



# **Town of Andover, CT Board of Finance**

**Wednesday, June 29th 2022 at 7:00 P.M.**

**Location: virtual Zoom meeting**

## **Special Meeting Packet**

**Town of Andover  
Board of Finance**

Wednesday, June 29th 2022 at 7:00 P.M.

Location: virtual Zoom meeting

Special Meeting Agenda

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

Join by Computer: <https://us06web.zoom.us/j/87118232174>

Join by Phone: +1 646 558 8656

Meeting ID: 871 1823 2174

Passcode: 897099

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions of Agenda Items
4. Town Administrator's Report
5. Audit Status
6. Finance Department Report
  - a. Town Budget Summary
  - b. Revenue Summary
  - c. TAR Spending
  - d. Over Expenditure Report
7. Budget Transfers
  - a. Budget Transfers/Supplemental Appropriations
  - b. Over Expenditure Requests
8. Old Business
9. New Business  
Discuss and act upon the following:
  - a) Final Budget Transfers
    - i. Items that will not be reconciled prior to this meeting
    - ii. Resident State Trooper Contract
  - b) Interview Panel for new Treasurer
    - i. Assume one other finance director from a neighboring town - Colombia or Coventry
    - ii. BOF representative - Dianne C.
    - iii. BOS representative
  - c) STEAP grant Submission
    - i. How do we square this with our purchasing policies?
      1. EZIQC
      2. New Holland for a building shell kit
      3. Survey , topographic and structural wall design plan
    - ii. Grant due 59 days from today
  - d) Skid Steer
    - i. BOF further approval now that we have a budget

- e) Cost over run in previous STEAP grant
  - i. Lowest bid 278,000 Plus cost of Curbing ~\$8000
- f) EV Charger
  - i. Eversource Grant
- g) School request for paying Generator expense

10. Approval of Meeting Minutes

- a. Wednesday, April 20<sup>th</sup> 2022 Special Meeting Budget Workshop Minutes
- b. Wednesday, May 25<sup>th</sup>, 2022 Regular Meeting Minutes
- c. Thursday, June 9<sup>th</sup>, 2022 Special Meeting Minutes

11. Liaison Reports

12. Board Open Discussion

13. Public Speak

14. Adjournment

Helpfully submitted by Administrative Assistant, Amanda Gibson.

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

## **2. Public Speak**

### **3. Additions/Deletions of Agenda Items**

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

# **5. Audit Status**

## **5. Finance Department Report**

- a. Town Budget Summary**
- b. Revenue Summary**
- c. TAR Spending**
- d. Over Expenditure Report**

Account Id	Description	Adopted Budget	Expended Curr	Expended YTD	Balance	% Used
100-01-0101-000	Selectmen	0	0	0	0	0
100-01-0101-105	Selectmen Salary	4,800.00	0	6,100.00	-1,300.00	127.0800
100-01-0101-115	Board Clerk BOS	1,500.00	107.75	2,233.75	-733.75	148.9200
100-01-0101-836	Veteran's Day Committee	500.00	0	300.37	199.63	60.0700
	<b>Control Total</b>	<b>6,800.00</b>	<b>107.75</b>	<b>8,634.12</b>	<b>-1,834.12</b>	
100-01-0102-000	Town Administrator	0	0	0	0	0
100-01-0102-100	Town Administrator Salary	82,500.00	6,346.10	82,327.92	172.08	99.7900
100-01-0102-120	Administrative Assistant	21,370.00	1,460.02	20,966.72	403.28	98.1100
100-01-0102-330	Conference/Seminars	200.00	0	0	200.00	0.0000
100-01-0102-535	Telephone	852.00	71.17	997.03	-145.03	117.0200
100-01-0102-580	Travel	1,200.00	100.00	1,200.00	0.00	100.0000
	<b>Control Total</b>	<b>106,122.00</b>	<b>7,977.29</b>	<b>105,491.67</b>	<b>630.33</b>	
100-01-0103-000	Board of Finances	0	0	0	0	0
100-01-0103-121	Board Clerk Wages-BOF	1,700.00	304.25	1,992.50	-292.50	117.2100
100-01-0103-310	Legal Fees	2,500.00	0	0	2,500.00	0.0000
	<b>Control Total</b>	<b>4,200.00</b>	<b>304.25</b>	<b>1,992.50</b>	<b>2,207.50</b>	
100-01-0105-000	Auditor/Actuary	0	0	0	0	0
100-01-0105-320	Annual Audit-Auditor	33,000.00	0	22,000.00	11,000.00	66.6700
100-01-0105-325	Actuarial Services	5,000.00	0	5,200.00	-200.00	104.0000
	<b>Control Total</b>	<b>38,000.00</b>	<b>0.00</b>	<b>27,200.00</b>	<b>10,800.00</b>	
100-01-0107-000	Town Attorney	0	0	0	0	0
100-01-0107-310	Legal Fees	14,000.00	330.00	13,505.00	495.00	96.4600
100-01-0107-312	Assessor - Legal Counsel	6,000.00	0	664.00	5,336.00	11.0700
	<b>Control Total</b>	<b>20,000.00</b>	<b>330.00</b>	<b>14,169.00</b>	<b>5,831.00</b>	
100-01-0109-000	Treasurer/Finance	0	0	0	0	0
100-01-0109-120	Assistant Treasurer	53,560.00	4,425.40	59,641.08	-6,081.08	111.3500
100-01-0109-330	Conference/Seminars - Treasurer	500.00	0	435.00	65.00	87.0000
100-01-0109-610	Office Supplies - Treasurer	200.00	0	50.55	149.45	25.2800
	<b>Control Total</b>	<b>54,260.00</b>	<b>4,425.40</b>	<b>60,126.63</b>	<b>-5,866.63</b>	
100-01-0111-000	Tax Collector	0	0	0	0	0
100-01-0111-100	Salary-Tax Collector	42,651.00	2,595.20	43,046.25	-395.25	100.9300
100-01-0111-330	Conf. & Seminars-Tax Collector	400.00	0	140.00	260.00	35.0000
100-01-0111-438	Contracted Software Maint.-Tax Collector	8,859.00	0	7,271.57	1,587.43	82.0800
100-01-0111-580	Mileage-Tax Collector	200.00	52.77	145.43	54.57	72.7200
100-01-0111-610	Office Supplies-Tax Collector	400.00	45.00	141.67	258.33	35.4200
100-01-0111-810	Dues/Membership - Tax Collector	100.00	0	75.00	25.00	75.0000
	<b>Control Total</b>	<b>52,610.00</b>	<b>2,692.97</b>	<b>50,819.92</b>	<b>1,790.08</b>	
100-01-0113-000	Assessor	0	0	0	0	0
100-01-0113-100	Salary-Assessor	28,374.00	2,248.08	29,473.32	-1,099.32	103.8700
100-01-0113-120	Salary-Asst. Assessor	36,156.00	2,864.16	37,434.94	-1,278.94	103.5400
100-01-0113-335	Training/Assessor	650.00	0	179.00	471.00	27.5400

100-01-0113-438	Contracted Software Maint.-Assessor	18,098.00	0	15,690.00	2,408.00	86.6900
100-01-0113-580	Mileage-Assessor	500.00	0	0	500.00	0.0000
100-01-0113-610	Office Supplies-Assessor	425.00	603.00	1,151.96	-726.96	271.0500
	<b>Control Total</b>	<b>84,203.00</b>	<b>5,715.24</b>	<b>83,929.22</b>	<b>273.78</b>	
100-01-0115-000	BD Assess Appeal	0	0	0	0	0
100-01-0115-100	Salaries-BAA	680.00	0	680.00	0.00	100.0000
100-01-0115-120	BAA-Clerk	400.00	0	496.00	-96.00	124.0000
100-01-0115-335	BAA-Training	150.00	0	166.25	-16.25	110.8300
	<b>Control Total</b>	<b>1,230.00</b>	<b>0.00</b>	<b>1,342.25</b>	<b>-112.25</b>	
100-01-0117-000	Town Clerk	0	0	0	0	0
100-01-0117-100	Salary-Town Clerk	50,774.00	3,905.66	50,868.81	-94.81	100.1900
100-01-0117-120	Asst. Salary-Town Clerk	23,275.00	2,893.17	23,800.76	-525.76	102.2600
100-01-0117-330	Conf. / Seminars-Town Clerk	1,000.00	0	1,027.50	-27.50	102.7500
100-01-0117-335	Training-Town clerk	2,000.00	0	20.00	1,980.00	1.0000
100-01-0117-438	Equip. Maint.-Town Clerk	540.00	0	980.00	-440.00	181.4800
100-01-0117-580	Travel- Town Clerk	400.00	0	160.70	239.30	40.1800
100-01-0117-610	Office Supplies-Town Clerk	1,400.00	33.55	1,153.32	246.68	82.3800
100-01-0117-612	Land Records-Town Clerk	10,100.00	1,300.00	8,806.50	1,293.50	87.1900
100-01-0117-616	Maps Filming & Indexing-Town Clerk	600.00	0	0	600.00	0.0000
100-01-0117-810	Dues / Memberships-Town Clerk	500.00	0	561.99	-61.99	112.4000
100-01-0117-865	Vital Statistics-Town Clerk	300.00	0	0	300.00	0.0000
100-01-0117-885	Restoration-Town Clerk	1,000.00	0	639.61	360.39	63.9600
	<b>Control Total</b>	<b>91,889.00</b>	<b>8,132.38</b>	<b>88,019.19</b>	<b>3,869.81</b>	
100-01-0119-000	Probate Court	0	0	0	0	0
100-01-0119-800	Misc. Expenses-Probate Court	3,200.00	0	3,115.00	85.00	97.3400
	<b>Control Total</b>	<b>3,200.00</b>	<b>0.00</b>	<b>3,115.00</b>	<b>85.00</b>	
100-01-0121-000	Elections	0	0	0	0	0
100-01-0121-100	Salaries-Elections	16,000.00	3,522.00	11,145.89	4,854.11	69.6600
100-01-0121-335	Training - Elections	600.00	113.00	243.00	357.00	40.5000
100-01-0121-438	Equip. Maint.-Elections	3,000.00	0	675.00	2,325.00	22.5000
100-01-0121-610	Supplies-Elections	8,000.00	509.12	1,614.99	6,385.01	20.1900
100-01-0121-800	MISC/CANV	120.00	0	78.00	42.00	65.0000
100-01-0121-830	Meals-Elections	600.00	146.73	353.10	246.90	58.8500
	<b>Control Total</b>	<b>28,320.00</b>	<b>4,290.85</b>	<b>14,109.98</b>	<b>14,210.02</b>	
100-01-0123-000	Old Town Hall	0	0	0	0	0
100-01-0123-432	Building Maint.- Old Town Hall	2,500.00	0	2,968.75	-468.75	118.7500
100-01-0123-490	Alarm System-Old Town Hall	500.00	47.85	478.50	21.50	95.7000
100-01-0123-601	Electricity-Old Town Hall	600.00	0	811.29	-211.29	135.2200
100-01-0123-603	Fuel Oil-Old Town Hall	400.00	0	0	400.00	0.0000
	<b>Control Total</b>	<b>4,000.00</b>	<b>47.85</b>	<b>4,258.54</b>	<b>-258.54</b>	
100-01-0125-000	Registrars	0	0	0	0	0
100-01-0125-100	Salary-Registrars	12,000.00	0	11,935.04	64.96	99.4600

100-01-0125-120	Asst. Salary-Registrars	1,000.00	0	820.00	180.00	82.0000
100-01-0125-330	CONF & SEMINARS - Registrars	1,200.00	0	440.00	760.00	36.6700
100-01-0125-335	Registrar-Training	3,500.00	0	360.00	3,140.00	10.2900
100-01-0125-580	Travel-Registrars	500.00	37.44	152.10	347.90	30.4200
100-01-0125-610	Office Supplies-Registrars	300.00	0	655.71	-355.71	218.5700
100-01-0125-810	Dues / Memberships-Registrars	200.00	0	190.00	10.00	95.0000
	<b>Control Total</b>	<b>18,700.00</b>	<b>37.44</b>	<b>14,552.85</b>	<b>4,147.15</b>	
100-01-0127-000	ADS	0	0	0	0	0
100-01-0127-540	Legal Ads-Advertising	4,000.00	234.00	6,105.65	-2,105.65	152.6400
	<b>Control Total</b>	<b>4,000.00</b>	<b>234.00</b>	<b>6,105.65</b>	<b>-2,105.65</b>	
100-01-0129-000	Town Office Building	0	0	0	0	0
100-01-0129-315	Payroll Service-Town Office	6,500.00	581.73	7,701.40	-1,201.40	118.4800
100-01-0129-350	Water Testing	500.00	0	538.50	-38.50	107.7000
100-01-0129-365	Elevator-Service Contract	2,300.00	0	2,292.21	7.79	99.6600
100-01-0129-401	Elevator Permit	240.00	0	0	240.00	0.0000
100-01-0129-430	ProComm.Maint.Agr.-Town Office Bldg.	600.00	0	0	600.00	0.0000
100-01-0129-432	Building Maint.-Town Office Building	3,500.00	0	4,603.46	-1,103.46	131.5300
100-01-0129-439	Software Maint.-Town Office Building	7,500.00	159.42	7,961.65	-461.65	106.1600
100-01-0129-442	Computer Tech Support	8,000.00	579.50	6,265.27	1,734.73	78.3200
100-01-0129-443	Website Fees	4,618.00	0	4,831.25	-213.25	104.6200
100-01-0129-444	Copier Rental-Town Office	2,680.00	223.32	2,679.84	0.16	99.9900
100-01-0129-490	Tolland 911 Dispatch-Town Office	10,531.00	0	10,031.60	499.40	95.2600
100-01-0129-530	Telephone-Town Office Building	10,500.00	472.97	9,778.16	721.84	93.1300
100-01-0129-531	Postage-Town Office	7,000.00	1,292.74	3,355.57	3,644.43	47.9400
100-01-0129-533	Postage Meter Rental-Town Office	600.00	0	600.00	0.00	100.0000
100-01-0129-537	CEN Fiberoptic Internet-Office Building	1,500.00	0	1,476.00	24.00	98.4000
100-01-0129-550	Printing-Town Office Building	1,600.00	0	0	1,600.00	0.0000
100-01-0129-601	Electricity-Town Office Building	7,500.00	652.66	8,465.01	-965.01	112.8700
100-01-0129-603	Fuel Oil-Town Office Building	5,800.00	658.79	4,029.16	1,770.84	69.4700
100-01-0129-610	Office Supplies-Town Office Building	3,000.00	262.35	3,294.71	-294.71	109.8200
100-01-0129-652	Custodial Supplies - Town office Buildin	1,000.00	0	891.05	108.95	89.1100
100-01-0129-730	Equipment-Town Office Building	750.00	0	0	750.00	0.0000
100-01-0129-735	Computer Services Town Office	1,900.00	0	763.96	1,136.04	40.2100
	<b>Control Total</b>	<b>88,119.00</b>	<b>4,883.48</b>	<b>79,558.80</b>	<b>8,560.20</b>	
100-01-0135-000	Civil Preparedness	0	0	0	0	0
100-01-0135-100	Salary-Civil Preparedness	600.00	0	300.00	300.00	50.0000
100-01-0135-335	Civil Preparedness Training	350.00	0	0	350.00	0.0000
100-01-0135-435	Vehicle Maintenance	1,000.00	0	891.00	109.00	89.1000
100-01-0135-610	Office/Training Supplies - Civil Prep	850.00	0	376.62	473.38	44.3100
	<b>Control Total</b>	<b>2,800.00</b>	<b>0.00</b>	<b>1,567.62</b>	<b>1,232.38</b>	
100-01-0137-000	Insurance	0	0	0	0	0
100-01-0137-500	Insurance	113,000.00	0	105,359.92	7,640.08	93.2400

	<b>Control Total</b>	<b>113,000.00</b>	<b>0.00</b>	<b>105,359.92</b>	<b>7,640.08</b>	
100-01-0141-000	Employee Benefits	0	0	0	0	0
100-01-0141-205	Social Security-Employee Benefits	52,086.00	4,565.20	53,170.42	-1,084.42	102.0800
100-01-0141-207	Medicare-Employee Benefits	12,060.00	1,067.76	12,449.37	-389.37	103.2300
100-01-0141-210	Unempl. Comp.-Employee Benefits	10,000.00	499.82	7,951.68	2,048.32	79.5200
100-01-0141-215	Health Insurance-Employee Benefits	177,456.00	12,161.47	156,237.26	21,218.74	88.0400
100-01-0141-221	Longevity	1,500.00	0	1,000.00	500.00	66.6700
100-01-0141-223	Disability-Employee Benefits	2,500.00	238.36	2,773.57	-273.57	110.9400
100-01-0141-225	Life Ins.-Employee Benefits	1,500.00	93.60	1,045.20	454.80	69.6800
100-01-0141-230	Retirement-Employee Benefits	95,576.00	7,947.41	105,514.03	-9,938.03	110.4000
100-01-0141-280	CDL, Physicals, Drug Testing-Employee	750.00	0	450.00	300.00	60.0000
100-01-0141-295	Adm. Fee Merf.-Employee Benefits	3,000.00	0	0	3,000.00	0.0000
	<b>Control Total</b>	<b>356,428.00</b>	<b>26,573.62</b>	<b>340,591.53</b>	<b>15,836.47</b>	
100-01-0143-000	Andover Senior Transportation	0	0	0	0	0
100-01-0143-100	Salaries-Drivers/Dispatch	18,600.00	2,340.73	27,406.39	-8,806.39	147.3500
100-01-0143-380	Comm. Drivers Test-Dial a Ride	1,000.00	0	300.00	700.00	30.0000
100-01-0143-435	Vehicle Maint.-Dial a Ride	5,000.00	166.69	4,047.39	952.61	80.9500
100-01-0143-603	Fuel-Dial a Ride	3,000.00	665.54	5,050.08	-2,050.08	168.3400
	<b>Control Total</b>	<b>27,600.00</b>	<b>3,172.96</b>	<b>36,803.86</b>	<b>-9,203.86</b>	
100-01-0145-000	Senior Citizens	0	0	0	0	0
100-01-0145-100	Municipal Agent-Salary	4,000.00	246.88	3,206.28	793.72	80.1600
100-01-0145-820	Senior Lunch-Senior Citizens	1,080.00	0	1,045.68	34.32	96.8200
100-01-0145-870	Programs-Senior Citizens	2,000.00	0	2,016.77	-16.77	100.8400
100-01-0145-875	Trips-Senior Citizens	4,000.00	0	3,999.49	0.51	99.9900
	<b>Control Total</b>	<b>11,080.00</b>	<b>246.88</b>	<b>10,268.22</b>	<b>811.78</b>	
100-01-0147-000	Custodian	0	0	0	0	0
100-01-0147-365	Custodian	9,300.00	950.00	9,256.25	43.75	99.5300
	<b>Control Total</b>	<b>9,300.00</b>	<b>950.00</b>	<b>9,256.25</b>	<b>43.75</b>	
100-01-0149-000	Old Fire House	0	0	0	0	0
100-01-0149-434	Furnace Maint.-Old Fire House	300.00	0	0	300.00	0.0000
100-01-0149-490	Alarm Maint.-Old Fire House	250.00	0	13.16	236.84	5.2600
100-01-0149-601	Electricity-Old Fire House	500.00	108.56	1,272.03	-772.03	254.4100
100-01-0149-603	Fuel Oil-Old Fire House	1,000.00	819.38	2,553.32	-1,553.32	255.3300
	<b>Control Total</b>	<b>2,050.00</b>	<b>927.94</b>	<b>3,838.51</b>	<b>-1,788.51</b>	
100-01-0151-000	Dog Fund	0	0	0	0	0
100-01-0151-100	Dog Warden Salary-Dog Fund	4,635.00	0	7,360.26	-2,725.26	158.8000
100-01-0151-434	Furnace Maintenance - Dog Pound	175.00	0	0	175.00	0.0000
100-01-0151-580	Dog Warden-Travel	100.00	0	0	100.00	0.0000
100-01-0151-610	Dog Warden - Supplies	800.00	0	0	800.00	0.0000
	<b>Control Total</b>	<b>5,710.00</b>	<b>0.00</b>	<b>7,360.26</b>	<b>-1,650.26</b>	
100-01-0153-000	Historical	0	0	0	0	0
100-01-0153-800	Town Historian	200.00	0	0	200.00	0.0000

	<b>Control Total</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	
100-02-0201-000	NL - Health Officer	0	0	0	0	0
100-02-0201-841	Health Director-Eastern Highlands	19,060.00	0	18,396.66	663.34	96.5200
	<b>Control Total</b>	<b>19,060.00</b>	<b>0.00</b>	<b>18,396.66</b>	<b>663.34</b>	
100-02-0205-000	NL - North Central Mental Hlth	0	0	0	0	0
100-02-0205-843	Amplify Mental Health	250.00	0	231.00	19.00	92.4000
	<b>Control Total</b>	<b>250.00</b>	<b>0.00</b>	<b>231.00</b>	<b>19.00</b>	
100-02-0207-000	NL - AHM Youth Services	0	0	0	0	0
100-02-0207-844	AHM Youth Services	88,684.00	0	88,684.00	0.00	100.0000
	<b>Control Total</b>	<b>88,684.00</b>	<b>0.00</b>	<b>88,684.00</b>	<b>0.00</b>	
100-03-0301-000	P.W. Dept	0	0	0	0	0
100-03-0301-100	Salary-Public Works	246,350.00	18,938.46	251,458.29	-5,108.29	102.0700
100-03-0301-111	Temp/PW	2,500.00	0	359.28	2,140.72	14.3700
100-03-0301-112	Overtime/PW	7,000.00	106.14	8,296.90	-1,296.90	118.5300
100-03-0301-391	Fire Ext. Ck.-Public Works	500.00	0	526.68	-26.68	105.3400
100-03-0301-392	Welding Supply-Public Works	850.00	0	433.71	416.29	51.0200
100-03-0301-435	Vehicle Maint.Public Works	22,000.00	279.02	31,032.79	-9,032.79	141.0600
100-03-0301-448	Misc. Labor/Rental-Town Garage	1,500.00	0	0	1,500.00	0.0000
100-03-0301-535	Telephone - Public Works	852.00	71.17	854.76	-2.76	100.3200
100-03-0301-602	Diesel-Public Works	14,000.00	0	15,314.07	-1,314.07	109.3900
100-03-0301-603	Fuel-Public Works	5,760.00	688.69	9,408.60	-3,648.60	163.3400
100-03-0301-620	Supplies - Public Works	12,000.00	1,209.82	15,253.48	-3,253.48	127.1100
100-03-0301-730	Equipment - Public Works	6,400.00	1,275.42	771.26	5,628.74	12.0500
100-03-0301-810	Dues/ Memberships-Public Works	75.00	0	75.00	0.00	100.0000
	<b>Control Total</b>	<b>319,787.00</b>	<b>22,568.72</b>	<b>333,784.82</b>	<b>-13,997.82</b>	
100-03-0303-000	Snow Removal	0	0	0	0	0
100-03-0303-130	Overtime Wages-Snow Removal	15,000.00	0	19,886.19	-4,886.19	132.5700
100-03-0303-436	Ice Maint. Bldg.--Snow Removal	500.00	0	184.72	315.28	36.9400
100-03-0303-642	Supplies - Snow Removal	67,700.00	0	47,437.49	20,262.51	70.0700
100-03-0303-730	Sanding Equip-Snow Removal	500.00	0	182.07	317.93	36.4100
100-03-0303-830	Meals-Snow Removal	650.00	0	427.89	222.11	65.8300
	<b>Control Total</b>	<b>84,350.00</b>	<b>0.00</b>	<b>68,118.36</b>	<b>16,231.64</b>	
100-03-0305-000	Lighting	0	0	0	0	0
100-03-0305-410	Street Lighting	6,000.00	479.79	6,759.47	-759.47	112.6600
	<b>Control Total</b>	<b>6,000.00</b>	<b>479.79</b>	<b>6,759.47</b>	<b>-759.47</b>	
100-03-0309-000	Town Garage	0	0	0	0	0
100-03-0309-330	Conf/Seminars-Town Garage	500.00	0	700.00	-200.00	140.0000
100-03-0309-432	Building Maint.-Town Garage	5,000.00	182.23	5,718.56	-718.56	114.3700
100-03-0309-537	Internet Cable-Town Garage	1,400.00	231.70	1,274.35	125.65	91.0300
100-03-0309-601	Electricity-Town Garage	3,000.00	415.85	5,455.50	-2,455.50	181.8500
100-03-0309-603	Fuel Oil-Town Garage	5,000.00	337.07	3,734.09	1,265.91	74.6800
100-03-0309-610	Office Supplies-Town Garage	150.00	497.50	708.49	-616.75	511.1700

100-03-0309-618	Computer Supplies-Town Garage	300.00	0	0	300.00	0.0000
	<b>Control Total</b>	<b>15,350.00</b>	<b>1,664.35</b>	<b>17,590.99</b>	<b>-2,299.25</b>	
100-03-0311-000	Town Engineer	0	0	0	0	0
100-03-0311-370	Consulting Fees-Engineer	10,000.00	4,586.00	4,586.00	5,414.00	45.8600
	<b>Control Total</b>	<b>10,000.00</b>	<b>4,586.00</b>	<b>4,586.00</b>	<b>5,414.00</b>	
100-03-0313-000	Ground Care	0	0	0	0	0
100-03-0313-420	Mowing-Ground Care	20,000.00	1,405.00	19,233.42	766.58	96.1700
100-03-0313-422	Beautifications-Ground Care	2,050.00	560.82	1,694.86	355.14	82.6800
100-03-0313-424	Old Cemetary - Ground Care	2,000.00	0	1,725.00	275.00	86.2500
	<b>Control Total</b>	<b>24,050.00</b>	<b>1,965.82</b>	<b>22,653.28</b>	<b>1,396.72</b>	
100-04-0401-000	Fire Department	0	0	0	0	0
100-04-0401-800	Fire Department	140,650.00	0	134,284.23	6,365.77	95.4700
	<b>Control Total</b>	<b>140,650.00</b>	<b>0.00</b>	<b>134,284.23</b>	<b>6,365.77</b>	
100-04-0403-000	Resident Trooper	0	0	0	0	0
100-04-0403-375	Contract St. Fee-Law Enforcement	176,000.00	0	0	176,000.00	0.0000
100-04-0403-610	Office Supplies-Law Enforcement	450.00	0	144.00	306.00	32.0000
	<b>Control Total</b>	<b>176,450.00</b>	<b>0.00</b>	<b>144.00</b>	<b>176,306.00</b>	
100-04-0405-000	Fire Marshall	0	0	0	0	0
100-04-0405-100	Salary - Fire Marshall	7,919.00	609.08	7,909.17	9.83	99.8800
100-04-0405-110	Deputy Salary	1,267.00	0	1,266.90	0.10	99.9900
100-04-0405-150	Fire - Burning Official Comp	0.00	0	180.00	-180.00	0
100-04-0405-335	Training-Fire Marshall	300.00	0	0	300.00	0.0000
100-04-0405-610	Office Supplies-Fire Marshall	50.00	0	25.72	24.28	51.4400
100-04-0405-612	Subscriptions/Fire Marshall	700.00	0	173.75	526.25	24.8200
100-04-0405-730	Equipment-Fire Marshall	500.00	0	0	500.00	0.0000
100-04-0405-810	Dues / Memberships-Fire Marshall	140.00	865.41	1,692.33	-1,552.33	1,208.8100
	<b>Control Total</b>	<b>10,876.00</b>	<b>1,474.49</b>	<b>11,247.87</b>	<b>-371.87</b>	
100-05-0501-000	Welfare	0	0	0	0	0
100-05-0501-580	Social Services - Travel	50.00	0	0	50.00	0.0000
100-05-0501-845	Social Services-ACCESS	400.00	0	400.00	0.00	100.0000
100-05-0501-850	COVID Expenses	0.00	0	1,379.99	-1,379.99	0
	<b>Control Total</b>	<b>450.00</b>	<b>0.00</b>	<b>1,779.99</b>	<b>-1,329.99</b>	
100-06-0601-000	Memorial Day Comm.	0	0	0	0	0
100-06-0601-800	Misc. Exp-Memorial Day	800.00	31.25	237.65	562.35	29.7100
	<b>Control Total</b>	<b>800.00</b>	<b>31.25</b>	<b>237.65</b>	<b>562.35</b>	
100-06-0603-000	Recreation Commission	0	0	0	0	0
100-06-0603-493	Outside Facility-Recreation Comm	2,630.00	0	2,232.00	398.00	84.8700
100-06-0603-870	Programs-Recreation Comm	5,835.00	1,329.53	4,025.72	1,809.28	68.9900
	<b>Control Total</b>	<b>8,465.00</b>	<b>1,329.53</b>	<b>6,257.72</b>	<b>2,207.28</b>	
100-07-0701-000	Transfer Station	0	0	0	0	0
100-07-0701-100	Wages-Transfer Station	21,218.00	1,640.16	22,175.28	-957.28	104.5100
100-07-0701-438	Maintence-Transfer Station	2,500.00	0	2,056.20	443.80	82.2500

100-07-0701-442	Brush Pile Removal	7,500.00	0	0	7,500.00	0.0000
100-07-0701-480	Hauling Fees-Transfer Station	39,520.00	2,223.87	31,835.09	7,684.91	80.5500
100-07-0701-481	Bulky Waste-Transfer Station	30,160.00	2,372.45	28,499.95	1,660.05	94.5000
100-07-0701-493	Outdoor Facility-Transfer Station	900.00	150.00	900.00	0.00	100.0000
100-07-0701-601	Electricity-Transfer Station	2,400.00	236.06	2,636.93	-236.93	109.8700
100-07-0701-803	Compactor Lease Transfer Station	3,120.00	257.50	3,090.00	30.00	99.0400
100-07-0701-807	Transfer Station Permits	0	0	1,157.07	-1,157.07	0
100-07-0701-998	Tipping Fees-Transfer Station	44,720.00	2,915.21	38,630.35	6,089.65	86.3800
	<b>Control Total</b>	<b>152,038.00</b>	<b>9,795.25</b>	<b>130,980.87</b>	<b>21,057.13</b>	
100-07-0703-000	Recycling	0	0	0	0	0
100-07-0703-484	Antifreeze Pickup-Recycling	100.00	0	0	100.00	0.0000
100-07-0703-485	Used Oil Pickup-Recycling	450.00	0	683.63	-233.63	151.9200
100-07-0703-488	Tire Pickup-Recycling	800.00	554.30	1,408.30	-608.30	176.0400
100-07-0703-807	Mid-Neroc Fees - Recycling	800.00	0	4,178.16	-3,378.16	522.2700
	<b>Control Total</b>	<b>2,150.00</b>	<b>554.30</b>	<b>6,270.09</b>	<b>-4,120.09</b>	
100-08-0801-000	Ec Development Comm	0	0	0	0	0
100-08-0801-800	Economic Development Comm.	500.00	0	430.00	70.00	86.0000
	<b>Control Total</b>	<b>500.00</b>	<b>0.00</b>	<b>430.00</b>	<b>70.00</b>	
100-08-0803-000	P&Z Commission	0	0	0	0	0
100-08-0803-100	Wages-Planning & Zoning	1,350.00	366.00	2,435.00	-1,085.00	180.3700
100-08-0803-310	Legal/Professional P&Z	5,000.00	3,559.00	12,529.00	-7,529.00	250.5800
100-08-0803-335	Training-Planning & Zoning	350.00	0	0	350.00	0.0000
100-08-0803-340	Planning & Zoning - Mapping	300.00	0	0	300.00	0.0000
	<b>Control Total</b>	<b>7,000.00</b>	<b>3,925.00</b>	<b>14,964.00</b>	<b>-7,964.00</b>	
100-08-0805-000	Zoning Board of Appeals	0	0	0	0	0
100-08-0805-115	Board Clerk - ZBA	500.00	0	355.00	145.00	71.0000
	<b>Control Total</b>	<b>500.00</b>	<b>0.00</b>	<b>355.00</b>	<b>145.00</b>	
100-08-0807-000	Building Department	0	0	0	0	0
100-08-0807-100	Wages - Building Department	13,354.00	0	16,015.52	-2,661.52	119.9300
100-08-0807-120	Clerk's Wages-Building Department	19,240.00	2,224.40	24,977.59	-5,737.59	129.8200
100-08-0807-438	Equipment maint.-Building Dept.	1,500.00	0	0	1,500.00	0.0000
100-08-0807-580	Mileage-Building Department	250.00	0	0	250.00	0.0000
100-08-0807-610	Office Supplies-Building Department	550.00	0	353.81	196.19	64.3300
100-08-0807-612	Bks. & Manuals-Building Department	500.00	0	120.00	380.00	24.0000
100-08-0807-810	Dues / Membership-Building Department	200.00	0	0	200.00	0.0000
100-08-0807-890	PermitLink Fees - Building Department	0	225.00	5,975.00	-5,975.00	0
100-08-0807-901	Building Dept.-Equipment	250.00	0	320.03	-70.03	128.0100
	<b>Control Total</b>	<b>35,844.00</b>	<b>2,449.40</b>	<b>47,761.95</b>	<b>-11,917.95</b>	
100-08-0809-000	Wetlands	0	0	0	0	0
100-08-0809-100	Wages-Inland/Wetlands	16,470.00	1,220.55	15,845.35	624.65	96.2100
100-08-0809-115	Board Clerk - IWC	1,300.00	187.00	1,169.00	131.00	89.9200
100-08-0809-335	Training-Inland/Wetlands	250.00	0	0	250.00	0.0000

100-08-0809-610	Office Supplies-Inland/Wetland	250.00	12.60	12.60	237.40	5.0400
100-08-0809-810	Dues / Memberships-Inland/Wetlands	65.00	0	0.00	65.00	0.0000
	<b>Control Total</b>	<b>18,335.00</b>	<b>1,420.15</b>	<b>17,026.95</b>	<b>1,308.05</b>	
100-08-0815-000	Conservation Commission	0	0	0	0	0
100-08-0815-330	Conservation-membership	65.00	0	0	65.00	0.0000
100-08-0815-335	Conservation-training	200.00	0	0	200.00	0.0000
100-08-0815-609	Conservation-equipment	100.00	0	324.56	-224.56	324.5600
100-08-0815-810	Conservation-conferences	300.00	0	0	300.00	0.0000
	<b>Control Total</b>	<b>665.00</b>	<b>0.00</b>	<b>324.56</b>	<b>340.44</b>	
100-08-0817-000	Zoning Agent	0	0	0	0	0
100-08-0817-100	Salary-Zoning Agent	16,470.00	1,773.52	19,428.78	-2,958.78	117.9600
100-08-0817-580	Mileage-Zoning Agent	300.00	0	0	300.00	0.0000
	<b>Control Total</b>	<b>16,770.00</b>	<b>1,773.52</b>	<b>19,428.78</b>	<b>-2,658.78</b>	
100-08-0819-000	CRCOG, CCM, Cost	0	0	0	0	0
100-08-0819-810	Capital Region Council of Govt.	8,216.00	0	8,111.00	105.00	98.7200
	<b>Control Total</b>	<b>8,216.00</b>	<b>0.00</b>	<b>8,111.00</b>	<b>105.00</b>	
100-09-0901-000	Education	0	0	0	0	0
100-09-0901-590	RHAM Payment	5,119,757.00	363,943.00	5,119,757.36	-0.36	100.0000
100-09-0901-595	Board of Education Expenses	3,902,400.00	53,200.89	2,851,934.22	1,035,008.78	73.4800
	<b>Control Total</b>	<b>9,022,157.00</b>	<b>417,143.89</b>	<b>7,971,691.58</b>	<b>1,035,008.42</b>	
100-10-1001-000	Library	0	0	0	0	0
100-10-1001-100	Library Payroll	75,808.00	5,774.03	77,279.77	-1,471.77	101.9400
100-10-1001-800	Library-Operations	26,289.00	0	41,746.00	0.00	100.0000
	<b>Control Total</b>	<b>102,097.00</b>	<b>5,774.03</b>	<b>119,025.77</b>	<b>-1,471.77</b>	
100-11-1101-000	Capital Expenditures	0	0	0	0	0
100-11-1101-701	Town Garage-Capital Expenditure	32,615.00	0	32,614.61	0.39	100.0000
100-11-1101-714	Revaluation	16,500.00	0	16,500.00	0.00	100.0000
100-11-1101-715	P & Z-Capital POCD	5,000.00	0	5,000.00	0.00	100.0000
	<b>Control Total</b>	<b>54,115.00</b>	<b>0.00</b>	<b>54,114.61</b>	<b>0.39</b>	
100-12-1201-000	Debt Service	0	0	0	0	0
100-12-1201-960	School-Debt	90,000.00	0	90,000.00	0.00	100.0000
	<b>Control Total</b>	<b>90,000.00</b>	<b>0.00</b>	<b>90,000.00</b>	<b>0.00</b>	
100-12-1203-000	Interest Expense	0	0	0	0	0
100-12-1203-950	School Interest	3,000.00	0	2,193.75	806.25	73.1300
	<b>Control Total</b>	<b>3,000.00</b>	<b>0.00</b>	<b>2,193.75</b>	<b>806.25</b>	
100-13-1305-000	Fund Transfers	0	0	0	0	0
100-13-1305-860	Insurance Severance	25,000.00	0	25,000.00	0.00	100.0000
100-13-1305-899	Contingency	50,000.00	11,236.50	11,736.50	38,263.50	23.4700
100-13-1305-901	DPW Equipment	100,000.00	0	100,000.00	0.00	100.0000
100-13-1305-907	Transfer-Multi-Use Public Bldg.	50,000.00	0	50,000.00	0.00	100.0000
100-13-1305-908	Fire Dept. Equip. Fund	60,000.00	0	60,000.00	0.00	100.0000
100-13-1305-911	Road Improvement Fund	290,000.00	0	290,000.00	0.00	100.0000

100-13-1305-912	tree removal fund	50,000.00	0	50,000.00	0.00	100.0000
100-13-1305-913	bunker hill bridge	120,000.00	0	120,000.00	0.00	100.0000
100-13-1305-914	bridge and culvert	90,000.00	0	90,000.00	0.00	100.0000
100-13-1305-915	building maintenance	40,000.00	0	40,000.00	0.00	100.0000
	<b>Control Total</b>	<b>875,000.00</b>	<b>11,236.50</b>	<b>836,736.50</b>	<b>38,263.50</b>	
	<b>Final Totals</b>	<b>12,427,430.00</b>	<b>559,222.29</b>	<b>11,112,642.94</b>	<b>1,314,728.80</b>	

Account Range: First to Last Include Zero Activity Accounts: No  
Current Date Range: 05/01/22 to 05/31/22 Year To Date As Of: 06/27/22

Account Id	Description	Adopted	Current Revenue	YTD Revenue	Excess/Deficit	% Realized
100-04-0100-401	Fire - Burn Permits	0.00	0.00	120.00	120.00	0.00
100-10-0000-101	Current Grand List	9,739,497.00	319,094.27	9,640,566.49	98,930.51-	98.98
100-10-0000-103	Interest on Active Taxes	40,000.00	6,789.36	53,160.48	13,160.48	132.90
100-10-0000-104	Lien on Active Taxes	2,000.00	202.61	4,870.65	2,870.65	243.53
100-10-0000-108	Prior Yr Taxes	100,000.00	1,595.71	141,224.13	41,224.13	141.22
100-20-0000-209	STATE PROPERTY PILOT	12,127.00	0.00	8,947.56	3,179.44-	73.78
100-20-0000-211	Veteran's Tax Relief	0.00	0.00	1,373.40	1,373.40	0.00
100-20-0000-222	Municipal Grants in Aid	2,620.00	0.00	0.00	2,620.00-	0.00
100-20-0000-223	Pequot Funds	6,680.00	0.00	4,453.33	2,226.67-	66.67
100-20-0000-226	State Miscellaneous/COVID Funds	2,500.00	0.00	588.00	1,912.00-	23.52
100-20-0000-227	Municipal Stabilization Grant	43,820.00	0.00	43,820.00	0.00	100.00
100-20-0000-238	Disabled Programs	400.00	0.00	495.38	95.38	123.85
100-20-0000-239	Telecommunications' Personal Prop. Tax	5,000.00	0.00	4,257.63	742.37-	85.15
100-20-0100-227	MRSA Municipal Revenue Sharing	20,219.00	0.00	3,179.64	17,039.36-	15.73
100-20-0100-231	Historic Document Preservation Grant	0.00	0.00	5,500.00	5,500.00	0.00
100-20-0900-219	E.C.S.	2,004,782.00	0.00	2,004,782.00	0.00	100.00
100-30-0000-303	Interest	40,000.00	157.79	2,841.18	37,158.82-	7.10
100-40-0100-407	Town Clerk Fees	50,000.00	1,407.00	78,626.92	28,626.92	157.25
100-40-0700-413	Transfer Station Permits	35,000.00	500.50	26,431.50	8,568.50-	75.52

Account Id	Description	Adopted	Current Revenue	YTD Revenue	Excess/Deficit	% Realized
100-40-0700-415	Waste Redemption	1,000.00	0.00	768.50	231.50-	76.85
100-40-0800-405	Building Department	55,000.00	6,401.26	82,051.04	27,051.04	149.18
100-80-0000-801	Miscellaneous	3,000.00	162.00-	1,456.90	1,543.10-	48.56
100-80-0000-803	Rentals	1,500.00	0.00	8,900.00	7,400.00	593.33
Anticipated Total		12,165,145.00	335,986.50	12,118,414.73	46,730.27-	99.62
Unanticipated Total		0.00	0.00	0.00	0.00	0.00
<b>Fund Total</b>		<b>12,165,145.00</b>	<b>335,986.50</b>	<b>12,118,414.73</b>	<b>46,730.27-</b>	<b>99.62</b>
201-20-0100-226	Connectivity Grant	297,620.00	0.00	297,620.00	0.00	100.00
201-20-1001-225	CT State Library ARPA Funds Grant	15,457.00	0.00	15,457.00	0.00	100.00
Anticipated Total		0.00	0.00	0.00	0.00	0.00
Unanticipated Total		313,077.00	0.00	313,077.00	0.00	0.00
<b>Fund Total</b>		<b>313,077.00</b>	<b>0.00</b>	<b>313,077.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Final Total</b>		<b>12,478,222.00</b>	<b>335,986.50</b>	<b>12,431,491.73</b>	<b>46,730.27-</b>	<b>97.12</b>

Range of Checking Accts: First to Last Range of Check Dates: 05/01/22 to 05/31/22  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
POOLED					
831	05/11/22	ADELM005 ADELMAN SAND & GRAVEL INC	115.50		31
832	05/11/22	BOBST005 BOB'S TIRE	554.30		31
833	05/11/22	CASHT005 CASH TRUE VALUE	65.30		31
834	05/11/22	COMCA005 COMCAST	115.85		31
835	05/11/22	CONNE030 CONNECTICUT LABOR LAW POSTER S	99.50		31
836	05/11/22	CONST005 CONSTELLATION NEW ENERGY INC	641.69		31
837	05/11/22	DIME0005 DIME OIL COMPANY LLC	1,815.24		31
838	05/11/22	EASTC005 EAST COAST SIGN & SUPPLY,	665.00		31
839	05/11/22	EVERS005 EVERSOURCE	1,146.98		31
840	05/11/22	GENIE005 Genie Innovations Inc.	409.95		31
841	05/11/22	HALLO005 HALLORAN & SAGE LLP	37.00		31
842	05/11/22	HDPO0005 DAS-ACCT.REC.- HDP	224.00		31
843	05/11/22	HOMED005 HOME DEPOT CREDIT SERVIC	155.64		31
844	05/11/22	HOSME005 HOSMER MT. BOTTLING COMPANY IN	36.00		31
845	05/11/22	HOVEY005 PHILIP R HOVEY	13.00		31
846	05/11/22	INFOS005 INFOSHRED LLC	19.85		31
847	05/11/22	JOSEP005 JOSEPH WAGNER	12.60		31
848	05/11/22	LACRO005 NOREEN LACROIX	208.00		31
849	05/11/22	LEAF0005 LEAF	223.32		31
850	05/11/22	LENCO005 LENCO ELECTRICAL CONTR.	9,391.45		31
851	05/11/22	LHSAS005 LHS ASSOCIATES INC.	384.12		31
852	05/11/22	LIBRA005 ANDOVER LIBRARY	168.00		31
853	05/11/22	LISWE010 BILL LISWELL	20.00		31
854	05/11/22	MOULT005 HUNTER MOULTON	20.00		31
855	05/11/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST	190.00		31
856	05/11/22	OFFI0005 OFFICE OF THE TREASURER	2,210.00		31
857	05/11/22	PALAZ010 MICHAEL PALAZZI	53.91		31
858	05/11/22	PAPER005 WILLIMANTIC WASTE PAPER	4,239.45		31
859	05/11/22	PIZZA005 ANDOVER PIZZA	387.34		31
860	05/11/22	POINT005 POINT SOFTWARE	225.00		31
861	05/11/22	RANDA005 RANDAZZO DESIGN & ASSOC LTD	830.00		31
862	05/11/22	RECEI005 ACCOUNTS RECEIVABLE	276.00		31
863	05/11/22	REDSB005 RED'S BUILDING SUPPLIES LLC	473.50		31
864	05/11/22	STATE015 STATE OF CT	17.50		31
865	05/11/22	SWISS005 SWISS UNIFORM RENTAL	327.02		31
866	05/11/22	TARGE005 TARGET ENTERPRISES, INC.	88.88		31
867	05/11/22	THEDR005 THE DRIVEWAY GUYS LLC	1,000.00		31
868	05/11/22	THOMA005 THOMAS TALBOT	130.22		31
869	05/11/22	TOWNO025 TOWN OF SOUTH WINDSOR	579.50		31
870	05/11/22	WILLI005 WILLIMANTIC AUTO & TRUCK	108.38		31
871	05/11/22	WILLI020 WILLIAM WARNER	1,700.00		31
872	05/11/22	YANTI005 YANTIC RIVER CONSULTANTS	5,666.00		31
873	05/26/22	ABBIE005 ABBIE WINTER	187.00		32
874	05/26/22	AFSCM005 AFSCME, LOCAL 1303	275.30		32
875	05/26/22	AIGRE005 AIG RETIREMENT SERVICES	750.00		32
876	05/26/22	AMERI005 AMERI-LOO	150.00		32
877	05/26/22	ANDOV025 ANDOVER LANDSCAPING	375.00		32
878	05/26/22	ANTHE005 ANTHEM LIFE & DISABILITY INSUR	331.96		32
879	05/26/22	AVENU005 AVENU HOLDINGS, LLC	1,300.00		32

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
POOLED					
		Continued			
880	05/26/22	BARTO010 WALLACE BARTON	378.72		32
881	05/26/22	BRIAN015 BRIAN BEAM	176.00		32
882	05/26/22	CAAO0010 CAAO	603.00		32
883	05/26/22	CAPIT010 CAPITOL GARAGE INC	166.69		32
884	05/26/22	COITE005 COIT EXCAVATING INC	5,361.30		32
885	05/26/22	COMCA005 COMCAST	115.85		32
886	05/26/22	CONST005 CONSTELLATION NEW ENERGY INC	104.25		32
887	05/26/22	CURTI005 EILEEN CURTIN	52.77		32
888	05/26/22	DERIC005 LINDA DERICK	358.72		32
889	05/26/22	DESRO005 CATHY DESROSIERS	115.92		32
890	05/26/22	EASTC005 EAST COAST SIGN & SUPPLY,	175.00		32
891	05/26/22	EMMAY005 EMMA YANICKY	1,000.00		32
892	05/26/22	FRONT005 FRONTIER COMMUNICATION	63.02		32
893	05/26/22	GULEM005 GULEMO PRINTERS INC	695.19		32
894	05/26/22	HALLO005 HALLORAN & SAGE LLP	2,442.00		32
895	05/26/22	HOSME005 HOSMER MT. BOTTLING COMPANY IN	22.00		32
896	05/26/22	HOVEY005 PHILIP R HOVEY	117.00		32
897	05/26/22	IVSLL005 IVS LLC	125.00		32
898	05/26/22	JAMES005 JAMES WALKER	88.00		32
899	05/26/22	JOANR005 JOAN ROSS	69.90		32
900	05/26/22	JOECA005 JOE CAMPOSEO	88.00		32
901	05/26/22	KAINE005 KAINEN, ESCALERA AND MCH	330.00		32
902	05/26/22	KEENE005 DONALD KEENER	550.00		32
903	05/26/22	KEVIN010 KEVIN SHEA	544.50		32
904	05/26/22	KRIST010 KRISTIN MCGREGOR	28.80		32
905	05/26/22	KURTZ005 LISA KURTZ	255.00		32
906	05/26/22	LACRO005 NOREEN LACROIX	13.00		32
907	05/26/22	LCPAR005 L & C Park Consultants LLC	575.00		32
908	05/26/22	LISWE010 BILL LISWELL	20.00		32
909	05/26/22	MAMON005 JEAN MAMONAS	195.00		32
910	05/26/22	MARIN005 MARINA PANDOLFI	309.00		32
911	05/26/22	MEUI0005 MEUI	125.10		32
912	05/26/22	MOULT005 HUNTER MOULTON	20.00		32
913	05/26/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST	44.00		32
914	05/26/22	OFFIC010 THE OFFICE WORKS	91.90		32
915	05/26/22	PAPER005 WILLIMANTIC WASTE PAPER	3,529.58		32
916	05/26/22	PERRY005 PERRY LINDLEY	91.00		32
917	05/26/22	PIZZA005 ANDOVER PIZZA	491.39		32
918	05/26/22	SKOOG005 ELINOR SKOOG	255.00		32
919	05/26/22	STATE030 STATE OF CONNECTICUT	3,122.30		32
920	05/26/22	TOWN0035 Town of Columbia	865.41		32
921	05/26/22	UNITE005 UNITED STATES POSTAL SER	1,000.00		32
922	05/26/22	VERIZ005 VERIZON WIRELESS	142.34		32
923	05/26/22	VICTO005 JULIE VICTORIA	34.00		32
924	05/26/22	WBMAS005 W B MASON CO., INC.	205.99		32
925	05/26/22	WILLI025 WILLIAM CALHOUN	1,000.00		32

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	95	0	64,570.89	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	95	0	64,570.89	0.00

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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POOLED		Continued			
Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	95	0	64,570.89	0.00
	Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
	Total:	<u>95</u>	<u>0</u>	<u>64,570.89</u>	<u>0.00</u>

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Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	2-100	34,557.46	871.52	25,179.61	60,608.59
	2-201	3,962.30	0.00	0.00	3,962.30
Total of All Funds:		<u>38,519.76</u>	<u>871.52</u>	<u>25,179.61</u>	<u>64,570.89</u>

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Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	100	34,557.46	871.52	25,179.61	60,608.59
	201	3,962.30	0.00	0.00	3,962.30
Total of All Funds:		<u>38,519.76</u>	<u>871.52</u>	<u>25,179.61</u>	<u>64,570.89</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
	2-100	34,557.46	0.00	0.00	0.00	34,557.46
	2-201	3,962.30	0.00	0.00	0.00	3,962.30
Total of All Funds:		<u>38,519.76</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>38,519.76</u>

## **6. Budget Transfers**

- a. Budget Transfers/Supplemental Appropriations**
- b. Over Expenditure Requests**

## **7. Old Business**

# 8. New Business

- a) **Final Budget Transfers**
  - i. **Items that will not be reconciled prior to this meeting**
  - ii. **Resident State Trooper Contract**
  
- b) **Interview Panel for new Treasurer**
  - i. **Assume one other finance director from a neighboring town - Colombia or Coventry**
  - ii. **BOF representative - Dianne C.**
  - iii. **BOS representative**
  
- c) **STEAP grant Submission**
  - i. **How do we square this with our purchasing policies?**
    - 1. **EZIQC**
    - 2. **New Holland for a building shell kit**
    - 3. **Survey, topographic and structural wall design plan**
  - ii. **Grant due 59 days from today**
  
- d) **Skid Steer**
  - i. **BOF further approval now that we have a budget**
  
- e) **Cost over run in previous STEAP grant**
  - i. **Lowest bid 278,000 Plus cost of Curbing ~\$8000**
  
- f) **EV Charger**
  - i. **Eversource Grant**
  
- g) **School request for paying Generator expense**



## Town of Andover Treasurer Job Description

### **Statement of Duties and Responsibilities**

The Treasurer is responsible for the oversight and maintenance of all budgets, accounts, and financial records for the Town of Andover. The position oversees all aspects of the daily operations of the Town's finances. This position involves the performance and/or oversight of a variety of professional accounting and financial control functions for the Town of Andover.

This is a salaried-part time position for approximately 25 hours per month.

**Supervision received:** The treasurer receives general direction from the Board of Selectmen and the Board of Finance, with overall reporting supervision by the Town Administrator.

### **Essential Functions**

- Performs all duties required by the Connecticut General State Statutes- read, interpret, and incorporate new legislation in the duties of the Town Treasurer
- Participates as needed in the development of the Town Budget, including capital improvement plans, and oversees the administration of such budget once adopted
- Coordinates and oversees work with the external auditors associated with the preparation of year-end financial reports in accordance with Generally Accepted Account Principals (GAAP), including the compilation of requested data, making all information , paperwork, and documents available in a timely fashion, and preparing necessary journal entries.
- Oversees the preparation and timely submission of a variety of financial management reports, including monthly financial management reports for the Board of Selectmen (BOS) and the Board of Finance (BOF) and attend BOS and BOF meetings when requested.
- Oversee and ensure the reconciliation of all Town cash and investment and Trust accounts on a monthly basis.
- Oversee the receipt of all Town money, ensure deposit into the proper accounts, posted, and reconciled.
- Invest money received for the Town in financial institutions approved by Connecticut General State Statues. Perform the same for all Trust Funds.

## **Qualifications**

- Direct experience working in a municipal finance role or for a public accounting firm directly involved in audits of municipalities
- Bachelor's degree in accounting or related field or Five years of related experience in accounting/bookkeeping, preferably in a municipal office.
- Thorough understanding of the principals of municipal finance. Knowledge of the practices and procedures used in municipal accounting, including Generally Accepted Account Principles (GAAP), Government Accounting Standards Board (GASB) , relevant CT General Statues regarding town finances, and State Office of Policy & Management (OPM) financial reporting requirements.
- Ability to establish and maintain effective working relationships with town officials, public officials, residents, and other departments and agencies
- Ability to communicate effectively both orally and in writing. Ability to organize and express thoughts and ideas through written and oral communication including clear, concise, accurate and timely financial reports and statements.
- Ability to maintain confidentiality
- Ability to carry out all the responsibilities of the job independently and without supervision
- Excellent computer skills including but not limited to Microsoft office (excel, word, etc.), adobe acrobat
- Comprehensive knowledge of various computer software programs for municipal finance, experience with Edmonds a plus.

## Plan for the STEAP grant Submission due Aug 15th

1. Get a pre demolition survey cost aprox \$2,600 assuming 120 individual samples
2. Get quotes for Demolition Costs- I requested quotes from 4 contractors
3. Get the property surveyed and an engineering plan for the Foundation. Initial cost ~11,000. May incur other costs for bid documents.
4. a Materials Estimate from New Holland Supply. I want to use them because they can supply a set of stamped plans for the structure minus the foundation
5. A quote from Milenium Builders through the EZIQC program

This is as close to our purchasing policy as I can make it and still make the August 15<sup>th</sup> timeline.

## Goals for Building

- Footprint 36X60 (4) overhead garage doors 1 man door
- Ideally would be 14 ft tall walls
- 6- 8:12 pitch roof with a bonus room truss to be completed later access from one gable end double door Storage space only
- 3 walls concrete, one conventionally framed steel or wood
- Slab concrete with vapor barrier sloped to drain with drain installed
- Optional underslab insulation
- We would likely want (3) 12' tall doors and (1) 10' wide standard door plus a man door.
- Shingled roof or metal
- Aesthetics to blend in with neighborhood vinyl siding grey with white trim either 2 dormers or a cupola.
- Building not insulated but could be at a future date

## Vehicle requirements

Store up to 4 vehicles for senior transportation 2 vehicles 12-20 pax vans, 2 vehicles car size expand up to 3 larger vehicles if needed

Maximum vehicle dimension 8'6" wide X 25 ft long X 10 ft high (current 20 pax bus)

Likely will have 2 buses, a minivan and a small electric vehicle

**Electrical requirements-** 3 phase power available at the pole for future needs

- Lighting for the bays
- Garage door openers (4)
- 1 electric car charger Level (2)
- This will need to be future proofed to accommodate future dc fast chargers in case we convert to electric busses in the future.
- Dehumidification, but not heating or cooling

## HVAC

- Not Heated or Cooled,
- likely will need dehumidification
- will need low flow continuous exhaust vent to remove exhaust gas

Current building dimensions approximately 71' wide X 49' deep

gable end double door to be added later

Potential for 2 small dormers on North side for aesthetics/ light in bonus room

**Capital Improvement Projects Committee  
Regular Meeting, Thursday, December 16, 2021  
Minutes**

1. Meeting called to order 7:04 pm.
2. Roll Call: Fred Oliver, Shannon Louden, Robert England, Adrian Mandeville, Ed Sarisley, Curt Dowling, Public Works Supervisor Jay Tuttle.
3. Public Comment: none
4. Additions or Changes to the Agenda: none
5. Approve Minutes of November Meeting: Shannon Louden made the motion, Adrian Mandeville seconded. The motion was passed, with Curt Dowling abstaining.
6. New Business
  - a. Jay Tuttle provided more information about the skid steer that the Public Works department would like to purchase in order to improve the efficiency of the work crew. Adrian Mandeville made a motion to approve the purchase of a skid steer machine with associated attachments and a trailer, for a price not to exceed \$90,000. Robert England seconded the motion. The motion passed, with Curt Dowling voting no.
  - b. A request from the Andover Fire Commission for a self-contained breathing apparatus compressor was considered. The committee had approved this purchase last year, but the equipment was not purchased at the time, and the price has increased since then. Adrian Mandeville made a motion to approve the purchase of the compressor for a price not to exceed \$80,000. Robert England seconded, and the motion was passed, with Curt Dowling abstaining from the vote.
7. Public Comment: none
8. Curt Dowling moved to adjourn the meeting at 8:12. Adrian Mandeville seconded, and the motion passed by unanimous consent.

Submitted by Fred Oliver

**From:** Public Works  
**Sent:** Friday, February 18, 2022 3:06 PM  
**To:** Admin Assistant <[adminassistant@andoverct.org](mailto:adminassistant@andoverct.org)>  
**Cc:** Anderson, Eric <[eanderson@andoverct.org](mailto:eanderson@andoverct.org)>  
**Subject:** DPW FY 22/23 Skid Steer Purchase

Hi Amanda,

Please keep for Town audit records this email and attachments as part of the discussion that was presented to the Capital Improvement Planning Committee on 2/17/21 at their 7:00pm scheduled meeting for the purchase of Skid Steer with attachments in deciding which machine to purchase. There was much discussion and the committee voted and approved to purchase a Bobcat Skid Steer plus attachments with 5yr warranty or 3000 hours for \$74842.51

As directed, we spent some time looking at the different manufacturers comparing to see what met our specs and needs. We disqualified Kubota (reliability issues "fire" during regeneration), John Deer (uses DEF and does re-gen, also that class of machine is physically bigger and weighs more than what we are looking for), and Takeuchi has no qualifying machine in the size we're looking for.

**All manufactures use DEF fluid and go through a regeneration process to burn off and clean the particulate (exhaust) filter *except for Bobcat* which is/was a big factor in us favoring Bobcat and we know it's more user friendly. Bobcat in the size/class machine we are seeking does not use DEF Fluid or need to go through a regeneration process.**

Cost of the Caterpillar with attachments and 5yr warranty **\$67,578.00**

Cost of the Bobcat with attachments and 5yr warranty or 3000 hours (whichever occurs first) **\$74842.51**

It was the deciding factor that since the Bobcat does not re-gen or use DEF fluid and is a more reliable machine with the potential of having much less down time due to the emission process of Caterpillar and other manufactures that saving us dollars longer term the higher priced machine was warranted.

Thank you,

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



# Bobcat

## Product Quotation

Quotation Number: AMS-05345v1

Date: 2022-02-18 12:43:09

Customer Name/Address:	Bobcat Delivering Dealer	<b>ORDER TO BE PLACED WITH: Contract Holder/Manufacturer</b>
Town of Andover Attn: Jay Tuttle 17 school rd ANDOVER, CT 06232 Phone: (860) 209-8363 Email: publicworks@andoverct.org	Bob Bobcat of Connecticut, Inc. (E. Hartford), East Har 54 ALNA LANE EAST HARTFORD CT 06108-1181 Phone: (860) 282-2648 Fax: (860) 282-6164	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
<b>S64 T4 Bobcat Skid Steer Loader</b> 68.0 HP Tier 4 V2 Bobcat Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Performance De-rate Protection Glow Plugs (Automatically Activated) Horn Instrumentation: Standard 5" Display (Rear Camera Ready) with Keyless Start, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, auto idle, and security lockouts. Lift Arm Support	M0359	1	\$36,797.04	\$36,797.04
	<b>Lift Path: Vertical Lights, Front and Rear LED Operator Cab</b>			
				<ul style="list-style-type: none"> <li>Includes: Adjustable Vinyl Suspension Seat, Top and Rear Windows, Parking Brake, Seat Bar and Seat Belt</li> <li>Roll Over Protective Structure (ROPS) meets SAE-J1040 and ISO 3471</li> <li>Falling Object Protective Structure (FOPS) meets SAE-J1043 and ISO 3449, Level I; (Level II is available through Bobcat Parts)</li> </ul>
				Parking Brake: Wedge Brake System Tires: 10x16.5, 8 PR, Bobcat Standard Duty Warranty: 2 years, or 2000 hours whichever occurs first
60 Month Protection Plus (3000 Hours)	9986173	1	\$4,200.00	\$4,200.00
P69 Performance Package	M0359-P06-P69	1	\$5,230.08	\$5,230.08
"Power Bob-Tach Attachment Control High Flow	<b>Two-Speed Dual Direction Bucket Positioning Automatic Ride Control Reversing Fan"</b>			
C68 Comfort Package	M0359-P07-C68	1	\$5,595.84	\$5,595.84
"Enclosed Cab with HVAC Sound Reduction Touch Display with Radio & Bluetooth	<b>Heated Cloth Air Ride Suspension Seat Premium LED Lights Rear View Camera"</b>			
Selectable Joystick Controls	M0359-R01-C04	1	\$583.92	\$583.92
68" Heavy Duty Bucket	7272679	1	\$991.80	\$991.80
--- Bolt-On Cutting Edge, 68"	6718006	1	\$262.20	\$262.20
<b>Total of Items Quoted</b>				<b>\$53,660.88</b>
<b>Dealer P.D.I.</b>				<b>\$150.00</b>
<b>Freight Charges</b>				<b>\$1,280.00</b>
<b>Dealer Assembly Charges</b>				<b>\$62.50</b>
<b>Other Charges: Material and Logistics</b>				<b>\$3,226.00</b>
<b>Quote Total - US dollars</b>				<b>\$58,379.38</b>

**Notes:**

*\*Prices per the Sourcewell Contract #040319-CEC.  
\*Terms Net 60 Days. Credit cards accepted.  
\*FOB Destination  
\*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with order.  
\*TID# 38-0425350*

*\*Orders Must Be Placed with: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.*

*\*Quote valid for 30 days*

**ORDER ACCEPTED BY:**

_____	_____
<b>SIGNATURE</b>	<b>DATE</b>
_____	_____
<b>PRINT NAME AND TITLE</b>	<b>PURCHASE ORDER NUMBER</b>

**DELIVERY ADDRESS:** \_\_\_\_\_

**BILLING ADDRESS (if different than Ship To):** \_\_\_\_\_

**TAX EXEMPT?**    \_\_\_\_\_ **YES**    \_\_\_\_\_ **NO**

**Exempt in the State of** \_\_\_\_\_

**Tax Exempt ID:**

**FEDERAL -** \_\_\_\_\_

**STATE -** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_



# Bobcat

## Product Quotation

Quotation Number: AMS-05346

Date: 2022-02-16 13:09:51

Customer Name/Address:	Bobcat Delivering Dealer	<b>ORDER TO BE PLACED WITH: Contract Holder/Manufacturer</b>
Town of Andover Attn: Jay Tuttle 17 school rd ANDOVER, CT 06232 Phone: (860) 209-8363 Email: publicworks@andoverct.org	Bob M Bobcat of Connecticut, Inc. (E. Hartford), East Har 54 ALNA LANE EAST HARTFORD CT 06108-1181 Phone: (860) 282-2648 Fax: (860) 282-6164	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
Snow Blower 32X74	M7045	1	\$5,017.52	\$5,017.52
--- MOTOR PACKAGE 160CC (26-31 gpm)	M7045-R01-C04	1	\$833.72	\$833.72
--- Attachment Control Kit (ACD) (7-Pin)	7392835	1	\$364.36	\$364.36
68" Industrial Bucket Grapple	7168340	1	\$3,154.00	\$3,154.00
30C Auger Drive Unit	6809445	1	\$2,080.12	\$2,080.12
--- Auger 15C/H, 30C/H Mounting Frame	6812980	1	\$394.44	\$394.44
--- CAP AUGER 1/8YD TAG for use with TAG style Interface	7387139	1	\$378.48	\$378.48
--- .625 in. Pin Kit	6809733	1	\$19.31	\$19.31
--- Standard Duty Bit, 12"	6666893	1	\$480.18	\$480.18
Description	Part No	Qty	Price Ea.	Total
Pallet forks		1	\$1,550.00	\$1,550.00

<b>Total of Items Quoted</b>	<b>\$14,272.13</b>
<b>Dealer P.D.I.</b>	<b>\$150.00</b>
<b>Freight Charges</b>	<b>\$567.00</b>
<b>Dealer Assembly Charges</b>	<b>\$230.00</b>
<b>Other Charges: Material and Logistics</b>	<b>\$1,249.00</b>
<b>Quote Total - US dollars</b>	<b>\$16,468.13</b>

*\*Prices per the Sourcewell Contract #040319-CEC.*

*\*Terms Net 60 Days. Credit cards accepted.*

*\*FOB Destination*

*\*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with order.*

*\*TID# 38-0425350*

***\*Orders Must Be Placed with: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.***

*\*Quote valid for 30 days*

ORDER ACCEPTED BY:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME AND TITLE

\_\_\_\_\_  
PURCHASE ORDER NUMBER

DELIVERY ADDRESS: \_\_\_\_\_

BILLING ADDRESS (if different than Ship To): \_\_\_\_\_

TAX EXEMPT? \_\_\_\_\_ YES \_\_\_\_\_ NO

Exempt in the State of \_\_\_\_\_

Tax Exempt ID:

FEDERAL - \_\_\_\_\_

STATE - \_\_\_\_\_

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



January 13, 2022

Town of Andover  
 12 Long Hill Road  
 Andover, CT 06232

Attn: Jay Tuttle

We are pleased to quote the following Caterpillar Skid Steer Loader.  
 Per State of Connecticut Contract # 14PSX0331

Caterpillar 242D3 HF Skid Steer Loader:  
 Enclosed Cab with Heat and A/C, Heated Deluxe Seat, Advanced Display, Reverse Camera, 2-Speed, Hydraulic Front Coupler, Parallel Lift, LED Lights, High Flow, Ride Control, 10/16.5 GA 8PR Tires.

<b>Per Spec</b>		<u>Net 31,94% Discount</u>
		\$ 48,793.00
<b>Additional Attachments</b>	<u>List</u>	<u>Net 24% Discount</u>
279-5368 68" Bucket BOCE	\$ 1,721.00	\$ 1,308.00
157-7227 68" Industrial Grapple Bucket BOCE	\$ 5,279.00	\$ 4,012.00
546-4509 SR318 High Flow Snow Blower	\$ 11,566.00	\$ 8,790.00
219-7706 A41 Auger Drive	\$ 3,099.00	\$ 2,355.00
153-4085 12" Auger Bit	\$ 678.00	\$ 515.00
48" Pallet Forks	-	\$ 835.00
60 Month or 2,500 Hour Premier Warranty	-	\$ 970.00
<b>Total Purchase Price with all options</b>		<b>\$ 67,578.00</b>
Trade Credit:	-	\$ 0.00
	<b>TOTAL</b>	<b>\$ 67,578.00</b>

Sincerely,  
 Reed Hofmann  
 Machine Sales Representative

**H. O. PENN MACHINERY COMPANY, INC.**

Bronx, NY 10465 699 Brush Avenue (718) 863-3800	Holtsville, NY 11742 660 Union Avenue (631) 758-7500	Holtsville, NY 11742 15 Middle Avenue (631) 758-7500	Poughkeepsie, NY 12603 122 Noxon Road (845) 452-1200	Newington, CT 06111 225 Richard Street (860) 666-8401	Bloomington, NY 12721 783 Bloomingburg Road (845) 733-6400
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**Eversource is offering the CT Electric Vehicle (EV) Charging Program to incentivize the installation of EV charging station equipment, including:**

- Level 2 charging stations to charge light-duty EVs, and
- Direct current fast chargers (DCFCs) to charge light-duty EVs

This application is for all non-residential Eversource electric service customers who purchase and install qualified electric vehicle supply equipment (EVSE) charging stations at facilities including workplace, light-duty fleets, public charging, and multifamily properties with five or more units on or after January 1, 2022 through December 31, 2022. **Submission of this application is required prior to installing qualifying chargers.**

**To be eligible for an EVSE charging station rebate, you must purchase a model from the EV Charger Qualified Product List (QPL). Charger hardware and networked software must be a matched system on the QPL to be eligible. Please check our [website](#) for the latest version.**

## APPLICATION INSTRUCTIONS

1. Complete this application with all required documents listed in the Pre-Installation Checklist, prior to installing qualified chargers. Include the authorized signature(s) to indicate your acceptance of the terms and conditions
2. Mail or email the application with required documents to [EversourceEVApplications@clearresult.com](mailto:EversourceEVApplications@clearresult.com) or Eversource CT EV Charging c/o of CLEAResult, 16350 Felton Rd, Lansing, MI 48906
3. Eligible applicants will receive an incentive reservation letter and payment request form
4. Complete the project within the timeframe of the incentive reservation letter
5. Submit the payment request form, that will be sent to you, with required documents from Post-Installation Checklist
6. Receive the rebate check

Read Terms and Conditions for more program details and for definitions of terms that are referenced throughout this application

## SECTION 1: APPLICANT INFORMATION

Customer Name: (Company or Organization responsible for monthly bills)			
Existing Electric Account Number:		Account Executive Name: (Optional)	
Customer Primary Business Address, Street:		City:	State: ZIP:
Primary Contact Name:		Contact Phone:	
Contact Email:		Is Applicant the Property Owner of the installation Site(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, please complete the information below and attach an authorization letter signed by the Property Owner)	
Property Owner Name:			
Property Owner Address, Street:		City:	State: ZIP Code:

## SECTION 2: SITE INFORMATION

One application must be submitted for each property. An application may contain multiple Sites. See "Site" definition in the Terms and Conditions. The project proposal that you attach to this application and project invoices that you submit after installation must separately identify each Site.

Street Address:	City:	State:	ZIP:
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<a href="#">Underserved Community?</a> <input type="checkbox"/> Yes <input type="checkbox"/> No	Parcel #: (optional)
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What type of Facility is at this location (if multiple facilities are present, select the one most aligned with the expected EV charging users).

<input type="checkbox"/> College/University	<input type="checkbox"/> Education/K-12	<input type="checkbox"/> Fast Food Restaurant	<input type="checkbox"/> Food Sales/Grocery	<input type="checkbox"/> Hospital	<input type="checkbox"/> Industrial
<input type="checkbox"/> Lodging	<input type="checkbox"/> Medical Clinic	<input type="checkbox"/> Office	<input type="checkbox"/> Parking Garage	<input type="checkbox"/> Retail	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Other:					

Please describe Site(s) included in the project

Unique Site Name	ID	Charging Location Type	Parking Type	EV Parking Space Counts	Electric Service Scenario
	A	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs  Public EV Plugs  Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available):  <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)
	B	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs  Public EV Plugs  Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available):  <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)
	C	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs  Public EV Plugs  Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available):  <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)
	D	<input type="checkbox"/> Workplace <input type="checkbox"/> Multi-Unit Dwelling <input type="checkbox"/> Fleet <input type="checkbox"/> Destination Parking (Public)	<input type="checkbox"/> Grade Level <input type="checkbox"/> Above Grade Parking Structure <input type="checkbox"/> Subterranean Parking Structure <input type="checkbox"/> Other	Total EV Plugs  Public EV Plugs  Private EV Plugs	<input type="checkbox"/> New/Upgraded Service Request/Work Order # (if available):  <input type="checkbox"/> Existing Service Enter Account # (if different than Applicant's)

### SECTION 3: REBATE AMOUNTS

Location of Charger	EV Charger Type	Per Site Maximum Rebate Amounts <sup>2,3</sup>	Property Type	Requirements
Baseline Property	Level 2	Up to \$20,000	Multifamily	Must install at least 2 ports
			Public	Must install at least 2 ports
			Workplace	Must install at least 4 ports
	DCFC	Up to \$150,000	Any	Must install at least 2 ports
Property in an Underserved Community <sup>1</sup>	Level 2	Up to \$40,000	Multifamily	Must install at least 2 ports
			Public	Must install at least 2 ports
			Workplace	Must install at least 4 ports
	DCFC	Up to \$250,000	Any	Must install at least 2 ports

1 See Department of Economic and Community Development (DECD), Distressed Municipalities Map to identify which locations are meet the criteria to be considered "Underserved". Follow this link to access the map: <https://portal.ct.gov/DEEP/Environmental-Justice/Environmental-Justice-Communities#Map>  
 2 Rebate amounts will be capped at up to 50% of EVSE charger cost + up to 100% make-ready installation costs  
 3 If proposing multiple sites on one application, refer to Site Definition in Terms & Conditions to determine if project is eligible for multiple sites

### SECTION 4: PROJECT SCOPE

<b>Contractor Name:</b>	<b>Contractor Primary</b>		
	Name:	Phone:	Email:

Contractor Address, Street:	City:	State:	ZIP:
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Charging Network Service Provider Name:

Site ID See table above	Planned EVSE/Charger Installation							Futureproofing (if applicable)	
	Type	Hardware Manufacturer	Hardware Model	Unit Quantity	Number of Ports per Unit <sup>1</sup>	Total Ports	Total Power Output (kW)	Included	# of Planned Future Ports
A	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	
B	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	
C	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	
D	<input type="checkbox"/> Level 2							<input type="checkbox"/> Yes	
	<input type="checkbox"/> DCFC							<input type="checkbox"/> No	

**<sup>1</sup>Only count ports capable of simultaneous charging. To count toward the minimum DCFC site requirement, each port must be capable of simultaneous 50 kW or greater output. Level 2 ports must utilize a J1772 connector. DCFC units must include a CCS connector.**

### SECTION 5: PROJECT FINANCIALS

**Only include eligible EVSE and Make Ready costs. See definitions in the Terms and Conditions to identify eligible costs.**

Site ID See table above	Total Site Cost	EVSE Cost	Make Ready Cost			Futureproofing Cost (if applicable)			Requested Incentive Amount
			Utility Side	Customer Side	Total	Utility Side	Customer Side	Total	
A									
B									
C									
D									

**Current Project Status**

- 
- Planning
- 
- Design
- 
- Procurement
- 
- Ready to Install

**Estimated Activation Date**
**Is this a new construction project?**

- 
- Yes
- 
- No

**Pre-Installation Checklist:**

Submit your application with the required documentation:

- Contractor proposal, including cost estimates for EVSE, cost of networking, and make ready infrastructure. (If you are pricing out EVSE chargers and make ready separately, provide proposals for both.)
- Site plan showing proposed circuits overlaid on an image or scale drawing of the property, clearly showing:
  - o Location of each EVSE
  - o Planned conduit paths
  - o Location of the existing or intended electric service
  - o Identification and description of any futureproofing measures
- Specifications sheet for each EVSE showing manufacturer name and model number
- If applicant is not the property owner, attach a letter of authorization for this installation that is signed by the property owner

**Installation Checklist:**

- Install only new EVSE that is included on the Program's EV Charger Qualified Products List
- Have the installation performed by a qualified and licensed contractor in accordance with all applicable laws and permitting requirements
- Activate qualified EVSE in a manner consistent with an approved program application and within the timeframe of the incentive reservation letter. Activate means the equipment is installed, energized and able to charge an electric vehicle. Date extensions will be granted at Eversource sole discretion.

**Post-Installation Checklist:**

Submit your payment request with the required documentation:

- Copy of inspection sign-off by the local authority having jurisdiction
- Copy of contractor invoice marked paid, identifying the contractor business name and license number, date(s) work performed and with the following costs for each Site:
  - o Total cost
    - » EVSE subtotal, and itemization of:
      - ◇ Actual unit purchase price, reflecting any discounts received
      - ◇ Cost of networking
      - ◇ Shipping and handling charges
      - ◇ Sales tax
    - » Make Ready subtotal, and itemization of:
      - ◇ Site design and engineering
      - ◇ Permitting
      - ◇ Panels, breakers and or meter enclosures
      - ◇ Conduit and cable (include footage lengths of conduit and cable runs)
      - ◇ Trenching, backfill and restoration (including any concrete mounting pads or bases)
      - ◇ Payments to Eversource for electric service upgrades
- A list of all EVSE installed, including the following information for each:
  - o Site name where installed
  - o Model
  - o Serial number

## Payee Information

For a third party to be eligible to receive payment, they must provide an installation invoice with zero balance, and be licensed to perform the work included in the project. Eversource reserves the right to exclude any third party from participation in the program at any time.

Payee Name (please print):

Relationship to applicant:

Mailing Address:

(Completed by) Name:

(Completed by) Telephone:

City:

State: ZIP:

Payee Federal Tax ID:

Phone:

Email:

Applicant Signature (Required) I acknowledge the Payee information provided.

## Customer Certification Agreement and Signature (Please Read Carefully)

I certify that I intend to purchase and install the indicated electric vehicle charging equipment on or after January 1, 2022, for use at the service address listed above and not for resale. I further agree to provide the required documentation and, if requested, I agree to a verification by a Utility representative of both the sales transaction and product installation and also allow Utility access to pre and post-monitor the installation. Falsifying any of the above information will void this rebate application and any future rebate applications.

By signing this form below, I certify that all of the information described on this Application and all documents provided with this Application are accurate and true and that I have read and understand the TERMS AND CONDITIONS on this form.

**Customer Printed Name**

**Customer Signature** (required)

**Date**

## Terms and Conditions

These Terms & Conditions govern The Connecticut Light & Power Company d/b/a Eversource Energy ("Company") Connecticut Commercial Electric Vehicle (EV) Charging Program ("Program"). CLEAResult Consulting Inc. is implementing the Program on behalf of the Company. As used in these Terms & Conditions, "Eversource" shall include the Company and CLEAResult Consulting Inc. By submitting this signed application, the current or prospective non-residential Eversource electric service customer ("Applicant" or "Customer") acknowledges that Applicant has read, understands, and agrees to these Eversource Terms & Conditions. Applicant understands that funding for rebates under this program is derived from Eversource electric service customers. Eversource does not guarantee the availability of funding for this program and neither is responsible for any costs or damages incurred by applicant if funding for this program is reduced or eliminated by the State of Connecticut, the Public Utilities Regulatory Authority, or other State of Connecticut action. Rebates are subject to funding availability and are subject to change at any time without notice.

**APPLICATION FORM:** This application must be filled out completely, truthfully and accurately. The Customer or their authorized representative must sign, date, and submit this application along with the required documentation outlined under the Pre & Post Installation Checklists, and any other required documentation identified in this application.

**ELIGIBILITY:** Rebates are available to a new or existing non-residential electric Eversource Customers who purchase and install qualified electric vehicle supply equipment (EVSE) at a property that houses a workplace, light-duty fleet charging, public charging, or multifamily properties with five or more units (a "Site") on or after January 1, 2022 through December 31, 2022. Eligible EVSE must be installed in the Eversource service territory. The EVSEs must be listed on the EV Charger Qualified Products List ("QPL") and be installed at the Site address listed on this application. For a complete list of qualifying EV chargers, check our [website](#). Charger hardware and networked software must be a matched system on the QPL to be eligible.

**PRE-APPROVAL, POST-APPROVAL, AND VERIFICATION:** To be eligible for any potential rebates, Applicant must submit this application prior to installing qualifying EVSE. If Applicant is a tenant, Applicant has obtained the property owner's permission to install the equipment and has included an authorization letter signed by the property owner. Applicant shall submit application and all documentation listed in Pre-Installation Checklist. Eversource will review the submitted application and if approved, will send the applicant an incentive reservation letter and a payment request form. The incentive determination letter will contain an expiration date that the qualifying EVSE must be installed by to be eligible for rebates. Upon completion of work, Applicant must submit the required documentation in the Post Installation Checklist and the payment request form. If more than one Site is listed on the Application, and the incentive determination letter includes more than one (1) site, Applicant may submit payment requests for each site separately. Eversource reserves the right to verify sales transactions and to have reasonable access to your facility to inspect the equipment installed under this Program, prior to issuing rebates or at a later time. All work must be completed in accordance with all applicable laws and regulations, including, but not limited to, obtaining required permits. Applicant agrees and authorizes that they will operate and maintain the equipment in proper working condition and the primary utilization audience, listed on the Application, will have access to the equipment for a term of not less than five (5) years from installation. This will be done at Applicant's sole cost and expense.

**REBATE OFFER:** Rebate amounts will be either 50% of eligible EVSE charger costs plus 100% eligible make-ready installation costs or the Per Site Maximum Rebate, whichever is less. Refer to the chart on page 3 of the Application for Maximum Site Rebate amounts. Eversource alone will determine eligible costs based on the documentation supplied by the Applicant and any other information Eversource chooses to collect, in its sole discretion. Eversource reserves the right to modify site rebate cap amounts.

**REBATE PAYMENT:** Payment for complete and accurate payment requests associated with approved applications are typically issued within 10-20 business days. Payment processing may take longer if Applicant submits incomplete or inaccurate information. Rebate checks will be mailed to the Applicant, except that payment to a designated third party will be permitted if signed off by Applicant. Payments are sent via US Postal Service, which requires several more days for delivery. Please contact the Administrator with questions about your rebates by emailing [EversourceEVSupport@clearresult.com](mailto:EversourceEVSupport@clearresult.com) or calling (888) 978-1440.

**PROOF OF PURCHASE:** Rebate levels will be confirmed upon receipt of detailed invoices as requested in the Post-Installation Checklist. Eversource will review required documentation and determine final eligible rebate levels before payment is made.

**ENDORSEMENT:** Eversource does not endorse any particular manufacturer, contractor, vendor, product, retailer or system design in promoting this Program.

**TAX LIABILITY:** Eversource will not be responsible for any tax liability that may be imposed on the Applicant as a result of the payment of rebates. All Applicants must attach a completed IRS W-9 and as part of this Application to receive a rebate. Rebate amounts will be reported to the IRS unless proof of tax-exempt status is provided.

**WARRANTIES:** EVERSOURCE DOES NOT WARRANT THE PERFORMANCE OF INSTALLED EQUIPMENT, EXPRESSLY OR IMPLICITLY. Eversource makes no warranties or representations of any kind, whether statutory, expressed, or implied, including without limitations, warranties of merchantability or fitness for a particular purpose regarding the equipment or services provided by a manufacturer, contractor or vendor. Eversource not shall be responsible for costs or corrections of conditions already existing in the property which fail to comply with applicable laws and regulations. Contact your retailer, manufacturer, vendor or contractor for details regarding equipment performance and warranties.

**LIMITATION OF LIABILITY:** Eversource liability is limited to paying the rebates specified. Eversource is not liable for any damages arising out of or resulting from participation in this rebate offer, including but not limited to loss of profits, loss of revenues, failure to realize expected savings, loss of data, loss of business opportunity, or similar losses of any kind, as well as any indirect, incidental, punitive, special, or consequential damages, or for any damages in tort connected with or resulting from participation in this Program. Applicant understands that all funding for rebates under this Program derives from Eversource ratepayers in part by approval from the Public Utilities Regulatory Authority (PURA). Eversource does not guarantee the availability of funding for the program and is not responsible for any costs or damages incurred by applicant if funding for this program is reduced or eliminated by the State of Connecticut or PURA action. Funding is subject to change at any time without notice.

**Definitions:**

- **Connecticut EV Charging Program (Commercial):** A program that provides incentives for the installation of electric infrastructure and EVSE to residential multi-unit dwellings, destination locations, workplace and light-duty fleet charging locations in Connecticut.
- **Electric Vehicle Supply Equipment (EVSE):** Level 2 or direct current fast charger (DCFC). A level 2 EVSE provides at least 3.3 kilowatts (kW) of output power from 208/240-volt input with a J1772 connector. A DCFC provides at least 50 kW of output power from 208 or 480-volt, 3-phase input, with at least one CCS connector. When calculating the EVSE rebate amount, EVSE Cost includes the main hardware unit certified by a nationally recognized testing laboratory, a charging cable of up to 25-feet in length, the vehicle connector, a cable management device, and required mounting hardware. Network communication and software fees are not included in the EVSE cost, nor are extended warranty or maintenance service agreements.
- **Make-Ready Infrastructure Cost:** is the sum of 1) Design and engineering services, 2) Permitting fees, 3) Materials and labor for construction and installation, and 3) Any fees owed to Eversource for a new or upgraded electrical service. It does not include the cost of the EVSE hardware or network service.
- **Site Definition:** Prewiring of electrical infrastructure at a set of parking spaces to facilitate cost-efficient installation of a bank of EVSE, either Level 2 or DCFC, on a property within Eversource's service territory owned or controlled by the Applicant. A site may include a service panel, junction boxes, conduit, wiring and other components necessary to make a particular location able to accommodate a bank of EVSE. The maximum incentives shall apply to each site. A site host may have more than one site at a single property to the extent that each site meets the specific electrical infrastructure criteria as defined.
- **Underserved Communities:** Includes "distressed municipalities," "environmental justice communities," and "public housing authorities" as defined in the Connecticut General Statutes. The state may reevaluate its definitions as necessary to appropriately meet the needs of low- to moderate-income residents (LMI) and communities. Please refer to capacity map [HERE](#) to determine if your location is in an underserved community.
- **Futureproofing:** Make-ready infrastructure upgrades, included in site design that would allow for future charging infrastructure upgrades. Futureproofing costs would include the following: oversized or additional conduit; oversized panels; additional conduit, trenching, connection points to additional parking spaces, service for the station and larger or additional transformers and pads. Futureproofing detail provided by the Applicant on this application, as well as itemized on their respective proposal/invoice, will be considered for incentives but will be capped at the Per Site Maximum Rebate amounts listed on page 3.
- **Light Duty:** Cars and trucks with maximum Gross Vehicle Weight Rating (GVWR) < 8,500 lbs.

# Lenco Electrical Contractors

CT License # 104177

Town of Andover  
Charging Station

June 13, 2022

We propose to provide labor and materials as outlined herein to facilitate the installation of the dual charging system provided and purchased by The Town Of Andover

## Excavation, Backfill

Excavate utility trench as required from the building out to the curb area within 18 inches. Extend the trench along the curb to the location of the charger pedestal base to be located centered between the last two parking spaces closest to the road. Backfill compact, rake seed and stabilize soil. NOTE: Watering and inadequate germination is outside the scope of this work.

<b>Material</b>	<b>121.09</b>
<b>Labor</b>	<b>900.00</b>
<b>Equipment</b>	<b>370.00</b>

*Deducted if performed by Town personnel.*

## Concrete Pedestal Base

Provide prepare and install a concrete base as specified and outlined in the installation protocol documents provided by the manufacturer.

<b>Materials</b>	<b>97.38</b>
<b>Labor</b>	<b>360.00</b>

*Deducted if performed by Town personnel.*

## Inter building conduit system

Provide and install 1 1/4inch emt conduit system from the 400 amp MDP in the electrical room across the building through the lower level corridor and the resident troopers office to the exterior of the building terminating to an exterior rated enclosure.

## Exterior conduit system

Provide and install 1 1/4 inch schedule 40 PVC conduit system from the exterior of the building enclosure across the unpaved area in a the excavated trench to the curb area and extend to the location of thee pedestal base.

## Line voltage

Provide and install two 50 amp 230 volt circuit conductors with ground through the conduit system from the MDP to the location of the pedestal. Provide and install breakers. Provide final connection and terminate as required

## Installation

Install provided charging station and associated equipment. Terminate connections. Energize verify voltage and test under load.

Materials	4,989.13
Labor	7,700.00.

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## Future Option

In order to facilitate the installation of another two circuits to a twin charging station at the curb line the following installation and material modifications must be made.

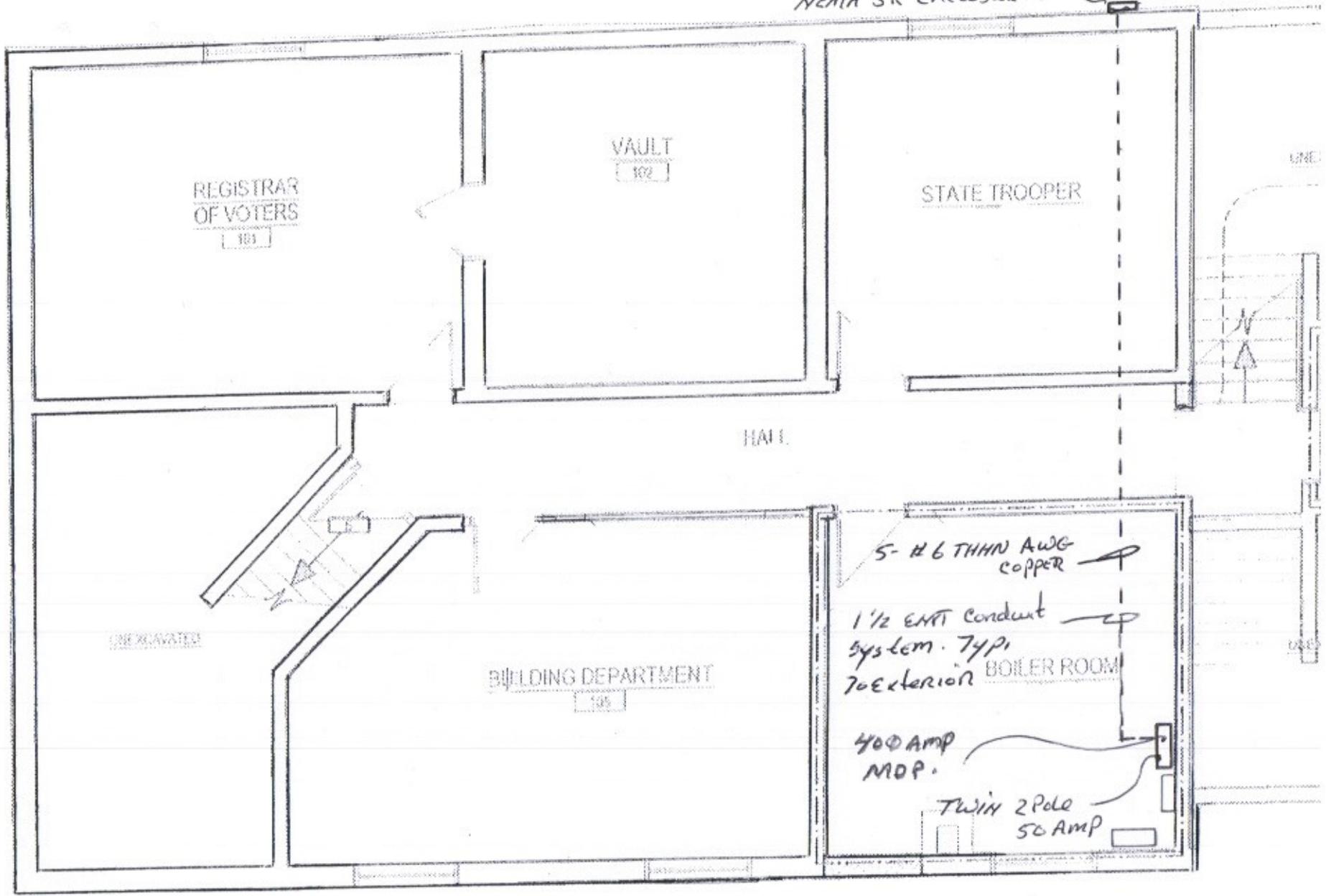
- \*\* Increase conductor size facilitating the initial twin charge station in order to provide de rating when additional conductors are required.
- \*\* Increase conduit size to allow for future additional conductors.
- \*\* Provide ground box in order to extend future conduit extension to new twin charging station.

Materials	793.21
Labor	145.00

**Add this line Item as option.**

SEE EXTERIOR ELECTRICAL PLAN

NEMA 3R ENCLOSURE



Interior Plan surface Conduit to exterior.



**EVSE LLC**  
 A Subsidiary of Control Module Inc.  
 89 Phoenix Ave | Enfield, CT 06082  
 PH: 860-745-2433

**QUOTE**

No. **21217**

Issue Date	6/8/2022	Expiration Date	7/8/2022	Rev.
RFQ No.	Town of Andover, MA	Due Date	----	Page
				1 of 1

<b>Company:</b>	<b>Attention To:</b>  Ric Lenco _ Lenco Electrical - 860-883-7255 riclenco434@gmail.com	<b>Additional Info:</b>
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**Brief:**  
 A 25% discount is applied to this EVSE LLC Quote for one 3704 Dual Pole Mounted Level 2 EV Charger with cable retraction with a 20 foot cord. Also priced is an Ethernet Credit Card Station to enable site host to charge public for usage, and with an RFID card reader for employees to use chargers at no cost. These chargers operate off a 40A or 50A breaker. We highly recommend using 50A breakers for each charger for faster charging @9.6kW adding about 35 miles of driving range to the battery per hour of charge. EVSE LLC is an approved Eversource EV charger manufacturer, as is AmpUp, the Managed Charging Network in the cloud Eversource requires to track charger demand on the grid. AmpUp also provides Live Operator Support to assist drivers with credit card payment. AmpUp also displays real time charger status, kilowatt demand/usage, pricing dashboard to set pricing per hour or per flat fee, and carbon emission reduction report. Three Year Warranty on EVSE chargers and Payment Station and 5 Years on patented **Cable Retraction Drive**.

REF	QTY	DESCRIPTION	ITEM NUMBER	UNIT PRICE	DISCOUNT PRICE	EXTENDED PRICE	WTY
		<b>One Dual 3704 Pole Mounted Level 2 Charger with one Ethernet Credit Card Station with RFID Reader. We can also use customer RFID cards.</b>					
6030	2	Model 3704, w/Retractable Cable,40/30A Switchable, ZigBee, Wall Mountable, DR	3704-2000-W-28-xx-41-xx	\$3,730.00	\$2,797.50	\$5,595.00	3 yr
6543	1	Pole, Dual, Surf, Use w/Serial/ZigBee EVSE, Pmt/Gate w/Enet on EVSE Pole	3841-309	\$495.00	\$371.25	\$371.25	
6902	1	Pmt Module Only, Enet, CC & RFID, ZigBee	3725-104-E-10-Z-xx	\$2,012.00	\$1,509.00	\$1,509.00	
5720	5	Factory Provisioning Per Port (With Back Office, Include Payment/Gateway as Port)	0920-002	\$50.00	\$50.00	\$250.00	
	1	Remote Tech Support to Assist Installer Onsite in Activating EV Chargers and Gateway		160.00/hour	\$160.00	\$160.00	
		<b>Optional - Box of 25 RFID CARDS @ \$125.00 if customer does not have its own RFID cards. If customer has its own RFID cards send to EVSE for compatability testing.</b>		\$125.00	\$93.75	\$93.75	
					<b>EVSE Total</b>	<b>\$7,979.00</b>	
		<b>AmpUp Managed Charger Network - Required by Eversource</b>					
6707	2	AmpUp Lite Software License, Per EVSE Port (Cable) Per Year Excluding Cellular (Discount Not to be Applied to this Item)	9909-008	\$149.00	\$149.00	\$298.00	Annual
6754	2	AmpUp Commissioning Per Site (1-10 ports)	0920-208	\$50.00	\$50.00	\$200.00	One Time
					<b>AmpUp Total</b>	<b>\$498.00</b>	
					<b>Grand Total</b>	<b>\$8,477.00</b>	

Subject to terms & conditions and applicable software license found at www.controlmod.com

<b>Salesperson</b>	<b>Date</b>	<b>Terms</b>
Daniel Shanahan		Net 30
<b>Signature</b>		<b>Ex-Works</b>
<i>Daniel Shanahan 6/8/22</i>		Enfield, CT
		<b>Shipment</b>
		Prepay & Add

Please forward P.O. to:  
**EVSE LLC**  
**ATTN: Order Entry**  
**89 Phoenix Avenue**  
**Enfield, CT 06082**  
 E-Mail: orderentry@controlmod.com

For technical information, contact:  
**CMI Technical Support**  
 Phone: (860) 745-2433  
 Toll Free: (800) 722-6654

## **9. Approval of Meeting Minutes**

- a. Wednesday, April 20th 2022 Special Meeting Budget Workshop Minutes**
- b. Wednesday, May 25th, 2022 Regular Meeting Minutes**
- c. Thursday, June 9th, 2022 Special Meeting Minutes**

# **10. Liaison Reports**

# **11. Board Open Discussion**

## **12. Public Speak**

# **13. Adjournment**