

**Town of Andover**  
Board of Selectmen  
Monday, May 11<sup>th</sup>, 2020 at 7:00 P.M.  
Location: virtual meeting via Zoom platform

Regular Meeting Agenda

**Call-in Directions to join the Zoom Meeting**

Click here to join by computer for video/audio: <https://us02web.zoom.us/j/89841546063>

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

Meeting ID: 898 4154 6063, Password: 222737

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

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

Discuss and act upon the following:

  - a. Town's Personnel Policies
  - b. Community Connectivity Grant
  - c. Email Provider Office 365
  - d. Annual Report
  - e. Memorial Day Parade
7. New Business

Discuss and act upon the following:

  - a. Town Accounting Software
  - b. Meeting with Board of Education to discuss combined Finance Department
  - c. Transfer Station Operations
  - d. Plans for Reopening
  - e. Andover Youth Summer Camp
  - f. Recreation Sign Request by Joe King
  - g. Discussion of Senior Transportation Vehicles
8. Approval of Meeting Minutes
  - a. Monday, April 13<sup>th</sup>, 2020 Regular Meeting Minutes

9. 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

10. Budget
  - a. Transfers
  - b. Refunds
  - c. Over Expenditure Requests

11. Tax Collector's Report
  - a. Refunds Requests

12. Assessor's Report
  - a. Revaluation Services

13. Department Reports
  - a. Fire Department
  - b. Resident State Trooper
  - c. Town Clerk
  - d. Building Department
  - e. Assessor's Office
  - f. Town Garage
  - g. Transfer Station
  - h. Library
  - i. Senior Transportation
  - j. Registrars

14. Resignations

15. Correspondence

16. Public Speak

17. Adjournment

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

# **Board and Commission Presentations and Appointments**





## YOUR PHOTOS IN SLIDESHOW

Image is for Position Only

[Subscribe to News & Alerts](#)[Minutes & Agendas](#)[Trash & Recycling](#)[Pay Taxes Online](#)

## Welcome to Andover, Connecticut

Established in 1848, our historic town is a collective community of approximately 3,600 residents, nestled in Tolland county found in Northeastern CT. While visiting our website you will find information for town and community activities along with how to acquire various services from the town hall.

### Andover News



#### News Item Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas a risus justo. Nunc at neque eu nunc volutpat...



#### Another Important Item Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas a risus justo. Nunc at neque eu nunc volutpat...



#### Another Important Item Title

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas a risus justo. Nunc at neque eu nunc volutpat...

[+ VIEW ALL](#)[Subscribe to News & Alerts](#)

### Main Calendar

### Town Meetings

### Community Events

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Monday, March 10, 2020

[Event Title](#)[Event Title](#)

Wednesday, March 12, 2020

[Event Title](#)

Tuesday, March 18, 2020

[Event Title](#)[Event Title](#)[+ VIEW ALL EVENTS](#)



[Elected/Appointed Officials](#)[Town Meeting](#)[Vital Records](#)[Voter Registration Information](#)

## Contact Info

### Address

100 Main Street  
Maynard, MA 01754  
United States  
See map: [Google Maps](#)

### Hours of Operation

Monday - Friday, 8am to 4:30pm

### Phone

(976) 461-5895

### Fax

(976) 461-5899

[Home >> Department](#)

## Department

Aliquam vitae aliquet eros. Maecenas ex justo, laoreet et ante eu, gravida molestie ipsum. Ut elementum quam a massa suscipit tempor. Quisque sed ultrices turpis, eu eleifend nisl. Nulla facilisi. Proin scelerisque scelerisque nisi. Fusce urna felis, tristique lacinia rhoncus vel, aliquam sed augue. Sed eget condimentum mi, sit amet mattis tellus. Donec elementum tortor quis sapien tristique, a hendrerit risus vehicula. Quisque maximus nisi mauris, in interdum odio suscipit commodo. In hendrerit viverra urna, eu mattis nibh tristique non. Maecenas lacinia, ligula sed bibendum consequat, odio nunc placerat eros, eu sagittis lectus ligula eget odio.

### Staff Contacts

Name	Title	Phone
John Smith	Department Administrator	515-555-1001
Janet Jones	Assistant	515-555-1002

## News & Notices

[New Rules for Obtaining a Passport](#)[Sign Up for Absentee Ballots](#)[How to Apply for a Board vacancy](#)

## Dept Calendar

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

[All upcoming events](#)

Andover Town Hall  
17 School Road  
Andover, CT 06232  
(860) 742-7305

TOWN HALL HOURS  
M: 8:15am to 7:00pm  
T - Th: 8:15am to 4:00pm  
F - Sun: CLOSED  
[Hours by Department](#)  
[Holiday Closings](#)

[Website Disclaimer](#)  
[Government Websites by CivicPlus®](#)  
[Login](#)



**Town  
Administrator's  
Report**



# Town Administrator's Report

Monday, May 11<sup>th</sup>, 2020 BOS Regular Meeting

## Town Hall

Town hall building department- New Sliding racks are installed in the building department to save space and make it more organized. A major File re-organization is underway in the department effect. This is large undertaking by Carol, Ed Susan and Jim. Hopefully this will make the workflow smoother in the future between land use and Building departments.

The installation of the new server is in progress. Some work completed Thursday and Friday and Saturday. This work is being done by South Windsor IT both David Hicks and Lance Page. As soon as the transition is made and we're up and running we will start working out the installation of the VoIP phone systems This is being done in coordination with Lenco electric who is doing the rewiring.

Lenco electric will then strip out the old unused wiring.

## Public Works

Currently Public Works is doing road sweeping and cleaning all of our catch basins are underway. It takes roughly 12 days baring any breakdown to clean all the catch basins. Additionally we're trucking a lot of our excess sweepings and other junk from the public works area down to our pit off of Parker Bridge Rd to make room at public works. At some point in the next year or so we're going have to come up with a plan of where else we put excess materials because our area at the pit is starting to get filled to the point of being unusable.

The public works building has had quite a bit of work done for electrical upgrades recently by Lenco electric who mostly donated their time to do it which was greatly appreciated. The lighting in the facility has been dramatically improved and we've worked off pretty much all of the OSHA violations on the electrical systems.

Lenco was also able to remove an enormous amount of old wiring that has been discontinued but left in place over the years, all total they removed half of a 30 yd.<sup>3</sup> dumpster worth of old wiring and sent it to scrap.

We purchased the material handling boom for the Public Works loader out of excess money left over from the snow plowing budget and we will also purchase a material spreader also from excess money from the snow plow budget. These were capital purchases that we planned to fund through next years budget and have already been approved by CIP, but were able to shift the spending to this yearWe don't have money for it in the next budget anyway.

## Roadwork

Roadwork planning is still underway based on what I gave the board of selectmen recently. It appears that we will be able to chip seal most of the roads on our priority list .

The one thing that's coming back higher than I would've liked is the cost to Mill and Pave a section of Long Hill Road as well as a section of Shoddy Mill Road. I'm rethinking our approach to this based on feedback from the contractors. and I'll get back to you with more details when I know a little more.



## **Transfer station**

The transfer station wall rebuilding is still scheduled to start around June 1 but it's going to be somewhat dependent on contractors. The RFP for the electrical work which is the most expensive portion will be opened on Monday hopefully prior to the board of selectmen meeting. We did not get a good response to our RFP at all, which given the current Covid may be unavoidable.

I'm planning on using MG Masonry for the concrete slab work. Based on the new location for electrical equipment in the blue shed what makes the most sense is to go ahead and install a complete slab in the blue building as opposed to just a small slab where the new electrical equipment will go. we had it bid out on that basis.

The replacement shed has been ordered and is expected to be delivered somewhere around June 1, it's still in construction.

For the walls, I'm electing to use easy block by united concrete for the walls instead of the previous block used on the other side. it appears to be a better product for what we're trying to accomplish. We are also changing the layout slightly to relocate the shipping container that we are required to have for mattresses.

Futureproofing- We are setting the transfer station up so that in the future we could add a fourth compactor and one more bulky/metal dumpster than we have now basically since were redoing it we're designing in additional capacity.

## **Connectivity grant**

I'm exploring using a CRCOG program called EZ IQC which is basically a construction management program for completing the connectivity grant This seems to be a popular approach there are at least 10 other towns doing connectivity grant projects that are being managed through EZ IQC and the department of transportation has explicitly approved using them for these projects. Basically CRCOG has a contract with a company called the Gordian group, as well as one general contractor in each of the five DOT regions. Essentially projects for bid based on task codes and quantities and the cost basis for it is already pre-negotiated by CRCOG. I'm still not sure this is the approach we will use, but we're exploring it right now. The upgrade to the signalized exchange at Long Hill Road and Route six has begun. But we don't have a firm timetable for completion. Some time between June and October. I am pushing their project manager to fit us in at the beginning of their schedule. Any construction on the connectivity grant program has to follow after the signalized upgrade is complete, because we are meeting their work.

## **Personnel Policy**

Town Attorney has sent back a draft of the revised Personnel Policy. Please Review.

## **Combined Finance Office**

### **Job description for the Finance Director/ book keeper Position**

I have an revised job description for a finance director and assistant that I have circulated. This is an attempt to lay out between the two employees who should be responsible for what tasks.

this was just included for planning purposes. When we go to advertise much of that would be taken out the tasks that both those positions. Superintendent Sally Doyen felt strongly that the finance director should also be or should obtain credentials as a certified school business manager through CSDE.



**Software.** The town and AES still need to agree on a software system to replace Phoenix.

### **Combined BOS/BOE Meeting**

The Board of Education has proposed a Joint meeting to discuss plans for the combined Finance Department.

At the same time I think it would be appropriate to also discuss plans for the software selection and Transition. Adrian and I are working on getting a proposal for how using quickbooks could be implemented as well as a team to help us with the transition.

### **Website**

New website design with Civic Plus. Is much closer . They are transitioning content to the new site now so we should have a preliminary site to look at shortly.

### **Town Wide Communications**

Civic Ready Communication Platform is working for emergency alerts. There has been a strong learning curve, but we are improving. With the website launch we will be broadening the information that we are using civic ready for.

### **State Bonding**

We have Town Aid Road money for the current year plus a small tar supplement coming

We also Have the ability to Tap LOCIP funding- Potentially for needed HVAC upgrades.

LOCIP funding will be approximately \$60,000 available to Andover.

Cheers,

Eric Anderson

Andover Town Administrator



Eastern Highlands Health District

4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: [www.EHHD.org](http://www.EHHD.org)

## Eastern Highlands Health District Daily Activity Report COVID-19 Response

Date: 5/8/2020

Time: 1000 hrs

Completed by: R Miller

	Cases	Deaths	Hospitalizations
US	1292879	75746	NA
CT	31784	2797	1385*
EHHD	141	7	29

### By Town:

	Cases	Hospitalized	Deaths		Cases	Hospitalized	Deaths
Andover	6	2		Coventry	27	5	
Ashford	12	2		Mansfield	22	1	2
Bolton	15	5	3	Scotland			
Chaplin	2	1		Tolland	37	10	2
Columbia	14	2		Willington	6	1	

(x) Includes reports from local doctors not yet uploaded to state reporting system

### Salient Activities/Information from previous 24 hours:

No new hospitalizations from the previous report. No new deaths from the previous report.

State-wide total hospitalizations have declined in 14 of the previous 15 consecutive days.

109 case contact investigations completed. 26 case contact investigations active.

The health district received a new shipment of PPE this week. We continue to push out this PPE to area private healthcare providers.

Seven more Medical Reserve Corps unit volunteers were sworn in this week for a total roster of 87 members.

Our web based permit and payment system is fully launched. All health district applications and payments can now be conducted on line at our website [www.ehhd.org](http://www.ehhd.org).

\*This is the current (net) number of hospitalizations. It is not an accumulative count.

---

*Preventing Illness & Promoting Wellness for Communities In Eastern Connecticut*  
 Andover • Ashford • Bolton • Chaplin • Columbia • Coventry • Mansfield • Scotland • Tolland • Willington



May 8, 2020

Eric Anderson  
Town Administrator  
17 School Road  
Andover, CT 06232

RE: Bus and Lunch Information Questions

Eric:

Please let me know when we can start scheduling medical appointments and shopping trips for seniors. Seniors have appointments scheduled throughout summer months and if they need to be canceled I would like to let our seniors know as quickly as possible. Manchester buses are running with precautions on how many ride at a time and spaced seating. Is it possible we could do this since we have two busses.

Secondly, Ricky Kauffman was unable to meet with you as scheduled in March due to your illness and then shut down of town hall. As you know, the search committee is anxious to hire him and use him to replace George Knox who is retiring June 30, 2020. . Ricky has an active CDL and is amending that license to drive passengers. You will recall he drove 31 years for Nabisco and that required a CDL for cargo. Ricky is eager to start working for Andover. This would leave us with three active part time drivers. Two with CDL's. Our third driver with "F" endorsement is studying to get the CDL endorsement. She will be working on this for several months and apply for the CDL when she feels confident.

Lastly, when it is permitted we would like to continue our lunches at Andover Pizza. I am working with John Kono, the owner, to figure out the best method. We are considering moving lunches to the bar room area and spreading out the seating for safe distancing. We are also considering using both rooms for lunch keeping distancing of people. We are thinking that we may have to actually serve seniors so that they do not have to line up. These are all considerations we are working on. You would be kept completely informed as we move forward hoping for the day when seniors can once again socialize.

Thank you for your help in these important matters.

Cathy Palazzi  
Senior Coordinator  
860-916-6122

Cc: First Selectman  
Town Clerk

# **Old Business**



**\*See attachment for Personnel Policy DRAFT**

# **New Business**





# TOWN OF ANDOVER

## JOB DESCRIPTION FOR FINANCE DIRECTOR

### **GENERAL DESCRIPTION**

Fulfills the Town Charter requirements for Section 702 I with respect to the duties of the Treasurer. Supervises and manages the daily operations of the Finance Department, which provides financial services to the Board of Education of the Andover Elementary School, and Municipal Government. Directs the accounting and reporting, financial planning and analysis, budgeting and debt service of the Town of Andover. Ensures the financial integrity of all Town of Andover fiscal matters.

### **SUPERVISED BY:**

The Town Administrator when acting on the daily operations of the Municipal government.

The Andover Elementary School Superintendent when acting on the daily operations of the school

### **DUTIES & RESPONSIBILITIES:**

- Supervises the combined accounting staff in the Finance Department. Manages overall financial operations.
- Coordinates, assigns and oversees workload for assigned staff; motivates, evaluates, and counsels staff in accordance with union contract and personnel policies; directs training of departmental personnel; ensures safe work practices.
- Assists the Town Administrator and or Superintendent on Collective Bargaining negotiations, mediations and arbitrations. This includes presenting to the Board of Selectmen a bargaining/negotiation strategy and philosophy with respect to Collective Bargaining. This also includes creating proposals/counterproposals. Calculate budget impact on salary increases, changes to benefits, any other financial impacts
- Determines the costs for the Municipal Government and Board of Education that are associated with monetary proposals from unions and monetary proposals from the Town and Board of Education.
- Assists the Town Administrator and Superintendent with respect to the financial aspects of personnel matters, and responding to union grievances.
- Accesses and keeps confidential financial information on a department-wide basis including personnel files, lawsuits, client and department records in accordance with the State Public Records Laws.
- Develops and enforces accounting procedures.
- Prepares all required financial statements.
- Oversees the preparation of payroll for Town employees.
- Prepares cost reports and recommends departmental cost controls.
- Develops budget guidelines, coordinates preparation and assists in the budget review and analysis for both the Municipal Government and Board of Education.
- Supervises the preparation of reports for the state, town and federal offices.
- Participates, as needed, in the development of all Town budgets, including the Town General Budget, Capital Improvement Plan, and the Board of Education Budget.
- Helps the Town Administrator and the Superintendent of School administer budgets.
- Develops and prepares the necessary information for bonding purposes.
- Maintains separate General Ledger for each of the Town funds as required; verifies all asset and liability accounts on a monthly basis
- Perform month-end close and prepares full trial balance for each fund's general ledger.

- Develops and maintains various internal documents used in budget preparation, analysis and allocation.
- Monitors the Town budget, makes recommendations as warranted.  
Oversees personnel records for payroll documentation. Determines benefits based on scheduled hours.
- Reconciles and integrates BOE expenditures into Town's General Ledger.
- Meets with elected boards (BOE, BOS and BOF) as required by the Town Administrator and Superintendent.
- Prepares various reports for Boards of Selectmen, Finance and Education, Town Administrator and Superintendent.
- Maintains fixed asset listing and depreciation schedule for BOE and Town.
- Maintains insurance records and Represents Andover on the Region 8 insurance consortium Board.
- Oversee MERF and school retirement system
- Works with outside auditors to complete all audit requirements.
- Supervises payroll and accounts payable for the town and school.
- Performs other duties as required.
- Backup for Finance Department Staff.
- Prepares the EDOO1 in conjunction with Finance Department Staff.
- Towns representative for RHAM insurance Consortium Meet with Anthem agents for plan updates, web site enhancements.  
Keep abreast of portal enhancements and changes.
- Financial Management Bank account reconciliations. Three bank accounts are maintained by the Board of Education; School Activity, Grant, and Food Service. Prepare monthly reconciliations.
- School Readiness Council. Prepare, review and discuss financial statements for the council monthly.
- Reconciling with town. Agree YTD spending per the BoE to the Town. The reconciliation can be difficult because of timing issues and unreported entries on either side. The reconciliation is also time consuming because of the current accounting system presentation of transactions.
- Maintain Chosen accounting system, including roll over of fiscal year, report creation, budget management reporting.
- Rollover fiscal year for classes student activity fund.
- Compile summary of pension contributions for the year by employee for both MERF and TRB.
- Provide auditors with financials as requested in the format requested.
- Workmen's Comp. Prepare schedules listing employees, type of earnings (regular, OT, non-compensation) class of employee.
- Produce quarterly 941 tax returns.
- Produce ED001 State Single Audit
- Calculate and submit payment for grant reimbursement. This includes ED111 for state grants and G5 for Federal REAP grant.
- Calculate and submit Maintenance of Effort for IDEA grants annually
- Apply for REAP grant
- Comply with the following federal grant websites; G5, SAM, Grants.gov
- Create and maintain budgets for state grants.
- Prepare and file end of year ED141 for state grants.
- Prepare and file end of year ED012 Minimum Budget Requirement
- Budget Management Work with Superintendent to prepare budget with supporting documentation.
- Present budget at Board of Education meeting and any follow up meetings. Research inquiries, prepare additional documentation as requested.
- Update projections as needed.
- Work with assistant financial officer to monitor expenditures through purchase order creation and maintenance.
- Scholarship administration. Work with RHAM on AES scholarships awarded thru Student Activity.
- Board of Ed meetings. Assist in agenda. Prepare financial statements. Review with Superintendent. Prepare any requested presentations. Attend meetings as needed.
- AES Website – update employee portal forms to include W-2 (state and federal), mileage reimbursement
- Review and manage bus contract.



**KNOWLEDGE, SKILLS AND ABILITIES:**

- Thorough knowledge of municipal and educational accounting principles and procedures.
- Thorough knowledge of GAAP, FASB and GASB fund accounting and encumbrance accounting, as well as, various other State and Federal Laws regarding finance.
- Familiarity with State of Connecticut reporting requirements for Board of Education, EDO1, grants, etc.
- Knowledge of commonly used computer software systems such as Microsoft Word and Excel. Ability to quickly learn new software .
- Ability to maintain detailed financial records and to prepare related financial reports.
- Considerably ability to establish and maintain effective working relationships with supervisors, staff, associates and the public.
- Ability to manage employees in the finance department, including interviewing; training; assigning and directing work; appraising performance; rewarding and disciplining.
- Good oral and written communication skills.

**PHYSICAL AND MENTAL REQUIREMENTS / WORK ENVIRONMENT**

(Required for essential duties; reasonable accommodations will be considered under the Americans with Disabilities Act; this list is not all-inclusive and may be supplemented as necessary).

- Must be mobile with the ability to get from one location in the office or work site(s) to other locations in and outside from the primary office or work site(s). Ability to sit and/or stand for prolonged periods of time.
- Ability to perform manipulative skills such as writing, using a keyboard and/or calculator with accuracy.
- Ability to see and read objects closely as in reading/proof reading narrative or financial reports. Ability to read plans, maps or diagrams and read from a computer monitor.
- Ability to hear normal sounds with background noise as in hearing, using a telephone. Ability to distinguish verbal communication and communicate through speech.
- Ability to communicate effectively in oral and written form.
- Ability to concentrate on complicated detail and complex issues for more then three hours at a time with some interruption, pressure and changing priorities.
- Memory to perform multiple and diverse tasks over long periods of time and ability to remember information that has been read, studied or previously learned.
- Ability to use knowledge and reasoning to solve complex problems.
- Ability to learn and apply new information, methodologies, techniques and legislation applicable to departmental activities.
- Ability to distinguish between public and confidential information and handle appropriately.
- Works in typical office setting subject to interruptions, heavy traffic flow and heavy work volume expectations. May be exposed to dust and electromagnetic radiation from computer monitors.

**QUALIFICATIONS:**

- Bachelor’s Degree in Accounting or Finance from an Accredited College or University.
- Minimum of Seven years government or nonprofit finance experience.
- Minimum of Three years supervisory experience.
- Preferred: Masters in Public Finance or Accounting, or CPA
- Certified Public Finance Officer (CPFO) certification through Government Finance Officers Association (GFOA) preferred.
- Certified School Business Manager, CSDE preferred

<b>Presented to BOS/BOE:</b>	February 20, 2020
<b>Adopted by BOS/ BOE:</b>	
<b>Effective:</b>	



# TOWN OF ANDOVER

## JOB DESCRIPTION FOR ASSISTANT FINANCE OFFICER

### GENERAL DESCRIPTION

Manages the daily functioning of the Finance Department, which provides financial services to the Board of Education of the Andover Elementary School, and Municipal Government. Performs all necessary accounting, accounts receivable and Payable, as well as payroll for of the Town of Andover and AES. This is a full time 40-hour per week position

### SUPERVISED BY:

The Finance Director when acting on the daily operations of the Municipal government and School.

### DUTIES & RESPONSIBILITIES:

- Maintains confidential financial information on a department-wide basis including personnel files, lawsuits, client and department records in accordance with the State Public Records Laws.
- Insures payroll is correct for Town and AES employees.
- Assists in the budget review and analysis for both the Municipal Government and Board of Education.
- Assists in the preparation of reports for the state, town and federal offices.
- Contributes to the development of all Town budgets, including the Town General Budget, Capital Improvement Plan, and the Board of Education Budget.
- Develops and maintains various internal documents used in budget preparation, analysis and allocation.
- Maintains personnel records for payroll documentation.
- Prepares necessary documents for new and terminated employees. Determines benefits based on scheduled hours.
- Prepares various reports for the Finance director, Boards of Selectmen, Finance and Education, Town Administrator and Superintendent.
- Process MERF and school retirement system
- Assist the Finance Director with outside auditors to complete all audit requirements.
- Acts as the purchasing office for the school and town
- Inputs all accounts payable for the town and school.
- Inputs all accounts receivable for the town and school
- Interfaces with Departments, Boards and Commissions to insure budget compliance
- Tracks Over expenditures and reports to the finance director and town administrator
- Reconciles all credit card purchased
- Payroll- Process bi-weekly. Review timesheets. Follow up on any irregularities. Record any holidays. Record hours on master. Lock and transfer. Review substitute attendance. Record hours on master. Record applicable general ledger account for distributions. Process payroll deductions for payment
- Post payroll to general ledger. Update estimates
  
- Benefit Administration 1095-B and 1094-B filing for Health Coverage. These forms are also filed with the IRS.
- Retiree insurance – Communicate premium increases and coverage changes. Bill and collect quarterly reimbursements.
- W-2 reporting. Calculate cost of insurance for each employee for the calendar year. Enter information in payroll system for W-2 reporting compliance.
- Manage Paid Time Off – Compute PTO per the employee handbook as well as AES Policy.
- Manage Anthem employee communications including changes in prescription coverage, and wellness features.

- Anthem policy administration. Review and record weekly invoices. Review and record monthly invoices. Review for proper enrollment, follow up on any corrections, communicate funds transfer to town. Also applies to life and disability insurance.
- Manage onboarding of new Employees health, payroll and other benefits
- Set up HSA including Enrollment form completion and submission. Payroll deduction calculation and entry.
- Manage Open enrollment for Anthem plans—Annually prepare salary statements for certified staff and statements of work conditions for CSEA staff.
- Manage Teacher Retirement – calculate annual contribution. Enter in payroll. Agree payroll to state upload. Upload and transmit to the state monthly. Submit payment. Submit retiree Health Insurance Subsidy quarterly.
- Review and manage Unemployment Claims. Review notice of potential liability notice. File protest paper work as applicable. Respond to verification of wages.
- Family Medical Leave - Process notification for employees that maybe eligible. Follow up with medical certifications. Process determination letter. Track time absent.
- MERF – Enroll. Monthly complete earnings report and submit payment. Upon termination, complete appropriate forms. Upon retirement consult employee and assist in form completion. Complete earnings and hours reports for retirees receiving compensation.
- Time Clock administration – Administer all aspects of the time card System including online access
- Teacher Retirement –Agree payroll to state upload. Upload and transmit to the state monthly. Prepare and remit payment.
- Process changes. Review and process. Scan documentation to file. Direct Deposits, tax withholding, deductions.
- Annually- Union dues deduction, salary increments, Teacher retirement calculation and deduction, HSA limits, payroll schedule, stipends,
- Prepare and submit employment verifications requested by financial institutions.
- Create annual processing schedule for various HSA matches, stipend payments, annuity payment.
- Accounting for all Student Activities – enter in Quick Books. Bring to bank for deposit. Work with staff to assure proper documentation submitted.
- PreK – Create invoices within accounting system to parents according to type of tuition; Smart Start, School Readiness, Tuition. Apply payments to invoices. 2019 had 39 invoices. 390 payments to apply. NSF checks and other “abnormalities” requiring special processing as needed. Generate deposit reports. Prepare deposit for bank and bring to bank.Out of Town Tuition. Calculate per board policy. Invoice and collect.
- Manage Retiree insurance
- Grants – Record EFT receipt of grants.
- Miscellaneous- vendor overpayment, COOL rent, all need to be recorded to the G/L and sent to the town for deposit.
- Manage all aspects of Purchasing including:
  - Vendor inquiries on payment status, tax exempt certifications,
  - Vendor solicitations. Request estimates for services detailing specific requirements. Review responses. Review contract. (Recent solicitations - Bus contract, elevator contract, print management contract, HVAC service contract, fire system contract, food service contract, heating oil, diesel)
  - Vendor contracts – Review for compliance, deviations, etc. (Bus contract for reduction of fleet requirements)
  - Review purchase request for appropriateness, approvals, and funds availability. Assign account number to. Compare pricing with alternate vendors. Enter in accounting system. Place order with vendor. Print and file documentation. 450 purchase orders issued in 2018-2019
  - Prepare vendor invoices for payment. Match receiving documentation to purchase order. Match invoice to purchase order. Input into accounting system for payment. Process checks. Attach checks to supporting documentation. Have checks signed by two signatories. Prepare to mail by including check and supporting documentation in envelopes. (over 5,000 transactions for 2018-2019. Includes g/l entries, receipts, invoices)
  - Prepare 1099’s in compliance with IRS regulations for vendors and mail.
  - Supply closet management. Update master list. Periodically organize. Order as needed. Restock. Solicit teacher needs at school year end for the start of school year.
  - Research checks returned in the mail. Make corrections as necessary.
  - Tax exempt certifications. Issue and reissue CERT- 134 as needed and requested.



**KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of municipal and educational accounting principles and procedures.
- Reasonable knowledge of GAAP, FASB and GASB fund accounting and encumbrance accounting, as well as, various other State and Federal Laws regarding finance.
- Knowledge of commonly used computer software systems such as Microsoft Word and Excel. Ability to quickly learn new software.
- Ability to maintain detailed financial records and to prepare related financial reports.
- Ability to establish and maintain effective working relationships with supervisors, staff, associates and the public.
- Good oral and written communication skills.

**PHYSICAL AND MENTAL REQUIREMENTS / WORK ENVIRONMENT**

(Required for essential duties; reasonable accommodations will be considered under the Americans with Disabilities Act; this list is not all-inclusive and may be supplemented as necessary).

- Must be mobile with the ability to get from one location in the office or work site(s) to other locations in and outside from the primary office or work site(s). Ability to sit and/or stand for prolonged periods of time.
- Ability to perform manipulative skills such as writing, using a keyboard and/or calculator with accuracy.
- Ability to see and read objects closely as in reading/proof reading narrative or financial reports. Ability to read plans, maps or diagrams and read from a computer monitor.
- Ability to hear normal sounds with background noise as in hearing, using a telephone. Ability to distinguish verbal communication and communicate through speech.
- Ability to communicate effectively in oral and written form.
- Ability to concentrate on complicated detail and complex issues for more then three hours at a time with some interruption, pressure and changing priorities.
- Memory to perform multiple and diverse tasks over long periods of time and ability to remember information that has been read, studied or previously learned.
- Ability to use knowledge and reasoning to solve complex problems.
- Ability to learn and apply new information, methodologies, techniques and legislation applicable to departmental activities.
- Ability to distinguish between public and confidential information and handle appropriately.
- Works in typical office setting subject to interruptions, heavy traffic flow and heavy work volume expectations. May be exposed to dust and electromagnetic radiation from computer monitors.

**QUALIFICATIONS:**

- Associates Degree in Accounting or Finance from an Accredited College or University.
- Minimum of 2years government or nonprofit finance experience.
- Preferred: Bachler's Degree in Accounting or Finance from an Accredited College or University, CPA Ideal

<b>Presented to BOS/BOE:</b>	
<b>Adopted by BOS/ BOE:</b>	
<b>Effective:</b>	

**INFORMATION ON VAN VEHICLES**

**MOBILITYWORKS  
104 PITKIN STREET  
EAST HARTFORD, CT  
860-215-4100**

<b>VEHICLE</b>	<b>YEAR</b>	<b>MILEAGE</b>	<b>COST OF VEHICLE</b>	<b>COST TO ANDOVER</b>
TOYOTA SIENNA SE	2019	107	\$69,349	\$13,869
TOYOTA SIENNA XLE	2019	30	\$67,576	\$13,515
DODGE GRAND CARAVAN SXT	2019	43	\$49990	\$9,998
TOYOTA SIENNA LE	2020	19	\$66,454	\$13,290
TOYOTA SIENNA XLE	2020	143	\$72,540	\$14,508

**NOTE:** SOME OF THESE VEHICLES COME WITH BRAUN RAMP ALREADY OTHERS WOULD NEED TO BE ADDED TO MEET COMPLIANCE WITH DOT. IF ANDOVER IS AWARDED TRADITIONAL 5310 GRANT DOT WILL PURCHASE VEHICLE EQUIPPED WITH BRAUN RAMP.

## **Grant Opportunity for Senior Transportation**

There is a grant opportunity available through the state and federal government with an 80% match for vehicles for senior transportation. Program 5310

Currently we have 3 vehicles in senior transportation

1. 2014 dodge caravan 5 pax
2. 2017 ford e series 12 pax bus
3. 2002 Ford E350 20 pax bus

As has been discussed before, I would suggest we apply for 2 vehicles.

The first would be a Minivan with Ramp (Conf H minivan) Average costs 47-65K

Cost to Andover \$9400-13000 This would supplement our 2014 minivan

The second would be a 12 passenger bus Config D bus average costs \$64-75K

Cost to Andover would be \$12,800- 15,000

The second vehicle, if allowed would replace our current 20 passenger Bus which is a 2002 model

It is unlikely that we will get both, and I think the more important of the 2 is Minivan. This is due to our need to provide additional transport for medical appointments. We have been using the 12 passenger van for medical overflow- often transporting a single passenger.

If we received authorization for both vehicles we would then have (4) vehicles in senior transportation

1. 2021 minivan (5 pax)
2. 2014 dodge caravan 5 pax
3. 2017 ford e series 12 pax bus
4. 2021 12 pax bus bus

If we received authorization for Just one vehicle, we would then have (4) vehicles in senior transportation

1. 2021 minivan (5 pax)
2. 2014 dodge caravan 5 pax
3. 2017 ford e series 12 pax bus
4. 2002 Ford E350 20 pax bus

Right now all that has to happen is the BOS needs to authorize the town to apply for either one or two vehicles. A funding source can wait until we know what we have.

Funding Options



1. Purchased next April or May- use a budget transfer from something that is underspent
2. Take money from contingency
3. For one Vehicle the Board of Finance can authorize a supplemental appropriation from unexpended fund balance
4. For 2 vehicles it would take a town meeting to approve the funding.

**Option #1**

I motion to authorize the Town Administrator to apply for a Section 5310 grant through the Connecticut Department of Transportation for the acquisition of a Configuration H 5 passenger minivan to provide on demand Transportation of Senior and Disabled residents through the senior transportation program. The town of Andover will pay 20% of the costs for the vehicle, estimated to be between \$9400 and \$13000

Motioned By \_\_\_\_\_

Seconded By \_\_\_\_\_

Motion Carries \_\_\_\_, \_\_\_\_, \_\_\_\_

**Option #2**

I motion to authorize the Town Administrator to apply for a Section 5310 grant through the Connecticut Department of Transportation for the acquisition of a Configuration H, 5 passenger minivan, and a Configuration D bus capable of transportation of 12 passengers to provide on demand transportation of Senior and Disabled residents through the senior transportation program. The second vehicle will replace a 2002 20 passenger bus that will be retired. The town of Andover will pay 20% of the costs for the vehicle, estimated to be between \$22,200 and \$28,000

Motioned By \_\_\_\_\_

Seconded By \_\_\_\_\_

Motion Carries \_\_\_\_, \_\_\_\_, \_\_\_\_

# **Treasurer's Report**

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

05/05/2020  
 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	\$10,310.79	\$637.39	(\$9,673.40)	--
<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	\$30,481.88	(\$4,518.12)	87.09%
<b>PROGRAM</b>	104 Lien on Active Taxes	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$4,756.88	\$3,556.88	396.41%
<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	\$10,310.79	\$35,876.15	(\$110,634.64)	18.77%
<b>OBJECT</b>	10 Property Taxes	\$136,200.00	\$0.00	\$136,200.00	\$0.00	\$10,310.79	\$35,876.15	(\$110,634.64)	18.77%
	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	\$4,453.33	(\$2,226.67)	66.67%
<b>PROGRAM</b>	226 State Miscellaneous	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$2,595.00	(\$405.00)	86.50%
<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	\$4,664.05	(\$335.95)	93.28%
<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**

05/05/2020  
 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>	419FEMA-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	\$66,664.54	(\$4,536.46)	93.63%
<b>PROGRAM</b>	231 Historic Documents Preservation G	\$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	\$1,099,162.54	(\$893,291.46)	55.17%
	30 Investment Income								
<b>PROGRAM</b>	303 Interest	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$7,421.99	\$43,297.80	\$10,875.81	143.50%
<b>FUNCTION</b>	0000 General Revenue	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$7,421.99	\$43,297.80	\$10,875.81	143.50%
<b>OBJECT</b>	30 Investment Income	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$7,421.99	\$43,297.80	\$10,875.81	143.50%
	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 pe	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$11.00	\$46,744.23	\$1,733.23	103.85%
<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	\$11.00	\$46,744.23	\$1,233.23	102.71%



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

05/05/2020  
 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	\$22,560.00	(\$13,480.00)	62.56%
<b>PROGRAM</b>	415 Waste Redemption	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$2,031.65	\$1,531.65	406.33%
<b>FUNCTION</b>	0700 Sanitation and Waste	\$36,500.00	\$0.00	\$36,500.00	\$0.00	\$40.00	\$24,591.65	(\$11,948.35)	67.26%
<b>PROGRAM</b>	405 Building Department Receipts	\$32,000.00	\$0.00	\$32,000.00	\$416.58	\$4,118.87	\$35,494.76	(\$624.11)	98.05%
<b>FUNCTION</b>	0800 Planning and Land Use	\$32,000.00	\$0.00	\$32,000.00	\$416.58	\$4,118.87	\$35,494.76	(\$624.11)	98.05%
<b>OBJECT</b>	40 Licenses, Fees and Charges for G	\$114,000.00	\$0.00	\$114,000.00	\$416.58	\$4,169.87	\$106,830.64	(\$11,339.23)	90.05%
	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	\$2,063.00	\$563.00	137.53%
<b>FUNCTION</b>	0000 General Revenue	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$411.28	\$8,127.59	\$3,216.31	171.47%
<b>OBJECT</b>	80 Other Revenues	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$411.28	\$8,127.59	\$3,216.31	171.47%
<b>FUND</b>	100 General Fund - Town	\$2,272,154.00	\$0.00	\$2,272,154.00	\$416.58	\$22,313.93	\$1,293,294.72	(\$1,001,173.21)	55.94%
<b>Grand Total for Report</b>		\$2,272,154.00	\$0.00	\$2,272,154.00	\$416.58	\$22,313.93	\$1,293,294.72	(\$1,001,173.21)	55.94%

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

05/05/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0101-100First Selectman Salary	\$2,500.00	\$2,500.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	50.00%
1-100-01-0101-105Selectmen Salary	\$4,800.00	\$4,800.00	\$1,800.00	\$0.00	\$0.00	\$3,000.00	37.50%
1-100-01-0101-115Board Clerk BOS	\$1,500.00	\$1,500.00	\$1,257.50	\$0.00	\$0.00	\$242.50	83.83%
1-100-01-0101-330CONF. SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-381Moving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-580Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-810Dues/ Memberships	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0101-836Veteran'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	\$4,484.13	\$0.00	\$0.00	\$4,915.87	47.70%
1-100-01-0102-100Town Administrator Salary	\$87,550.00	\$87,550.00	\$51,047.00	\$0.00	\$0.00	\$36,503.00	58.31%
1-100-01-0102-120Adminstrative Assistant	\$13,840.00	\$13,840.00	\$10,707.37	\$0.00	\$0.00	\$3,132.63	77.37%
1-100-01-0102-150Merit Based Compensation Adj Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0102-330Conference/Seminars	\$300.00	\$300.00	\$85.00	\$0.00	\$0.00	\$215.00	28.33%
1-100-01-0102-535Mobile Phone	\$650.00	\$650.00	\$490.87	\$0.00	\$0.00	\$159.13	75.52%
1-100-01-0102-580Mileage	\$1,600.00	\$1,600.00	\$700.00	\$0.00	\$0.00	\$900.00	43.75%
1-100-01-0102-810Dues/Memberships	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0.00%
01 General Government	\$104,290.00	\$104,290.00	\$63,030.24	\$0.00	\$0.00	\$41,259.76	60.44%
1-100-01-0103-121Board Clerk Wages-BOF	\$1,715.00	\$1,715.00	\$562.50	\$0.00	\$0.00	\$1,152.50	32.80%
1-100-01-0103-310Legal	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-01-0103-610Office 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	\$562.50	\$0.00	\$0.00	\$6,202.50	8.31%
1-100-01-0105-320Annual Audit-Auditor	\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
1-100-01-0105-322Accounting Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0105-325Actuarial 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%
1-100-01-0107-310Legal Retainer	\$19,000.00	\$19,000.00	\$4,555.50	\$0.00	\$0.00	\$14,444.50	23.98%
1-100-01-0107-311P & Z-Legal Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0107-312Assessor - 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%
1-100-01-0109-100Salary-Treasurer	\$61,800.00	\$61,800.00	\$43,973.02	\$0.00	\$0.00	\$17,826.98	71.15%
1-100-01-0109-120Assistant Treasurer	\$28,388.00	\$28,388.00	\$20,024.40	\$0.00	\$0.00	\$8,363.60	70.54%
1-100-01-0109-155FY18 Treasurer Office Supplement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-330Conference/Seminars	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-438Equip. Maint.-Treasurer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-580Mileage	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-609Equipment-Treasurer	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
1-100-01-0109-735Computer Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$92,388.00	\$92,388.00	\$63,997.42	\$0.00	\$0.00	\$28,390.58	69.27%

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

05/05/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0111-100Salary-Tax Collector	\$43,941.00	\$43,941.00	\$31,261.34	\$0.00	\$0.00	\$12,679.66	71.14%
1-100-01-0111-109DMV Fees	\$850.00	\$850.00	\$263.14	\$0.00	\$0.00	\$586.86	30.96%
1-100-01-0111-330Conf. & Seminars-Tax Collector	\$400.00	\$400.00	\$212.00	\$0.00	\$0.00	\$188.00	53.00%
1-100-01-0111-371Bounced Check Fee-Tax Collector	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0111-438Equip. Maint.-Tax Collector	\$8,500.00	\$8,500.00	\$8,227.75	\$0.00	\$0.00	\$272.25	96.80%
1-100-01-0111-580Mileage-Tax Collector	\$150.00	\$150.00	\$76.09	\$0.00	\$0.00	\$73.91	50.73%
1-100-01-0111-610Office Supplies-Tax Collector	\$680.00	\$680.00	\$285.00	\$0.00	\$0.00	\$395.00	41.91%
1-100-01-0111-810MEMBERSHIP	\$100.00	\$100.00	\$95.00	\$0.00	\$0.00	\$5.00	95.00%
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	\$40,420.32	\$0.00	\$0.00	\$14,700.68	73.33%
1-100-01-0113-100Salary-Assessor	\$28,374.00	\$28,374.00	\$20,189.41	\$0.00	\$0.00	\$8,184.59	71.15%
1-100-01-0113-120Salary-Asst. Assessor	\$34,765.00	\$34,765.00	\$24,732.32	\$0.00	\$0.00	\$10,032.68	71.14%
1-100-01-0113-335Training/Assessor	\$610.00	\$610.00	\$0.00	\$0.00	\$0.00	\$610.00	0.00%
1-100-01-0113-438Software-Assessor	\$16,162.00	\$16,162.00	\$18,962.00	\$0.00	\$0.00	(\$2,800.00)	117.32%
1-100-01-0113-580Mileage-Assessor	\$500.00	\$500.00	\$55.92	\$0.00	\$0.00	\$444.08	11.18%
1-100-01-0113-610Office Supplies-Assessor	\$400.00	\$400.00	\$288.19	\$0.00	\$0.00	\$111.81	72.05%
1-100-01-0113-612Books / 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	\$64,227.84	\$0.00	\$0.00	\$17,033.16	79.04%
1-100-01-0115-100Salaries-BAA	\$656.00	\$656.00	\$328.00	\$0.00	\$0.00	\$328.00	50.00%
1-100-01-0115-120BAA-Clerk	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0115-335BAA-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%
1-100-01-0117-100Salary-Town Clerk	\$46,731.00	\$46,731.00	\$33,251.16	\$0.00	\$0.00	\$13,479.84	71.15%
1-100-01-0117-120Asst. Salary-Town Clerk	\$21,940.00	\$21,940.00	\$13,500.14	\$0.00	\$0.00	\$8,439.86	61.53%
1-100-01-0117-330Conf. / Seminars-Town Clerk	\$1,000.00	\$1,000.00	\$809.00	\$0.00	\$0.00	\$191.00	80.90%
1-100-01-0117-335Training-Town clerk	\$1,000.00	\$1,000.00	\$641.00	\$0.00	\$0.00	\$359.00	64.10%
1-100-01-0117-438Equip. Maint.-Town Clerk	\$540.00	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00	0.00%
1-100-01-0117-580Mileage-Town Clerk	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0117-610Office Supplies-Town Clerk	\$1,400.00	\$1,400.00	\$730.22	\$0.00	\$0.00	\$669.78	52.16%
1-100-01-0117-612Land Records-Town Clerk	\$10,100.00	\$10,100.00	\$6,956.73	\$0.00	\$0.00	\$3,143.27	68.88%
1-100-01-0117-616Maps Fiming & Indexing-Town Clerk	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0117-810Dues / Memberships-Town Clerk	\$500.00	\$500.00	\$420.00	\$0.00	\$0.00	\$80.00	84.00%
1-100-01-0117-865Vital Statistics-Town Clerk	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0117-885Restoration-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	\$56,308.25	\$0.00	\$0.00	\$29,302.75	65.77%
1-100-01-0119-800Misc. 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%
1-100-01-0121-100Salaries-Elections	\$14,095.00	\$14,095.00	\$991.44	\$0.00	\$0.00	\$13,103.56	7.03%
1-100-01-0121-335Training - Elections	\$550.00	\$550.00	\$131.84	\$0.00	\$0.00	\$418.16	23.97%

**TOWN BUDGET SUMMARY**

**Andover Town & School 2019-2020**

05/05/2020

Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0121-438Equip. Maint.-Elections	\$3,000.00	\$3,000.00	\$600.00	\$0.00	\$0.00	\$2,400.00	20.00%
1-100-01-0121-610Supplies-Elections	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
1-100-01-0121-800MISC/CANV	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0.00%
1-100-01-0121-830Meals-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%
1-100-01-0123-432Building Maint.- Old Town Hall	\$3,200.00	\$3,200.00	\$472.26	\$0.00	\$0.00	\$2,727.74	14.76%
1-100-01-0123-490Alarm System-Old Town Hall	\$800.00	\$800.00	\$632.80	\$0.00	\$0.00	\$167.20	79.10%
1-100-01-0123-530Telephone-Old Town Hall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0123-601Electricity-Old Town Hall	\$570.00	\$570.00	\$425.07	\$0.00	\$0.00	\$144.93	74.57%
1-100-01-0123-603Fuel Oil-Old Town Hall	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
01 General Government	\$4,970.00	\$4,970.00	\$1,530.13	\$0.00	\$0.00	\$3,439.87	30.79%
1-100-01-0125-100Salary-Registrars	\$7,712.00	\$7,712.00	\$4,461.88	\$0.00	\$0.00	\$3,250.12	57.86%
1-100-01-0125-120Asst. Salary-Registrars	\$800.00	\$800.00	\$400.00	\$0.00	\$0.00	\$400.00	50.00%
1-100-01-0125-330CONF & SEMINARS	\$1,200.00	\$1,200.00	\$460.00	\$0.00	\$0.00	\$740.00	38.33%
1-100-01-0125-335Registrar-Training	\$3,500.00	\$3,500.00	\$702.72	\$0.00	\$0.00	\$2,797.28	20.08%
1-100-01-0125-580Mileage-Registrars	\$500.00	\$500.00	\$122.96	\$0.00	\$0.00	\$377.04	24.59%
1-100-01-0125-610Office Supplies-Registrars	\$600.00	\$600.00	\$82.27	\$0.00	\$0.00	\$517.73	13.71%
1-100-01-0125-810Dues / 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%
1-100-01-0127-540Legal Ads-Advertising	\$5,500.00	\$5,500.00	\$2,628.89	\$0.00	\$0.00	\$2,871.11	47.80%
01 General Government	\$5,500.00	\$5,500.00	\$2,628.89	\$0.00	\$0.00	\$2,871.11	47.80%
1-100-01-0129-315Payroll Service-Town Office	\$7,185.00	\$7,185.00	\$4,534.61	\$0.00	\$0.00	\$2,650.39	63.11%
1-100-01-0129-330CONFERENCES & SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0129-350Water Testing	\$500.00	\$500.00	\$385.00	\$0.00	\$0.00	\$115.00	77.00%
1-100-01-0129-365Elevator-Service Contract	\$2,400.00	\$2,400.00	\$2,203.20	\$0.00	\$0.00	\$196.80	91.80%
1-100-01-0129-401Elevator Permit	\$240.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00	0.00%
1-100-01-0129-430ProComm.Maint. Agr.-Town Office Building	\$1,000.00	\$1,000.00	\$255.00	\$0.00	\$0.00	\$745.00	25.50%
1-100-01-0129-432Building Maint.-Town Office Building	\$3,500.00	\$3,500.00	\$698.35	\$0.00	\$0.00	\$2,801.65	19.95%
1-100-01-0129-434Furnace Maint.-Town Office Building	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0129-439Software Maint.-Town Office Building	\$4,000.00	\$4,000.00	\$3,208.48	\$0.00	\$0.00	\$791.52	80.21%
1-100-01-0129-442Computer Tech Support	\$8,000.00	\$8,000.00	\$5,062.50	\$0.00	\$0.00	\$2,937.50	63.28%
1-100-01-0129-444Copier Rental-Town Office	\$2,600.00	\$2,600.00	\$2,088.19	\$0.00	\$0.00	\$511.81	80.32%
1-100-01-0129-490Alarm System-Town Office	\$300.00	\$300.00	\$250.00	\$0.00	\$0.00	\$50.00	83.33%
1-100-01-0129-493TN 911	\$10,069.00	\$10,069.00	\$10,068.80	\$0.00	\$0.00	\$0.20	99.99%
1-100-01-0129-530Telephone-Town Office Building	\$10,600.00	\$10,600.00	\$10,364.54	\$0.00	\$0.00	\$235.46	97.78%
1-100-01-0129-531Postage-Town Office	\$7,500.00	\$7,500.00	\$3,971.34	\$0.00	\$0.00	\$3,528.66	52.95%
1-100-01-0129-533Postage Meter Rental-Town Office	\$600.00	\$600.00	\$450.00	\$0.00	\$0.00	\$150.00	75.00%
1-100-01-0129-537Internet Cable-Office Building	\$1,650.00	\$1,650.00	\$1,011.15	\$0.00	\$0.00	\$638.85	61.28%
1-100-01-0129-550Printing-Town Office Building	\$1,400.00	\$1,400.00	\$908.60	\$0.00	\$0.00	\$491.40	64.90%



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

05/05/2020  
 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	\$5,457.60	\$0.00	\$0.00	\$2,242.40	70.88%
1-100-01-0129-603 Fuel Oil-Town Office Building	\$5,000.00	\$5,000.00	\$4,543.67	\$0.00	\$0.00	\$456.33	90.87%
1-100-01-0129-609 Equipment-Town Office Building	\$1,500.00	\$1,500.00	\$99.97	\$0.00	\$0.00	\$1,400.03	6.66%
1-100-01-0129-610 Office Supplies-Town Office Building	\$2,000.00	\$2,000.00	\$2,645.20	\$0.00	\$0.00	(\$645.20)	132.26%
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	\$528.80	\$0.00	\$0.00	\$471.20	52.88%
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	\$58,735.00	\$0.00	\$0.00	\$21,109.00	73.56%
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	\$109,737.00	\$0.00	\$0.00	(\$485.00)	100.44%
01 General Government	\$109,252.00	\$109,252.00	\$109,737.00	\$0.00	\$0.00	(\$485.00)	100.44%
1-100-01-0141-205 Social Security-Employee Benefits	\$46,500.00	\$46,500.00	\$31,889.35	\$0.00	\$0.00	\$14,610.65	68.58%
1-100-01-0141-207 Medicare-Employee Benefits	\$10,800.00	\$10,800.00	\$7,457.87	\$0.00	\$0.00	\$3,342.13	69.05%
1-100-01-0141-210 Unempl. Comp.-Employee Benefits	\$7,500.00	\$7,500.00	\$5,728.88	\$0.00	\$0.00	\$1,771.12	76.39%
1-100-01-0141-215 Health Insurance-Employee Benefits	\$205,000.00	\$205,000.00	\$154,314.10	\$0.00	\$0.00	\$50,685.90	75.28%
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	\$1,961.93	\$0.00	\$0.00	\$138.07	93.43%
1-100-01-0141-225 Life Ins.-Employee Benefits	\$1,200.00	\$1,200.00	\$976.00	\$0.00	\$0.00	\$224.00	81.33%
1-100-01-0141-230 Retirement-Employee Benefits	\$80,000.00	\$80,000.00	\$55,409.79	\$0.00	\$0.00	\$24,590.21	69.26%
1-100-01-0141-280 Physicals-Employee Benefits	\$2,500.00	\$2,500.00	\$999.00	\$0.00	\$0.00	\$1,501.00	39.96%
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	\$261,857.92	\$0.00	\$0.00	\$96,863.08	73.00%
1-100-01-0143-100 Salaries-Drivers/Dispatch	\$15,107.00	\$15,107.00	\$12,200.28	\$0.00	\$0.00	\$2,906.72	80.76%
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**

05/05/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0143-435Vehicle Maint.-Dial a Ride	\$3,000.00	\$3,000.00	\$2,866.42	\$0.00	\$0.00	\$133.58	95.55%
1-100-01-0143-580Dial-A-Ride Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-603Fuel-Dial a Ride	\$2,000.00	\$2,000.00	\$2,224.67	\$0.00	\$0.00	(\$224.67)	111.23%
1-100-01-0143-630Oil-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-810Due / 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	\$17,891.37	\$0.00	\$0.00	\$3,215.63	84.77%
1-100-01-0145-100Municipal Agent-Salary	\$2,265.00	\$2,265.00	\$946.62	\$0.00	\$0.00	\$1,318.38	41.79%
1-100-01-0145-330Municipal 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%
1-100-01-0145-537Internet Cable-Seniors Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-580Municipal Agent-Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-610Municipal Agent-Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-800McSweeney Center-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-820Senior Lunch-Senior Citizens	\$1,080.00	\$1,080.00	\$1,080.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0145-840Municipal Agents-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-870Programs-Senior Citizens	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0145-875Trips-Senior Citizens	\$4,000.00	\$4,000.00	\$2,094.50	\$0.00	\$0.00	\$1,905.50	52.36%
1-100-01-0145-901Equipment-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	\$6,121.12	\$0.00	\$0.00	\$3,223.88	65.50%
1-100-01-0147-365Cleaning Service	\$10,000.00	\$10,000.00	\$6,475.00	\$0.00	\$0.00	\$3,525.00	64.75%
01 General Government	\$10,000.00	\$10,000.00	\$6,475.00	\$0.00	\$0.00	\$3,525.00	64.75%
1-100-01-0149-432Building Maint.-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-434Furance Maint.-Old Fire House	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0149-490Alarm Maint.-Old Fire House	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-01-0149-530Telephone-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	\$829.10	\$0.00	\$0.00	\$1,370.90	37.69%
1-100-01-0149-603Fuel Oil-Old Fire House	\$500.00	\$500.00	\$1,616.12	\$0.00	\$0.00	(\$1,116.12)	323.22%
1-100-01-0149-605Propane-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	\$2,445.22	\$0.00	\$0.00	\$804.78	75.24%
1-100-01-0151-100Dog Warden Salary-Dog Fund	\$3,500.00	\$3,500.00	\$2,491.77	\$0.00	\$0.00	\$1,008.23	71.19%
1-100-01-0151-434Furnace Maintenance - Dog Pound	\$165.00	\$165.00	\$0.00	\$0.00	\$0.00	\$165.00	0.00%
1-100-01-0151-580Dog Warden-Mileage	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
1-100-01-0151-610Dog 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	\$2,796.17	\$0.00	\$0.00	\$2,018.83	58.07%
1-100-01-0153-800Historical 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%
1-100-01-0155-800TOWN 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**

05/05/2020  
 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	\$17,604.16	\$0.00	\$0.00	(\$4.16)	100.02%
1-100-02-0201-999 EASTERN HIGHLANDS HEALTH DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 Conservation	\$17,600.00	\$17,600.00	\$17,604.16	\$0.00	\$0.00	(\$4.16)	100.02%
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	\$120,440.85	\$0.00	\$0.00	\$48,392.15	71.34%
1-100-03-0301-111 Temp/PW	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-03-0301-112 Overtime/PW	\$2,500.00	\$2,500.00	\$375.85	\$0.00	\$0.00	\$2,124.15	15.03%
1-100-03-0301-390 Tree Removal-Public Works Department	\$10,000.00	\$10,000.00	\$12,910.00	\$0.00	\$0.00	(\$2,910.00)	129.10%
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	\$20,656.52	\$0.00	\$0.00	(\$8,656.52)	172.14%
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	\$723.15	\$0.00	\$0.00	(\$323.15)	180.79%
1-100-03-0301-602 Diesel-Public Works	\$20,000.00	\$20,000.00	\$12,548.67	\$0.00	\$0.00	\$7,451.33	62.74%
1-100-03-0301-603 Fuel-Public Works	\$4,000.00	\$4,000.00	\$3,859.72	\$0.00	\$0.00	\$140.28	96.49%
1-100-03-0301-620 Brooms-Public Works	\$950.00	\$950.00	\$0.00	\$0.00	\$0.00	\$950.00	0.00%
1-100-03-0301-622 Tires-Public Works	\$1,500.00	\$1,500.00	\$293.73	\$0.00	\$0.00	\$1,206.27	19.58%
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	\$320.93	\$0.00	\$0.00	\$1,179.07	21.40%
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	\$1,908.63	\$0.00	\$0.00	\$691.37	73.41%
1-100-03-0301-640 Sweeper Supplies-Public Works	\$500.00	\$500.00	\$1,718.35	\$0.00	\$0.00	(\$1,218.35)	343.67%
1-100-03-0301-654 Uniforms & Shoes-Town Garage	\$2,700.00	\$2,700.00	\$2,006.96	\$0.00	\$0.00	\$693.04	74.33%
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	\$1,249.00	\$0.00	\$0.00	\$901.00	58.09%
1-100-03-0301-734 Tools-Public Works	\$2,700.00	\$2,700.00	\$2,358.25	\$0.00	\$0.00	\$341.75	87.34%
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	\$183,358.66	\$0.00	\$0.00	\$59,204.34	75.59%

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

05/05/2020  
 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	\$10,143.73	\$0.00	\$0.00	\$9,856.27	50.72%
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	\$56,350.96	\$0.00	\$0.00	\$32,199.04	63.64%
1-100-03-0305-410 Street Lighting	\$7,500.00	\$7,500.00	\$4,528.18	\$0.00	\$0.00	\$2,971.82	60.38%
03 Public Works	\$7,500.00	\$7,500.00	\$4,528.18	\$0.00	\$0.00	\$2,971.82	60.38%
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	\$2,057.72	\$0.00	\$0.00	\$1,942.28	51.44%
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	\$1,167.76	\$0.00	\$0.00	\$32.24	97.31%
1-100-03-0309-601 Electricity-Town Garage	\$3,600.00	\$3,600.00	\$2,083.88	\$0.00	\$0.00	\$1,516.12	57.89%
1-100-03-0309-603 Fuel Oil-Town Garage	\$5,100.00	\$5,100.00	\$3,238.10	\$0.00	\$0.00	\$1,861.90	63.49%
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	\$8,991.27	\$0.00	\$0.00	\$6,758.73	57.09%
1-100-03-0311-370 Consulting Fees-Engineer	\$6,000.00	\$6,000.00	\$3,427.50	\$0.00	\$0.00	\$2,572.50	57.13%
03 Public Works	\$6,000.00	\$6,000.00	\$3,427.50	\$0.00	\$0.00	\$2,572.50	57.13%
1-100-03-0313-420 Mowing-Ground Care	\$14,000.00	\$14,000.00	\$16,095.29	\$0.00	\$0.00	(\$2,095.29)	114.97%
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	\$16,529.73	\$0.00	\$0.00	\$470.27	97.23%
1-100-04-0401-121 Board Clerk Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$136,650.00	\$0.00	\$0.00	\$0.00	100.00%
04 Public Safety	\$136,650.00	\$136,650.00	\$136,650.00	\$0.00	\$0.00	\$0.00	100.00%



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

05/05/2020  
 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	\$5,336.51	\$0.00	\$0.00	\$2,163.49	71.15%
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>\$6,183.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,211.12</b>	<b>59.49%</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	\$14,654.35	\$0.00	\$0.00	\$5,345.65	73.27%
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	\$954.28	\$0.00	\$0.00	\$3,845.72	19.88%
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	\$27,854.26	\$0.00	\$0.00	\$12,145.74	69.64%
1-100-07-0701-481 Bulky Waste-Transfer Station	\$25,000.00	\$25,000.00	\$23,112.60	\$0.00	\$0.00	\$1,887.40	92.45%
1-100-07-0701-493 Outdoor Facility-Transfer Station	\$900.00	\$900.00	\$750.00	\$0.00	\$0.00	\$150.00	83.33%
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**

05/05/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-07-0701-601 Electricity-Transfer Station	\$2,700.00	\$2,700.00	\$1,596.44	\$0.00	\$0.00	\$1,103.56	59.13%
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	\$2,520.56	\$0.00	\$0.00	\$479.44	84.02%
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	\$31,429.55	\$0.00	\$0.00	\$23,570.45	57.14%
07 Sanitation and Waste	\$159,100.00	\$159,100.00	\$102,924.82	\$0.00	\$0.00	\$56,175.18	64.69%
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	\$236.70	\$0.00	\$0.00	(\$36.70)	118.35%
1-100-07-0703-485 Used Oil Pickup-Recycling	\$500.00	\$500.00	\$297.35	\$0.00	\$0.00	\$202.65	59.47%
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	\$1,321.50	\$0.00	\$0.00	(\$771.50)	240.27%
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	\$2,965.18	\$0.00	\$0.00	(\$415.18)	116.28%
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	\$495.00	\$0.00	\$0.00	\$855.00	36.67%
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	\$1,120.00	\$0.00	\$0.00	\$5,890.00	15.98%
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	\$6,050.83	\$0.00	\$0.00	\$2,309.17	72.38%
1-100-08-0807-120 Clerk's Wages-Building Department	\$34,230.00	\$34,230.00	\$23,310.91	\$0.00	\$0.00	\$10,919.09	68.10%
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**

05/05/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-08-0807-612Bks. & Manuals-Building Department	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-08-0807-810Dues / 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	\$30,515.03	\$0.00	\$0.00	\$15,754.97	65.95%
1-100-08-0809-100Wages-Inland/Wetlands	\$4,600.00	\$4,600.00	\$5,508.99	\$0.00	\$0.00	(\$908.99)	119.76%
1-100-08-0809-115Board Clerk - IWC	\$1,000.00	\$1,000.00	\$815.00	\$0.00	\$0.00	\$185.00	81.50%
1-100-08-0809-335Training-Inland/Wetlands	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	(\$130.00)	0.00%
1-100-08-0809-350Water Testing-Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-365Purchased Services-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-580Mileage-Wetlands	\$300.00	\$300.00	\$27.25	\$0.00	\$0.00	\$272.75	9.08%
1-100-08-0809-610Office Supplies-Inland/Wetland	\$50.00	\$50.00	\$55.00	\$0.00	\$0.00	(\$5.00)	110.00%
1-100-08-0809-614Maps-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-800Inland Wetland Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-810Dues / 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	\$6,601.24	\$0.00	\$0.00	(\$651.24)	110.95%
1-100-08-0815-330Conservation-membership	\$0.00	\$0.00	\$65.00	\$0.00	\$0.00	(\$65.00)	0.00%
1-100-08-0815-335Conservation-training	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-08-0815-609Conservation-equipment	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0815-800Conservation Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-810Conservation-conferences	\$300.00	\$300.00	\$65.00	\$0.00	\$0.00	\$235.00	21.67%
1-100-08-0815-811Conservation - POCD Implementation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-813Conservation - 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%
1-100-08-0817-100Salary-Zoning Agent	\$10,600.00	\$10,600.00	\$4,914.61	\$0.00	\$0.00	\$5,685.39	46.36%
1-100-08-0817-580Mileage-Zoning Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0817-610Office 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	\$4,914.61	\$0.00	\$0.00	\$5,685.39	46.36%
1-100-08-0819-810Capital 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%
1-100-09-0901-527Education-RHAM/AES Retirement Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-09-0901-590RHAM Payment	\$4,890,623.00	\$4,890,623.00	\$4,169,607.00	\$0.00	\$0.00	\$721,016.00	85.26%
1-100-09-0901-595Board of Education Expenses	\$4,065,000.00	\$4,065,000.00	\$2,745,717.77	\$0.00	\$0.00	\$1,319,282.23	67.55%
09 Education	\$8,955,623.00	\$8,955,623.00	\$6,915,324.77	\$0.00	\$0.00	\$2,040,298.23	77.22%
1-100-10-1001-100Library Payroll	\$71,800.00	\$71,800.00	\$48,535.18	\$0.00	\$0.00	\$23,264.82	67.60%
1-100-10-1001-800Library	\$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	\$74,614.18	\$0.00	\$0.00	\$23,264.82	76.23%
1-100-11-1101-451Road Improvement	\$200,000.00	\$200,000.00	\$123,584.21	\$0.00	\$0.00	\$76,415.79	61.79%
1-100-11-1101-700Old 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**

05/05/2020  
 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 IT Infrastructure Upgrades-Capital	\$0.00	\$0.00	\$24,451.76	\$0.00	\$0.00	(\$24,451.76)	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	\$38,762.02	\$0.00	\$0.00	\$237.98	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	\$412,426.94	\$0.00	\$0.00	(\$115,811.94)	139.04%
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	\$10,845.00	\$0.00	\$0.00	\$0.00	100.00%
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	\$10,845.00	\$0.00	\$0.00	\$0.00	100.00%
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**

05/05/2020  
 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	\$8,949,830.45	\$0.00	\$0.00	\$3,418,327.55	72.36%
<b>Grand Total for Report</b>		\$12,368,158.00	\$12,368,158.00	\$8,949,830.45	\$0.00	\$0.00	\$3,418,327.55	72.36%

**Town Aid Road  
Fiscal Year 2018-2020**

<b>FY 2019-2020</b>														
Date	Description	misc	earthen materials*	Paving	basin cleaning	apron/ curbing	drainage related	hot and cold patch	line striping	mastic crack sealing	guardrails	Loader lease	DOT grant	YTD Bal
7/1/18	Beg Bal													99,509
8/13/19	class 2 mix							(394)						
8/21/19	rd marking paint	(51)												
8/21/19	class 2 mix							(154)						
9/17/19	blades	(723)												
9/25/19	loam		(334)											
10/3/19	grass seed mix		(324)											
10/3/19	loam		(334)											
10/3/19	CES Engineering	(1,381)												
10/9/19	tarp, rope	(107)												
10/9/19	basin slab						(180)							
10/16/19	rip rap		(945)											
10/16/19	loam		(98)											
10/30/19	loam		(334)											
11/6/19		(183)												
11/20/19	class 2 mix	(625)												
12/31/19	pavement eval	(6,000)												
1/15/20								(504)						
1/29/20								(504)						
2/26/20								(504)						
4/7/20								(504)						
4/7/20	catch basin blocks	(568)												
4/7/20	seed		(406)											
4/14/20							(2,035)							
4/21/20							(4,191)							
5/5/20		(2,981)												
	YTD spend	(12,619)	(2,775)	0	0	0	(6,406)	(2,564)	0	0	0	0	0	
	YTD rev												0	
	YTD bal													75,146

\*earthen materials: loam, gravel, rip rap

**General Ledger Detail**  
Andover Town & School 2019-2020  
From 7/1/2019 To 5/5/2020 (Effective Date)

Account Number	Effective Date	Type	Ven #	Account Key	Check #	PO/Line	Tran #	Account Description	Transaction Description	Debits	Credits	Balance	
L-100-00-3700-006				L-100-00-3700-006				DT/DF-Farm.-Town Aid Roads				\$99,509.35	OldBal
							0					\$99,509.35	
	8/13/2019	Expend	HAIN		20157552	/ 0	373	CLASS 2 MIX		\$393.70		\$99,115.65	
	8/21/2019	Expend	21364		20157590	/ 0	482	ROAD MARKING PAINT		\$50.88		\$99,064.77	
	8/21/2019	Expend	HAIN		20157577	/ 0	505	CLASS 2 MIX		\$77.50		\$98,987.27	
	8/21/2019	Expend	HAIN		20157577	/ 0	506	CLASS 2 MIX		\$76.73		\$98,910.54	
	9/17/2019	Expend	26578		20157626	/ 0	705	BLADES		\$723.00		\$98,187.54	
	9/25/2019	Expend	HAIN		20157679	/ 0	794	SUNSET/TOWNSEND LOAM		\$334.00		\$97,853.54	
	10/3/2019	Expend	21364		20157708	/ 0	823	GRASS SEED MIX		\$324.39		\$97,529.15	
	10/3/2019	Expend	HAIN		20157701	/ 0	824	SCREENED LOAM		\$334.00		\$97,195.15	
	10/3/2019	Expend	5529		20157694	/ 0	831	SITE VISITS,MEETINGS		\$1,381.25		\$95,813.90	
	10/9/2019	Expend	132		20157722	/ 0	923	TARP, ROPE		\$106.95		\$95,706.95	
	10/9/2019	Expend	21364		20157732	/ 0	924	BASIN SLAB		\$180.00		\$95,526.95	
	10/16/2019	Expend	10751		20157755	/ 0	950	RIP RAP		\$945.21		\$94,581.74	
	10/16/2019	Expend	HAIN		20157741	/ 0	957	LOAM		\$98.00		\$94,483.74	
	10/30/2019	Expend	HAIN		20157767	/ 0	1000	LOAM		\$334.00		\$94,149.74	
	11/6/2019	Expend	21364		20157792	/ 0	1058	24" FLARED END SECTION		\$183.15		\$93,966.59	
	11/20/2019	Expend	HAIN		20157820	/ 0	1189	CLASS 2 MIX		\$624.65		\$93,341.94	
	12/31/2019	Expend	75847		20157927	/ 0	1437	PAVEMENT MGMT./YEAR 1		\$6,000.00		\$87,341.94	
	1/15/2020	Expend	HAIN		20157958	/ 0	1500	COLD PATCH		\$504.00		\$86,837.94	
	1/29/2020	Expend	HAIN		20158007	/ 0	1601	COLD PATCH		\$504.00		\$86,333.94	
	2/11/2020	Expend	CME		20158033	/ 0	1663	PROJECT 2003138.100		\$2,350.15		\$83,983.79	
	2/26/2020	Expend	HAIN		20158080	/ 0	1820	COLD PATCH		\$504.00		\$83,479.79	
	2/28/2020	J/E			aje 2-16		1969	to 3700-031			\$2,350.15	\$85,829.94	
	4/7/2020	Expend	HAIN		20158166	/ 0	1992	COLD PATCH		\$504.00		\$85,325.94	
	4/7/2020	Expend	21364		20158178	/ 0	1993	CATCH BASIN BLOCKS,SOLID BLOCKS		\$568.00		\$84,757.94	
	4/7/2020	Expend	52332		20158162	/ 0	1995	SEED		\$405.93		\$84,352.01	
	4/14/2020	Expend	10751		20158205	/ 0	2039	PROCESS GRAVEL		\$2,034.63		\$82,317.38	
	4/21/2020	Expend	21364		20158213	/ 0	2074	DRAINAGE PIPE		\$4,190.55		\$78,126.83	
	5/5/2020	Expend	11082		20158230	/ 0	2149	CATCH BASIN COMPONENTS		\$2,981.00		\$75,145.83	
										<b>\$26,713.67</b>	<b>\$2,350.15</b>	<b>\$75,145.83</b>	<b>End Bal</b>

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

Month ending: March 31, 2020	Bank Account #	Bank Balance	General Ledger Account		GL Balance	Difference
Municipal checking	5111		A-100-00-0000-990		600,000.00	
Municipal interest checking	5096		A-100-00-0000-990		2,975,423.90	43,397.19
Working capital	5757	488,565.62	A-100-00-0000-108		488,565.62	0.00
Open Space	5137	259,919.24	A-100-00-1980-001	L-100-00-2980-001	259,919.24	0.00
Driveway fund	5187	26,865.88	A-100-00-1949-001	L-100-00-3949-001	26,865.88	0.00
Equipment fund	5252	25,218.71	A-100-00-1949-002	L-100-00-3949-002	25,218.71	0.00
Fire Engine fund	5343	53,849.55	A-100-00-1949-003	L-100-00-3949-003	53,849.55	0.00
Irene Mooney	5567	11,818.91	A-100-00-1949-004	L-100-00-3949-004	11,818.91	0.00
Library fund	5575	182,498.64	A-100-00-1949-005	L-100-00-3949-005	182,498.64	0.00
Library grant	5608	508.79	A-100-00-1949-006	L-100-00-3949-006	508.79	0.00
Nonrecurring Reserve	5624	40,856.47	A-100-00-1949-007	L-100-00-3949-007	40,856.47	0.00
Norton Childrens fund	5632	14,285.95	A-100-00-1949-008	L-100-00-3949-008	14,285.95	0.00
Norton Library fund	5658	3,686.93	A-100-00-1949-009	L-100-00-3949-009	3,686.93	0.00
Norton School fund	5666	9,268.13	A-100-00-1949-010	L-100-00-3949-010	9,268.13	0.00
School Improvement	5690	165,037.42	A-100-00-1949-011	L-100-00-3949-011	165,037.42	0.00
Severance Pay	5723	39,036.69	A-100-00-1949-012	L-100-00-3949-012	39,036.69	0.00
WB & Lizza Sprague	5731	3,271.58	A-100-00-1949-013	L-100-00-3949-013	3,271.58	0.00
Brown & Brown School	5749	26,027.88	A-100-00-1949-014	L-100-00-3949-014	26,027.88	0.00
Zoning bond	5765	12,617.95	A-100-00-1949-016	L-100-00-3949-016	12,617.95	0.00
Boivin construction	5773	729.96	A-100-00-1949-017	L-100-00-3949-017	729.96	0.00
Town Clerk preservation	5781	1,147.46	A-100-00-1949-018	L-100-00-3949-018	1,147.46	0.00
Revaluation Fund	5799	48,198.49	A-100-00-1949-019	L-100-00-3949-019	48,198.49	0.00
AES Expansion	0934	8,720.90	A-100-00-1980-002	L-100-00-2980-002	8,720.90	0.00

February 29, 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 March 2020</u>	<u>Balance Uncollected <b>March 31, 2020</b></u>
2018		9,152,376	7,324,925	1,827,451
2017	142,063		60,250	81,813
2016	33,097		4,843	28,254
2015	22,002		1,504	20,498
2014	14,977		1,284	13,693
2013	8,365		451	7,914
2012	8,853		425	8,428
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
2005			64	
2004			46	
Total	240,219	9,152,376	7,393,810	1,998,896

Town of Andover, Connecticut  
Board of Finance  
Overexpenditure Report  
Fiscal Year 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	20,656.00	172%	115%	6,000.00	8,656.00
		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	1,321.00	240%	132%	450.00	771.00
		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	110%		50.00	5.00
Old Fire House	0149-603	fuel oil	500.00	200.00			1/7/2020	700.00	1,616.00	323%	231%	200.00	1,116.00
		underbudgeted											
Senior Transport.	0143-435	Vehical maint.	3,000.00	1,500.00			1/29/20	4,500.00	2,866.00	96%	64%	1,500.00	(134.00)
Law Enforcement	0403-901	office equipment	200.00	950.00			2/26/20	1,150.00	1,117.00	559%	97%	950.00	917.00
Snow Removal	0303-646	salt	40,000.00			20,000.00	2/26/20	60,000.00	42,693.00	107%	71%	20,000.00	2,693.00
		using all salt this year											
mowing grd care	0313-420	costs associated with	14,000.00		5,000.00		3/9/20	19,000.00	16,095.00	115%	85%	5,000.00	2,095.00
		sprinkler system											
DPW	0301-390	tree removal	10,000.00		4,000.00		3/9/20	14,000.00	12,060.00	121%	86%	4,000.00	2,060.00
Assessor	0113-438	Assessor software	16,162.00			5,000.00	11/6/19	21,162.00	18,962.00	117%	90%	5,000.00	2,800.00
		purch Vision 8 appraisal software											
DPW	0301-640	Sweeper supplies	500.00	1,300.00			11/6/19	1,800.00	1,718.00	344%	95%	500.00	1,218.00
Old Town Hall	0149-603	fuel oil	500.00	710.00			4/21/20	1,210.00	1,616.00	323%	134%	710.00	1,116.00
<b>Totals</b>												50,030.00	24,836.20

# Budget



Town of Andover, Connecticut  
Board of Finance  
Request for Budget Transfer/Supplemental Appropriation

**Appropriation Transfer**

Budget Account #	Account Description	Increase appropriation (\$\$)	Decrease appropriation (\$\$)
014-438	Equipment Maintenance electronics	_____	62,000
0129-735	Computer Replacmt/Service Town Office	62,000	_____

Approval	Name	Signature	Date
Dept Head/Board or Commission Chair	Wallace Benton	<i>Wallace Benton</i>	5/6/2020
Town Administrator	Eric Anderson	<i>Eric Anderson</i>	5/6/2020
Board of Selectmen	Meeting date:	<p>to purchase Computers For Assessor's Registrars Office</p>	
Board of Finance in excess of \$2,000.00	Meeting date:		

**Supplemental Appropriation**

Budget Account #	Account Description	\$\$ amount

Approval	
Board of Selectmen	Meeting date:
Board of Finance	Meeting date:
Town Meeting if required	Meeting date:

# **Tax Collector's Report**

**MARCH 2020**

Deposits

	Online	Counter	Receipt	Total	Difference	
						349.62
3/1	2,690.61			2,690.61	0.00	935.72
3/2	487.52	6184.72	6,184.72	6,672.24	0.00	1285.34
3/2	1,086.09			1,086.09	0.00	
3/3	144.00			144.00	0.00	
3/4	134.97	530.00	530.00	664.97	0.00	
3/5	513.19	1,273.79	1,273.79	1,786.98	0.00	
3/6	523.90			523.90	0.00	
3/7	172.46			172.46	0.00	
3/8				0.00	0.00	
3/9	1,285.34	15,564.76	15,564.76	16,850.10	0.00	
3/10	2,655.46	2,240.82		4,896.28	2,240.82	
3/11	43.28	4,267.27	4,267.27	4,310.55	0.00	
3/12	3,792.70			3,792.70	0.00	
3/13	691.51			691.51	0.00	
3/14	1,074.08			1,074.08	0.00	
3/15				0.00	0.00	
3/16				0.00	0.00	
3/17		19,576.78	18,115.95	19,576.78	1,460.83	missing check deposited 3/320
3/18	1,095.11	2,904.68	2,904.68	3,999.79	0.00	
3/19	1,523.64	3,181.95		4,705.59	3,181.95	
3/20				0.00	0.00	
3/21				0.00	0.00	
3/22				0.00	0.00	
3/23	4,582.85			4,582.85	0.00	
3/24				0.00	0.00	
3/25		19,907.11		19,907.11	19,907.11	
3/26	5,642.14			5,642.14	0.00	
3/27	2,576.26			2,576.26	0.00	
3/28	765.58			765.58	0.00	
3/29	1,930.65			1,930.65	0.00	
3/30	7,546.47		1,460.83	1,460.83	1,460.93	deposit missing check
3/30	8,860.35	53,193.90	53193.9	62,054.25	53,193.90	
3/31	7,261.40			7,261.40	0.00	
<b>TOTAL</b>	<b>57,079.56</b>	<b>128,825.78</b>		<b>185,905.34</b>		

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2004			45.90		85.37	19.69	150.96
2005			64.43		209.33	51.82	325.58
2012		67.39	150.77	12.83	279.50	86.57	597.06
2013			173.26		179.32	57.89	410.47
2014							0.00
2015			62.98		42.51	20.82	126.31
2016			40.02	183.27	102.89	15.00	341.18
2017	334.98		2,055.35	690.37	832.93	84.00	3,997.63
2018	162,720.32	1,578.63	5,821.67	6,852.18	2,698.35	285.00	179,956.15
<b>TOTAL</b>	<b>163,055.30</b>	<b>1,646.02</b>	<b>2,482.38</b>	<b>886.47</b>	<b>4,430.20</b>	<b>620.79</b>	<b>185,905.34</b>

UNCOLLECTED TAXES BY TAX YEAR:

	RE	PP	MV	MVS	TOTAL		
2006				207.27	207.27		
2007			476.65	71.26	547.91	online cash	A-100-00-0000-990
2008			520.26	28.15	548.41	office cash	A-100-00-0000-990
2009			579.60		579.60	online DIT	A-100-00-1200-001
2010			211.42		211.42	office DIT	A-100-00-1200-001
2011		439.82	4,592.58	249.48	5,281.88	misc inc	2-100-80-0000-801
2012		2,828.18	3,146.24	213.06	6,187.48		
2013	12.13	3,485.83	1,494.03	783.06	5,775.05	online DIT	A-100-00-1200-001
2014	1,225.76	4,551.81	2,201.38	2,991.24	10,970.19	office DIT	A-100-00-1200-001
2015	1,679.64	6,018.82	10,425.04	2,480.67	20,604.17	Other A/R	A-100-00-1400-001
2016	9,335.21	7,582.11	9,484.08	2,776.02	29,177.42	2010 taxes	A-100-00-1200-016
2017	53,116.21	9,121.70	19,904.02	6,157.57	88,299.50	2012 taxes	A-100-00-1200-018
2018	1,833,089.48	75,647.12	44,867.02	16,704.02	1,970,307.64	2013 taxes	A-100-00-1200-019
						2014 taxes	A-100-00-1200-020
						2016 taxes	A-100-00-1200-023
						2017 taxes	A-100-00-1200-024
						2018 taxes	A-100-00-1200-025
						interest	2-100-10-0000-103
						liens/fees	2-100-10-0000-104
						tax NSF	A-100-00-0000-990
						tax check fee	A-100-00-0000-990
<b>TOTAL</b>	<b>1,898,458.43</b>	<b>109,675.39</b>	<b>97,902.32</b>	<b>32,661.80</b>	<b>2,138,697.94</b>		

Porsche Leasing	1006.83	Sec 12-129 Refund of excess payment
Honda Lease Trust	117.57	Sec 12-129 Refund of excess payment
Maltzan, Jacqueline	77.11	Sec 12-129 Refund of excess payment

Feb. 2020 Tax Refunds Total: \$1,201.51

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

**REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES**

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended  
 This is to certify that HONDA LEASE TRUST

- has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/2018
- Sec. 12-81 (20) Servicemen Having Disability Rating.
  - Sec. 12-124 Abatement to poor.
  - Sec. 12-125 Abatement of Taxes of Corporations.
  - Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
  - Sec. 12-127 Abatement or Refund to Blind Persons.
  - Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
  - Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
  - Sec. 12-129 Refund of Excess Payments.

**HONDA LEASE TRUST**  
**600 KELLY WAY**  
**HOLYOKE, MA 01040-9681**

**2018-03-0051532**  
**51537**  
**/5J6RM4H43GL078057**



To **EILEEN CURTIN** Collector of **OFFICE OF THE TAX COLLECTOR** State of Connecticut.

I hereby apply for abatement or refund\* of such part of my tax as shall represent:

The service exemption or Sec. 12-129 Refund of Excess Payments.  
 (State reason -- Cross out service exemption if it does not apply)

*****							
		Tax	Interest	Lien	Fee	Total	Overpaid Tax
Total Due	07/01/2019	352.70	0.00	0.00	0.00	352.70	
Total Paid	07/18/2019	470.27	0.00	0.00	0.00	470.27	-117.57 ***
Adjusted Refund		-117.57	0.00	0.00	0.00	117.57	

**PLEASE READ, SIGN, AND DATE BELOW:**

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Craig Mc Robbie  
 Print Name

[Signature]  
 Signature of Taxpayer

3-17-20  
 Date

**COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY**

To the First Selectman: It is recommended that refund\* of property taxes and interest in the amount of 117.57

be made to the above-named taxpayer in accordance with the provisions of Section (s):

Sec. 12-129 Refund of Excess Payments.

DATED AT OFFICE OF THE TAX COLLECTOR, CONNECTICUT THIS 11 DAY OF March 2020

[Signature]  
 EILEEN CURTIN

**ACTION TAKEN BY GOVERNING BODY**

The First Selectman, as authorized by the Board of Selectman approved on the \_\_\_\_\_ day of \_\_\_\_\_ 2020. It was voted to refund taxes and Interest amounting to 117.57.

\_\_\_\_\_  
 First Selectman

\_\_\_\_\_  
 Other Governing Body

\_\_\_\_\_  
 Clerk

\*\*Cross out abatement or refund as required.

Mail To : EILEEN CURTIN  
 OFFICE OF THE TAX COLLECTOR  
 17 SCHOOL ROAD  
 ANDOVER, CT 06232-2000

**REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES**

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended  
 This is to certify that PORSCHE LEASING LTD

- has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/2018
- Sec. 12-81 (20) Servicemen Having Disability Rating.
  - Sec. 12-124 Abatement to poor.
  - Sec. 12-125 Abatement of Taxes of Corporations.
  - Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
  - Sec. 12-127 Abatement or Refund to Blind Persons.
  - Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
  - Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
  - Sec. 12-129 Refund of Excess Payments.

**PORSCHE LEASING LTD**  
**PO BOX 24329**  
**NASHVILLE TN 37202**

2018-04-0080470  
 80470  
 /WFOAB2A86JK278390  
  
 \*2018040080470\*

To **EILEEN CURTIN** Collector of **OFFICE OF THE TAX COLLECTOR** State of Connecticut.

I hereby apply for abatement or refund\* of such part of my tax as shall represent:

The service exemption or Sec. 12-129 Refund of Excess Payments.  
 (State reason -- Cross out service exemption if it does not apply)

\*\*\*\*\*

		Tax	Interest	Lien	Fee	Total	Overpaid Tax
Total Due	01/01/2020	1,006.84	0.00	0.00	0.00	1,006.84	
Total Paid	01/21/2020	2,013.67	0.00	0.00	0.00	2,013.67	-1,006.83 ***
Adjusted Refund		-1,006.83	0.00	0.00	0.00	1,006.83	

**PLEASE READ, SIGN, AND DATE BELOW:**

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

SARA KEMP 5-4-20  
 Print Name Signature of Taxpayer Date

**COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY**

To the First Selectman: It is recommended that refund\* of property taxes and interest in the amount of **1,006.83** be made to the above-named taxpayer in accordance with the provisions of Section (s):  
 Sec. 12-129 Refund of Excess Payments.

DATED AT OFFICE OF THE TAX COLLECTOR, CONNECTICUT THIS 04 DAY OF May 2020

  
 EILEEN CURTIN

**ACTION TAKEN BY GOVERNING BODY**

The First Selectman, as authorized by the Board of Selectman approved on the \_\_\_\_\_ day of \_\_\_\_\_ 2020. It was voted to refund taxes and Interest amounting to **1,006.83.**

\_\_\_\_\_  
 First Selectman  
 \_\_\_\_\_  
 Other Governing Body  
 \_\_\_\_\_  
 Clerk

\*\*Cross out abatement or refund as required.

Mail To : EILEEN CURTIN  
 OFFICE OF THE TAX COLLECTOR  
 17 SCHOOL ROAD  
 ANDOVER, CT 06232-2000

Received by Ryan 5-4-2020

**REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES**

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended  
 This is to certify that MALTZAN JACQUELINE

- has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/2018
- Sec. 12-81 (20) Servicemen Having Disability Rating.
  - Sec. 12-124 Abatement to poor.
  - Sec. 12-125 Abatement of Taxes of Corporations.
  - Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
  - Sec. 12-127 Abatement or Refund to Blind Persons.
  - Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
  - Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
  - Sec. 12-129 Refund of Excess Payments.

**MALTZAN JACQUELINE  
 MALTZAN WILLIAM G  
 2 DOGWOOD DR  
 ANDOVER, CT 06232-1129**

**2018-03-0052186  
 52189  
 /1HGCP2F82BA080918**



To **EILEEN CURTIN** Collector of **OFFICE OF THE TAX COLLECTOR** State of Connecticut.

I hereby apply for abatement or refund\* of such part of my tax as shall represent:

The service exemption or Sec. 12-129 Refund of Excess Payments.  
 (State reason -- Cross out service exemption if it does not apply)

*****							
		Tax	Interest	Lien	Fee	Total	Overpaid Tax
Total Due	07/01/2019	154.52	0.00	0.00	0.00	154.52	
Total Paid	07/11/2019	231.63	0.00	0.00	0.00	231.63	-77.11 ***
Adjusted Refund		-77.11	0.00	0.00	0.00	77.11	

**PLEASE READ, SIGN, AND DATE BELOW:**

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Jacqueline Maltzan  
 Print Name

Jacqueline Maltzan 3/6/2020  
 Signature of Taxpayer Date

**COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY**

To the First Selectman: It is recommended that refund\* of property taxes and interest in the amount of 77.11 be made to the above-named taxpayer in accordance with the provisions of Section (s):

Sec. 12-129 Refund of Excess Payments.

DATED AT OFFICE OF THE TAX COLLECTOR, CONNECTICUT THIS 03 DAY OF March 2020

Eileen M. Curtin  
 EILEEN CURTIN

**ACTION TAKEN BY GOVERNING BODY**

The First Selectman, as authorized by the Board of Selectman approved on the \_\_\_\_\_ day of \_\_\_\_\_ 2020. It was voted to refund taxes and Interest amounting to 77.11.

First Selectman [Signature]  
 Other Governing Body \_\_\_\_\_

Clerk \_\_\_\_\_

\*\*Cross out abatement or refund as required.

Mail To : EILEEN CURTIN  
 OFFICE OF THE TAX COLLECTOR  
 17 SCHOOL ROAD  
 ANDOVER, CT 06232-2000



# **Department Reports**

APRIL																		
RECEIPT NO.	Date	ADDRESS	L.U.A.	APPLICANT	ACTIVITY DESCRIPTION	BLDG	E	P	H	M	BOND	PERMIT VALUE	STATE ED FEE	LAND USE	ZONING FEE	TOTAL	TOTAL DUE	
230539	4/4/2020	47 Skinner Hill Rd		NCE Builders	Bond - New Home						\$ 1,000.00					\$	1,000.00	
230540	4/4/2020	55 Hebron Rd		David & Christa Pannorfi	Add 3 Car Garage	1						\$ 3,500.00	\$ 9.20		\$ 60.00	\$ 350.00	\$ 419.20	
230451	4/5/2020	48 Pine Ridge Dr		Thomas Maschi	Roof Top Solar	1				1		\$ 14.00	\$ 3.64			\$ 140.00	\$ 143.64	
230452	4/4/2020	85 Lakeside Dr		Roy Platt	P&Z Bond New Home						\$ 1,000.00					\$	1,000.00	
230453	4/4/2020	27 Townsend Rd		Mr. Parkyn	Electrical Service		1					\$ 700.00	\$ 0.52			\$ 20.00	\$ 20.52	
230544	VOID															\$	-	
230545	void															\$	-	
230546	4/6/2020	33 Kingsley		D& D Siding	Siding	1							\$ 2.13			\$ 82.00	\$ 84.13	
	4/6/2020	33 Kingsley		D& D Siding	Siding								\$ 2.11			\$ 81.00	\$ 83.11	
230547	4/15/2020	294 Lake Rd		Lynn Dove	HVAC				1			\$ 4,000.00	\$ 1.04			\$ 40.00	\$ 41.04	
230548	VOID															\$	-	
230549	4/16/2020	Webster Rd	IWWC	Carma LLC	Additional IWWC FEE									\$ 360.00		\$	360.00	
230550	4/16/2020	2 Lake Rd		CD Builders	Sunroom Addition	1	1	1	1	1		\$ 100,000.00	\$ 26.00		\$ 60.00	\$ 940.00	\$ 1,000.00	
\$ 1,026.00	Owed 86.00	\$ 1,026.00														\$	-	
230551	4/16/2020	26 Stanley Dr		My Tech	Plumbing			1				\$ 12,000.00				\$ 120.00	\$ 120.00	
230552	4/16/2020	2 Lake Rd		High-grade Gas	HVAC				1			\$ 2,000.00	\$ 0.52			\$ 80.00	\$ 80.52	
230553	4/18/2020	7 Fernwood Way	ZBA	Juliano Pools	ZBA - I/G Pool									\$ 200.00	\$ 60.00	\$	260.00	
230554	4/18/2020	59 Times Rd		Joe Carrol	Garage Addition	1	1					\$ 20,000.00	\$ 5.20		\$ 60.00	\$ 200.00	\$ 265.20	
230555	4/20/2020	76 Rte 87		EL Contracting	Remodel Kitchen	1	1					\$ 20,100.00	\$ 5.23			\$ 218.44	\$ 223.67	
230556	4/20/2020	28 Wales Rd		Go With The Pro	Roof	1						\$ 2,000.00	\$ 5.20			\$ 200.00	\$ 205.20	
230557	4/20/2020	4 Shadblow Ln		Mr. Nunes	Shed under 200	1						\$ 5,659.00	\$ 1.46		\$ 60.00	\$ 56.00	\$ 117.46	
230558	4/20/2020	146 Lakeside Dr		Corey Carpentry	Repair Deck	1						\$ 1,500.00	0.52			\$ 20.00	\$ 20.52	
230559	4/23/2020	122 Jonathan Trumbell		Abbetello Electric	Electrical Permit		1					\$ 4,500.00	\$ 1.69			\$ 65.00	\$ 66.69	
230560	4/23/2020	7 Woodfern Way		Carlsson Electric	Electric Bond Pool		1					\$ 1,500.00	\$ 1.00			\$ 19.00	\$ 20.00	
230561	4/23/2020	4 Lake Rd		Michael Pastore	Convert Attic to Bedroom	1	1	1	1	1		\$ 4,850.00	\$ 1.28		\$ 60.00	\$ 50.02	\$ 111.30	
230562	4/29/2020	105 Boston Hill Rd		Newington CT	Electrical Permit		1					\$ 1,500.00	\$ 0.52			\$ 20.00	\$ 20.52	
																\$	5,662.72	
																	\$	2,000.00
																	\$	117.46
						10	8	3	4	3	\$ 2,000.00	\$ 183,823.00	\$ 67.26	\$ 560.00	\$ 360.00	\$	3,545.26	
				ZBA	1													
				Planning & Zoning	0													
				IWWC	1													
				State Zoning Fees	6													
				Permit Intake	18													
				Permits Issued	21													
				NEW HOMES	0													
				Driveway/P&Z Bonds	2													

owe 86.00

Refund Per Ed

Refund Per Ed

**Inspection Log**

Date	Property Location	DESCRIPTION	Comm/ Industrial	Residential	Building	Electrical	Plumbing	HVAC	Mech	Pass	Fail	Re-Inspect	Total	CO ISSUED
4/1/2020	47 Skinner Hill Rd	CO Inspection for new home		1	1	1	1	1	1	1			1	1
4/1/2020	15 Erodoni Rd	Electrical Services		1		1				1			1	
4/1/2020	119 Lakeside Dr	Footing Insepction		1	1					1			1	
4/8/2020	85 Lakeside Dr	Final Inspection New Home		1	1	1	1	1	1	1			1	
4/8/2020	27 Hendee Rd	Basement Floor Pour		1						1			1	
4/20/2020	85 Lakeside Dr	Final For CO		1	1	1	1	1	1	1			1	1
4/20/2020	241 Lake Rd	Final for CO		1	1	1	1	1	1	1			1	
4/20/2020	69 Burnap Brook Rd	Rough Electrical Framing		1		1	1			1			1	
				<b>8</b>	<b>5</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>2</b>

**APRIL**

4/4/2020	4486 Mark Sileno	485 Lake Rd	Change Propane Compressor
4/4/2020	5003 Scott Chalfant	326 Hebron Rd	Install LP Gas Boiler
4/4/2020	5003 Sc		
4/8/2020	5004 Ronald & Barbara Parkyn	27 Townsend Rd	100 Amp Service Box & Run 220 Line
4/8/2020	4498 Jessica Chapman	8 Kingsley Dr	Roof
4/8/2020	5008 Jessica Chapman	33 Kingsley Dr	Roof
4/8/2020	5010 David & Christa Pannorgi	55 Hebron Rd	3 Car Garage
4/8/2020	5011 Thomas Maschi	48 Pine Ridge Dr	Roof Top Solar
4/16/2020	4502 William Murphy	2 Lake Rd	A/G LP Tank
4/16/2020	4501 Mr Abbatello	122 Johnathon Trumbell	Electrical 200 Amp Service
4/16/2020	4470 Lynn Dove	294 Lake Rd	HVAC Pump
4/16/2020	4501 Mr. Abbatello	122 Johnathon Trumbell	Electical
4/20/2020	4509 Corey Carpentry	146 Lakeside Dr	Repair Deck
4/20/2020	4508 Mr. Abbatello	105 Boston Hill Rd	Electerical
4/20/2020	4506 My Tech	26 Stanley Rd	Rough Plumbing
4/20/2020	4507 EL Contractors	76 Rte 87	Kitchen Remodel
4/23/2020	4511 Vic Borovkoff	11 Mathieson Dr	Rebuild Remodel Room
4/23/2020	4515 Go With The Pro	28 Wales Rd	Roof
4/23/2020	4516 Edward Smith	64 Windrush Ln	Replace Deck

**TOTAL PERMITS ISSUED = 21**

Assessor's office monthly activity – MARCH 2020

As of March 16 town hall was closed to the public and as of March 23 I started to work from home.

Processing conveyances	
Processing building permits	
Prorating motor vehicle grand list	53
Updating field cards	
Correspondence	25
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	28
Providing assistance to other departments	
Researching mapping issue or questions	
Reports and communication with the State of Connecticut	3
MLS research	
Scheduling meeting and appointments	
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	

Personal Property Discovery	
Homeowner's program	
Veteran's program	
Income & expenses	
Renter's rebate program	1
Tax exemptions	
Adds to the re, pp or mv grand list	5
Pa 490	
Provided assistance to baa	Provided Assistance to the BAA
Researching and providing requested information to auditor	
Real property inspections	
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
MLS review	
Town board/dept assistance	
Review & Approve C of Cs	59
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
202 1	BUNCE SUSAN C & DONALD R 157 JAMES RD ASHFORD CT 6278-0	529		07864R C 2019 03/09/2020 CLERICAL ERROR	152,520 0 152,520	-50,500 0 -50,500	102,020 0 102,020
50128 1	ASKEW JAMES A 488 LAKE RD ANDOVER CT 6232-1322	50139 2005 01	SUBAR 4S3BP616256338305	07827M LEGACY 2 JUNKED 12/19	2,610 0 2,610	-1,957 0 -1,957	653 0 653
50136 1	ATTARDO LEIGHANN M 14 CENTER ST ANDOVER CT 6232-1303	50134 1995 01	SUBA JF1GM6350SH412099	07811M IMPREZA WRONG TT - SENT TO TOLLAND	1,630 0 1,630	-1,630 0 -1,630	0 0 0
50137 1	ATTARDO LEIGHANN M 14 CENTER ST ANDOVER CT 6232-1303	50135 1994 03	FORD 1FTCR10A2RTB16586	07812M RANGER WRONG TT - SENT TO TOLLAND	1,930 0 1,930	-1,930 0 -1,930	0 0 0
50142 1	AUGER FRANK J JR 41 BAILEY RD ANDOVER CT 6232-1004	50153 1994 25	FORD 1FTEF14Y5RLB65855	07868M F150 JUNKED 3/2020	500 0 500	-250 0 -250	250 0 250
50151 1	AUTORINO LORI S 31 ASPINALL DR ANDOVER CT 6232-1002	50162 1999 03	NISSA 1N6ED26Y0XC325952	07840M FRONTIER SOLD 1/2020	2,900 0 2,900	-1,934 0 -1,934	966 0 966
50247 1	BECKER ARTHUR C 22 BEAR SWAMP RD ANDOVER CT 6232-1102	50258 2004 03	DODGE 3D7KU26D44G235804	07818M RAM 2500 SOLD 2/2020	5,370 0 5,370	-3,131 0 -3,131	2,239 0 2,239
50396 1	BOUSHEE KEITH R 148 BEAR SWAMP RD ANDOVER CT 6232-1121	50407 2009 01	FORD 1FAHP34N09W207381	07850M FOCUS S JUNKED 10/19	2,540 0 2,540	-2,329 0 -2,329	211 0 211
50550 1	CARDARELLI FRANCIS P 9 SHODDY MILL RD ANDOVER CT 6232-1213	50561 2018 01	SUBAR 4S4BSACC5J3383363	07839M OUTBACK SOLD 2/2020	16,570 0 16,570	-9,660 0 -9,660	6,910 0 6,910
50584 1	CARSON DIANE E 1 SILO CIR APT A106 STORRS CT 6268-2041	50595 2017 01	MAZDA 3MZBN1W33HM136792	07817M 3 GRAND WRONG TT - SENT TO MANSFIELD	12,760 0 12,760	-12,760 0 -12,760	0 0 0
50648 1	CLARK LISA A 254 BEAR SWAMP RD ANDOVER CT 6232-1122	50660 2013 01	TOYOT 4T3BK3BB1DU088397	07859M VENZA LE SOLD 10/19	10,080 0 10,080	-9,243 0 -9,243	837 0 837
50739 1	CROWELL ASHLEY M 1 ROSE LN ANDOVER CT 6232-1712	50751 2007 01	HYUND KM8NU13C37U028010	07831M VERACRUZ SOLD 3/2020	4,320 0 4,320	-2,160 0 -2,160	2,160 0 2,160
50841 1	DELVENTHAL SOFIA G 128 WHEELING RD ANDOVER CT 6232-1113	50853 2008 01	JEEP 1J8FF28W08D504736	07844M PATRIOT TOTALD 1/2020	3,410 0 3,410	-2,274 0 -2,274	1,136 0 1,136
51025 1	FATICANTI JESSICA A 231 GILEAD RD ANDOVER CT 6232-1605	51037 1999 01	CHEVR 1GCCT19WXX8198017	07837M S10 SOLD 12/19	500 0 500	-375 0 -375	125 0 125
51131 1	FREEMAN WILLIAM R 340 BLOOMFIELD AVE WINDSOR CT 6095-7211	51138 2013 01	SUBAR 4S4BRBCC6D3226527	07869M OUTBACK SOLD 4/19	10,120 0 10,120	-4,220 0 -4,220	5,900 0 5,900



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
51264	GRENIER DIANNE F	51276	07834M	C	2,630	-1,754	876
1	400 LAKE RD	2004 01	TOYOT COROLLA	2019 03/05/2020	0	0	0
	ANDOVER CT 6232-1534		2T1BR32E34C304976	TOTALED 1/2020	2,630	-1,754	876
51395	HAWES KIMBERLY A	51407	07857M	C	3,780	-3,149	631
1	45 SCHOOL RD	2005 01	SUBAR LEGACY O	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1526		4S4BP62CX57349384	SOLD 11/19	3,780	-3,149	631
51452	HILLMAN JAMES H	51464	07863M	C	4,970	-4,140	830
1	20 SCHOOL RD	2006 03	FORD F150	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1525		1FTFX14586FA61771	SOLD 11/19	4,970	-4,140	830
51532	HONDA LEASE TRUST	51537	07830M	C	13,440	-3,360	10,080
1	600 KELLY WAY	2016 01	HONDA CR-V SE	2018 03/04/2020	0	0	0
	HOLYOKE MA 1040-9681		5J6RM4H43GL078057	SOLD 6/19	13,440	-3,360	10,080
51559	HYUNDAI LEASE TITLING TRUST	51571	07819M	C	11,130	-6,489	4,641
1	4100 WILDWOOD PKWY	2017 01	HYUND SONATA S	2019 03/02/2020	0	0	0
	ATLANTA GA 30339-8400		5NPE34AF7HH484707	SOLD 2/2020	11,130	-6,489	4,641
51583	JAHN KARL J	51595	07867M	C	2,430	-2,024	406
1	112 LONG HILL RD	2000 01	JEEP CHEROKEE	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1124		1J4FF48S1YL144098	SOLD 11/19	2,430	-2,024	406
51590	JANDZINSKI HENRYK	51602	07846M	C	4,390	-3,292	1,098
1	26 OLD COVENTRY RD	2006 01	SUBAR B9TRIBEC	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1001		4S4WX83C964407287	SOLD 12/19	4,390	-3,292	1,098
51843	LACHAPELLE JONATHAN R	51855	07843M	C	28,830	-19,230	9,600
1	11 SHADBLOW LN	2011 01	CHEVR CORVETTE	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1131		1G1YN2DT9B5800766	SOLD 1/2020	28,830	-19,230	9,600
51850	LACROIX NOREEN K	51862	07836M	C	2,100	-1,401	699
1	123 LONG HILL RD	2003 01	FORD ESCAPE X	2019 03/05/2020	0	0	0
	ANDOVER CT 6232-1106		1FMYU93153KC65078	SOLD 1/2020	2,100	-1,401	699
52081	LUZZI DYLAN R	52093	07853M	C	2,290	-2,290	0
1	PO BOX 324	2006 01	HYUND SONATA G	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-324		5NPEU46F66H079456	JUNKED 5/19	2,290	-2,290	0
52097	LYSIUK LANCE C	52109	07858M	C	2,910	-2,424	486
1	4 CHESTERBROOK LN	2007 01	CHRY S TOWN & C	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1037		2A4GP54L47R252811	JUNKED 11/19	2,910	-2,424	486
52184	MARSHALL LISA L	52196	07849M	C	9,030	-6,772	2,258
1	191 LAKE RD	2012 01	ACURA TL AWD	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1549		19UUA9F56CA008836	SOLD 12/19	9,030	-6,772	2,258
52186	MALTZAN JACQUELINE	52189	07816M	C	6,620	-2,204	4,416
1	2 DOGWOOD DR	2011 01	HONDA ACCORD E	2018 03/02/2020	0	0	0
	ANDOVER CT 6232-1129		1HGCP2F82BA080918	SOLD 5/19	6,620	-2,204	4,416
52205	MATEO TINA	52217	07845M	C	5,720	-4,290	1,430
1	106 HENDEE RD	2010 01	SUBAR FORESTER	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1010		JF2SH6CC7AG754260	SOLD 12/19	5,720	-4,290	1,430
52354	MICHAEL S PRODUCE LLC	52366	07854M	C	4,750	-4,356	394
1	177 HEBRON RD	1999 02	INTER 4000 SER	2019 03/09/2020	0	0	0
	ANDOVER CT 6232-1707		1HTSCABM6XH606049	SOLD 10/19	4,750	-4,356	394

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
52355 1	MICHAEL S PRODUCE LLC 177 HEBRON RD ANDOVER CT 6232-1707	52367 1999 02	INTER 4000 SER 1HTSCAAM2XH656402	07855M 2019 03/09/2020 SOLD 10/19	4,750 0 4,750	-4,356 0 -4,356	394 0 394
52444 1	MURASSO RAPHAEL M 159 WHEELING RD ANDOVER CT 6232-1115	52456 1988 11	TRAIL TX400HC1 1XTBBDK1XJ1H00011	07842M 2019 03/09/2020 SOLD 1/2020	380 0 380	-253 0 -253	127 0 127
52594 1	NISSAN INFINITI LT PO BOX 254648 SACRAMENTO CA 95865-4648	52606 2016 01	NISSA FRONTIER 1N6AD0FV1GN905014	07847M 2019 03/09/2020 SOLD 1/2020	14,890 0 14,890	-9,932 0 -9,932	4,958 0 4,958
52863 1	PREIBISZ JOANNA M 12 BROWN RD ANDOVER CT 6232-1500	52877 2010 01	NISSA SENTRA/S 3N1AB6AP5AL649894	07856M 2019 03/09/2020 SOLD 10/19	3,200 0 3,200	-2,934 0 -2,934	266 0 266
52935 1	RAIMONDO THOMAS A 114 LAKE RD ANDOVER CT 6232-1508	52949 2006 03	FORD F350 SUP 1FTSX31P26EB33906	07860M 2019 03/09/2020 SOLD 11/19	9,640 0 9,640	-8,030 0 -8,030	1,610 0 1,610
52974 1	REUTHE WILLIAM E 8 BAILEY RD ANDOVER CT 6232-1005	52988 2006 03	NISSA TITAN XE 1N6AA06B86N564014	07835M 2019 03/05/2020 SOLD 2/2020	5,710 0 5,710	-3,329 0 -3,329	2,381 0 2,381
53028 1	ROACHE DEBORAH A 457 LAKE RD ANDOVER CT 6232-1532	53042 2017 01	NISSA SENTRA S 3N1CB7APXHY337551	07838M 2019 03/05/2020 SOLD 2/2020	10,890 0 10,890	-6,349 0 -6,349	4,541 0 4,541
53196 1	SAUNDERS CHRIS H 14 DOGWOOD DR ANDOVER CT 6232-1129	53209 2006 01	TOYOT COROLLA 2T1BR32E16C695306	07841M 2019 03/09/2020 SOLD 1/2020	3,010 0 3,010	-2,008 0 -2,008	1,002 0 1,002
53281 1	SETTERSTROM BARRY C 2 WOODSIDE LN ANDOVER CT 6232-1530	53294 2005 01	TOYOT HIGHLAND JTEEP21A950122511	07865M 2019 03/09/2020 SOLD 11/19	5,110 0 5,110	-4,257 0 -4,257	853 0 853
53372 1	SMITH KYLE W 311 ROUTE 6 ANDOVER CT 6232-1207	53385 2003 03	FORD F150 1FTRF17253NA83158	07852M 2019 03/09/2020 SOLD 10/19	2,450 0 2,450	-2,247 0 -2,247	203 0 203
53396 1	SOUCY GILBERT A JR 183 BOSTON HILL RD ANDOVER CT 6232-1401	53409 2007 01	HYUND ELANTRA KMHDU46DX7U044187	07848M 2019 03/09/2020 JUNKED 12/19	2,430 0 2,430	-1,822 0 -1,822	608 0 608
53410 1	SPONZO KATRICE L 72 GILEAD RD ANDOVER CT 6232-1602	53423 2016 01	HONDA PILOT EX 5FNYF6H72GB106497	07866M 2019 03/09/2020 SOLD 11/19	18,270 0 18,270	-15,219 0 -15,219	3,051 0 3,051
53492 1	STROEBEL NANCY C 16 JUROVATY RD ANDOVER CT 6232-1409	53505 2017 01	TOYOT RAV4 LE 2T3BFREV8HW650685	07862M 2019 03/09/2020 SOLD 11/19	13,480 0 13,480	-11,229 0 -11,229	2,251 0 2,251
53735 1	VERONA CARSON S 489 LAKE RD ANDOVER CT 6232-1323	53748 2005 01	VOLVO S40 T5 F YV1MS682052079874	07861M 2019 03/09/2020 SOLD 11/19	2,400 0 2,400	-1,999 0 -1,999	401 0 401
53835 1	WELLS GRACE M 146 JORDAN LN WETHERSFIELD CT 6109-1224	53835 2002 01	MERCE ML320 4JGAB54E62A321812	07829M 2017 03/04/2020 WRONG TT - SENT TO WETHERSFIELD	3,310 0 3,310	-3,310 0 -3,310	0 0 0

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET	
53897 1	WILSON JOHN 18 LAKEVIEW DR ANDOVER CT 6232-1520	53910 2002 01	HYUND ACCENT G KMHCG45C12U288668	07813M	C 2019 03/02/2020 JUNKED 11/19	1,330 0 1,330	-1,108 0 -1,108	222 0 222
53924 1	WRIGHT GERALD B 407 LAKE RD ANDOVER CT 6232-1532	53937 2002 01	TOYOT RAV4 JTEHH20V326045254	07820M	C 2019 03/02/2020 SOLD 2/2020	3,030 0 3,030	-1,766 0 -1,766	1,264 0 1,264
53988 1	ZZ PROPERTY SERVICES LLC PO BOX 383 ANDOVER CT 6232-383	54001 2018 10	BRAVO SC8524TA 542BE2426JB021818	07814M	C 2019 03/02/2020 SOLD 2/20	7,340 0 7,340	-4,279 0 -4,279	3,061 0 3,061
53989 0	ROSSIGNOL ALLEN R 112 WILLOW DR HEBRON CT 6248-0	19A003 2015 03	GMC SIERRA K 1GTV2UEC1FZ386037	07821M	C 2019 03/03/2020 WRONG TT - ADD FROM HEBRON	0 0 0	17,750 0 17,750	17,750 0 17,750
53990 0	ROSSIGNOL ALLEN R 112 WILLOW DR HEBRON CT 6248-0	19A004 2019 01	JEEP CHEROKEE 1C4PJMBX4KD200288	07822M	C 2019 03/03/2020 WRONG TT - ADD FROM HEBRON	0 0 0	19,220 0 19,220	19,220 0 19,220
53991 0	ROCK N ROLL RACING LLC 239 GILEAD RD ANDOVER CT 6232-1605	19A005 2002 03	GMC SAVANA G 1GDHG31R721900738	07823M	C 2019 03/03/2020 ADD FROM DMV	0 0 0	3,195 0 3,195	3,195 0 3,195
53991 1	ROCK N ROLL RACING LLC 239 GILEAD RD ANDOVER CT 6232-1605	19A005 2002 03	GMC SAVANA G 1GDHG31R721900738	07824M	C 2019 03/03/2020 SOLD 12/19	3,195 0 3,195	-2,396 0 -2,396	799 0 799
53992 0	LEMASURIER DOUGLAS H 209 HEBRON RD ANDOVER CT 6232-1722	19A006 2004 11	KARAV UST5000 5KTBS23244F141517	07825M	C 2019 03/03/2020 WRONG TT - ADD FROM VERNON	0 0 0	1,200 0 1,200	1,200 0 1,200
53993 0	ARGIROS GARY W 510 LAKE RD ANDOVER CT 6232-0	19A007 2003 01	HONDA ODYSSEY 5FNRL18913B065744	07826M	C 2019 03/03/2020 WRONG TT - ADD FROM VERNON	0 0 0	2,380 0 2,380	2,380 0 2,380
53994 0	NEBRES JOSE R 149 BOSTON HILL RD ANDOVER CT 6232-1401	19A008 2014 01	KIA SOUL PLU KNDJP3A54E7005888	07832M	C 2019 03/04/2020 ADD FROM DMV	0 0 0	6,650 0 6,650	6,650 0 6,650
53994 1	NEBRES JOSE R 149 BOSTON HILL RD ANDOVER CT 6232-1401	19A008 2014 01	KIA SOUL PLU KNDJP3A54E7005888	07833M	C 2019 03/04/2020 JUNKED 1/2020	6,650 0 6,650	-4,436 0 -4,436	2,214 0 2,214
54061 0	JONES ANGELA 654 ROUTE 6 ANDOVER CT 6232-0	18A037 2014 01	VOLKS JETTA 3VWD17AJ7EM218226	07828M	C 2018 03/03/2020 WRONG TT - ADD FROM HAMDEN	0 0 0	6,700 0 6,700	6,700 0 6,700
80167 1	ENDERS SHANE R 56 DORSET RD COLCHESTER CT 6415-1417	80167 2005 01	JEEP GRAND CH 1J4GR48K95C652651	07851S	C 2018 03/09/2020 SOLD 12/18	4,150 0 4,150	-3,113 0 -3,113	1,037 0 1,037
80564 1	STRATTON LISA J 40 RIDGE RD ANDOVER CT 6232-1231	80564 2006 12	HONDA VT600CD JH2PC21436K711828	07815S	C 2018 03/02/2020 SOLD 3/19	863 0 863	-740 0 -740	123 0 123
<b>TOTAL</b>	<b># Of Accts 59</b>					<b>459,258 0</b>	<b>-209,545 0</b>	<b>249,713 0</b>

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

LIST NO NAME / ADDRESS UNIQUE ID COC# BAA ORIGINAL ADJUSTMENT NEW GR/EX/NET GR/EX/NET GR/EX/NET

459,258 -209,545 249,713

YEAR 2018 # Of Accts 59

459,258 -209,545 249,713

0 0 0

459,258 -209,545 249,713

GRAND TOTAL # Of Accts 59

459,258 -209,545 249,713

0 0 0

459,258 -209,545 249,713

ANDOVER PUBLIC LIBRARY -  
LIBRARIAN'S REPORT - April 2020

	Apr-20	YTD 19-20 (July 1, 2019 - June 30, 2020)
<b>Adult:</b>		
Fiction	3	4110
Non-fiction	2	752
Video	0	1131
Audio	0	420
Magazines	0	35
E-reader (Kindle)	0	0
<b>Total Adult</b>	<b>5</b>	<b>6448</b>
<b>Children:</b>		
Fiction	1	1675
Non-fiction	2	224
Video	0	141
Audio	0	59
<b>Total Children</b>	<b>3</b>	<b>2099</b>
<b>Young Adult:</b>		
Fiction	0	298
Non-fiction	0	16
Audio	0	3
Magazines	0	0
<b>Total Young Adult</b>	<b>0</b>	<b>317</b>
<b>Total Fiction</b>	<b>4</b>	<b>6083</b>
<b>Total Non-fiction</b>	<b>4</b>	<b>992</b>
<b>Total Video</b>	<b>0</b>	<b>1272</b>
<b>Total Audio</b>	<b>0</b>	<b>482</b>
<b>Total Magazines</b>	<b>0</b>	<b>35</b>
<b>Total Uncategorized**</b>	<b>0</b>	<b>214</b>
<b>Total Passes</b>	<b>0</b>	<b>12</b>
<b>Total OverDrive</b>	<b>215</b>	<b>1534</b>
<b>Total E-readers</b>	<b>0</b>	<b>0</b>
<b>Total Circulation</b>	<b>223</b>	<b>10624</b>
Out-of-town circ.	0	968
Ref. questions	2	421
Patrons registered:		
Andover		
Out-of-town		
<b>Total Patrons</b>		
Collection size *		
Public Computer Usage (hrs.)		
ILL provided	0	499
ILL received	0	397
<b># Patrons (inc. programs):</b>	<b>17</b>	<b>5845</b>
<b>PROGRAM ATTENDANCE</b>	<b>17</b>	<b>1341</b>
<b>Number of programs:</b>	<b>3</b>	<b>108</b>
LIBRARY CLOSED TO PUBLIC BEGINNING MARCH 16TH (total of 12 days); CLOSED ALL OF APRIL		
HIGHLIGHTED numbers cannot be determined at this time		

ANDOVER SENIOR TRANSPORTATION  
MONTH OF APRIL 2020

Dated 5/05/2020  
Cathy Palazzi  
Senior Coordinator

Month of April:

1) Drug tests – none.

2) List of Clients Serviced February :

- Medicals 0
- Shopping 0  
(includes Food Pantry/Food Share/Friday Lunch)
- Special Events 0 (No movies April)
- Maintenance 0
- Incident Log 0
- Disabled 0
- Veterans 0
- Meetings 0

(includes YAH and Transportation Meetings)

Total Passengers 0

**\*NOTE: THIS REPORT IS FROM MONDAY, MARCH 16, 2020 THROUGH FRIDAY, MAY 1, 2020. SENIOR TRANSPORTATION BUSES OR VAN NOT USED SINCE. ALL MEDICALS CANCELED FOR MONTH OF APRIL/MAY AT THIS TIME. VEHICLES HAVE BEEN STARTED EACH WEEK TO MAKE SURE RUNNING PROPERLY WHEN NEEDED.**

Dated 5/05/2020  
Cathy Palazzi  
Senior Coordinator

# Registrar of Voters

## Presidential Preference Primary Further Postponed

In order to protect the health and safety of voters, poll workers, and the most vulnerable members of our population, on April 17th, 2020, Governor Ned Lamont signed an Executive Order further postponing the June 2, 2020 Presidential Preference Primary to August 11, 2020. On August 11, 2020, each party shall conduct a primary in each town if the names of two or more candidates for President of the United States remain on each party's ballot. This order shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified, extended or terminated.

To vote in either primary, you **MUST** be registered as a party member. If you are not registered with a political party, you are an **Unaffiliated voter**. As such, you may change your party affiliation to Democratic or Republican up until noon on August 10, 2020 and be able to vote in the primary on August 11, 2020.

Go to [www.govote.ct.gov](http://www.govote.ct.gov) to change your party affiliation online if you have a Connecticut Driver's license.

If you are unable to appear at the polls during all hours of voting on Primary Day, you can apply for an absentee ballot. Applications can be requested through the Town Clerk's office.

If you already applied for an absentee ballot for the original primary date of April 28, 2020 or the previously postponed date of June 2, 2020, you **DO NOT** need to re-apply. All applications already received will be honored for the August 11, 2020 primary.