen's meeting on January the following motion was moved and carried:

***Jeff Maguire MOVED that they request the Board of Education's proposed 2020-2021 budget be reduced to approximately \$3.6 Million with a cost reduction of approximately \$400k.***

***Adrian Mandeville SECONDED***

***MOTION CARRIED 5:0:0***

The Board of Selectmen requests that the Board of Education consider this proposal during budgeting.

A handwritten signature in black ink, appearing to read "Eric Anderson", is written above a horizontal line.

Eric Anderson Town Administrator



# ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232  
Phone: (860) 742-7477

February 13, 2020

To: Andover Board of Selectmen

Andover Town Administrator

Board of Fire Commissioners

I am formally requesting that \$ 5000 be added to the line item for town employee physicals. Due to aging membership we should be getting physicals on some of our members every year not every 2-3 like I have to do now with the current amount that is allocated. This amount should keep us more in accordance also with the NFPA guidelines. Any members that choose not to use Corpcare which is the towns provider is responsible for paying on their own.

Thank you for your consideration.

Ron Mike

A handwritten signature in black ink, appearing to read 'Ron Mike', written in a cursive style.

Andover Fire Chief





Wallace Barton &lt;andover.rep1@gmail.com&gt;

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**Fire Marshal Fw: February 2020 Activity**

1 message

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**Barton Carol** <carol.barton53@yahoo.com>

3 March 2020 at 10:13

To: Wallace Barton <andover.rep1@gmail.com>, Mark Williams <mwexcllc@yahoo.com>, Gerry Wright <happyhauler@yahoo.com>, Gerry Wright <happyhauler@comcast.net>, Curtis Dowling <c15afd@gmail.com>, Scott Yeomans <sycom98658@aol.com>, Ron Mike <10ptrbuckmaster@gmail.com>, Ron Mike <10ptr@sbcglobal.net>

FYI

----- Forwarded Message -----

**From:** Michael Lester <mlester\_5@hotmail.com>  
**To:** Barton Carol <carol.barton53@yahoo.com>  
**Sent:** Monday, March 2, 2020, 11:19:58 PM EST  
**Subject:** February 2020 Activity

02/06/20 Check in at Town Hall &amp; FD

02/06/20 35 School Road Fire Prevention posters

02/11/20 Check in at Town Hall &amp; FD

02/24/20 Check in at Town Hall &amp; FD

02/24/20 Measure townhall community room for occupancy limits.

Get Outlook for Android

# **New Business**

2/26/2020

Dear First Selectman Jeffrey Maguire,

As part of our ongoing commitment to deliver reliable energy and superior service to customers, Eversource has contracted with qualified tree contractors to perform routine vegetation maintenance within our electric system rights of way in the Town of Andover. The work, which is scheduled to occur this year, is part of Eversource's continuing efforts to ensure reliable electric service to you and to thousands of homes and businesses throughout the region, especially during extreme weather events.

### **Why Tree Work is Important**

- To protect the electric system, we remove tall-growing species from the right of way and cut branches extending into the right-of-way. These trees and branches pose a serious safety hazard, now or in the future, if they contact energized equipment.
- Vegetation contact with electric facilities may lead to power outages that could impact thousands of electric customers. The clearing of trees and branches in and along the right of way will improve system performance, especially during severe weather events.

### **Work in Your Neighborhood:**

The vegetation management work may include:

- Clearing of incompatible trees and/or removal of branches that are encroaching into the right of way.
- Removing tall-growing tree species that are incompatible to the transmission system, using manual climbing crew or mechanical tree-harvesting equipment, and tree-chipping machinery.
- Removal of vegetation within the cleared areas of the right of way, through cutting, mowing, and/or application of approved herbicides.

### **What You Can Expect**

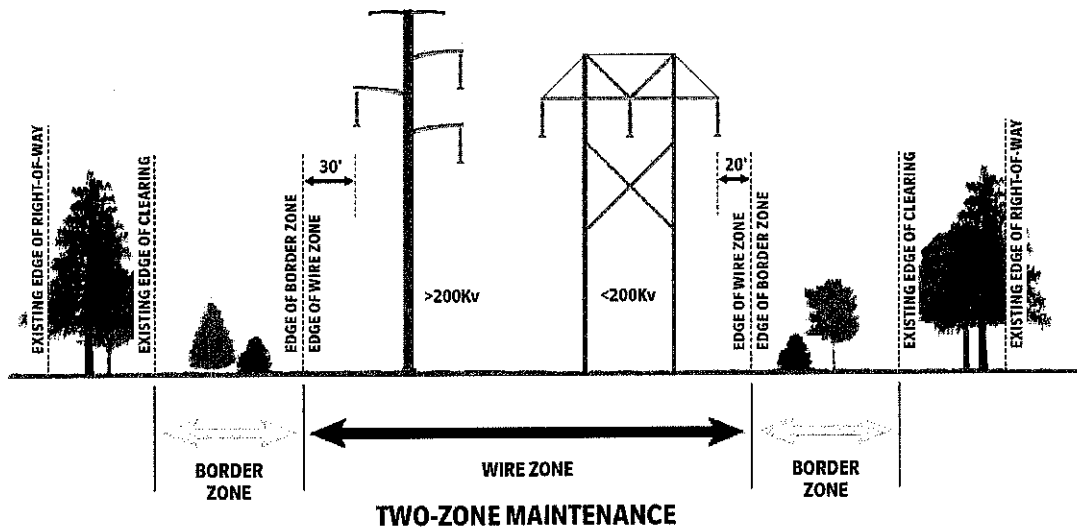
We want you to know that this work will not interrupt electric service to your community, and all people working in the area carry identification. Work hours will typically be 7 am to 7 pm, Monday through Saturday. Due to weather or other unexpected circumstances, from time to time crews may need to work longer hours or on a Sunday.

In certain areas, this vegetation management scope may be more than what has been experienced in the past.

Based on the width of the right-of-way, the type and number of transmission lines, the location of the lines within the right-of-way and the topography, Eversource employs a "one zone" or "two zone" vegetation maintenance method. This method establishes the following:

- **The wire zone** is the area directly under the transmission lines, extending out 20 to 30 feet outside the wires depending on voltage. Eversource manages the wire zone to promote a low-growing plant community dominated by grasses, flowers, ferns and small shrubs under 3 feet in height at maturity. Within this zone trees and brush are selectively removed to allow for the establishment and preservation of these native, low-growing plant communities in non-lawn areas. Only established compatible species with a mature height of 15 feet or less at maturity may be allowed to remain in the wire zone, depending on location. All other vegetation with a mature height of greater than 15 feet will be removed. Depending on the width of the right of way and the electric facilities within the right of way Eversource may determine an entire right of way to be a "one zone."
- **The border zone** is the area from outside the wire zone to the edge of the cleared area or the easement edge. In this zone, incompatible tall-growing trees are removed and native trees and shrubs that have a mature height of 25 feet or less may remain where possible.

The diagram illustrates a typical right-of-way condition. This work is occurring within the existing edge of clearing.  
Your neighborhood may have a different configuration of transmission structures.



Eversource is using approved contractors to conduct this work. The work may be completed in several stages, or at various times during the year. Work may also be performed by different contractors depending on the scope of work required in the particular rights of way. Trimming and tree removal is performed throughout the year. Herbicide application may be used to treat cut tree stumps or stems throughout the year, and selective leaf treatment can be performed when leaves are present.

#### **Always Working to Serve You Better**

Keeping the lines of communication open is an important part of our work in your community. Please contact us with any questions you might have. If you have any questions concerning this work, please contact Marcia Wellman at 860.728.4547 or [marcia.wellman@eversource.com](mailto:marcia.wellman@eversource.com).






Thank you for your patience and cooperation while Eversource performs this important system reliability work.

Sincerely,

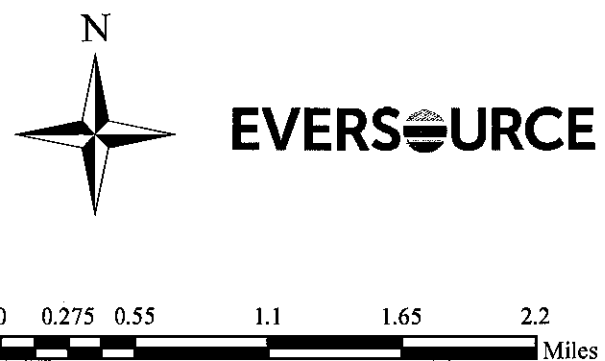
*Sean Redding*

Sean Redding  
Manager Eversource Transmission Vegetation Management

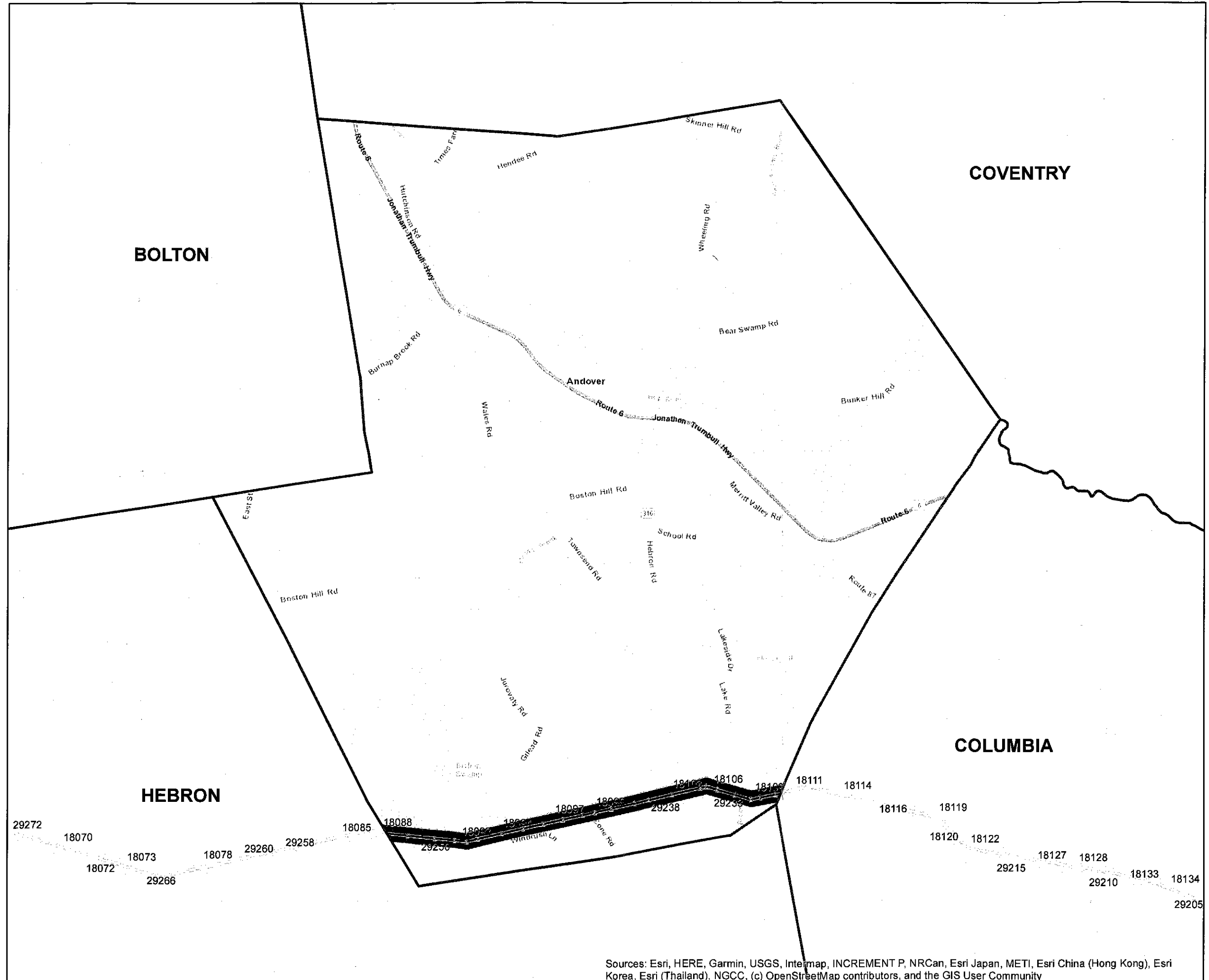
# ANDOVER

-  Town Boundary
-  Transmission Structures
-  Transmission Spans
-  Substations
-  Transmission ROW

**ROW Trimming in the town of ANDOVER**  
2.52 miles



**EVERSOURCE**



Sources: Esri, HERE, Garmin, USGS, Intel map, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

PROPRIETARY INFORMATION: The material contained on the Overhead Distribution Circuit Map shall be considered proprietary to Eversource (ES), and Users (which shall be defined as any person or entity who has received the Map through sale, purchase, exchange gift, or otherwise) shall keep it in confidence and shall not furnish or disclose it to any third party without the prior written permission of Eversource.

## Municipal Aid

Grantee	Town Aid Road Grant			Local Capital Improvement (LOCI) <sup>1</sup>			Grants for Municipal Projects		
	FY 2019	FY 2020	FY 2021	FY 2019	FY 2020	FY 2021	FY 2019	FY 2020	FY 2021
	Estimated	Recommended	Recommended	Estimated	Recommended	Recommended	Estimated	Recommended	Recommended
Andover	187,453	187,453	187,453	32,189	27,591	27,591	2,620	2,620	2,620
Ansonia	315,787	315,787	315,787	211,387	181,189	181,189	85,419	85,419	85,419
Ashford	292,893	292,893	292,893	58,058	49,763	49,763	3,582	3,582	3,582
Avon	313,020	313,020	313,020	127,153	108,988	108,988	261,442	261,442	261,442
Barkhamsted	195,332	195,332	195,332	41,414	35,499	35,499	41,462	41,462	41,462
Beacon Falls	190,730	190,730	190,730	44,022	37,733	37,733	43,809	43,809	43,809
Berlin	333,368	333,368	333,368	146,511	125,580	125,580	786,396	786,396	786,396
Bethany	211,020	211,020	211,020	55,369	47,459	47,459	67,229	67,229	67,229
Bethel	323,296	323,296	323,296	139,098	119,227	119,227	282,660	282,660	282,660
Bethlehem	209,731	209,731	209,731	39,100	33,514	33,514	7,945	7,945	7,945
Bloomfield	336,171	336,171	336,171	146,066	125,200	125,200	1,701,347	1,701,347	1,701,347
Bolton	200,248	200,248	200,248	43,938	37,661	37,661	24,859	24,859	24,859
Bozrah	181,477	181,477	181,477	31,500	26,999	26,999	138,521	138,521	138,521
Branford	399,740	399,740	399,740	181,505	155,575	155,575	374,850	374,850	374,850
Bridgeport	1,383,698	1,383,698	1,383,698	2,801,210	2,401,037	2,401,037	1,031,564	1,031,564	1,031,564
Bridgewater	178,611	178,611	178,611	27,515	23,584	23,584	587	587	587
Bristol	663,247	663,247	663,247	543,952	466,244	466,244	2,486,925	2,486,925	2,486,925
Brookfield	307,143	307,143	307,143	123,267	105,657	105,657	118,281	118,281	118,281
Brooklyn	242,277	242,277	242,277	82,399	70,628	70,628	10,379	10,379	10,379
Burlington	261,214	261,214	261,214	88,101	75,515	75,515	15,300	15,300	15,300
Canaan	170,012	170,012	170,012	22,547	19,326	19,326	20,712	20,712	20,712
Canterbury	224,844	224,844	224,844	63,204	54,175	54,175	2,022	2,022	2,022
Canton	256,218	256,218	256,218	78,564	67,340	67,340	7,994	7,994	7,994
Chaplin	186,833	186,833	186,833	31,618	27,102	27,102	601	601	601
Cheshire	404,875	404,875	404,875	213,221	182,762	182,762	736,700	736,700	736,700
Chester	190,369	190,369	190,369	33,173	28,434	28,434	89,264	89,264	89,264
Clinton	267,626	267,626	267,626	98,040	84,033	84,033	191,674	191,674	191,674
Colchester	349,471	349,471	349,471	135,862	116,454	116,454	39,009	39,009	39,009
Colebrook	201,335	201,335	201,335	28,993	24,851	24,851	550	550	550
Columbia	205,558	205,558	205,558	45,578	39,068	39,068	26,763	26,763	26,763
Cornwall	224,571	224,571	224,571	37,906	32,490	32,490	-	-	-
Coventry	295,186	295,186	295,186	117,641	100,836	100,836	10,533	10,533	10,533
Cromwell	276,136	276,136	276,136	96,478	82,695	82,695	31,099	31,099	31,099
Danbury	876,626	876,626	876,626	654,581	561,070	561,070	1,726,901	1,726,901	1,726,901
Darien	341,057	341,057	341,057	132,477	113,553	113,553	-	-	-
Deep River	197,900	197,900	197,900	36,697	31,455	31,455	104,136	104,136	104,136
Derby	264,665	264,665	264,665	126,810	108,695	108,695	14,728	14,728	14,728
Durham	222,126	222,126	222,126	61,044	52,324	52,324	153,897	153,897	153,897
Eastford	175,236	175,236	175,236	26,634	22,830	22,830	54,564	54,564	54,564
East Granby	202,006	202,006	202,006	40,925	35,077	35,077	537,454	537,454	537,454
East Haddam	325,170	325,170	325,170	102,379	87,754	87,754	1,696	1,696	1,696
East Hampton	320,960	320,960	320,960	102,870	88,174	88,174	18,943	18,943	18,943
East Hartford	580,105	580,105	580,105	524,303	449,404	449,404	4,447,536	4,447,536	4,447,536
East Haven	400,634	400,634	400,634	260,311	223,125	223,125	43,500	43,500	43,500
East Lyme	319,002	319,002	319,002	138,782	118,956	118,956	22,442	22,442	22,442
Easton	227,835	227,835	227,835	77,495	66,425	66,425	2,660	2,660	2,660
East Windsor	267,358	267,358	267,358	90,858	77,879	77,879	295,024	295,024	295,024
Ellington	339,811	339,811	339,811	124,107	106,377	106,377	223,527	223,527	223,527
Enfield	534,007	534,007	534,007	377,259	323,365	323,365	256,875	256,875	256,875
Essex	214,517	214,517	214,517	47,242	40,493	40,493	74,547	74,547	74,547
Fairfield	715,223	715,223	715,223	437,211	374,752	374,752	96,747	96,747	96,747
Farmington	373,796	373,796	373,796	160,039	137,177	137,177	545,804	545,804	545,804
Franklin	129,178	129,178	129,178	20,591	17,651	17,651	23,080	23,080	23,080
Glastonbury	461,217	461,217	461,217	236,426	202,650	202,650	240,799	240,799	240,799
Goshen	277,634	277,634	277,634	49,605	42,518	42,518	2,648	2,648	2,648
Granby	256,644	256,644	256,644	93,634	80,258	80,258	35,332	35,332	35,332
Greenwich	749,181	749,181	749,181	373,779	320,381	320,381	89,022	89,022	89,022
Griswold	190,910	190,910	190,910	108,407	92,803	92,803	31,895	31,895	31,895
Groton	375,122	375,122	375,122	243,620	211,014	211,014	1,240,819	1,240,819	1,240,819
Guilford	360,850	360,850	360,850	161,018	138,014	138,014	64,848	64,848	64,848
Haddam	246,841	246,841	246,841	85,507	73,292	73,292	3,554	3,554	3,554
Hamden	672,478	672,478	672,478	508,389	435,762	435,762	286,689	286,689	286,689
Hampton	188,210	188,210	188,210	33,312	28,554	28,554	-	-	-
Hartford	1,192,605	1,192,605	1,192,605	2,248,301	1,927,115	1,927,115	1,419,161	1,419,161	1,419,161
Hartland	143,016	143,016	143,016	22,898	19,628	19,628	955	955	955
Harwinton	227,247	227,247	227,247	58,235	49,915	49,915	21,506	21,506	21,506
Hebron	241,205	241,205	241,205	82,224	70,477	70,477	2,216	2,216	2,216
Kent	290,877	290,877	290,877	48,759	41,793	41,793	-	-	-
Killingly	357,159	357,159	357,159	165,436	141,670	141,670	706,717	706,717	706,717
Killingworth	251,717	251,717	251,717	62,051	53,188	53,188	5,148	5,148	5,148
Lebanon	318,312	318,312	318,312	83,036	71,175	71,175	30,427	30,427	30,427
Ledyard	295,461	295,461	295,461	129,193	110,736	110,736	421,085	421,085	421,085

Municipal Aid

Grantee	Town Aid Road Grant			Local Capital Improvement (LOCI) <sup>1</sup>			Grants for Municipal Projects		
	FY 2019	FY 2020	FY 2021	FY 2019	FY 2020	FY 2021	FY 2019	FY 2020	FY 2021
	Estimated	Recommended	Recommended	Estimated	Recommended	Recommended	Estimated	Recommended	Recommended
Lisbon	179,675	179,675	179,675	34,131	29,255	29,255	3,683	3,683	3,683
Litchfield	384,386	384,386	384,386	94,581	80,996	80,996	3,432	3,432	3,432
Lyme	179,863	179,863	179,863	30,663	26,283	26,283	-	-	-
Madison	313,284	313,284	313,284	129,341	110,864	110,864	6,795	6,795	6,795
Manchester	644,746	644,746	644,746	506,944	434,522	434,522	1,072,449	1,072,449	1,072,449
Mansfield	420,031	420,031	420,031	218,600	187,370	187,370	6,841	6,841	6,841
Marlborough	212,342	212,342	212,342	59,634	51,116	51,116	7,313	7,313	7,313
Meriden	662,689	662,689	662,689	592,923	508,219	508,219	893,641	893,641	893,641
Middlebury	223,762	223,762	223,762	64,913	55,640	55,640	84,264	84,264	84,264
Middlefield	197,295	197,295	197,295	36,973	31,691	31,691	248,652	248,652	248,652
Middletown	588,804	588,804	588,804	364,221	312,189	312,189	1,987,145	1,987,145	1,987,145
Milford	596,184	596,184	596,184	420,079	360,062	360,062	1,344,868	1,344,868	1,344,868
Monroe	351,891	351,891	351,891	157,392	134,907	134,907	179,106	179,106	179,106
Montville	324,397	324,397	324,397	172,362	147,739	147,739	528,644	528,644	528,644
Morris	177,741	177,741	177,741	25,176	21,577	21,577	3,528	3,528	3,528
Naugatuck	422,001	422,001	422,001	294,988	252,846	252,846	341,656	341,656	341,656
New Britain	767,372	767,372	767,372	1,159,680	994,011	994,011	1,383,881	1,383,881	1,383,881
New Canaan	331,951	331,951	331,951	135,545	116,182	116,182	200	200	200
New Fairfield	276,129	276,129	276,129	92,419	79,215	79,215	1,149	1,149	1,149
New Hartford	269,865	269,865	269,865	73,180	62,726	62,726	139,174	139,174	139,174
New Haven	1,248,741	1,248,741	1,248,741	1,857,276	1,591,951	1,591,951	1,369,123	1,369,123	1,369,123
Newington	414,897	414,897	414,897	242,156	207,562	207,562	917,869	917,869	917,869
New London	385,019	385,019	385,019	363,674	311,720	311,720	33,169	33,169	33,169
New Milford	556,879	556,879	556,879	225,508	193,293	193,293	674,203	674,203	674,203
Newtown	470,587	470,587	470,587	240,865	206,461	206,461	235,371	235,371	235,371
Norfolk	242,006	242,006	242,006	37,077	31,782	31,782	7,207	7,207	7,207
North Branford	280,440	280,440	280,440	102,152	87,558	87,558	301,074	301,074	301,074
North Canaan	187,925	187,925	187,925	34,169	29,287	29,287	359,719	359,719	359,719
North Haven	357,543	357,543	357,543	179,185	153,588	153,588	1,445,730	1,445,730	1,445,730
North Stonington	240,483	240,483	240,483	57,351	49,158	49,158	-	-	-
Norwalk	900,921	900,921	900,921	753,965	646,255	646,255	402,915	402,915	402,915
Norwich	494,405	494,405	494,405	398,648	341,699	341,699	187,132	187,132	187,132
Old Lyme	229,307	229,307	229,307	57,353	49,159	49,159	1,888	1,888	1,888
Old Saybrook	246,524	246,524	246,524	78,027	66,851	66,851	46,717	46,717	46,717
Orange	275,413	275,413	275,413	114,419	98,072	98,072	104,962	104,962	104,962
Oxford	275,833	275,833	275,833	112,328	96,280	96,280	84,313	84,313	84,313
Plainfield	289,013	289,013	289,013	142,931	122,512	122,512	144,803	144,803	144,803
Plainville	307,064	307,064	307,064	145,525	124,736	124,736	541,936	541,936	541,936
Plymouth	259,830	259,830	259,830	112,146	96,124	96,124	152,434	152,434	152,434
Pomfret	243,186	243,186	243,186	53,144	45,553	45,553	27,820	27,820	27,820
Portland	239,438	239,438	239,438	74,324	63,706	63,706	90,840	90,840	90,840
Preston	199,539	199,539	199,539	51,631	44,255	44,255	-	-	-
Prospect	241,498	241,498	241,498	76,299	65,399	65,399	70,942	70,942	70,942
Putnam	237,509	237,509	237,509	93,289	79,962	79,962	171,800	171,800	171,800
Redding	269,221	269,221	269,221	80,810	69,266	69,266	1,329	1,329	1,329
Ridgefield	379,425	379,425	379,425	178,751	153,216	153,216	561,986	561,986	561,986
Rocky Hill	345,630	345,630	345,630	133,151	114,129	114,129	221,199	221,199	221,199
Roxbury	322,536	322,536	322,536	41,697	35,741	35,741	602	602	602
Salem	193,591	193,591	193,591	39,223	33,620	33,620	4,699	4,699	4,699
Salisbury	293,798	293,798	293,798	50,980	43,698	43,698	83	83	83
Scotland	153,723	153,723	153,723	24,689	21,162	21,162	7,681	7,681	7,681
Seymour	297,506	297,506	297,506	136,379	116,897	116,897	281,186	281,186	281,186
Sharon	358,975	358,975	358,975	56,812	48,695	48,695	-	-	-
Shelton	505,860	505,860	505,860	315,008	270,006	270,006	584,121	584,121	584,121
Sherman	205,332	205,332	205,332	30,379	26,039	26,039	-	-	-
Simsbury	368,399	368,399	368,399	185,646	159,124	159,124	77,648	77,648	77,648
Somers	266,819	266,819	266,819	101,904	87,346	87,346	82,324	82,324	82,324
Southbury	368,927	368,927	368,927	150,329	128,855	128,855	20,981	20,981	20,981
Southington	525,649	525,649	525,649	330,055	282,905	282,905	820,795	820,795	820,795
South Windsor	380,839	380,839	380,839	188,134	161,257	161,257	1,338,190	1,338,190	1,338,190
Sprague	151,064	151,064	151,064	30,286	25,960	25,960	386,528	386,528	386,528
Stafford	393,503	393,503	393,503	126,477	108,409	108,409	437,917	437,917	437,917
Stamford	1,241,853	1,241,853	1,241,853	983,265	842,799	842,799	416,142	416,142	416,142
Sterling	191,812	191,812	191,812	48,919	41,931	41,931	24,398	24,398	24,398
Stonington	300,172	300,172	300,172	129,669	111,158	111,158	100,332	100,332	100,332
Stratford	599,920	599,920	599,920	455,850	390,729	390,729	3,507,689	3,507,689	3,507,689
Suffield	289,784	289,784	289,784	107,207	91,892	91,892	180,663	180,663	180,663
Thomaston	222,351	222,351	222,351	62,430	53,512	53,512	395,346	395,346	395,346
Thompson	253,150	253,150	253,150	103,270	88,517	88,517	76,733	76,733	76,733
Tolland	339,329	339,329	339,329	134,149	114,984	114,984	85,064	85,064	85,064
Torrington	457,571	457,571	457,571	307,369	263,459	263,459	605,345	605,345	605,345
Trumbull	462,970	462,970	462,970	285,725	244,907	244,907	189,309	189,309	189,309

Municipal Aid

Grantee	Town Aid Road Grant			Local Capital Improvement (LOCI) <sup>1</sup>			Grants for Municipal Projects		
	FY 2019 Estimated	FY 2020 Recommended	FY 2021 Recommended	FY 2019 Estimated	FY 2020 Recommended	FY 2021 Recommended	FY 2019 Estimated	FY 2020 Recommended	FY 2021 Recommended
Union	124,711	124,711	124,711	17,408	14,921	14,921	-	-	-
Vernon	403,495	403,495	403,495	244,513	209,584	209,584	151,598	151,598	151,598
Voluntown	172,987	172,987	172,987	28,200	24,172	24,172	2,002	2,002	2,002
Wallingford	539,470	539,470	539,470	334,916	287,071	287,071	1,948,455	1,948,455	1,948,455
Warren	181,598	181,598	181,598	25,338	21,718	21,718	288	288	288
Washington	331,126	331,126	331,126	60,442	51,808	51,808	158	158	158
Waterbury	1,068,413	1,068,413	1,068,413	1,527,828	1,309,565	1,309,565	2,516,158	2,516,158	2,516,158
Waterford	318,883	318,883	318,883	136,611	117,096	117,096	34,255	34,255	34,255
Watertown	349,969	349,969	349,969	180,349	154,586	154,586	642,281	642,281	642,281
Westbrook	217,374	217,374	217,374	48,736	41,774	41,774	267,405	267,405	267,405
West Hartford	686,369	686,369	686,369	502,611	430,810	430,810	805,784	805,784	805,784
West Haven	616,005	616,005	616,005	691,761	592,937	592,937	147,516	147,516	147,516
Weston	251,600	251,600	251,600	76,833	65,857	65,857	453	453	453
Westport	392,201	392,201	392,201	172,998	148,284	148,284	-	-	-
Wethersfield	400,067	400,067	400,067	213,862	183,310	183,310	21,785	21,785	21,785
Willington	258,347	258,347	258,347	68,381	58,613	58,613	20,018	20,018	20,018
Wilton	316,011	316,011	316,011	131,301	112,543	112,543	307,058	307,058	307,058
Winchester	300,203	300,203	300,203	102,015	87,442	87,442	306,204	306,204	306,204
Windham	366,147	366,147	366,147	307,974	263,978	263,978	454,575	454,575	454,575
Windsor	402,999	402,999	402,999	212,598	182,226	182,226	1,321,000	1,321,000	1,321,000
Windsor Locks	263,603	263,603	263,603	92,295	79,109	79,109	1,907,971	1,907,971	1,907,971
Wolcott	302,171	302,171	302,171	135,702	116,316	116,316	234,916	234,916	234,916
Woodbridge	240,441	240,441	240,441	75,626	64,822	64,822	29,920	29,920	29,920
Woodbury	295,382	295,382	295,382	89,361	76,596	76,596	56,908	56,908	56,908
Woodstock	383,446	383,446	383,446	97,713	83,755	83,755	68,767	68,767	68,767
Bantam (Bor.)	-	-	-	275	231	231	-	-	-
Danielson (Bor.)	-	-	-	3,150	2,833	2,833	-	-	-
Fenwick (Bor.)	1,079	1,079	1,079	943	836	836	-	-	-
Groton (City of)	113,731	113,731	113,731	21,490	16,310	16,310	-	-	-
Groton Long Point	-	-	-	3,852	3,227	3,227	-	-	-
Jewett City (Bor.)	78,220	78,220	78,220	2,802	2,519	2,519	4,195	4,195	4,195
Litchfield (Bor.)	-	-	-	805	770	770	-	-	-
Newtown (Bor.)	-	-	-	449	378	378	-	-	-
Stonington (Bor.)	15,223	15,223	15,223	1,747	1,483	1,483	-	-	-
Woodmont (Bor.)	17,226	17,226	17,226	328	286	286	-	-	-
District No. 1	-	-	-	-	-	-	-	-	-
District No. 4	-	-	-	-	-	-	-	-	-
District No. 5	-	-	-	-	-	-	-	-	-
District No. 6	-	-	-	-	-	-	-	-	-
District No. 7	-	-	-	-	-	-	-	-	-
District No. 8	-	-	-	-	-	-	-	-	-
District No. 10	-	-	-	-	-	-	-	-	-
District No. 12	-	-	-	-	-	-	-	-	-
District No. 13	-	-	-	-	-	-	-	-	-
District No. 14	-	-	-	-	-	-	-	-	-
District No. 15	-	-	-	-	-	-	-	-	-
District No. 16	-	-	-	-	-	-	-	-	-
District No. 17	-	-	-	-	-	-	-	-	-
District No. 18	-	-	-	-	-	-	-	-	-
District No. 19	-	-	-	-	-	-	-	-	-
Education Conn	-	-	-	-	-	-	-	-	-
EASTCONN	-	-	-	-	-	-	-	-	-
SDE Admin Costs	-	-	-	-	-	-	-	-	-
Norwich - CCD	-	-	-	-	-	-	-	-	-
Windham #2	-	-	-	-	-	-	-	-	-
W Haven 1st Ctr.	-	-	-	-	-	-	-	-	-
Allingtown	-	-	-	-	-	-	-	-	-
W. Shore FD	-	-	-	-	-	-	-	-	-
Various Fire Dist	-	-	-	-	-	-	844,666	844,666	844,666
<b>TOTALS</b>	<b>60,000,000</b>	<b>60,000,000</b>	<b>60,000,000</b>	<b>34,999,987</b>	<b>30,000,000</b>	<b>30,000,000</b>	<b>60,000,000</b>	<b>60,000,000</b>	<b>60,000,000</b>

1. LoCIP authorizations in FY 2019 included an additional \$5 million pursuant to Public Act 17-2 (June Special Session). Funding is maintained at the historical amount in each year of the biennium.





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

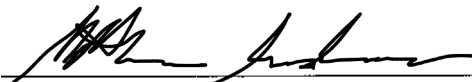
**Indemnity:**

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

**Insurance:**

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

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

  
\_\_\_\_\_  
Signature

11/20/19  
\_\_\_\_\_  
Date

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

### TOWN OF ANDOVER EVENT PERMIT

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

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

Name of Event	RiMaConn Relay, presented by Webster Bank
Description of Event	95 Mile Relay Race from Lincoln, RI to Hartford, CT Teams of 3 or 6 will take turns exchanging roughly every 5 miles to complete distance.
Date(s) of Event	Saturday, August 29th, 2020
Rain Date	n/a
Hours of Event	2 pm - 6:15 pm (Andover Specific)
Roadways to be affected	Trail Crossing @ Parker Bridge, Lake, Shoddy Mill, Wales, and Burnap Brook
Municipal property/services requested	Use of Andover Public Library parking, Public Works parking, and Town Athletic Fields parking areas
Number of Participants expected	400 to 800 (sporadically throughout this time period, not all at once)

#### EVENT CONTACT INFORMATION

Contact Person	Matt Anderson
Contact's Address	41 Sequin Drive, Glastonbury, CT 06033
Contact's Phone Number(s)	860 652 8866 x 119
Contact's Email	matt@hartfordmarathon.com
Contact's Fax Number	860 652 8145
DATE SUBMITTED	11/20/20

#### OFFICE USE: PUBLIC SAFETY APPROVALS

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

# **Approval of Meeting Minutes**

**Town of Andover**  
Board of Selectmen  
Monday, February 10, 2020 at 6:30 P.M.  
Town Hall Community Room, 17 School Road

Regular Meeting Minutes

1. Call to Order/Pledge of Allegiance

Adrian Mandeville called the Regular Meeting to order at 6:35 P.M.

Members Present: Vice First Selectman Adrian Mandeville, Paula King, Jeff Murray, Scott Person

Members Absent: First Selectman Jeff Maguire

Town Administrator: Eric Anderson

Administrative Assistant/Board Clerk: Amanda Gibson

Public Present: **\*See included for the sign-in sheet.**

2. Public Speak

Municipal Agent Roberta Dougherty: Shared written concerns from Sarah Hill the Community Network Builder of Foodshare regarding the need for a van for the Andover Food Pantry volunteers to serve the community with.

**\*See included letter.**

Jennifer Burdette: Read her letter aloud regarding a past sexual harassment case involving her daughter, expressing gratitude for how the Town of Andover handles sexual harassment cases. **\*See included letter.**

Wally Barton: Stated that he was glad to see that the BOS is taking on many important projects but is concerned at how many committees are being created and worried volunteers are taking on too much at once.

Dianne Grenier: Shared that since Andover was incorporated in 1848, our town will be celebrating 175 years in 2023! She would love to see a committee formed and funds be reserved to plan a special celebration.

3. Additions/Deletions to the Agenda

Jeff Murray MOVED to add item under New Business 7a.iii. Mountain Bike Series and 7a.v. Tree Work on Long Hill Road.

Eric Anderson MOVED to add Item 4a. US Census Bureau Presentation and move item 7d. Executive Session to item 17. and add to include discuss upcoming contract negotiations since it is an FOIA requirement to include reasoning.

4. Board and Commission Presentations and Appointments

- a. Census Bureau Presentation - Catherine Marx the Partnership Specialist from the US Census Bureau provided a brief presentation to the Board of Selectmen.

5. Town Administrator's Report **\*See included for the report.**

6. Old Business

Discuss and act upon the following:

- a. Town's Personnel Policies

Town Administrator: Eric Anderson's goal is to get to the updated draft of the Personnel Policy to the Town Attorney Dennis O'Brien by March 1<sup>st</sup>, 2020 for review.

- b. Community Connectivity Grant

The Inland Wetlands and Watercourses Commission have approved the town's application.

- c. BOE Shared Educational Services Committee

Adrian Mandeville provided an update: The committee is working through the RHAM Charter to see limitations. The committee is requesting for the Board of Education to define the offer for the combined finance department position with the town.

- d. BOS Shared Services Committee to include road maintenance and trail services  
Adrian Mandeville MOVED to dismiss the BOS Shared Services Committee and have Eric Anderson move forward with the work and research he is already currently conducting.  
Paula King SECONDED  
Discussion: Jeff Murray suggested for Eric Anderson to present his findings to the Board of Selectmen.  
MOTION CARRIED 4:0:0
- e. BOS Community/Senior Center Building Committee  
Jeff Murray: Shared that the initial meeting is set for Wednesday, April 1<sup>st</sup> at 7:00 P.M. in the Town Hall Community Room.
- f. Replacement Purchase of Cameras at the Athletic Fields  
Eric Anderson: Shared that the cameras have been purchased, the batteries were set up and they were given to the Resident State Trooper to install.
- g. Budget Review – BOS decided to discuss later on the agenda, see below.
  - i. Capital Funds
  - ii. Discussion of 2020-21 Budget
  - iii. Schedule Workshop Dates

## 7. New Business

Discuss and act upon the following:

- a. Events Permits Applications:
  - i. Saturday, August 29<sup>th</sup> RiMaConn Relay from 2:00 P.M. to 6:15 P.M.  
Eric Anderson: Spoke to Karen Zito from the town's Certified Emergency Response Team (CERT) and has no issue with the event. Her only concern is she would like to be notified of the accurate time windows for road closures and monitors.  
Adrian Mandeville: Requested notification request in writing from Karen Zito.
  - ii. Sunday, April 12<sup>th</sup> at 8:00 A.M. Hoppin Hodges Rails to Trails 5K in memory of Jim Hodges. Proceeds to support the Friends of Valley Falls and Town of Andover to support the upkeep of the Rails to Trails.  
Jeff Murray: Received the request from event organizer Ken Platt to move the event from Vernon to Andover. The event has approval from Benjamin Franklin and will acquire a Certificate of Insurance.  
Adrian Mandeville MOVED to support the Hoppin' Hodges 5K and approve with conditions of acquiring insurance.  
Scott Person SECONDED  
MOTION CARRIED 4:0:0
  - iii. 5K Summer Series: Thu 8/6, Thu 8/13, Thu 8/20 at 6:00 P.M.  
Jeff Murray: The event will be hosted the same as 2019. The event has approval from Benjamin Franklin and will acquire a Certificate of Insurance.  
Adrian Mandeville MOVED to support the 5K Summer Series and approve with conditions of acquiring insurance.  
Paula King SECONDED  
MOTION CARRIED 4:0:0
  - iv. Saturday, May 23<sup>rd</sup> Mountain Bike Race with the Exposition Wheelmen Cycling Club  
Stan Lezon, President of the Exposition Wheelmen Cycling Club: Presented details of the event and announced the following; their group will acquire a Certificate of Insurance through USA Cycling, they

would like to partner with the Andover Volunteer Fire Department, are estimating approximately 150 participants, to determine which entity/organization the proceeds will benefit.

John Tarbox, Trail Builder through Exposition Wheelmen Cycling Club: He has worked with the town's natural landscape to build the trails and since they are being used very regularly, there are minimal areas for improvement.

Adrian Mandeville MOVED to support the Mountain Bike Race and approve with conditions of acquiring insurance and for the town to provide 2 portable toilets, the town would dedicate any event donations to trail maintenance and the town will notify the Board of Education and Fire Department of parking.

Scott Person SECONDED

MOTION CARRIED 4:0:0

v. Tree Work on Long Hill Road.

Jeff Murray: Expressed concerns of hazardous tree condition left by Eversource on Long Hill Road.

Board of Selectmen suggested for the town to send a letter to Eversource to address the issue.

b. Establishment of budget targets for all Town Entities - To address during Budget Review.

c. Potential establishment of a combined Financial Department - To address during the Executive Session.

8. Approval of Meeting Minutes

a. Approval of Monday, January 13, 2020 Regular Meeting Minutes

Adrian Mandeville MOVED to approve the Monday, January 13, 2020 Regular Meeting Minutes

Jeff Murray SECONDED

MOTION CARRIED 4:0:0

9. Assessor's Report

a. Revaluation Services RFP **\*See included for the Monday, February 10<sup>th</sup> Bid Sheet.**

10. Treasurer's Report

a. Revenue Summary

b. Town Budget Summary

Barbara Griffin: The town is utilizing the new over expenditure report system and the budget is under control since overages are being approved to overspend. Any over expenditures are being accounted for by the Town Administrator.

c. Town Aid Road (TAR) Update

The account is still positive. The state funds are the bulk of the revenue.

d. Town Cash Report

e. Tax Collections YTD

Audit Update: The town's auditor, Mahoney Sabol, has requested information from the Board of Education last week. Barbara Griffin will be sending the system reports very soon. The auditor is hoping to come to the Town Hall soon but has already started the process.

11. Budget

a. Transfers

b. Refunds

12. Tax Collector's Report

a. Refunds Requests

Adrian Mandeville MOVED to approve the February Tax Refunds as outlined by Andover's Tax Collector.

Paula King SECONDED

MOTION CARRIED 4:0:0

First Selectman Jeff Maguire is required to sign the refund requests. Amanda Gibson to request his signature during his next visit to the Town Hall.

### 13. Department Reports

- a. Fire Department \*See included report.
- b. Resident State Trooper \*See included report.  
Town Administrator: To meet with Darrell Tetreault's boss at Troop K to discuss any issues. Invite the Board of Selectmen to the quarterly meeting on February 20<sup>th</sup> from 1:30-2:30 P.M. in the Town Administrator's Office.
- c. Town Clerk \*See included report.
- d. Building Department
- e. Assessor's Office \*See included report.
- f. Town Garage
- g. Transfer Station
- h. Library \*See included report.
- i. Senior Transportation \*See included report.
- j. Registrars

### 14. Resignations

Town Administrator: Eric Anderson shared that the Wetlands Agent Josh Snarski has resigned and Zoning Enforcement Officer Jim Hallisey has agreed to take over the responsibilities temporarily in order to help the town. Suggested for the Board of Selectmen and Board of Finance to make the decision whether or not to allocate additional hours for the position.

Adrian Mandeville MOVED to request an increase from the Board of Finance from 5 hours per week to 10 hours per week for the Wetlands Agent position.

Paula King SECONDED

MOTION CARRIED 4:0:0

### Budget Review

- i. Capital Funds - To discuss at a later date.
- ii. Discussion of 2020-21 Budget

Adrian Mandeville: Suggested for the BOS to focus on any major increases or decreases.

Eric Anderson: Reviewed his budget notes for 2020-21. \*See included for the budget notes.

Jeff Murray MOVED to leave the Board of Selectmen member salaries as they currently exist.

Scott Person SECONDED

Adrian Mandeville MOVED to amend the original motion to cut the Board of Selectmen salaries in half.

Paula King SECONDED

MOTION CARRIED 4:0:0 to table the motion.

BOS members questioned decreases and increases on each page of the printed proposed budget document. On discussing personnel changes, Adrian Mandeville suggested for the Board of Finance to address contracted position adjustments first.

Board of Assessment Appeals requested funds to support a hired Board Clerk for their meetings.

Adrian Mandeville MOVED to recommend for the Board of Finance to change sub account 0120 to \$400 to cover 4 meetings per year.

Paula King SECONDED

MOTION CARRIED 4:0:0

Adrian Mandeville MOVED to recommend for the Board of Finance to condense 0501 Public Welfare and move to 0145, changing the name from Senior Citizens to Resident Services Coordinator.

Paula King SECONDED

MOTION CARRIED 4:0:0



Adrian Mandeville MOVED to recommend for the Board of Finance to take 0203 Visiting Nurse and 0205 Mental Health and condense into the Resident Services line item.

Paula King SECONDED  
MOTION CARRIED 4:0:0

Adrian Mandeville MOVED to recommend for the Board of Finance to add 0313 Grounds Care for Sprinkler Maintenance and Service.

Paula King SECONDED  
MOTION CARRIED 4:0:0

Jeff Murray MOVED to recommend for the Board of Finance to create a budget line item in 0603 Recreation Commission for Trails Maintenance.

Adrian Mandeville SECONDED  
Discussion: To request the Board of Finance to set up a Trail Maintenance Fund instead.  
MOTION CARRIED 4:0:0

Adrian Mandeville MOVED to request an increase from the Board of Finance from 5 hours per week to 10 hours per week for the Zoning Enforcement Officer position.

Scott Person SECONDED  
MOTION CARRIED 4:0:0

iii. Schedule Workshop Dates – See below.

15. Correspondence – None.

16. Public Speak – None.

Dianne Grenier gave a friendly reminder for the 175<sup>th</sup> anniversary of the Town of Andover in 2023.

Schedule Budget Workshops:

Adrian Mandeville MOVED to schedule a budget workshop on Monday, February 24<sup>th</sup> at 7:00 P.M. with the location TBD.

Paula King SECONDED  
MOTION CARRIED 4:0:0

Adrian Mandeville MOVED to amend the Board of Selectmen Regular Meetings start times back to 7:00 P.M.

Jeff Murray SECONDED  
MOTION CARRIED 4:0:0

Adrian Mandeville MOVED to invite Marc Brinker to the Executive Session at 10:00 P.M.

Paula King SECONDED  
MOTION CARRIED 4:0:0

17. Executive Session to discuss upcoming contract negotiations.

The BOS entered Executive Session at 10:02 P.M.

The BOS Executive Session ended at 10:57 P.M.

18. Adjournment

Adrian Mandeville adjourned the Regular Meeting at 10:58 P.M.

Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson. *Amanda Gibson*  
*Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.*

# SIGN IN SHEET

Town of Andover

Board of Selectmen

Monday, February 10, 2020 at 6:30 P.M.

Town Hall Community Room, 17 School Road

1. Catherine Palazzi
2. John Hamfield
3. Karen Hunter
4. Dianne Grenier
5. Jennifer Burdette
6. Roberta Dougherty
7. Joe King
8. Louise Goodwin
9. Elaine Buchardt
10. Wallace Barton
11. Curt Dawley
12. Stan Lezan
13. Marc Brinker
14. David Kluczowski
- 15.
- 16.
- 17.
- 18.

## Assistant Assessor

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**From:** Sarah Hill <sehill@foodshare.org>  
**Sent:** Thursday, February 6, 2020 11:30 AM  
**To:** assistantassessor@andoverct.org  
**Subject:** Van for Andover Food Pantry

Good Morning Roberta,

It was great to speak with you this morning.

The Andover Food Pantry serves on average 120 households each week.

The van is currently used to pick up food each week from Foodshare, Big Y in Mansfield, Big Y in Tolland, and a private donor (quarterly). Along with to purchase filing supplies including paper, ink, folders, etc.

The van is currently on its last legs and if the pantry does not have a vehicle it will significantly impact the pantry's ability to feed residents.

We are asking for funding from the Town to purchase/use towards a newer van.

Ideas:

- I plan to bring it up to the HAT next Wednesday.
- We are thinking about writing a letter to the car dealerships in town to see if we can get a trade-in and we would add sponsorship to the side of the van.

Thank you,

**Sarah Hill**

Community Network Builder

(860) 856-4347

[www.foodshare.org](http://www.foodshare.org)

**FOODSHARE**



Hartford Courant

**Hunger is big. Our community is bigger.**

*Help your neighbors get the food they need today. [Take Action >](#)*

Thank you Andover Selectman for letting me speak tonight.

My name is Jennifer Burdette, I have lived in Andover for the last 28 years. As you may have seen in the news or read in the newspaper the last few weeks, my daughter was sexually harassed when she was 15 years old by Coventry Police Officer Michael Hicks. As well, other persons have come forward at this point with other allegations that the state police are investigating.

I know in recent years Andover faced their own decisions in how to handle sexual harassment at the town hall. I know Andover is still knee deep in litigation in regards to some of those incidents. And truly, it was a great shame this happened in our absolutely amazing town.

This person was someone who many people loved, myself included. When the truth came out about his behavior at town hall, I know many of us were absolutely shocked and horrified. I didn't want to believe it. But it was true.

I commend the women working in our town who came forward and stood tall. And I commend the people who did not sweep it under the rug. It was the right thing to do to remove him from the town hall office. I commend the new leadership formed that are working hard to change old habits and step into the new day.

Andover learned the hard way, it was time to shed old ways, and old tolerances. Andover learned the woman of today will not tolerate such blatant disrespect.

I find it ironic, that in 2017 as both Coventry and Andover were dealing with sexual harassment issues amongst town employees, both towns choose to handle it very differently.

Andover chose to ask their animal control officer, selectman and member of many other groups in town to resign in 2017.

Coventry made a choice to allow Officer Michael Hicks to receive a police officer of the year award in 2017, and proudly post his photo all over their Facebook page receiving it.

For that reason, I am proud to live in Andover. Thank you to the brave women in Andover who stepped forward and refused to tolerate such behavior. You blazed a strong path for others. And thank you for the administration who sent a strong message finally this will not be tolerated.

As well, I would like to show my absolute appreciation for the exceptional work of Trooper Daniel Collin, who was the Initial State Trooper to take my daughter's report. SGT Craig Fox who communicated with me throughout the process of the case being sent to Major Crimes. Both Trooper Collin and Sgt Fox were informative, thorough, and very respectful to both myself and my daughter. They went above and beyond to provide a safe atmosphere for my daughter to come forward.

Detective Stephen McManaway, Major Crimes then reached out and began working on the case, as well as SGT Mathew Asselin. With LT Jay Delgrosso all from Major Crimes. My daughter and I were treated with absolute respect and Dignity at every stage of the investigation. These members of Major Crime have gone above and beyond to inform us of law, policy and procedure. I would also like to thank States Attorney

Mathew Gedansky for his hard work as well on the investigation.

I find it shocking, that if I lived just two miles north, how very different this whole experience would have been.

Thank you Andover, I am proud to be a resident. And I'm eternally grateful we have such fine troopers available to us in Andover, and that Andover itself is moving ahead in how it handles sexual harassment in the workplace.

Lets keep up the progressive work.

*Judy Butta 2/10/20*

## **Town Administrator's Report – February 2020**

### **for the 2.10.20 Board of Selectmen Regular Meeting**

#### **Budget**

I sent the BOS a budget synopsis that outlines the major changes recommended in this year's budget.

#### **Building and Land Use Department**

Josh Snarski is resigning effective mid Feb. as the Inland wetlands Agent. I have temporarily appointed Jim Hallisey as the interim wetlands agent.

Susan M has pulled all of the expense and permitting information for the office so that we can begin to adjust fees for land use and building department. My goal would be to cover about 80% of the total cost of the department in fees.

#### **Personnel Policy**

Received some feedback from employees on the proposed policies some positive some negative. There is a lot of ambiguity in our current policy which makes fair comparisons difficult. Next major step is to send it to the Unions and Towns Attorney for review. This is a complete overhaul of the towns Personnel Policy based on the CT Conference of Municipalities guidelines.

#### **Swatting Incident**

Andover had 2 instances of Juveniles calling 911 and reporting fake emergencies which had multi town mutual aid responses. These are serious felonies, and our resident State Trooper has worked hard and identified the individuals but due to their age and state law, no arrests or prosecution is possible through the courts.

#### **Annual Report Andover Audit**

Amanda Gibson is finishing up the Annual Report that has to be filed with the Audit. The Auditor has indicated that they are behind again this year due to an employee on maternity leave but expect to start on our audit in the next week or so.

#### **Letter to AES Superintendent Sally Doyen and BOE**

Per a Request from Adrian Mandeville, I sent Dr. Sally Doyen and the chair of the BOE 2 letters describing the Motions made by the Board of Selectmen at the January meeting requesting consideration of a combined town- AES finance board, as well as a request to reduce the AES budget to 3.6 Million for the 20-21 fiscal year .

## Meetings

I met with Hebron's town manager, Andy Tierney

1. We are still planning on subbing all athletic field work out to Hebron Parks and Rec Department.
2. Hebron is not able to share crews for tree work with Andover this year due to the volume of tree work that Hebron has to do for themselves We will I need to submit an RFP for that depending on budget.
3. Hebron BOF did not fund the budget request for a Sweeper so any combined purchase needs to be put off for at least 2 years.
4. They will not be able to share a wetlands agent.

### Roadwork Meeting

1. I reviewed road projects with Indus in CT and MA including Cape seal, micro surfacing and fog sealed roads.
2. Met with Comer Contracting Rep to discuss projects in Andover including options to chipseal and rubber coated chip sealing roads
3. I am waiting on roadwork pavement condition index report from Streetscan

### Bridges and Culverts

I met with Brandon Handfield of Yantic river consultants discussing culvert work in Andover trying to identify candidates for a LOTSIP grant. Ongoing effort.

Other Meetings I have attended recently.

### Inland Wetlands and Watercourses

Board of Fire Commission

Capital Improvement (CIP)

Economic Development Commission

CIRMA Annual meeting and Legal training

Eastern Highlands Health district board Meeting

CRCOG transportation Meeting

CRCOG Policy Meeting

Shared Services in Education Committee

Website and Communication Committee

Safety Committee

Senior Transportation Committee

Board of Education



## **RFP for Reval**

We had an issue with the RFP that Andover issued for reval. Because of procedural errors and on the advice of the towns attorney we canceled the original RFP, and returned the Bids. We have subsequently re issued the RFP.

## **Grand List**

The Grand List is out for the year ~1.1% increase in grand list

## **Burning Official**

We currently do not have a certified burning official. Apparently Ed Kasek's certificate expired in 2017. He re took certification 2/3/20 and we sent in the paperwork. Additionally I asked the fire department if they have anyone that wants to get certified.

## **It Upgrades**

It upgrades are ongoing met with Lenco Electric about upgrading the structured wiring for the building at the same time we are changing servers.

I should have prelim estimates for the wiring and VOIP and can order all the hardware in the next week or so.

Town of Andover  
17 School Road  
Andover, CT 06232  
(860)742-7305, Fax (860) 742-7535



**BID OPENING:** RFP AN2020-21 #2 Assessor's Office, Revaluation Services

**DATE:** Monday, February 10<sup>th</sup>, 2020

**TIME:** 5:00 P.M.

**LOCATION:** Town Administrator's Office, Town Hall, 17 School Road, Andover CT 06232

**BID OPENING:** 5:05 PM

**IN ATTENDANCE FOR THE TOWN:**

Name: Eric Anderson Position: Town Administrator

Name: John Chaponis Position: Assessor

Name: Amanda Gibson Position: Admin Assistant

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Town Administrator, Eric Anderson's Signature: [Signature]

Assessor, John Chaponis' Signature: [Signature]

The following companies submitted bids. Those in attendance were advised that the decision to award the bid would be made at the later date by the Assessor's Office.

**COMPANY:**

**BID AMOUNT:**

Tyler Technologies

\$87,500 informal hearings  
at \$700 per day

Vision

\$77,500 informal hearings  
at \$500 per day

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# ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

January 5, 2020

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

Medical Calls 216

Motor Vehicle Accidents 41

Structure Fires 15

Wire Related Incidents 20

Fire Alarms 30

Service Calls or Investigations 7

Haz Mat Incidents 5

Car Fires 1

Chimney Fires 2

Cover Assignments 4

Brush Fire 1

Outside Fire 1

Officer Calls 2

Appliance Fire 1

Ron Mike

Andover Fire Chief



Commanding Officer  
Lt. Marc Petruzzi #037

# State of Connecticut



## Connecticut State Police Troop K - Colchester



Executive Officer  
Master Sergeant Eric Peck #085

Date: 1/1/2020

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

Dear: Jeff J. Maguire,

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


During the month of **December 2019** the Andover Resident Trooper as well as Troop K Troopers responded to **142** Calls for Service in the Town of Andover. Of these Calls for service the most notable are:

Accidents: 7  
Burglaries: 1  
Larcenies: 3  
Narcotic Cases: 0  
Other Criminal: 1  
Other Non-Criminal: 2  
Non Reportable Matters: 110  
Other Noteworthy Events (List):

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

On-Sight DWI: 0  
Traffic Citations: 12  
Written Warnings: 6

Sincerely,

 #037

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

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

## TOWN CLERK MONTHLY REPORT

**January 2020**

Total Town Clerk Receipts	\$4,789.10
Dog License Receipts	\$ 28
Town PA 09-228	\$ 253
Town Clerk Preservation Fund	\$ 163

Customer Service	1698
Documents	44
Dog License	4
Reports Submitted	11
Notarization	22
Sport License	12
Vital Copies	18
Pistol Permits	0
Scanning	777
Transfer Station Sticker Revenue	\$420

Assessor's office monthly activity – DECEMBER 2019

Processing conveyances	11
Processing building permits	8
Prorating motor vehicle grand list	1
Updating field cards	
Correspondence	48
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	29
Providing assistance to other departments	5
Researching mapping issue or questions	
Reports and communication with the state of connecticut	2
MIs research	5
Scheduling meeting and appointments	
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	Processed declarations with extension for the 2019 GL
Personal Property Discovery	
Homeowner's program	

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

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

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
80262	HARDISTY GERALD E	80262	07788S	C	6,130	-6,130	0
1	203 BOSTON HILL RD	2001 03	TOYOT TACOMA X	2017 12/04/2019	0	0	0
	ANDOVER CT 6232-1417		5TEWN72N51Z724202	IMPORT FROM DMV FILE PRICED	6,130	-6,130	0
<b>TOTAL</b>	<b># Of Accts 1</b>				<b>6,130</b>	<b>-6,130</b>	<b>0</b>
					0	0	0
					<b>6,130</b>	<b>-6,130</b>	<b>0</b>
<b>YEAR 2017</b>	<b># Of Accts 1</b>				<b>6,130</b>	<b>-6,130</b>	<b>0</b>
					0	0	0
					<b>6,130</b>	<b>-6,130</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b># Of Accts 1</b>				<b>6,130</b>	<b>-6,130</b>	<b>0</b>
					0	0	0
					<b>6,130</b>	<b>-6,130</b>	<b>0</b>







ANDOVER SENIOR TRANSPORTATION  
MONTH OF JANUARY 2020

Dated 2/4/2020  
Cathy Palazzi  
Senior Coordinator

Month of January:

1) Drug tests – none.

2) List of Clients Serviced January :

- Medicals 34
  - Shopping 181  
(includes Food Pantry/Food Share/Friday Lunch)
  - Special Events 2
  - Maintenance 0
  - Incident Log 0
  - Disabled 8
  - Veterans 2
  - Meetings 4  
(includes YAH and Transportation Meetings)
- Total Passengers 231

Dated 2/4/2020  
Cathy Palazzi  
Senior Coordinator

# **Budget Notes for 2020-21**

## **by the Town Administrator, Eric Anderson**

### **Executive Summary**

This budget is designed to address the town of Andover's most pressing priorities while realizing that there are many items that will be unfunded. We are proposing major increases in infrastructure spending to address longer term issues with aging infrastructure. The Broad Categories are:

1. Roadwork
2. Tree work
3. Bridges and Culvert replacement
4. Buildings and Structures
5. Town Equipment

These will be addressed by establishing and funding Permanent funds for these Categories. See the Excel spreadsheet labeled fund balance recommendations for notes on these funds. The town will work with CIP on establishing the spending priorities for each of these budgets

This budget includes the following Personnel Changes

1. Add a 4<sup>th</sup> full time Public works employee
2. Add a part time Senior services coordinator
3. Increase hours to the Zoning Enforcement Officer
4. Increase hours for the Inland Wetlands Enforcement Officer
5. Increase compensation for the Administrative Assistant
6. Decrease hours for Tax collector to a part time position
7. Combine the budget departments for the Andover Town Hall and Andover Elementary School resulting in a full time budget director and a part time assistant.

### **Andover Elementary School Budget.**

This is not the responsibility of the Town Administrator, I am simply listing their information. The initial budget proposed by AES is \$ 4.39 Million up from \$4.065 million. This is a \$326,000 increase or Approx. 8% This is just the start of their budget process so there is a lot of flux

### **RHAM budget**

As of the 2/3/20 budget workshop RHAM is proposing a 3.71% budget increase. Andover's fraction of the student population is increasing ~ 7% so if the current RHAM budget is approved Andover's costs for RHAM will increase 10.8% to approx. \$5.42 million from the current \$4.89 million.

The total Population if RHAM Middle and High school is expected to decrease ~90 students total or 6.8% However Andover will go from 236 students to 245. This means that the per pupil costs will rise ~10.5 % this year at the current budget.

## **Total Educational spending**

These are preliminary numbers. AES and RHAM are not done with their budget workshops. This is a total increase in the educational spending of 531.8K +326K or \$857,000, with a decrease in ECS funding of \$67,300 for a total increase of **\$926,000**

## **Additional changes Recommended on revenue side.**

Per guidance of the board of selectman the Building department and land Use fees will be increased to cover the costs of the building department.

## **Details in Town General Budget**

### **Roadwork**

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

Andover had been underfunding the road network for years. A maximum of \$100,000 of this should come from Town Aid Road to allow the other expenses that are paid from town aid road to continue. The town has hired Streetscan to provide an overall road assessment and provide better guidance for the best allocation for resources for roadwork. The intention is to implement a Pavement Preservation Program

Best estimate is that we are behind on Roadwork by 2-4 million dollars. At \$400,000 per year we can prevent the road network from deteriorating further while slowly improving the road surface. This level of spending over a 15-year period should get most of our roads into an acceptable range.

Currently the last allotment of town aid road was last January. The state is a year behind on funding it. Latest word is that the bond commission will take it up in April- this is a big unknown since it represents ~\$195,000 in funding per year

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

We currently budget \$10,000 annually for tree work. Andover can probably cut it down to \$50,000 next year, and then \$50,000 the year after before returning to a \$15,000 yearly budget. We have had a huge spike in tree die off the past 2 years with the ash borer and gypsy moths. These trees will be impacting our roads at an accelerated rate and need to be dealt with. Assuming that we can fund this in the next 2 years, in the third year we would make a major effort to trim back the canopy over the roadway on the non-utility side of the roadway. This has not been done for many years. Basically now we address canopy only when the school bus drivers complain that they keep hitting branches on the bus routes. The CRCOG as well as the other COGs are asking the state for money for towns for treework, but so far no progress with any sort of state funding

## **Bridge and Culvert Work**

Andover has a number of bridges and culvers that need attention. We have hired Brandon Hanfield as an engineering consultant to the town. We are developing a 10-15 year plan to replace the culverts that are in the worst shape. We will jumpstart this by putting money in a permanent fund for it, but plan on spending out taxation to add to it each year.

This cost basis for this varies by location. In most locations an engineered box culvert is the lowest cost solution.

Andover has 5 bridges of which two will need replacement over the 15-year plan, as well as ~20 significant culverts of which 7 appear to be in poor condition.

The immediate priority is to restart the process for using federal bridge program for replacing Bunker Hill Bridge. Ultimate cost to the town of Andover is in the \$400,000 range. Upon completion of the Bunker Hill bridge, the next major bridge will be Long Hill Rd. We can set aside this money from unexpended fund balance.

Budget money for at least one medium culvert replacement per year or a large culvert replacement every 2<sup>nd</sup> or third year for the upcoming years. This should let us address the culverts in the next 15 years. Cost per culvert is a minimum of \$80,000 and can run \$400,000 for a complicated one like the one on Lake road near Basola.

Note that this does not cover culverts under 30" which we will replace as needed as part of PW general road maintenance.

## **Buildings and Structures**

Establish a single building renovation and major maintenance fund. Budget approximately \$100,000 per year for the foreseeable future for building maintenance and renovation. The biggest single priority for this is the public works building. Money should be spent to redo failing sections of brickwork and repoint, as well as electrical work for code Compliance. Town Hall needs an additional oil tank as well as HVAC work.

CIP will be used to prioritize the funding expenditures from the capital renovation Maintenance

## **Personnel**

### Public Works:

The Town of Andover needs more total man hours of labor at public works. Over time the town has reduced the size of the Public works crew from 5 full time personnel and 2 fulltime summer only employees to just 3 full time employees. Adding a new employee allows (2) two person work crews.

For comparison Colombia has roughly the same number of road miles to deal with and has 8 full time PW employees Marlborough has 6 Public works employees+ 2 supervisors + 2 mechanics

### Senior Services:

Every town surrounding us has a full time senior Services Director. Andover by comparison budgets ~\$3000 for Social Services and Senior services combined. We are doing a poor job of providing services for the seniors, and we are mostly running this on a volunteer basis. This change represents us providing minimal services to senior community, but having a staff person on hand part time for coordination.

### ZEO/IWWC Andover lost its long time ZEO/Wetlands Agent:

We replaced him by splitting the position. There are not enough hours assigned to the position to effectively carry out the roll of ZEO. This is a modest increase from 5 hours to 8 hours per week.

Note: The Inland Wetlands Agent just Resigned so we will need to replace him again also. At the same time that position should be bumped up from 5 to 8 hours per week also.

### Administrative Assistant:

The Administrative assistant to the Administrator is currently a part time position. I am recommending the work hours for the position be increased to 19 hours and pay be increased to 21\$ per hour in lieu of benefits.

### Town Board Clerks:

Increased compensation for the clerks

### Tax Collector:

Per the direction of the board of Selectmen, this position will be reduced to part time 19 hours per week on average with the tax collector working 34 hours per week during peak collections months of July and January and 16 hours per week on the other 10 months. This will reduce the hours the tax collector is available to the public significantly.

An alternative approach would be to reduce it to 24 hours per week- 34 hours per week the 2 collection months and ~22 hours per week the rest of the year. This is likely a better long term approach for retaining the current tax collector.

### Finance Office:

Per the Motion passed by the board of Selectmen at the Jan 13 Meeting, the town will budget for a combined finance office between AES and Town Hall consisting of a Fulltime Finance director and part time book keeper/ accounts receivable assistant. The likely salary range for the Finance Director would be \$95,000-115,000 + benefits (Based on the municipal salary ranges for nearby towns) and for the Assistant would be ~ \$ 20,000-25,000 assuming part time no benefits. This should be discussed at our Feb meeting.

**Town of Andover**  
Board of Selectmen  
Monday, February 24, 2020 at 7:00 P.M.  
Andover Public Library, 355 Route 6

Special Meeting Budget Workshop Minutes

1. Call to Order/Pledge of Allegiance

The Pledge of Allegiance was recited.

First Selectman Jeff Maguire called the Special Meeting to order at 7:01 P.M.

Members Present: Jeff Maguire, Adrian Mandeville, Jeff Murray, Paula King, Scott Person

Town Treasurer: Barbara Griffin

Town Administrator: Eric Anderson

Board Clerk/Administrative Assistant: Amanda Gibson

Others Present: *\*See attached for the sign-in sheet.*

2. Public Speak

Dianne Grenier: Friendly reminder to discuss funding the 175<sup>th</sup> Anniversary Celebration in 2023 for the Town of Andover. She is hosting a kickoff brainstorming meeting on Sunday, March 1<sup>st</sup> at 6:30 P.M. at the First Congregational Church of Andover at 359 Route 6.

3. Discuss and act upon:

a. Pay rate increases for non-union employees

Adrian Mandeville MOVED to set the Pay Rate yearly increase for non-union employees at 3%.

Jeff Murray MOVED to amend the original motion to set the Pay Rate yearly increase for non-union employees at 2.5%.

Scott Person SECONDED

AMENDED MOTION CARRIED 5:0:0

Town Administrator Eric Anderson shared the letter from the Andover Volunteer Fire Department Fire Chief requesting that \$5,000 be added to the line item for town employees physicals.

The Board of Selectmen requested from the Fire Commission the supporting documentation including the volunteer list, physical requirements and approximate cost with the description of the physical required and a contract. *\*See attached for the letter request from Fire Chief Ron Mike.*

4. Budget Workshop

Paula King MOVED to authorize the Town Administrator to sign the employment contract with Town Treasurer Barbara Griffin as presented written and reviewed by the Town's Attorney.

Scott Person SECONDED

MOTION CARRIED 5:0:0



Adrian Mandeville MOVED to reduce the hours of work for the Andover Tax Collector effective October 1, 2020 to an average of 24 hours per week, with the work week set to 34 hours in the months of January and July, and to authorize the First Selectmen and Town Administrator to bargain in good faith with the MEUI, Local 506, AFL-CIO, CLC over this change to employee working hours, and that the First Selectman Jeff Maguire appoint someone else to negotiate.  
Paula King SECONDED  
MOTION CARRIED 5:0:0

Adrian Mandeville MOVED to reduce the hours of work for the Andover Assistant Treasurer, effective January 1, 2021 to an average of 24 hours per week, and to authorize the First Selectmen and Town Administrator to bargain in good faith with the LOCAL 1303-368 OF COUNCIL #4 AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES AFL-CIO over this change to employee working hours, and that the First Selectman Jeff Maguire appoint someone else to negotiate.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0

The Board of Selectmen members walked through the proposed budget and discussed various changes to recommend to the Board of Finance. Town Treasurer Barbara Griffin noted all of the suggested changes from the BOS.

*\*See included for the memorandums from the Town Administrator, per the Board of Selectmen, to the Board of Education.*

Adrian Mandeville MOVED to send the budget as amended to the Board of Finance for review.  
Scott Person SECONDED  
MOTION CARRIED 5:0:0

5. Public Speak

Dianne Grenier: Requested for the Board of Selectmen to appoint committee members following the kickoff brainstorming meeting for the 175<sup>th</sup> Anniversary Celebration.

6. Adjournment

Adrian Mandeville MOVED to adjourn the Special Meeting at 9:29 P.M.  
Paula King SECONDED  
MOTION CARRIED 5:0:0  
First Selectman Jeff Maguire adjourned the Special Meeting at 9:30 P.M.

Helpfully submitted by the Board Clerk/Administrative Assistant, Amanda Gibson. *Amanda Gibson*  
*Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.*

# SIGN IN SHEET

**Town of Andover**

Board of Selectmen

Monday, February 24, 2020 at 7:00 P.M.

Andover Public Library, 355 Route 6

Special Meeting

1. Catherine Galazzi
2. Dianne Grenier
3. Karen Hunter
4. Joanne Hebert
5. \_\_\_\_\_
6. \_\_\_\_\_
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16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_



# ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232  
Phone: (860) 742-7477

February 13, 2020

To: Andover Board of Selectmen

Andover Town Administrator

Board of Fire Commissioners

I am formally requesting that \$ 5000 be added to the line item for town employee physicals. Due to aging membership we should be getting physicals on some of our members every year not every 2-3 like I have to do now with the current amount that is allocated. This amount should keep us more in accordance also with the NFPA guidelines. Any members that choose not to use Corpcare which is the towns provider is responsible for paying on their own.

Thank you for your consideration.

Ron Mike

A handwritten signature in black ink, appearing to read 'Ron Mike', written in a cursive style.

Andover Fire Chief

1/30/2020

Memorandum from: Andover Town Administrator

To: Andover Board of Education, AES Superintendent

Subject: Combined Finance Department

At the board of Selectmen's meeting on January the following motion was moved and carried:

***Adrian Mandeville MOVED to appoint a combined finance position for both the Andover Elementary School and the Town Hall.***

***Scott Person SECONDED***

***Jeff Maguire MOVED to amend the motion to establish a finance department that coordinates all financial activities between the Andover Elementary School and the Town of Andover.***

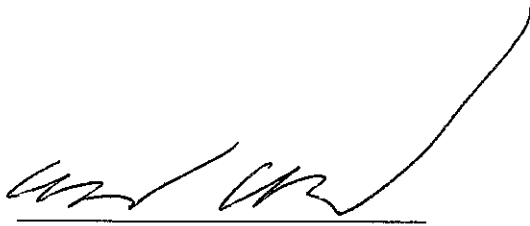
***Scott Person SECONDED***

***MOTION CARRIED 5:0:0***

***Amended motion:***

***MOTION CARRIED 5:0:0***

The Board of Selectmen requests that the Board of Education consider this proposal and act on it at the next regularly Scheduled Board of Education Meeting. The Selectmen's original intent was to implement it as of July 1, 2020, and that the combined department would be comprised of one full time Finance Director and one part time book keeper.

A handwritten signature in black ink, appearing to read 'Eric Anderson', is written over a horizontal line. The signature is stylized and extends upwards and to the right.

Eric Anderson Town Administrator

1/30/2020

Memorandum from: Andover Town Administrator

To: Andover Board of Education, AES Superintendent

Subject: Budget reduction request

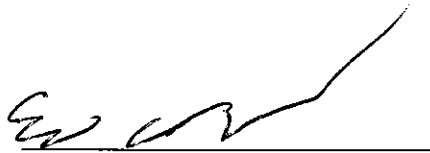
At the board of Selectmen's meeting on January the following motion was moved and carried:

***Jeff Maguire MOVED that they request the Board of Education's proposed 2020-2021 budget be reduced to approximately \$3.6 Million with a cost reduction of approximately \$400k.***

***Adrian Mandeville SECONDED***

***MOTION CARRIED 5:0:0***

The Board of Selectmen requests that the Board of Education consider this proposal during budgeting.

A handwritten signature in black ink, appearing to read "Eric Anderson", is written above a horizontal line.

Eric Anderson Town Administrator

# **Treasurer's Report**

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

03/04/2020  
 Fiscal Year 2019-2020

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
	10 Property Taxes								
<b>PROGRAM</b>	101 Current Year Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$9,394.62	\$637.39	(\$8,757.23)	--
<b>PROGRAM</b>	102 COC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	103 Interest on Active	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$24,408.44	(\$10,591.56)	69.74%
<b>PROGRAM</b>	104 Lien on Active Taxes	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$3,875.48	\$2,675.48	322.96%
<b>PROGRAM</b>	105 Principle on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	106 Interest on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	107 Lien on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	108 Prior Year Taxes	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	(\$100,000.00)	0.00%
<b>PROGRAM</b>	109 NSF/DMV/Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	110 Supplemental MV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	900 Reclass of Transfers for Statement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0000 General Revenue	\$136,200.00	\$0.00	\$136,200.00	\$0.00	\$9,394.62	\$28,921.31	(\$116,673.31)	14.34%
<b>OBJECT</b>	10 Property Taxes	\$136,200.00	\$0.00	\$136,200.00	\$0.00	\$9,394.62	\$28,921.31	(\$116,673.31)	14.34%
	20 Intergovernmental Revenues								
<b>PROGRAM</b>	203 Boat Registrations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	209 PILOT State Property	\$9,631.00	\$0.00	\$9,631.00	\$0.00	\$0.00	\$9,631.00	\$0.00	100.00%
<b>PROGRAM</b>	211 Vetern's Tax Relief	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,128.78	\$1,128.78	--
<b>PROGRAM</b>	213 Property Tax Relief and Circuit Bre	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	221 Manufacturers Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	222 Municipal grants in aid	\$2,620.00	\$0.00	\$2,620.00	\$0.00	\$0.00	\$0.00	(\$2,620.00)	0.00%
<b>PROGRAM</b>	223 Mashantucket-Pequot Grant	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$2,226.66	(\$4,453.34)	33.33%
<b>PROGRAM</b>	226 State Miscellaneous	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$1,975.00	(\$1,025.00)	65.83%
<b>PROGRAM</b>	227 Municipal Revenue Sharing	\$43,820.00	\$0.00	\$43,820.00	\$0.00	\$0.00	\$43,820.00	\$0.00	100.00%
<b>PROGRAM</b>	238 Disabled Program	\$450.00	\$0.00	\$450.00	\$0.00	\$0.00	\$372.38	(\$77.62)	82.75%
<b>PROGRAM</b>	239 Telephone Access	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	(\$5,000.00)	0.00%
<b>PROGRAM</b>	418 FEMA-1/FY13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--

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

03/04/2020  
 Fiscal Year 2019-2020

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
<b>PROGRAM</b>	419 FEMA-2/FY13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0000 General Revenue	\$71,201.00	\$0.00	\$71,201.00	\$0.00	\$0.00	\$59,153.82	(\$12,047.18)	83.08%
<b>PROGRAM</b>	231 Historic Documents Preservation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	201 Federal Highway Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	215 Local Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	227 Municipal Revenue Sharing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0300 Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	207 Law Enforcement Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	237 DOT Moving Violations Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0400 Public Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	217 Special Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	219 Education Cost Sharing	\$1,921,253.00	\$0.00	\$1,921,253.00	\$0.00	\$0.00	\$1,032,498.00	(\$888,755.00)	53.74%
<b>PROGRAM</b>	225 Transportation Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0900 Education	\$1,921,253.00	\$0.00	\$1,921,253.00	\$0.00	\$0.00	\$1,032,498.00	(\$888,755.00)	53.74%
<b>OBJECT</b>	20 Intergovernmental Revenues	\$1,992,454.00	\$0.00	\$1,992,454.00	\$0.00	\$0.00	\$1,091,651.82	(\$900,802.18)	54.79%
	30 Investment Income								
<b>PROGRAM</b>	303 Interest	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$6,708.50	\$37,343.93	\$5,635.43	122.54%
<b>FUNCTION</b>	0000 General Revenue	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$6,708.50	\$37,343.93	\$5,635.43	122.54%
<b>OBJECT</b>	30 Investment Income	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$6,708.50	\$37,343.93	\$5,635.43	122.54%
	40 Licenses, Fees and Charges for Good								
<b>PROGRAM</b>	401 Permits	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)	0.00%
<b>PROGRAM</b>	407 Town Clerks fees, licenses, and p	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$40,507.73	(\$4,492.27)	90.02%
<b>PROGRAM</b>	408 Town Clerk PA05228	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	409 Dial-A-Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>PROGRAM</b>	417 Selectman's Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
<b>FUNCTION</b>	0100 General Government	\$45,500.00	\$0.00	\$45,500.00	\$0.00	\$0.00	\$40,507.73	(\$4,992.27)	89.03%



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

03/04/2020  
 Fiscal Year 2019-2020

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
<b>PROGRAM</b>	413 Transfer Station Receipts	\$36,000.00	\$0.00	\$36,000.00	\$0.00	\$40.00	\$22,160.00	(\$13,880.00)	61.44%
<b>PROGRAM</b>	415 Waste Redemption	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$544.05	\$44.05	108.81%
<b>FUNCTION</b>	0700 Sanitation and Waste	\$36,500.00	\$0.00	\$36,500.00	\$0.00	\$40.00	\$22,704.05	(\$13,835.95)	62.09%
<b>PROGRAM</b>	405 Building Department Receipts	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$2,632.29	\$25,876.49	(\$8,755.80)	72.64%
<b>FUNCTION</b>	0800 Planning and Land Use	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$2,632.29	\$25,876.49	(\$8,755.80)	72.64%
<b>OBJECT</b>	40 Licenses, Fees and Charges for G	\$114,000.00	\$0.00	\$114,000.00	\$0.00	\$2,672.29	\$89,088.27	(\$27,584.02)	75.80%
	80 Other Revenues								
<b>PROGRAM</b>	801 Miscellaneous	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$411.28	\$6,064.59	\$2,653.31	188.44%
<b>PROGRAM</b>	803 Rentals	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,163.00	(\$337.00)	77.53%
<b>FUNCTION</b>	0000 General Revenue	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$411.28	\$7,227.59	\$2,316.31	151.47%
<b>OBJECT</b>	80 Other Revenues	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$411.28	\$7,227.59	\$2,316.31	151.47%
<b>FUND</b>	100 General Fund - Town	\$2,272,154.00	\$0.00	\$2,272,154.00	\$0.00	\$19,186.69	\$1,254,232.92	(\$1,037,107.77)	54.36%
<b>Grand Total for Report</b>		\$2,272,154.00	\$0.00	\$2,272,154.00	\$0.00	\$19,186.69	\$1,254,232.92	(\$1,037,107.77)	54.36%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0101-100 First Selectman Salary	\$2,500.00	\$2,500.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	50.00%
1-100-01-0101-105 Selectmen Salary	\$4,800.00	\$4,800.00	\$1,800.00	\$0.00	\$0.00	\$3,000.00	37.50%
1-100-01-0101-115 Board Clerk BOS	\$1,500.00	\$1,500.00	\$1,047.50	\$0.00	\$0.00	\$452.50	69.83%
1-100-01-0101-330 CONF. SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-381 Moving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-580 Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-810 Dues/ Memberships	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0101-836 Veteran's Day Committee	\$500.00	\$500.00	\$176.63	\$0.00	\$0.00	\$323.37	35.33%
01 General Government	\$9,400.00	\$9,400.00	\$4,274.13	\$0.00	\$0.00	\$5,125.87	45.47%
1-100-01-0102-100 Town Administrator Salary	\$87,550.00	\$87,550.00	\$44,107.06	\$0.00	\$0.00	\$43,442.94	50.38%
1-100-01-0102-120 Adminstrative Assistant	\$13,840.00	\$13,840.00	\$9,464.16	\$0.00	\$0.00	\$4,375.84	68.38%
1-100-01-0102-150 Merit Based Compensation Adj Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0102-330 Conference/Seminars	\$300.00	\$300.00	\$85.00	\$0.00	\$0.00	\$215.00	28.33%
1-100-01-0102-535 Mobile Phone	\$650.00	\$650.00	\$437.73	\$0.00	\$0.00	\$212.27	67.34%
1-100-01-0102-580 Mileage	\$1,600.00	\$1,600.00	\$600.00	\$0.00	\$0.00	\$1,000.00	37.50%
1-100-01-0102-810 Dues/Memberships	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
01 General Government	\$104,290.00	\$104,290.00	\$54,693.95	\$0.00	\$0.00	\$49,596.05	52.44%
1-100-01-0103-121 Board Clerk Wages-BOF	\$1,715.00	\$1,715.00	\$322.50	\$0.00	\$0.00	\$1,392.50	18.80%
1-100-01-0103-310 Legal	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-01-0103-610 Office Supplies-BOF	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
01 General Government	\$6,765.00	\$6,765.00	\$322.50	\$0.00	\$0.00	\$6,442.50	4.77%
1-100-01-0105-320 Annual Audit-Auditor	\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
1-100-01-0105-322 Accounting Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0105-325 Actuarial Services	\$3,500.00	\$3,500.00	\$5,075.00	\$0.00	\$0.00	(\$1,575.00)	145.00%
01 General Government	\$35,500.00	\$35,500.00	\$5,075.00	\$0.00	\$0.00	\$30,425.00	14.30%
1-100-01-0107-310 Legal Retainer	\$19,000.00	\$19,000.00	\$4,555.50	\$0.00	\$0.00	\$14,444.50	23.98%
1-100-01-0107-311 P & Z-Legal Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0107-312 Assessor - Legal Counsel	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
01 General Government	\$25,000.00	\$25,000.00	\$4,555.50	\$0.00	\$0.00	\$20,444.50	18.22%
1-100-01-0109-100 Salary-Treasurer	\$61,800.00	\$61,800.00	\$39,219.18	\$0.00	\$0.00	\$22,580.82	63.46%
1-100-01-0109-120 Assistant Treasurer	\$28,388.00	\$28,388.00	\$17,859.60	\$0.00	\$0.00	\$10,528.40	62.91%
1-100-01-0109-155 FY18 Treasurer Office Supplement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-330 Conference/Seminars	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-438 Equip. Maint.-Treasurer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-580 Mileage	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-609 Equipment-Treasurer	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
1-100-01-0109-735 Computer Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$92,388.00	\$92,388.00	\$57,078.78	\$0.00	\$0.00	\$35,309.22	61.78%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0111-100 Salary-Tax Collector	\$43,941.00	\$43,941.00	\$27,881.74	\$0.00	\$0.00	\$16,059.26	63.45%
1-100-01-0111-109 DMV Fees	\$850.00	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00	0.00%
1-100-01-0111-330 Conf. & Seminars-Tax Collector	\$400.00	\$400.00	\$212.00	\$0.00	\$0.00	\$188.00	53.00%
1-100-01-0111-371 Bounced Check Fee-Tax Collector	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0111-438 Equip. Maint.-Tax Collector	\$8,500.00	\$8,500.00	\$8,227.75	\$0.00	\$0.00	\$272.25	96.80%
1-100-01-0111-580 Mileage-Tax Collector	\$150.00	\$150.00	\$76.09	\$0.00	\$0.00	\$73.91	50.73%
1-100-01-0111-610 Office Supplies-Tax Collector	\$680.00	\$680.00	\$285.00	\$0.00	\$0.00	\$395.00	41.91%
1-100-01-0111-810 MEMBERSHIP	\$100.00	\$100.00	\$20.00	\$0.00	\$0.00	\$80.00	20.00%
1-100-01-0111-901 Tax Collector-Equipment	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
01 General Government	\$55,121.00	\$55,121.00	\$36,702.58	\$0.00	\$0.00	\$18,418.42	66.59%
1-100-01-0113-100 Salary-Assessor	\$28,374.00	\$28,374.00	\$18,006.77	\$0.00	\$0.00	\$10,367.23	63.46%
1-100-01-0113-120 Salary-Assst. Assessor	\$34,765.00	\$34,765.00	\$22,058.56	\$0.00	\$0.00	\$12,706.44	63.45%
1-100-01-0113-335 Training/Assessor	\$610.00	\$610.00	\$0.00	\$0.00	\$0.00	\$610.00	0.00%
1-100-01-0113-438 Software-Assessor	\$16,162.00	\$16,162.00	\$13,962.00	\$0.00	\$0.00	\$2,200.00	86.39%
1-100-01-0113-580 Mileage-Assessor	\$500.00	\$500.00	\$55.92	\$0.00	\$0.00	\$444.08	11.18%
1-100-01-0113-610 Office Supplies-Assessor	\$400.00	\$400.00	\$192.50	\$0.00	\$0.00	\$207.50	48.13%
1-100-01-0113-612 Books / Subs.-Assessor	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	0.00%
01 General Government	\$81,261.00	\$81,261.00	\$54,275.75	\$0.00	\$0.00	\$26,985.25	66.79%
1-100-01-0115-100 Salaries-BAA	\$656.00	\$656.00	\$328.00	\$0.00	\$0.00	\$328.00	50.00%
1-100-01-0115-120 BAA-Clerk	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0115-335 BAA-Training	\$150.00	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	100.00%
01 General Government	\$906.00	\$906.00	\$478.00	\$0.00	\$0.00	\$428.00	52.76%
1-100-01-0117-100 Salary-Town Clerk	\$46,731.00	\$46,731.00	\$29,656.44	\$0.00	\$0.00	\$17,074.56	63.46%
1-100-01-0117-120 Asst. Salary-Town Clerk	\$21,940.00	\$21,940.00	\$11,924.18	\$0.00	\$0.00	\$10,015.82	54.35%
1-100-01-0117-330 Conf. / Seminars-Town Clerk	\$1,000.00	\$1,000.00	\$809.00	\$0.00	\$0.00	\$191.00	80.90%
1-100-01-0117-335 Training-Town clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0117-438 Equip. Maint.-Town Clerk	\$540.00	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00	0.00%
1-100-01-0117-580 Mileage-Town Clerk	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0117-610 Office Supplies-Town Clerk	\$1,400.00	\$1,400.00	\$730.22	\$0.00	\$0.00	\$669.78	52.16%
1-100-01-0117-612 Land Records-Town Clerk	\$10,100.00	\$10,100.00	\$4,596.58	\$0.00	\$0.00	\$5,503.42	45.51%
1-100-01-0117-616 Maps Fiming & Indexing-Town Clerk	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0117-810 Dues / Memberships-Town Clerk	\$500.00	\$500.00	\$245.00	\$0.00	\$0.00	\$255.00	49.00%
1-100-01-0117-865 Vital Statistics-Town Clerk	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0117-885 Restoration-Town Clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
01 General Government	\$85,611.00	\$85,611.00	\$47,961.42	\$0.00	\$0.00	\$37,649.58	56.02%
1-100-01-0119-800 Misc. Expenses-Probate Court	\$3,054.00	\$3,054.00	\$3,054.00	\$0.00	\$0.00	\$0.00	100.00%
01 General Government	\$3,054.00	\$3,054.00	\$3,054.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0121-100 Salaries-Elections	\$14,095.00	\$14,095.00	\$991.44	\$0.00	\$0.00	\$13,103.56	7.03%
1-100-01-0121-335 Training - Elections	\$550.00	\$550.00	\$131.84	\$0.00	\$0.00	\$418.16	23.97%

**TOWN BUDGET SUMMARY**

**Andover Town & School 2019-2020**

03/04/2020

Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0121-438 Equip. Maint.-Elections	\$3,000.00	\$3,000.00	\$600.00	\$0.00	\$0.00	\$2,400.00	20.00%
1-100-01-0121-610 Supplies-Elections	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
1-100-01-0121-800 MISC/CANV	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0.00%
1-100-01-0121-830 Meals-Elections	\$550.00	\$550.00	\$48.28	\$0.00	\$0.00	\$501.72	8.78%
01 General Government	\$25,315.00	\$25,315.00	\$1,771.56	\$0.00	\$0.00	\$23,543.44	7.00%
1-100-01-0123-432 Building Maint.- Old Town Hall	\$3,200.00	\$3,200.00	\$472.26	\$0.00	\$0.00	\$2,727.74	14.76%
1-100-01-0123-490 Alarm System-Old Town Hall	\$800.00	\$800.00	\$632.80	\$0.00	\$0.00	\$167.20	79.10%
1-100-01-0123-530 Telephone-Old Town Hall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0123-601 Electricity-Old Town Hall	\$570.00	\$570.00	\$332.59	\$0.00	\$0.00	\$237.41	58.35%
1-100-01-0123-603 Fuel Oil-Old Town Hall	\$400.00	\$400.00	\$589.72	\$0.00	\$0.00	(\$189.72)	147.43%
01 General Government	\$4,970.00	\$4,970.00	\$2,027.37	\$0.00	\$0.00	\$2,942.63	40.79%
1-100-01-0125-100 Salary-Registrars	\$7,712.00	\$7,712.00	\$4,461.88	\$0.00	\$0.00	\$3,250.12	57.86%
1-100-01-0125-120 Asst. Salary-Registrars	\$800.00	\$800.00	\$400.00	\$0.00	\$0.00	\$400.00	50.00%
1-100-01-0125-330 CONF & SEMINARS	\$1,200.00	\$1,200.00	\$460.00	\$0.00	\$0.00	\$740.00	38.33%
1-100-01-0125-335 Registrar-Training	\$3,500.00	\$3,500.00	\$702.72	\$0.00	\$0.00	\$2,797.28	20.08%
1-100-01-0125-580 Mileage-Registrars	\$500.00	\$500.00	\$122.96	\$0.00	\$0.00	\$377.04	24.59%
1-100-01-0125-610 Office Supplies-Registrars	\$600.00	\$600.00	\$82.27	\$0.00	\$0.00	\$517.73	13.71%
1-100-01-0125-810 Dues / Memberships-Registrars	\$200.00	\$200.00	\$170.00	\$0.00	\$0.00	\$30.00	85.00%
01 General Government	\$14,512.00	\$14,512.00	\$6,399.83	\$0.00	\$0.00	\$8,112.17	44.10%
1-100-01-0127-540 Legal Ads-Advertising	\$5,500.00	\$5,500.00	\$2,358.89	\$0.00	\$0.00	\$3,141.11	42.89%
01 General Government	\$5,500.00	\$5,500.00	\$2,358.89	\$0.00	\$0.00	\$3,141.11	42.89%
1-100-01-0129-315 Payroll Service-Town Office	\$7,185.00	\$7,185.00	\$3,103.42	\$0.00	\$0.00	\$4,081.58	43.19%
1-100-01-0129-330 CONFERENCES & SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0129-350 Water Testing	\$500.00	\$500.00	\$385.00	\$0.00	\$0.00	\$115.00	77.00%
1-100-01-0129-365 Elevator-Service Contract	\$2,400.00	\$2,400.00	\$2,203.20	\$0.00	\$0.00	\$196.80	91.80%
1-100-01-0129-401 Elevator Permit	\$240.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00	0.00%
1-100-01-0129-430 ProComm.Maint. Agr.-Town Office Building	\$1,000.00	\$1,000.00	\$255.00	\$0.00	\$0.00	\$745.00	25.50%
1-100-01-0129-432 Building Maint.-Town Office Building	\$3,500.00	\$3,500.00	\$463.35	\$0.00	\$0.00	\$3,036.65	13.24%
1-100-01-0129-434 Furnace Maint.-Town Office Building	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0129-439 Software Maint.-Town Office Building	\$4,000.00	\$4,000.00	\$3,208.48	\$0.00	\$0.00	\$791.52	80.21%
1-100-01-0129-442 Computer Tech Support	\$8,000.00	\$8,000.00	\$4,500.00	\$0.00	\$0.00	\$3,500.00	56.25%
1-100-01-0129-444 Copier Rental-Town Office	\$2,600.00	\$2,600.00	\$1,864.87	\$0.00	\$0.00	\$735.13	71.73%
1-100-01-0129-490 Alarm System-Town Office	\$300.00	\$300.00	\$250.00	\$0.00	\$0.00	\$50.00	83.33%
1-100-01-0129-493 TN 911	\$10,069.00	\$10,069.00	\$10,068.80	\$0.00	\$0.00	\$0.20	99.99%
1-100-01-0129-530 Telephone-Town Office Building	\$10,600.00	\$10,600.00	\$8,239.91	\$0.00	\$0.00	\$2,360.09	77.74%
1-100-01-0129-531 Postage-Town Office	\$7,500.00	\$7,500.00	\$3,471.34	\$0.00	\$0.00	\$4,028.66	46.28%
1-100-01-0129-533 Postage Meter Rental-Town Office	\$600.00	\$600.00	\$300.00	\$0.00	\$0.00	\$300.00	50.00%
1-100-01-0129-537 Internet Cable-Office Building	\$1,650.00	\$1,650.00	\$1,011.15	\$0.00	\$0.00	\$638.85	61.28%
1-100-01-0129-550 Printing-Town Office Building	\$1,400.00	\$1,400.00	\$604.78	\$0.00	\$0.00	\$795.22	43.20%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0129-601 Electricity-Town Office Building	\$7,700.00	\$7,700.00	\$4,773.33	\$0.00	\$0.00	\$2,926.67	61.99%
1-100-01-0129-603 Fuel Oil-Town Office Building	\$5,000.00	\$5,000.00	\$3,595.47	\$0.00	\$0.00	\$1,404.53	71.91%
1-100-01-0129-609 Equipment-Town Office Building	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
1-100-01-0129-610 Office Supplies-Town Office Building	\$2,000.00	\$2,000.00	\$2,404.53	\$0.00	\$0.00	(\$404.53)	120.23%
1-100-01-0129-611 Office Furniture	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0129-652 Janitorial Supplies-Town Office Building	\$1,000.00	\$1,000.00	\$425.41	\$0.00	\$0.00	\$574.59	42.54%
1-100-01-0129-735 Computer Repl. & Service Town Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$79,844.00	\$79,844.00	\$51,128.04	\$0.00	\$0.00	\$28,715.96	64.03%
1-100-01-0131-100 Adm. Asst. Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-140 Wages-Administrative Asst I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-141 Wages-Administrative Asst II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-142 Wages-Administrative Asst III	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0131-360 Web Site	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0133-815 Dog Damage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0135-100 Salary-Civil Preparedness	\$515.00	\$515.00	\$257.50	\$0.00	\$0.00	\$257.50	50.00%
1-100-01-0135-335 Civil Preparedness Training	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
1-100-01-0135-435 Vehicle Maintenance	\$1,000.00	\$1,000.00	\$157.26	\$0.00	\$0.00	\$842.74	15.73%
1-100-01-0135-535 Mobil Phone-Civil Prep	\$750.00	\$750.00	\$296.02	\$0.00	\$0.00	\$453.98	39.47%
01 General Government	\$2,615.00	\$2,615.00	\$710.78	\$0.00	\$0.00	\$1,904.22	27.18%
1-100-01-0137-500 Insurance	\$109,252.00	\$109,252.00	\$86,734.00	\$0.00	\$0.00	\$22,518.00	79.39%
01 General Government	\$109,252.00	\$109,252.00	\$86,734.00	\$0.00	\$0.00	\$22,518.00	79.39%
1-100-01-0141-205 Social Security-Employee Benefits	\$46,500.00	\$46,500.00	\$28,606.94	\$0.00	\$0.00	\$17,893.06	61.52%
1-100-01-0141-207 Medicare-Employee Benefits	\$10,800.00	\$10,800.00	\$6,690.23	\$0.00	\$0.00	\$4,109.77	61.95%
1-100-01-0141-210 Unempl. Comp.-Employee Benefits	\$7,500.00	\$7,500.00	\$4,694.62	\$0.00	\$0.00	\$2,805.38	62.59%
1-100-01-0141-215 Health Insurance-Employee Benefits	\$205,000.00	\$205,000.00	\$126,439.15	\$0.00	\$0.00	\$78,560.85	61.68%
1-100-01-0141-220 Dental-Employee Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0141-221 Longevity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0141-223 Disability-Employee Benefits	\$2,100.00	\$2,100.00	\$1,064.50	\$0.00	\$0.00	\$1,035.50	50.69%
1-100-01-0141-225 Life Ins.-Employee Benefits	\$1,200.00	\$1,200.00	\$1,283.01	\$0.00	\$0.00	(\$83.01)	106.92%
1-100-01-0141-230 Retirement-Employee Benefits	\$80,000.00	\$80,000.00	\$49,369.53	\$0.00	\$0.00	\$30,630.47	61.71%
1-100-01-0141-280 Physicals-Employee Benefits	\$2,500.00	\$2,500.00	\$760.00	\$0.00	\$0.00	\$1,740.00	30.40%
1-100-01-0141-290 Amort. Merf-Employee Benefits	\$131.00	\$131.00	\$131.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0141-295 Adm. Fee Merf.-Employee Benefits	\$2,990.00	\$2,990.00	\$2,990.00	\$0.00	\$0.00	\$0.00	100.00%
01 General Government	\$358,721.00	\$358,721.00	\$222,028.98	\$0.00	\$0.00	\$136,692.02	61.89%
1-100-01-0143-100 Salaries-Drivers/Dispatch	\$15,107.00	\$15,107.00	\$10,896.94	\$0.00	\$0.00	\$4,210.06	72.13%
1-100-01-0143-380 Comm. Drivers Test-Dial a Ride	\$1,000.00	\$1,000.00	\$600.00	\$0.00	\$0.00	\$400.00	60.00%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0143-435 Vehicle Maint.-Dial a Ride	\$3,000.00	\$3,000.00	\$2,866.42	\$0.00	\$0.00	\$133.58	95.55%
1-100-01-0143-580 Dial-A-Ride Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-603 Fuel-Dial a Ride	\$2,000.00	\$2,000.00	\$1,214.72	\$0.00	\$0.00	\$785.28	60.74%
1-100-01-0143-630 Oil-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-810 Due / Memberships-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$21,107.00	\$21,107.00	\$15,578.08	\$0.00	\$0.00	\$5,528.92	73.81%
1-100-01-0145-100 Municipal Agent-Salary	\$2,265.00	\$2,265.00	\$688.20	\$0.00	\$0.00	\$1,576.80	30.38%
1-100-01-0145-330 Municipal Agent-Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-531 Postage-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-537 Internet Cable-Seniors Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-580 Municipal Agent-Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-610 Municipal Agent-Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-800 McSweeney Center-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-820 Senior Lunch-Senior Citizens	\$1,080.00	\$1,080.00	\$1,080.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0145-840 Municipal Agents-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-870 Programs-Senior Citizens	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0145-875 Trips-Senior Citizens	\$4,000.00	\$4,000.00	\$2,094.50	\$0.00	\$0.00	\$1,905.50	52.36%
1-100-01-0145-901 Equipment-Municipal Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$9,345.00	\$9,345.00	\$5,862.70	\$0.00	\$0.00	\$3,482.30	62.74%
1-100-01-0147-365 Cleaning Service	\$10,000.00	\$10,000.00	\$5,195.00	\$0.00	\$0.00	\$4,805.00	51.95%
01 General Government	\$10,000.00	\$10,000.00	\$5,195.00	\$0.00	\$0.00	\$4,805.00	51.95%
1-100-01-0149-432 Building Maint.-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-434 Furnace Maint.-Old Fire House	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0149-490 Alarm Maint.-Old Fire House	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-01-0149-530 Telephone-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-601 Electricity-Old Fire House	\$2,200.00	\$2,200.00	\$680.01	\$0.00	\$0.00	\$1,519.99	30.91%
1-100-01-0149-603 Fuel Oil-Old Fire House	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0149-605 Propane-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$3,250.00	\$3,250.00	\$680.01	\$0.00	\$0.00	\$2,569.99	20.92%
1-100-01-0151-100 Dog Warden Salary-Dog Fund	\$3,500.00	\$3,500.00	\$2,222.39	\$0.00	\$0.00	\$1,277.61	63.50%
1-100-01-0151-434 Furnace Maintenance - Dog Pound	\$165.00	\$165.00	\$0.00	\$0.00	\$0.00	\$165.00	0.00%
1-100-01-0151-580 Dog Warden-Mileage	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
1-100-01-0151-610 Dog Warden - Supplies	\$750.00	\$750.00	\$304.40	\$0.00	\$0.00	\$445.60	40.59%
01 General Government	\$4,815.00	\$4,815.00	\$2,526.79	\$0.00	\$0.00	\$2,288.21	52.48%
1-100-01-0153-800 Historical Society	\$200.00	\$200.00	\$180.76	\$0.00	\$0.00	\$19.24	90.38%
01 General Government	\$200.00	\$200.00	\$180.76	\$0.00	\$0.00	\$19.24	90.38%
1-100-01-0155-800 TOWN ETHICS COMMISSION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-02-0201-841 Health Director	\$17,600.00	\$17,600.00	\$13,203.12	\$0.00	\$0.00	\$4,396.88	75.02%
1-100-02-0201-999 EASTERN HIGHLANDS HEALTH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 Conservation	\$17,600.00	\$17,600.00	\$13,203.12	\$0.00	\$0.00	\$4,396.88	75.02%
1-100-02-0203-842 Visiting Nurse Assoc.	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
02 Conservation	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-02-0205-843 N.C. Mental Health	\$231.00	\$231.00	\$231.00	\$0.00	\$0.00	\$0.00	100.00%
02 Conservation	\$231.00	\$231.00	\$231.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-02-0207-844 AHM Youth Services	\$41,503.00	\$41,503.00	\$41,459.20	\$0.00	\$0.00	\$43.80	99.99%
02 Conservation	\$41,503.00	\$41,503.00	\$41,459.20	\$0.00	\$0.00	\$43.80	99.99%
1-100-03-0301-100 Salary-Public Works	\$168,833.00	\$168,833.00	\$107,552.84	\$0.00	\$0.00	\$61,280.16	63.70%
1-100-03-0301-111 Temp/PW	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-03-0301-112 Overtime/PW	\$2,500.00	\$2,500.00	\$2,183.78	\$0.00	\$0.00	\$316.22	87.35%
1-100-03-0301-390 Tree Removal-Public Works Department	\$10,000.00	\$10,000.00	\$5,510.00	\$0.00	\$0.00	\$4,490.00	55.10%
1-100-03-0301-391 Fire Ext. Ck.-Public Works	\$600.00	\$600.00	\$335.85	\$0.00	\$0.00	\$264.15	55.98%
1-100-03-0301-392 Welding Supply-Public Works	\$850.00	\$850.00	\$356.56	\$0.00	\$0.00	\$493.44	41.95%
1-100-03-0301-431 Tires Maint.-Public Works	\$600.00	\$600.00	\$128.00	\$0.00	\$0.00	\$472.00	21.33%
1-100-03-0301-435 Vehicle Maint.Public Works	\$12,000.00	\$12,000.00	\$20,177.96	\$0.00	\$0.00	(\$8,177.96)	168.15%
1-100-03-0301-437 Sweeper Exp.-Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-448 Misc. Labor/Rental-Town Garage	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-03-0301-535 Mobile Phone-Public Works	\$400.00	\$400.00	\$592.99	\$0.00	\$0.00	(\$192.99)	148.25%
1-100-03-0301-602 Diesel-Public Works	\$20,000.00	\$20,000.00	\$7,361.06	\$0.00	\$0.00	\$12,638.94	36.81%
1-100-03-0301-603 Fuel-Public Works	\$4,000.00	\$4,000.00	\$4,352.20	\$0.00	\$0.00	(\$352.20)	108.81%
1-100-03-0301-620 Brooms-Public Works	\$950.00	\$950.00	\$0.00	\$0.00	\$0.00	\$950.00	0.00%
1-100-03-0301-622 Tires-Public Works	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
1-100-03-0301-630 Lub Oils Engine-Public Works Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-03-0301-632 Trans. Oil-Public Works Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-633 Filters/antifreeze-Public Works Department	\$1,500.00	\$1,500.00	\$200.39	\$0.00	\$0.00	\$1,299.61	13.36%
1-100-03-0301-634 Grease-Public Works Department	\$130.00	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00	0.00%
1-100-03-0301-635 J.D. Oil-Public Works Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-636 Hyd. Oil-Public Works Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-03-0301-637 Fuel Add.-Public Works Department	\$750.00	\$750.00	\$515.74	\$0.00	\$0.00	\$234.26	68.77%
1-100-03-0301-638 Shop Supplies-Public Works	\$2,600.00	\$2,600.00	\$1,582.18	\$0.00	\$0.00	\$1,017.82	60.85%
1-100-03-0301-640 Sweeper Supplies-Public Works	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-03-0301-654 Uniforms & Shoes-Town Garage	\$2,700.00	\$2,700.00	\$1,806.88	\$0.00	\$0.00	\$893.12	66.92%
1-100-03-0301-730 Radios-Public Works	\$1,000.00	\$1,000.00	\$651.90	\$0.00	\$0.00	\$348.10	65.19%
1-100-03-0301-732 Signs-Public works	\$2,150.00	\$2,150.00	\$799.00	\$0.00	\$0.00	\$1,351.00	37.16%
1-100-03-0301-734 Tools-Public Works	\$2,700.00	\$2,700.00	\$2,305.45	\$0.00	\$0.00	\$394.55	85.39%
1-100-03-0301-810 Dues/ Memberships-Public Works	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
03 Public Works	\$242,563.00	\$242,563.00	\$156,412.78	\$0.00	\$0.00	\$86,150.22	64.48%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-03-0303-130 Overtime Wages-Snow Removal	\$20,000.00	\$20,000.00	\$8,335.80	\$0.00	\$0.00	\$11,664.20	41.68%
1-100-03-0303-365 Contracted Snow Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0303-436 Ice Maint. Bldg.--Snow Removal	\$400.00	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-03-0303-624 Paint-Snow Removal	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-03-0303-642 Plow Blades-Snow Removal	\$2,400.00	\$2,400.00	\$2,632.78	\$0.00	\$0.00	(\$232.78)	109.70%
1-100-03-0303-643 Sanding Equip-Snow Removal	\$1,000.00	\$1,000.00	\$145.60	\$0.00	\$0.00	\$854.40	14.56%
1-100-03-0303-644 Sand-Snow Removal	\$24,000.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	0.00%
1-100-03-0303-646 Salt-Snow Removal	\$40,000.00	\$40,000.00	\$42,693.31	\$0.00	\$0.00	(\$2,693.31)	106.73%
1-100-03-0303-830 Meals-Snow Removal	\$650.00	\$650.00	\$335.54	\$0.00	\$0.00	\$314.46	51.62%
03 Public Works	\$88,550.00	\$88,550.00	\$54,543.03	\$0.00	\$0.00	\$34,006.97	61.60%
1-100-03-0305-410 Street Lighting	\$7,500.00	\$7,500.00	\$3,781.46	\$0.00	\$0.00	\$3,718.54	50.42%
03 Public Works	\$7,500.00	\$7,500.00	\$3,781.46	\$0.00	\$0.00	\$3,718.54	50.42%
1-100-03-0307-451 Road Maintenance-Town Aid Roads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0307-716 Times Farms Rd Bridge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0307-999 Town Aid Roads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03 Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0309-215 Medical / Drug-Town Garage	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-03-0309-330 Conf/Seminars-Town Garage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0309-432 Building Maint.-Town Garage	\$4,000.00	\$4,000.00	\$1,800.28	\$0.00	\$0.00	\$2,199.72	45.01%
1-100-03-0309-434 Furnance Maint.-Town Garage	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-03-0309-490 Alarm Systems-Town Garage	\$300.00	\$300.00	\$250.00	\$0.00	\$0.00	\$50.00	83.33%
1-100-03-0309-530 Telephone-Town Garage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0309-537 Internet Cable-Town Garage	\$1,200.00	\$1,200.00	\$936.06	\$0.00	\$0.00	\$263.94	78.01%
1-100-03-0309-601 Electricity-Town Garage	\$3,600.00	\$3,600.00	\$1,751.40	\$0.00	\$0.00	\$1,848.60	48.65%
1-100-03-0309-603 Fuel Oil-Town Garage	\$5,100.00	\$5,100.00	\$1,459.10	\$0.00	\$0.00	\$3,640.90	28.61%
1-100-03-0309-610 Office Supplies-Town Garage	\$100.00	\$100.00	\$193.81	\$0.00	\$0.00	(\$93.81)	193.81%
1-100-03-0309-618 Computer Supplies-Town Garage	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
03 Public Works	\$15,750.00	\$15,750.00	\$6,390.65	\$0.00	\$0.00	\$9,359.35	40.58%
1-100-03-0311-370 Consulting Fees-Engineer	\$6,000.00	\$6,000.00	\$977.50	\$0.00	\$0.00	\$5,022.50	16.29%
03 Public Works	\$6,000.00	\$6,000.00	\$977.50	\$0.00	\$0.00	\$5,022.50	16.29%
1-100-03-0313-420 Mowing-Ground Care	\$14,000.00	\$14,000.00	\$15,795.29	\$0.00	\$0.00	(\$1,795.29)	112.82%
1-100-03-0313-422 Beautifications-Ground Care	\$1,500.00	\$1,500.00	\$434.44	\$0.00	\$0.00	\$1,065.56	28.96%
1-100-03-0313-424 Old Cemetary - Maintenance	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
03 Public Works	\$17,000.00	\$17,000.00	\$16,229.73	\$0.00	\$0.00	\$770.27	95.47%
1-100-04-0401-121 Board Clerk Wages	\$0.00	\$0.00	\$137.20	\$0.00	\$0.00	(\$137.20)	0.00%
1-100-04-0401-438 Equip. Maint.-Fire Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0401-800 Fire Department	\$136,650.00	\$136,650.00	\$102,487.50	\$0.00	\$0.00	\$34,162.50	75.00%
04 Public Safety	\$136,650.00	\$136,650.00	\$102,624.70	\$0.00	\$0.00	\$34,025.30	75.10%



**TOWN BUDGET SUMMARY**

**Andover Town & School 2019-2020**

03/04/2020

Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-04-0403-130 Overtime-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-375 Contract St. Fee-Law Enforcement	\$175,356.00	\$175,356.00	\$0.00	\$0.00	\$0.00	\$175,356.00	0.00%
1-100-04-0403-535 Mobile Phone / Pager-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-610 Office Supplies-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-810 Dues/Fees-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-901 Office Equipment-Law Enforcement	\$200.00	\$200.00	\$1,116.80	\$0.00	\$0.00	(\$916.80)	558.40%
<b>04 Public Safety</b>	<b>\$175,556.00</b>	<b>\$175,556.00</b>	<b>\$1,116.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$174,439.20</b>	<b>0.64%</b>
1-100-04-0405-100 Salary - Fire Marshall	\$7,500.00	\$7,500.00	\$4,759.59	\$0.00	\$0.00	\$2,740.41	63.46%
1-100-04-0405-110 Deputy Salary	\$1,200.00	\$1,200.00	\$600.00	\$0.00	\$0.00	\$600.00	50.00%
1-100-04-0405-335 Training-Fire Marshall	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-04-0405-535 Pager / PHONE-Fire Marshall	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0.00%
1-100-04-0405-610 Office Supplies-Fire Marshall	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
1-100-04-0405-612 Subscriptions/Fire Marshall	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-04-0405-810 Dues / Memberships-Fire Marshall	\$125.00	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00	0.00%
1-100-04-0405-901 Equipment-Fire Marshall	\$500.00	\$500.00	\$247.37	\$0.00	\$0.00	\$252.63	49.47%
<b>04 Public Safety</b>	<b>\$10,395.00</b>	<b>\$10,395.00</b>	<b>\$5,606.96</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,788.04</b>	<b>53.94%</b>
1-100-05-0501-100 Social Worker Sal.-Welfare	\$800.00	\$800.00	\$467.68	\$0.00	\$0.00	\$332.32	58.46%
1-100-05-0501-530 Social Services Phone	\$350.00	\$350.00	\$134.21	\$0.00	\$0.00	\$215.79	38.35%
1-100-05-0501-580 Social Services-Mileage	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
1-100-05-0501-830 Food & Clothing	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-05-0501-845 Social Services-ACCESS	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
<b>05 Public Welfare</b>	<b>\$1,600.00</b>	<b>\$1,600.00</b>	<b>\$601.89</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$998.11</b>	<b>37.62%</b>
1-100-06-0601-800 Misc. Exp-Memorial Day	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
1-100-06-0601-835 Memorial Day Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>06 Recreation</b>	<b>\$800.00</b>	<b>\$800.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$800.00</b>	<b>0.00%</b>
1-100-06-0603-436 Outside Maintenance-Recreation Comm	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-06-0603-493 Outside Facility-Recreation Comm	\$2,630.00	\$2,630.00	\$930.00	\$0.00	\$0.00	\$1,700.00	35.36%
1-100-06-0603-601 Electricity - Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-06-0603-870 Programs-Recreation Comm	\$5,835.00	\$5,835.00	\$2,661.18	\$0.00	\$0.00	\$3,173.82	45.61%
<b>06 Recreation</b>	<b>\$8,465.00</b>	<b>\$8,465.00</b>	<b>\$3,591.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,873.82</b>	<b>42.42%</b>
1-100-07-0701-100 Wages-Transfer Station	\$20,000.00	\$20,000.00	\$13,078.45	\$0.00	\$0.00	\$6,921.55	65.39%
1-100-07-0701-350 Water Testing-Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-438 Maintenance-Transfer Station	\$4,800.00	\$4,800.00	\$111.28	\$0.00	\$0.00	\$4,688.72	2.32%
1-100-07-0701-442 Brush Pile Removal	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0.00%
1-100-07-0701-480 Hauling Fees-Transfer Station	\$40,000.00	\$40,000.00	\$21,954.39	\$0.00	\$0.00	\$18,045.61	54.89%
1-100-07-0701-481 Bulky Waste-Transfer Station	\$25,000.00	\$25,000.00	\$18,222.80	\$0.00	\$0.00	\$6,777.20	72.89%
1-100-07-0701-493 Outdoor Facility-Transfer Station	\$900.00	\$900.00	\$600.00	\$0.00	\$0.00	\$300.00	66.67%
1-100-07-0701-530 Telephone-Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-580 Transfer Station-Mileage	\$0.00	\$0.00	\$52.78	\$0.00	\$0.00	(\$52.78)	0.00%

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

03/04/2020  
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1-100-07-0701-601 Electricity-Transfer Station	\$2,700.00	\$2,700.00	\$1,264.01	\$0.00	\$0.00	\$1,435.99	46.82%
1-100-07-0701-800 Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-803 Compactor Lease Transfer Station	\$3,000.00	\$3,000.00	\$2,260.28	\$0.00	\$0.00	\$739.72	75.34%
1-100-07-0701-810 Dues / Membership-Transfer Station	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-07-0701-998 Tipping Fees-Transfer Station	\$55,000.00	\$55,000.00	\$24,160.01	\$0.00	\$0.00	\$30,839.99	43.93%
07 Sanitation and Waste	\$159,100.00	\$159,100.00	\$81,704.00	\$0.00	\$0.00	\$77,396.00	51.35%
1-100-07-0703-482 Hazardous Waste-Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-484 Antifreeze Pickup-Recycling	\$200.00	\$200.00	\$137.70	\$0.00	\$0.00	\$62.30	68.85%
1-100-07-0703-485 Used Oil Pickup-Recycling	\$500.00	\$500.00	\$192.85	\$0.00	\$0.00	\$307.15	38.57%
1-100-07-0703-486 Freon Removal-Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-488 Tire Pickup-Recycling	\$550.00	\$550.00	\$916.50	\$0.00	\$0.00	(\$366.50)	166.64%
1-100-07-0703-631 Oil Filters-Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-807 Transfer Station-Permits	\$800.00	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-07-0703-810 Dues / Memb.-Recycling	\$500.00	\$500.00	\$309.63	\$0.00	\$0.00	\$190.37	61.93%
07 Sanitation and Waste	\$2,550.00	\$2,550.00	\$2,356.68	\$0.00	\$0.00	\$193.32	92.42%
1-100-08-0801-800 Economic Development Comm.	\$500.00	\$500.00	\$430.00	\$0.00	\$0.00	\$70.00	86.00%
1-100-08-0801-999 Economic Development Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$500.00	\$500.00	\$430.00	\$0.00	\$0.00	\$70.00	86.00%
1-100-08-0803-100 Wages-Planning & Zoning	\$1,350.00	\$1,350.00	\$390.00	\$0.00	\$0.00	\$960.00	28.89%
1-100-08-0803-115 Board Clerk - PZC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0803-310 Legal/Professional P&Z	\$5,000.00	\$5,000.00	\$625.00	\$0.00	\$0.00	\$4,375.00	12.50%
1-100-08-0803-320 Contract Planner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0803-335 Training-Planning & Zoning	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
1-100-08-0803-340 Planning & Zoning - Mapping	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0803-610 Office Supplies-Planning & Zoning	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0803-810 Dues / Memberships-Planning & Zoning	\$110.00	\$110.00	\$0.00	\$0.00	\$0.00	\$110.00	0.00%
08 Planning and Land Use	\$7,010.00	\$7,010.00	\$1,015.00	\$0.00	\$0.00	\$5,995.00	14.48%
1-100-08-0805-100 Wages-Zoning Board of Appeals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0805-115 Board Clerk - ZBA	\$500.00	\$500.00	\$180.00	\$0.00	\$0.00	\$320.00	36.00%
1-100-08-0805-610 Supplies	\$100.00	\$100.00	\$103.52	\$0.00	\$0.00	(\$3.52)	103.52%
08 Planning and Land Use	\$600.00	\$600.00	\$283.52	\$0.00	\$0.00	\$316.48	47.25%
1-100-08-0807-100 Wages - Building Department	\$8,360.00	\$8,360.00	\$5,415.66	\$0.00	\$0.00	\$2,944.34	64.78%
1-100-08-0807-120 Clerk's Wages-Building Department	\$34,230.00	\$34,230.00	\$20,820.90	\$0.00	\$0.00	\$13,409.10	60.83%
1-100-08-0807-285 Substitute Coverage	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-08-0807-330 Conf. / Seminars-Building Department	\$75.00	\$75.00	\$85.00	\$0.00	\$0.00	(\$10.00)	113.33%
1-100-08-0807-438 Equipment maint.-Building Dept.	\$900.00	\$900.00	\$434.00	\$0.00	\$0.00	\$466.00	48.22%
1-100-08-0807-455 LAND USE FEES/STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0807-580 Mileage-Building Department	\$500.00	\$500.00	\$250.00	\$0.00	\$0.00	\$250.00	50.00%
1-100-08-0807-610 Office Supplies-Building Department	\$500.00	\$500.00	\$384.29	\$0.00	\$0.00	\$115.71	76.86%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-08-0807-612 Bks. & Manuals-Building Department	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-08-0807-810 Dues / Membership-Building Department	\$155.00	\$155.00	\$0.00	\$0.00	\$0.00	\$155.00	0.00%
1-100-08-0807-901 Building Dept.-Equipment	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
08 Planning and Land Use	\$46,270.00	\$46,270.00	\$27,389.85	\$0.00	\$0.00	\$18,880.15	59.20%
1-100-08-0809-100 Wages-Inland/Wetlands	\$4,600.00	\$4,600.00	\$4,473.99	\$0.00	\$0.00	\$126.01	97.26%
1-100-08-0809-115 Board Clerk - IWC	\$1,000.00	\$1,000.00	\$730.00	\$0.00	\$0.00	\$270.00	73.00%
1-100-08-0809-335 Training-Inland/Wetlands	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	(\$130.00)	0.00%
1-100-08-0809-350 Water Testing-Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-365 Purchased Services-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-580 Mileage-Wetlands	\$300.00	\$300.00	\$27.25	\$0.00	\$0.00	\$272.75	9.08%
1-100-08-0809-610 Office Supplies-Inland/Wetland	\$50.00	\$50.00	\$55.00	\$0.00	\$0.00	(\$5.00)	110.00%
1-100-08-0809-614 Maps-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-800 Inland Wetland Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-810 Dues / Memberships-Inland/Wetlands	\$0.00	\$0.00	\$65.00	\$0.00	\$0.00	(\$65.00)	0.00%
08 Planning and Land Use	\$5,950.00	\$5,950.00	\$5,481.24	\$0.00	\$0.00	\$468.76	92.12%
1-100-08-0815-330 Conservation-membership	\$0.00	\$0.00	\$65.00	\$0.00	\$0.00	(\$65.00)	0.00%
1-100-08-0815-335 Conservation-training	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-08-0815-609 Conservation-equipment	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0815-800 Conservation Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-810 Conservation-conferences	\$300.00	\$300.00	\$65.00	\$0.00	\$0.00	\$235.00	21.67%
1-100-08-0815-811 Conservation - POCD Implementation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-813 Conservation - Trail Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$600.00	\$600.00	\$130.00	\$0.00	\$0.00	\$470.00	21.67%
1-100-08-0817-100 Salary-Zoning Agent	\$10,600.00	\$10,600.00	\$4,314.61	\$0.00	\$0.00	\$6,285.39	40.70%
1-100-08-0817-580 Mileage-Zoning Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0817-610 Office Supplies-Zoning Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$10,600.00	\$10,600.00	\$4,314.61	\$0.00	\$0.00	\$6,285.39	40.70%
1-100-08-0819-810 Capital Region Council of Govt.	\$7,861.00	\$7,861.00	\$7,861.00	\$0.00	\$0.00	\$0.00	100.00%
08 Planning and Land Use	\$7,861.00	\$7,861.00	\$7,861.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-09-0901-527 Education-RHAM/AES Retirement Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-09-0901-590 RHAM Payment	\$4,890,623.00	\$4,890,623.00	\$3,304,388.00	\$0.00	\$0.00	\$1,586,235.00	67.57%
1-100-09-0901-595 Board of Education Expenses	\$4,065,000.00	\$4,065,000.00	\$2,037,195.51	\$0.00	\$0.00	\$2,027,804.49	50.12%
09 Education	\$8,955,623.00	\$8,955,623.00	\$5,341,583.51	\$0.00	\$0.00	\$3,614,039.49	59.65%
1-100-10-1001-100 Library Payroll	\$71,800.00	\$71,800.00	\$43,491.63	\$0.00	\$0.00	\$28,308.37	60.57%
1-100-10-1001-800 Library	\$26,079.00	\$26,079.00	\$26,079.00	\$0.00	\$0.00	\$0.00	100.00%
10 Library	\$97,879.00	\$97,879.00	\$69,570.63	\$0.00	\$0.00	\$28,308.37	71.08%
1-100-11-1101-451 Road Improvement	\$200,000.00	\$200,000.00	\$123,584.21	\$0.00	\$0.00	\$76,415.79	61.79%
1-100-11-1101-700 Old Fire House-Capital Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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

03/04/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-11-1101-701 Town Garage-Capital Expenditure	\$32,615.00	\$32,615.00	\$32,614.61	\$0.00	\$0.00	\$0.39	99.99%
1-100-11-1101-702 Highway Dept-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-703 Fire Dept.-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-704 Old Town Hall-Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-707 Library-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-714 Revaluation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-715 P & Z-Capital POCD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-717 Reval Printer, Software-Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-718 Public Work-Capital Expenditures	\$0.00	\$0.00	\$193,014.34	\$0.00	\$0.00	(\$193,014.34)	0.00%
1-100-11-1101-719 Town Clerk - Wide Format Printer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-720 Senior-Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-721 AES CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-722 Open Space Commitments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-723 Pedestrian Bridge Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-724 Transfer Station Shed	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
1-100-11-1101-725 F250 Plow Truck	\$39,000.00	\$39,000.00	\$38,649.95	\$0.00	\$0.00	\$350.05	99.99%
1-100-11-1101-861 Severance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11 Capital Outlay	\$296,615.00	\$296,615.00	\$387,863.11	\$0.00	\$0.00	(\$91,248.11)	130.76%
1-100-12-1201-960 School-Debt	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-12-1201-961 Safety Complex-Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
12 Debt Service	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-12-1203-950 School Interest-Interest	\$10,845.00	\$10,845.00	\$6,491.25	\$0.00	\$0.00	\$4,353.75	59.85%
1-100-12-1203-951 Safety Complex Interest-Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
12 Debt Service	\$10,845.00	\$10,845.00	\$6,491.25	\$0.00	\$0.00	\$4,353.75	59.85%
1-100-13-1305-860 Insurance Severance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-890 POCD Implementation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-891 Community Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-898 Working Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-899 Contingency	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
1-100-13-1305-900 Reclass of transfers for Statement D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-901 Town Owned Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-902 Resv. Non-Recurring-Capital Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-905 Transfer - Remaining School Surplus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-906 Transfer - Public Works Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-907 Transfer - Multi Use Public Building	\$250,000.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	0.00%
1-100-13-1305-908 Fire Engine/Tanker Truck	\$412,000.00	\$412,000.00	\$0.00	\$0.00	\$0.00	\$412,000.00	0.00%
1-100-13-1305-909 Transfer Station Repair	\$25,000.00	\$25,000.00	\$10,157.80	\$0.00	\$0.00	\$14,842.20	40.63%
1-100-13-1305-910 Web Site	\$20,000.00	\$20,000.00	\$12,618.00	\$0.00	\$0.00	\$7,382.00	63.09%
13 Transfers to other funds	\$757,000.00	\$757,000.00	\$22,775.80	\$0.00	\$0.00	\$734,224.20	3.01%

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

03/04/2020  
 Fiscal Year 2019-2020

		Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
<b>FUND</b>	100 General Fund - Town	\$12,368,158.00	\$12,368,158.00	\$7,127,674.60	\$0.00	\$0.00	\$5,240,483.40	57.63%
<b>Grand Total for Report</b>		\$12,368,158.00	\$12,368,158.00	\$7,127,674.60	\$0.00	\$0.00	\$5,240,483.40	57.63%



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

Month ending: January 31, 2020	Bank Account #	Bank Balance	General Ledger Account		GL Balance	Difference
Municipal checking	5111	600,000.00	A-100-00-0000-990		600,000.00	
Municipal interest checking	5096	3,820,279.79	A-100-00-0000-990		4,315,548.99	104,730.80
Open Space	5137	259,556.60	A-100-00-1980-001	L-100-00-2980-001	259,556.60	0.00
Driveway fund	5187	26,828.40	A-100-00-1949-001	L-100-00-3949-001	26,828.40	0.00
Equipment fund	5252	25,183.52	A-100-00-1949-002	L-100-00-3949-002	25,183.52	0.00
Fire Engine fund	5343	53,774.42	A-100-00-1949-003	L-100-00-3949-003	53,774.42	0.00
Irene Mooney	5567	11,802.42	A-100-00-1949-004	L-100-00-3949-004	11,802.42	0.00
Library fund	5575	182,244.02	A-100-00-1949-005	L-100-00-3949-005	182,244.02	0.00
Library grant	5608	508.08	A-100-00-1949-006	L-100-00-3949-006	508.08	0.00
Nonrecurring Reserve	5624	40,799.46	A-100-00-1949-007	L-100-00-3949-007	40,799.46	0.00
Norton Childrens fund	5632	14,266.02	A-100-00-1949-008	L-100-00-3949-008	14,266.02	0.00
Norton Library fund	5658	3,681.78	A-100-00-1949-009	L-100-00-3949-009	3,681.78	0.00
Norton School fund	5666	9,255.20	A-100-00-1949-010	L-100-00-3949-010	9,255.20	0.00
School Improvement	5690	164,807.16	A-100-00-1949-011	L-100-00-3949-011	164,807.16	0.00
Severance Pay	5723	38,982.22	A-100-00-1949-012	L-100-00-3949-012	38,982.22	0.00
WB & Lizza Sprague	5731	3,267.02	A-100-00-1949-013	L-100-00-3949-013	3,267.02	0.00
Brown & Brown School	5749	25,991.57	A-100-00-1949-014	L-100-00-3949-014	25,991.57	0.00
Working capital	5757	487,883.98	A-100-00-0000-108		487,883.98	0.00
Zoning bond	5765	12,600.34	A-100-00-1949-016	L-100-00-3949-016	12,600.34	0.00
Boivin construction	5773	728.94	A-100-00-1949-017	L-100-00-3949-017	728.94	0.00
Town Clerk preservation	5781	1,145.86	A-100-00-1949-018	L-100-00-3949-018	1,145.86	0.00
Revaluation Fund	5799	48,131.24	A-100-00-1949-019	L-100-00-3949-019	48,131.24	0.00
AES Expansion	0934	8,708.74	A-100-00-1980-002	L-100-00-2980-002	8,708.74	0.00

January 31, 2020

TAX COLLECTION YTD SUMMARY

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

<u>Grand List Year</u>	<u>Balance Uncollected June 30, 2019</u>	<u>Current Levy</u>	<u>Taxes Collected YTD Jan 2020</u>	<u>Balance Uncollected Jan 31, 2020</u>
2018		9,152,376	6,932,991	2,219,385
2017	142,063		56,976	85,087
2016	33,097		4,536	28,561
2015	22,002		1,441	20,561
2014	14,977		1,284	13,693
2013	8,365		278	8,087
2012	8,853		132	8,721
2011	7,517		0	7,517
2010	1,462		17	1,445
2009	580		0	580
2008	548		0	548
2007	548		0	548
2006	207		0	207
Total	240,219	9,152,376	6,997,655	2,394,940



Town of Andover, Connecticut  
Board of Finance  
Overexpenditure Report

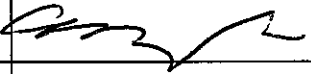
Report date: February 20, 2020

Department	Budget #	Account Description Comments	Original Budget	Approval				Adjusted Budget	YTD expended			Additional amount	
				TA \$\$ amt	BOS \$\$ amt	BOF \$\$ amt	Date		\$\$	% original	% adjusted	Budgeted	Expended
Town office building	0129-365	Elevator Service contract	2,400.00			3,600.00	10/22/19	6,000.00	2,203.20	92%	37%	3,600.00	(196.80)
		State mandated test not budgeted											
DPW	0301-435	Vehical maint.	12,000.00			6,000.00	10/22/19	18,000.00	20,036.00	167%	111%	6,000.00	8,036.00
		Large transmission repair											
DPW	0309-490	Alarm system - town garage	300.00			300.00	10/22/19	600.00	250.00	83%	42%	300.00	(50.00)
		ongoing maint. issues w/old system											
transfer station	0703-488	tire pick up - recycling	550.00			450.00	10/22/19	1,000.00	917.00	167%	92%	450.00	367.00
		underbudgeted											
Auditor/ Actuary	0105-325	Actuarial Services	3,500.00			1,575.00	10/22/19	5,075.00	5,075.00	145%	100%	1,575.00	1,575.00
IWC	0809-335	Training	0.00	130.00			12/12/19	130.00	130.00		100%	130.00	130.00
		CACIWC mtg/conf not budgeted											
IWC	0809-810	Dues/Memberships	0.00	65.00			12/12/19	65.00	65.00		100%	65.00	65.00
		CACIWC membership not budgeted											
IWC	0809-610	Office Supplies	50.00	50.00			12/9/19	100.00	55.00			50.00	
Old Town Hall	0123-603	fuel oil	400.00	200.00			1/7/2020	600.00	590.00	148%	98%	200.00	190.00
		underbudgeted											
Senior Transport.	0143-435	Vehical maint.	3,000.00	1,500.00			1/29/2020	4,500.00	2,837.00	95%	63%	1,500.00	(163.00)
Law Enforcement	0403-901	office equipment	200.00	950.00			2/26/2020	1,150.00	1,117.00	559%	97%	950.00	917.00
Snow Removal	0303-646	salt	40,000.00			20,000.00	2/26/2020	60,000.00				20,000.00	
		using all salt this year											
<b>Totals</b>												34,820.00	10,870.20

# Budget

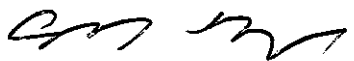
Town of Andover, Connecticut  
Board of Finance  
Request for Overexpenditure of Budget Appropriation

Budget Account #	Account Description	Original Budget	Additional amount requested	Comments
0313-420	Mowing & Grounds Care	\$14,000	\$2,000	Costs associated with sprinkler system
0313-420	Mowing & Grounds Care	\$14,000	\$5,000	Costs associated with sprinkler system

Approval	Name	Signature	Date
Dept Head/Board or Commission Chair	N/A		
Town Administrator up to \$2,000	<i>Eric Andrus</i>		3-2-2020
Board of Selectmen \$2,001 to \$5,000	Meeting date:		
Board of Finance in excess of \$5,000.00 after BOS approval	Meeting date:		

Town of Andover, Connecticut  
Board of Finance  
Request for Overexpenditure of Budget Appropriation

Budget Account #	Account Description	Original Budget	Additional amount requested	Comments
0301-390	Tree Work	\$10,000	\$4,000	Removal of trees at Athletic Fields

Approval	Name	Signature	Date
Dept Head/Board or Commission Chair			
Town Administrator up to \$2,000	Eric Anderson		3-2-2020
Board of Selectmen \$2,001 to \$5,000	Meeting date:		
Board of Finance in excess of \$5,000.00 after BOS approval	Meeting date:		

# **Tax Collector's Report**

**JANUARY 2020**

Deposits

Deposits

	ON-LINE	OFFICE	RECEIPT	TOTAL	DIFFERENCE
1/1	240.20	HOLIDAY		240.20	240.20
1/2	1,077.12			1,077.12	
1/2	4,356.27	43,121.12	43,121.12	47,477.39	0.00
1/3	1,187.53			1,187.53	0.00
1/4	365.52			365.52	0.00
1/5				0.00	0.00
1/6	4,836.59	77,731.07	77,731.07	82,567.66	0.00
1/7	349.30	20,868.89	20,868.89	21,218.19	0.00
1/8		113,183.78	113,183.78	113,183.78	0.00
1/8	237.27	31,499.43	31,499.43	31,736.70	0.00
1/9	2,205.39	32,999.50	32,999.50	35,204.89	0.00
1/10				0.00	0.00
1/11	1,904.36			1,904.36	0.00
1/12	479.92			479.92	0.00
1/13	2,713.63	48,199.83	48,199.93	50,913.46	(0.10)
1/14	180.43	19,887.06	19,887.06	20,067.49	0.00
1/15	2,699.74	41,785.51	41,785.51	44,485.25	0.00
1/16	1,987.39	33,454.54	34,454.54	35,441.93	(1,000.00)
1/17	833.25			833.25	0.00
1/18	3,656.35			3,656.35	0.00
1/19	4.37			4.37	0.00
1/20	(1,368.99)	HOLIDAY		(1,368.99)	0.00 Pmt rejected from 1/15
1/21	3,090.47	125,736.73	125,736.73	128,827.20	0.00
1/22		25,409.07	25,409.07	25,409.07	0.00
1/23	3,008.12	38,221.80		41,229.92	38,221.80
1/24		(2,053.04)		(2,053.04)	(2,053.04) NSF from 1/13/20
1/24	4,483.19			4,483.19	0.00
1/25	722.84			722.84	0.00
1/26				0.00	0.00
1/27	3,221.82	385,881.74		389,103.56	385,881.74
1/27		62,625.34		62,625.34	62,625.34
1/27		120,515.57		120,515.57	120,515.57
1/28	3,283.04	18,802.37		22,085.41	18,802.37
1/29	6,682.51	18,817.78		25,500.29	18,817.78
1/30		92,571.39		92,571.39	92,571.39
1/31				0.00	0.00
TOTAL	52,437.63	1,349,259.48	614,876.63	1,401,697.11	

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2012			74.66		68.43	5.00	148.09
2013			84.07		84.24	5.00	173.31
2014				981.20	721.18	261.11	1,963.49
2015			859.24		554.21	217.77	1,631.22
2016	100.00		747.83		314.09	28.99	1,190.91
2017	856.67	1,486.20	346.15		526.65	25.00	3,240.67
2018	1,301,486.52	2,217.43	7,631.86	81,717.63	2,189.02	160.00	1,395,402.46
2018 NSF	(2,053.04)						(2,053.04)
TOTAL	1,300,390.15	3,703.63	9,743.81	82,698.83	4,457.82	702.87	1,401,697.11

UNCOLLECTED TAXES BY TAX YEAR:

	RE	PP	MV	MVS	TOTAL
2006				207.27	207.27
2007			476.65	71.26	547.91
2008			520.26	28.15	548.41
2009			579.60		579.60
2010				211.42	211.42
2011		439.82	4,592.58	249.48	5,281.88
2012		2,828.18	3,359.47	225.89	6,413.54
2013	12.13	3,485.83	1,776.65	783.06	6,057.67
2014	1,225.76	4,551.81	2,201.38	2,991.24	10,970.19
2015	1,679.64	6,018.82	10,488.02	2,480.67	20,667.15
2016	9,335.21	7,582.11	9,607.30	2,959.29	29,483.91
2017	53,434.75	9,121.70	22,312.55	6,750.85	91,619.85
2018	2,124,941.13	133,568.86	54,285.43	48,276.98	2,361,072.40
TOTAL	2,190,628.62	167,597.13	110,199.89	16,958.58	2,533,661.20

# **Department Monthly Reports**



# ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

February 2, 2020

The Andover Fire Department responded to 32 calls for service for the month of January. Here is the breakdown.

Medical Calls 20

MVA 1

Structure Fire 4

Fire Alarm 4

Smoke Investigation 3

Drills 2

Meetings 1

Work Detail 1

Ron Mike

Andover Fire Chief





Commanding Officer  
Lt. Marc Petruzzi #037

# State of Connecticut



## Connecticut State Police Troop K - Colchester



Executive Officer  
Master Sergeant Eric Peck #085

Date: 2/1/2020

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

Dear: Jeff J. Maguire,

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

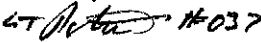
During the month of **January 2020** the Andover Resident Trooper as well as Troop K Troopers responded to **158** Calls for Service in the Town of Andover. Of these Calls for service the most notable are:

Accidents: 1  
Burglaries: 0  
Larcenies: 2  
Narcotic Cases: 0  
Other Criminal: 1  
Other Non-Criminal: 3  
Non Reportable Matters: 139  
Other Noteworthy Events (List):

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

On-Sight DWI: 0  
Traffic Citations: 12  
Written Warnings: 6

Sincerely,

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

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



<b>FEBRUARY</b>					
<b>DATE ISSUED</b>	<b>PERMIT NO.</b>	<b>PROPERTY OWNER</b>	<b>PROPERTY LOCATION</b>	<b>DESCRIPTION</b>	
2/4/2020	4444	Jeff Graham	54 Times Rd	3 Replacement Windows	
2/4/2020	4445	Linda Derick	101 Lakeside Dr	Roof Replacement	
2/10/2020	4454	Mr. Douglas Gamache	335 Boston Hill Rd	Electrical Fixtures	
2/10/2020	4453	Jeff Bousfield	103 Hutchinson Rd	Propane	
2/10/2020	4451	Jeff Bousfield	103 Hutchinson Rd	Electrical	
2/10/2020	4452	Beth spear	31 Pine Ridge Dr	A/G Propane	
2/10/2020	4449	Beth spear	31 Pine Ridge Dr	Generator & New 200 amp Service	
2/10/2020	4398	Justin Breault	22 Hickory Ln	A/G LP Tank	
2/18/2020	4458	Lynn Dove	294 Lake Rd	Meter Relocation	
2/18/2020	4456	Sarah Warriner	53 Rockledge DR	Pellet Stove	
2/18/2020	4458	Lynn Dove	294 Lake Rd	Relocate Meter	
2/19/2020	4460	Albert & Barbara Patch	75 Pine Ridge Dr	Replace Amp Service	
2/19/2020	4457	Ms. Lynn Dove	294 Lake Rd	Wiring for HVAC	
2/25/2020	4464	Amanda Gibson	327 Hebron Rd	Repairs Chimney & Stove	
2/25/2020	4465	Dennis Platt	69 Burnap Rd	Plumbing for New Home	
2/25/2020	4466	Mary Tynan	171 Boston Hill Rd	A/G Propane	
2/25/2020	4467	Robert Maxwell	90 Burnap Rd	Residential Demolition	
2/26/2020	4470	Lynn Dove	294 Lake Rd	HVAC	
2/26/2020	4469	Mr. Graham	54 Times Rd	Roof	
2/26/2020	4464	Amanda Gibson	327 Hebron Rd	Chimney Repair & Stove Repair	
2/26/2020	4465	Dennis Platt	69 Burnap Rd	Plumbing for New Home	
<b>TOTAL PERMITS ISSUED = 21</b>					

Date	Property Location	DESCRIPTION	Comm/Industrial	Residential	Building	Electrical	Plumbing	HVAC	Mech	Pass	Fail	Re-Inspect	Total	CO ISSUED
FEBRUARY														
2/3/2020	4 Shadblow Ln	Lighting		1		1				1			1	
2/5/2020	241 Lake Rd	Rough Plumbing		1			1			1			1	
2/5/2020	53 Rockledge Dr	Plumbing		1			1			1			1	
2/19/2020	103 Long Hill Rd	Gas Pressure Test & Generator		1		1			1	1			1	
2/24/2020	294 Lake Rd	New Electric Panel		1		1				1			1	
2/25/2020	31 Pine Ridge Rd	Pressure Test		1					1	1			1	
2/25/2020	101 Lakeside Dr	Roof		1	1					1			1	
2/26/2020	69 Burnap Rd	U/G Plumbing		1			1			1			1	
2/26/2020	101 Lakeside Dr	Roof		1	1					1			1	
2/26/2020	31 Pine Ridge Rd	Gas Pressure Test		1					1	1			1	
2/26/2020	69 Burnap Rd	U/G Plumbing		1			1			1			1	
		<b>TOTALS</b>		<b>11</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>3</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>11</b>	

Register Report by Year - Last month

2/1/2020 through 2/29/2020

3/3/2020

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Ta... Clr	Amount
<b>BALANCE 1/31/2020</b>								<b>27,975.03</b>
2/4/2020	Building Department		101 Lakeside Dr.	[Permit receipts]				246.24
2/10/2020	Building Department		31 Pine Ridge Dr.	[Permit receipts]				112.86
2/10/2020	Building Department		103 Hutchinson Rd	[Permit receipts]				80.52
2/10/2020	Building Department		31 Pine Ridge Dr.	[Permit receipts]				80.52
2/10/2020	Building Department		103 Hutchinson Rd	[Permit receipts]				112.86
2/13/2020	Building Department		335 Boston Hill Rd.	[Permit receipts]				123.12
2/18/2020	Building Department		53 Rockledge Dr.	[Permit receipts]				46.17
2/18/2020	Building Department		294 Lake Rd.	[Permit receipts]				20.52
2/18/2020	Building Department		294 Lake Rd.	[Permit receipts]				20.52
2/18/2020	Building Department		59 Time Rd	[Permit receipts]				200.00
2/19/2020	Building Department		75 Pine Ridge Rd	[Permit receipts]				20.52
2/19/2020	Building Department		142 Wales Rd	[Permit receipts]				60.00
2/24/2020	Building Department		353 Lake Rd	[Permit receipts]				190.00
2/25/2020	Building Department		84 Bear Swamp Rd	[Permit receipts]				115.40
2/25/2020	Building Department		327 Hebron Rd	[Permit receipts]				33.86
2/25/2020	Building Department		69 Burnap Brook Rd	[Permit receipts]				102.60
2/25/2020	Building Department		171 Boston Hill Rd.	[Permit receipts]				70.52
2/26/2020	Building Department		54 Time Rd	[Permit receipts]				148.77
2/26/2020	Building Department	...	233 Rte 6	IW... IWWC:Administra...				150.00
				State Zoning Fee				60.00
2/26/2020	Building Department		294 Lake Rd.	[Permit receipts]				102.60
2/27/2020	Building Department		90 Burnap Brook Rd.	[Permit receipts]				200.00
2/27/2020	Building Department		26 Stanley Dr	[Permit receipts]				449.88
2/27/2020	Building Department		80 Stanley Dr	[Permit receipts]				46.17
2/27/2020	Building Department		191 Bunker Hill Rd	[Permit receipts]				20.52
2/27/2020	Building Department		5 Chester Brooks Lane	[Permit receipts]				25.65
2/27/2020	Building Department	...	33 Route 87	IWWC				400.00
				State Zoning Fee				60.00
<b>2/1/2020 - 2/29/2020</b>								<b>3,299.82</b>
<b>BALANCE 2/29/2020</b>								<b>31,274.85</b>
<b>OVERALL TOTAL</b>								<b>3,299.82</b>
<b>TOTAL INFLOWS</b>								<b>3,299.82</b>

Register Report by Year - Last month

2/1/2020 through 2/29/2020

3/3/2020

Page 2

Date	Account	Num	Description	Memo	Category	Tag	Ta...	Clr	Amount
<b>TOTAL OUTFLOWS</b>									<b>0.00</b>
<b>NET TOTAL</b>									<b>3,299.82</b>

State-IWWC-PZC-ZBA - Feb 2020

2/1/2020 through 2/29/2020

3/3/2020

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Tax Item	Clr	Amount
2/26/2020	Building Department	S	233 Rte 6		State Zoning Fee				60.00
2/27/2020	Building Department	S	33 Route 87		State Zoning Fee				60.00
2/10/2020	Permit receipts	4451	S 103 Hutchinson Rd	Stat...	State Zoning Fee		Schedule C...	c	60.00
2/10/2020	Permit receipts	4452	S 31 Pine Ridge Dr.	Stat...	State Zoning Fee		Schedule C...	c	60.00
2/18/2020	Permit receipts	4459	S 59 Time Rd		State Zoning Fee		Schedule C...	c	60.00
2/19/2020	Permit receipts	4461	S 142 Wales Rd	Stat...	State Zoning Fee		Schedule C...		60.00
2/24/2020	Permit receipts	4462	S 353 Lake Rd		State Zoning Fee		Schedule C...	c	60.00
2/25/2020	Permit receipts	4463	S 84 Bear Swamp Rd	Stat...	State Zoning Fee		Schedule C...	c	60.00
2/25/2020	Permit receipts	4466	S 171 Boston Hill Rd.	Stat...	State Zoning Fee		Schedule C...	c	60.00
2/27/2020	Permit receipts	4471	S 26 Stanley Dr	Stat...	State Zoning Fee		Schedule C...	c	60.00
<b>2/1/2020 - 2/29/2020</b>									<b>600.00</b>
<b>TOTAL INFLOWS</b>									<b>600.00</b>
<b>TOTAL OUTFLOWS</b>									<b>0.00</b>
<b>NET TOTAL</b>									<b>600.00</b>

State Ed Report - FEB-2020 - Last month

2/1/2020 through 2/29/2020

3/3/2020

Page 1

Category	2/1/2020- 2/29/2020
<b>INFLOWS</b>	
Ed Fee - State	42.82
<b>TOTAL INFLOWS</b>	<b>42.82</b>
<b>OVERALL TOTAL</b>	
	<b>42.82</b>



**Assessor's office monthly activity –JANUARY 2020**

Processing conveyances	11
Processing building permits	8
Prorating motor vehicle grand list	17
Updating field cards	2
Correspondence/ Phone	85
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	67
Providing assistance to other departments	15
Researching mapping issue or questions	5
Reports and communication with the State of Connecticut	4
MLS research	3
Scheduling meeting and appointments	3
Office work – ie filing, updating sales book, scanning documents etc	Valued Motor Vehicles for 19 GL
Personal property grand list	5
Personal Property Discovery	8
Homeowner's program	1

Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	Applied MV & RE exemptions for 19 GL
Adds to the re, pp or mv grand list	1 MV adds
Pa 490	
Provided assistance to BAA	3
Researching and providing requested information to auditor	
Real property inspections	3
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
MLS review	3
Town board/dept assistance	5
Review & Approve C of Cs	19
Review & Approve Farmland & Forestland Assessment Applications	
Review, Approve, & create/data entry on land splits & mergers	5
Mapping Research/Discrepancies	

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

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
795 1	LACROIX NOREEN K & PAUL H 78 NEEDLETREE LANE GLASTONBURY CT 6033-0	102201	07804R	P <b>2018 01/20/2020</b>	50,100 0 50,100	<b>87,088</b> 0 <b>87,088</b>	137,188 0 <u>137,188</u>
1351 1	STABA DENNIS J & CAROL J 99 TOWNSEND RD ANDOVER CT 6232-0	281	07807R	C <b>2019 01/30/2020</b> REVALUED AFTER REMODEL	121,400 0 121,400	<b>14,100</b> 0 <b>14,100</b>	135,500 0 <u>135,500</u>
50556 1	CARDARELLI ROBERT M 9 SHODDY MILL RD ANDOVER CT 6232-1213	50562 2005 01	07789M JEEP WRANGLER 1J4FA39S75P323385	C <b>2018 01/02/2020</b> SOLD 4/19	6,690 0 6,690	<b>-2,790</b> 0 <b>-2,790</b>	3,900 0 <u>3,900</u>
50588 1	CARSO DOROTHY F 31 LAKESIDE DR ANDOVER CT 6232-1516	50594 2013 01	07802M TOYOT VENZA LE 4T3BK3BB7DU095001	C <b>2018 01/13/2020</b> TOTALLED - 2/18	10,970 0 10,970	<b>-10,970</b> 0 <b>-10,970</b>	0 0 <u>0</u>
51405 1	HARDERS JAMES R 55 WINDRUSH LN ANDOVER CT 6232-1610	51410 2007 03	07797M TOYOT FJ CRUIS JTEBU11F270006457	C <b>2018 01/06/2020</b> SOLD 7/19	9,990 0 9,990	<b>-1,668</b> 0 <b>-1,668</b>	8,322 0 <u>8,322</u>
54058 0	MCPECK LEE S 34 BAILEY RD ANDOVER CT 6232-1005	17A071 2012 01	07798M AUDI A7 PREST WAU2GAF8C8CN063833	C <b>2017 01/06/2020</b> ADD FROM DMV	0 0 0	<b>18,690</b> 0 <b>18,690</b>	18,690 0 <u>18,690</u>
54060 0	MCPECK LEE S 34 BAILEY RD ANDOVER CT 6232-1005	18A036 2012 01	07799M AUDI A7 PREST WAU2GAF8C8CN063833	C <b>2018 01/06/2020</b> ADD FROM DMV	0 0 0	<b>15,940</b> 0 <b>15,940</b>	15,940 0 <u>15,940</u>
80017 1	ALLARD SALLY J 52 PINE RIDGE DR ANDOVER CT 6232-1029	80017 2016 01	07806S FORD ESCAPE T 1FMCU9J91GUC48100	C <b>2018 01/27/2020</b> SOLD 12/18	12,985 0 12,985	<b>-10,620</b> 0 <b>-10,620</b>	2,365 0 <u>2,365</u>
80031 1	ATKINS GEORGE R JR 367 HEBRON RD ANDOVER CT 6232-1720	80031 2002 03	07795S FORD F150 2FTRF18202CB01410	C <b>2018 01/06/2020</b> SOLD 6/19	2,254 0 2,254	<b>-845</b> 0 <b>-845</b>	1,409 0 <u>1,409</u>
80117 1	COUTURE MARGUERITE R 25 RIVERSIDE DR APT 2F ANDOVER CT 6232-1117	80117 2007 01	07791S FORD FUSION S 3FAHP08187R147016	C <b>2018 01/06/2020</b> SOLD 8/19	1,645 0 1,645	<b>-273</b> 0 <b>-273</b>	1,372 0 <u>1,372</u>
80156 1	DUNNACK ALAN E 37 LAKE RD ANDOVER CT 6232-1546	80156 2003 03	07800S FORD F350 SUP 1FTSX31F43EA77308	C <b>2018 01/08/2020</b> VET EXMPT	7,813 0 7,813	<b>0</b> <b>2,487</b> <b>-2,487</b>	7,813 2,487 <u>5,326</u>
80240 1	HOULE CHRISTINE G 220 BUNKER HILL RD ANDOVER CT 6232-1337	80240 2000 03	07796S CHEVR SILVERAD 1GCEK14W5YE207406	C <b>2018 01/06/2020</b> SOLD 8/19	3,030 0 3,030	<b>-251</b> 0 <b>-251</b>	2,779 0 <u>2,779</u>
80281 1	KENNEDY LAURA C 6 SHADBLOW LN ANDOVER CT 6232-1130	80281 2017 01	07803S AUDI A5 QUATT WAUD2AFHXHN002395	C <b>2018 01/16/2020</b> SOLD 4/19	23,920 0 23,920	<b>-9,975</b> 0 <b>-9,975</b>	13,945 0 <u>13,945</u>
80359 1	MCKINSEY VANCE W 4 HICKORY LN WATERFORD CT 6385-4210	80359 2017 12	07790S HARLE FLSS 1HD1JS914HB017469	C <b>2018 01/02/2020</b> WRONG TT - SENT TO WATERFORD	3,090 0 3,090	<b>-3,090</b> 0 <b>-3,090</b>	0 0 <u>0</u>
80417 1	NISSAN INFINITI LT PO BOX 254648 SACRAMENTO CA 95865-4648	80417 2016 01	07805S NISSA MURANO S 5N1AZ2MH6GN108444	C <b>2018 01/21/2020</b> SOLD 3/19	15,090 0 15,090	<b>-7,545</b> 0 <b>-7,545</b>	7,545 0 <u>7,545</u>

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

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
80454	PERSON JESSEE E	80454		07794S	C	250	125
1	187 LAKE RD	1958 25	BROCK	147WL	2018 01/06/2020	0	0
	ANDOVER CT 6232-1549		41BD1267		SOLD 6/19	250	125
80470	PORSCHE LEASING LTD	80470		07792S	C	57,550	28,775
1	1 PORSCHE DR	2018 01	PORSC	CAYMAN S	2018 01/06/2020	0	0
	ATLANTA GA 30354-1654		WP0AB2A86JK278390		SOLD 3/19	57,550	28,775
80589	TWORKOWSKI JOHN P	80589		07793S	C	2,362	1,314
1	237 LAKE RD	2004 01	TOYOT	CELICA G	2018 01/06/2020	0	0
	ANDOVER CT 6232-1710		JTDDY32T440071551		SOLD 5/19	2,362	1,314
80638	ROSSIGNOL, ALLEN R	18AS003		07801S	C	0	15,916
0	112 WILLOW DR	2019 01	DODGE	CHALLENG	2018 01/09/2020	0	0
	HEBRON CT 6248-0		2C3CDZFFJ9KH533960		WRONG TT ADD FROM HEBRON	0	15,916

<b>TOTAL</b>	<b># Of Accts 19</b>					<b>329,139</b>	<b>73,759</b>	<b>402,898</b>
						0	2,487	2,487
						<b>329,139</b>	<b>71,272</b>	<b>400,411</b>

<b>YEAR 2018</b>	<b># Of Accts 19</b>					<b>329,139</b>	<b>73,759</b>	<b>402,898</b>
						0	2,487	2,487
						<b>329,139</b>	<b>71,272</b>	<b>400,411</b>

<b>GRAND TOTAL</b>	<b># Of Accts 19</b>					<b>329,139</b>	<b>73,759</b>	<b>402,898</b>
						0	2,487	2,487
						<b>329,139</b>	<b>71,272</b>	<b>400,411</b>

ANDOVER PUBLIC LIBRARY -  
LIBRARIAN'S REPORT - February 2020

	Feb-20	YTD 19-20 (July 1, 2019 - June 30, 2020)
<b>Adult:</b>		
Fiction	437	3832
Non-fiction	83	695
Video	158	1021
Audio	57	388
Magazines	3	35
E-reader (Kindle)	0	0
<b>Total Adult</b>	<b>738</b>	<b>5971</b>
<b>Children:</b>		
Fiction	124	1554
Non-fiction	18	214
Video	15	126
Audio	0	59
<b>Total Children</b>	<b>157</b>	<b>1953</b>
<b>Young Adult:</b>		
Fiction	28	274
Non-fiction	1	15
Audio	0	1
Magazines	0	0
<b>Total Young Adult</b>	<b>29</b>	<b>290</b>
<b>Total Fiction</b>	<b>589</b>	<b>5660</b>
<b>Total Non-fiction</b>	<b>102</b>	<b>924</b>
<b>Total Video</b>	<b>173</b>	<b>1147</b>
<b>Total Audio</b>	<b>57</b>	<b>448</b>
<b>Total Magazines</b>	<b>3</b>	<b>35</b>
<b>Total Uncategorized**</b>	<b>17</b>	<b>197</b>
<b>Total Passes</b>	<b>0</b>	<b>12</b>
<b>Total OverDrive</b>	<b>158</b>	<b>1141</b>
<b>Total E-readers</b>	<b>0</b>	<b>0</b>
<b>Total Circulation</b>	<b>1099</b>	<b>9564</b>
Out-of-town circ.	100	902
Ref. questions	47	394
Patrons registered:		
Andover	3167	
Out-of-town	463	
<b>Total Patrons</b>	<b>3630</b>	
Collection size *	19821	
Public Computer Usage (hrs.)	60.75	490.75
ILL provided	81	484
ILL received	31	395
# Patrons (inc. programs):	627	5505
PROGRAM ATTENDANCE	132	1278
Number of programs:	14	99

ANDOVER SENIOR TRANSPORTATION  
MONTH OF FEBRUARY 2020

Dated 3/4/2020  
Cathy Palazzi  
Senior Coordinator

Month of February:

1) Drug tests – none.

2) List of Clients Serviced February :

- Medicals 32
  - Shopping 128  
(includes Food Pantry/Food Share/Friday Lunch)
  - Special Events 2 (No movies February)
  - Maintenance 1 (Oil Change-Van)
  - Incident Log 1
  - Disabled 9
  - Veterans 5
  - Meetings 3  
(includes YAH and Transportation Meetings)
- Total Passengers 181

Dated 3/4/2020  
Cathy Palazzi  
Senior Coordinator

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

**March 2, 2020**

**Monthly Report for February**

**The Registrars processed 19 voters during the month. A combination of new voters, moves within town and out of town.**

**We worked on state mandated CANVASS of voters**

**Worked on preparing for the April 28, 2020 Presidential Preference Primary.**

**Wallace E. Barton Jr**

**Linda Derick**

**ROV**

**ROV**