



Town of Andover, CT  
**Board of Selectmen**

**Regular Meeting  
Packet**

Monday, June 8, 2020

7:00 P.M.

Location: virtual Zoom meeting

**Town of Andover**  
Board of Selectmen  
Monday, June 8, 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/81174018099>

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

Meeting ID: 811 7401 8099, Password: 024362

\*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. Website Development Committee update
  - b. Traffic Safety Committee- appointment of the following members
    - i. Joseph Godwin
    - ii. Steve Willard
    - iii. Michelle Vale
    - iv. Deb Thompson
    - v. BOS Member
    - vi. Eric Anderson, Ex Officio
    - vii. Darrell Tetreault, Ex Officio
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 and Audit
  - e. Town Accounting Software
  - f. Combined Finance Department
7. New Business

Discuss and act upon the following:

  - a. Plans for Reopening Town Hall
  - b. Transfer Station Operations and Policy
  - c. Upcoming Road Maintenance Projects
  - d. Andover Youth Summer Camp
  - e. Recreation Commission Sign Request
  - f. Golf Carts in the Lake District
  - g. Ordinance Regarding Resignation and Replacement of any Town Official
  - h. Potential purchase of a speed control sign
  - i. Transfer of funds between capital funds and to unexpended fund balance
  - j. Yearly Review of Town Administrator
  - k. Yearly Review of Town Attorney
8. Approval of Meeting Minutes
  - a. Monday, May 11<sup>th</sup>, 2020 BOS Regular Meeting Minutes
  - b. Tuesday, May 19<sup>th</sup>, 2020 BOS & BOE Special Meeting Minutes
  - c. Friday, May 29<sup>th</sup>, 2020 BOS Special 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
  - d. Motions for transfer of funds from capital accounts
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. Executive Session
  - a. Yearly Evaluation of Town Administrator and Goal Setting
  - b. Yearly Evaluation of Town Attorney by the BOS
18. Reconvene Regular Meeting
  - a. Motions Regarding Review of Town Administrator
  - b. Motions Regarding Review of Town Attorney
19. Adjournment

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

# **Boards and Committees Presentations and Appointments**

## Website Committee Update

Timeline:

Fri 6/5	Designers to initiate website development
Mon 6/8	Project Leader to reach out and provide website link
6/8-6/22	Migration of full website
Wed 6/10	Committee Meeting... review live homepage, town clerk's page, building department & land use commission pages.
June dates TBD	2 Training Sessions will be scheduled with Project Leader
Tue 6/23	Live Website Ready
6/23-7/7	Staff/committee edits
Wed 7/8	Committee Meeting Website Launch Day

Town  
Administrator's  
Report

# Town Administrator's Report

## May 11, 2020 Board of Selectmen Regular Meeting

### Town Hall

The installation of the new server is in progress. This work is being done by South Windsor IT both David Hicks and Lance Page.

I am working with CEN to discuss changing to fiber. Still working out what has to happen to run fiber between where our fiber enters the school and the CEN hub.

I am meeting with EastConn regarding locations of equipment and runs through the elementary school.

Final Monthly cost for CEN fiber connection about 10\$ more per month than Cable and ~ ~25 times faster, and more reliable- Lately our cable connection has been poor (as with the rest of andover) It sounds like the will be able to be able to get rid of the Fire Department servers and use the fiber connection. CEN also can give use a direct link if we end up using cloud back up or south Windsor as a failsafe backup for our data.

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. South Windsor is recommending going with Novus using an existing CRCOG contract for voip services through their digital back office services. We are also looking at Connecticut communications which is what the school is planning on using.

After a meeting with the Google rep we are electing to go with O365 for email, file sharing etc.

### Prime Pay

We ordered the Primepay time clocks. This will allow the final transition to automated time tracking for individuals.

### Personnel Policy

Town Attorney has sent back a draft of the revised Personnel Policy. I gave you all a month to review before I proceed. Any Feedback on the direction that I am taking for this?

### Combined Finance Office

**Software.** The town and AES still need to agree on a software system to replace Phoenix. Per the instructions from the BOS-BOE.

### Website

New website design with Civic Plus. Is much closer. We had some issues with the design team and have been reassigned a different lead.

### 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. We have had some (but not Much) pushback on using the emergency alert for non-Emergency Alerts. This will be corrected as we go from one communication list to multiple ones (Emergency Alerts, Community Events, Boards & Commissions)

### Social Media

I have been working hard to better use social media to put out information to the public. It has been well received and is a good service but is a large time suck for me.

This month we published:

- the Roadwork Schedule
- Series of posts on resolving the speed issue town wide
- Trail usage and safety

## **Public Works**

The crew has done a lot of sweeping and prep before chipsealing operations. Roads that will be chipsealed have been scraped, swept and cracksealed. All catchbasins have been cleaned. They replaced a failing basin on Stanly DR prior to chipsealing

We ordered a blower unit for our steiner tractor mower as well as a material spreader also from excess money from the snow plow budget. Approved by CIP

Mowing of roads, sightlines and rail trail is under way with temp labor. As of 6/5 all the roads that are being chipsealed are mowed.

I applied to IWWC for the Road Drainage Project along Shoddy Mill Rd. We hope to have approval for the project by July so we can start.

I contracted for one day of cracksealing by Indus prior to chipsealing complete (Lakeside Drive)

Chipsealing tentatively starting on June 10<sup>th</sup> (Comer Contracting working off the state of Connecticut DOT bid.

Microsealing scheduled for July- Aug time frame. More crack sealing for August timeframe.

I have gotten some negative feedback about potholes and road quality in general.

I am working on an RFQ for Treework assuming 40K spend between now and Nov with 10 K in reserve for emergencies. To be spent next spring if we have not needed it for storm or emergency cleanup

## **Culverts**

Brandon Hanfield indicated he would have the initial analysis of the towns Culverts and Small bridges by 6/20

He has also been hired to help IWWC evaluate a proposed project near wetlands and another that is potentially in the floodplain.

## **Sign**

The new Old sign at the ball field has been installed by PW and Gerry Wright



## **Transfer Station**

Wed,6/3 quite a few people were not happy to find out they could not dump their bulky waste. We sent a mailer to all residents and P.O boxes, put it on the town website, Facebook and used the emergency alert system. I think we kind of put maximum effort into it, but we still do not get through to a lot of people

The transfer station wall rebuilding is underway.

I'm subbing out the slab for the shed and the slab for the relocated dumpster/ compactor to Modern Concrete Pumping- Much lower quote than before. 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 15, 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.

## **Andover Veterans Monument and Flagpole**

Issues with well pump at the Monument. Unknown if the issue is electrical vs plumbing. I am going to start with Charlie M. of M & M oil and go from there.

There is also a request from beatification committee for improvements at the monument, including augmenting the topsoil. They would still like to proceed with a sprinkler system and they are working on private funding to do it.

Also had a request from beatification for installation of light on the flagpole at town hall- I received several quotes. Working with the Beatification Committee they would like a ground mounted System and preferred the proposal from Lenco- I concur assigning the job to Lenco.

## **Connectivity Grant**

Included in the packet is the build package from EZIQC. EZ IQC which is basically a construction management program for completing the connectivity grant. 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. Sometime 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.

We have been able to expand the scope of the original design to include additional items since the costs are under our total. We added a picnic table and two benches at Center Street. We are adding a Bicycle Repair stand and Pump (like the Unit in Valley Falls. We are also replacing the Handicap ramp, Entrance platform and front steps to the Library as well as replacing the Railing. As you may remember this was a priority request from the library.

## **Sign Board**

After Speaking with Carol Lee, we are trying to get the Rec commission to agree to a final sign Location for the Bulletin Board sign

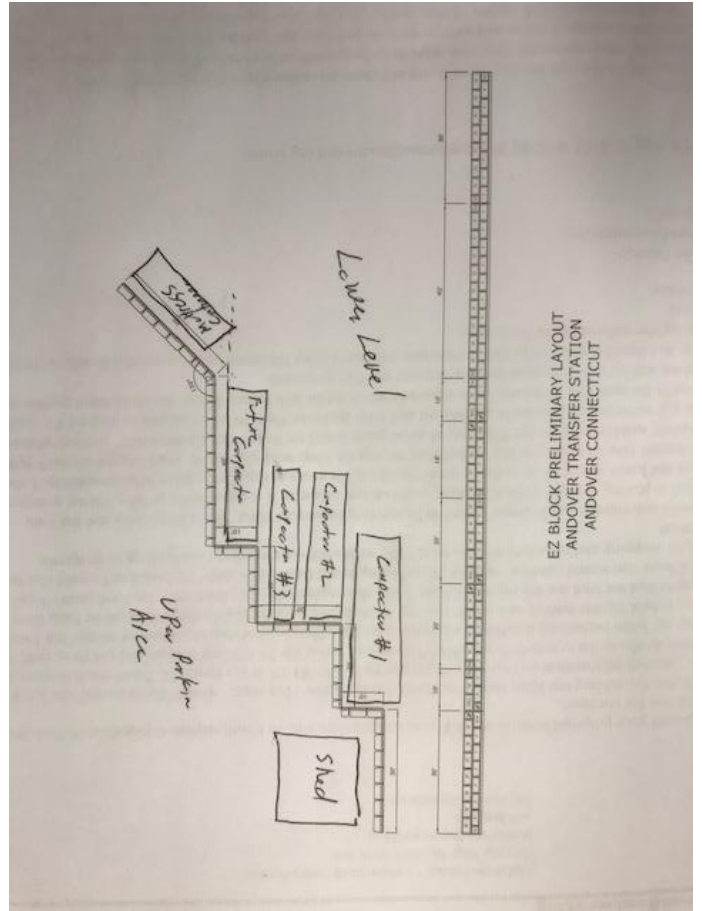
Cheers,

Eric Anderson, Andover Town Administrator

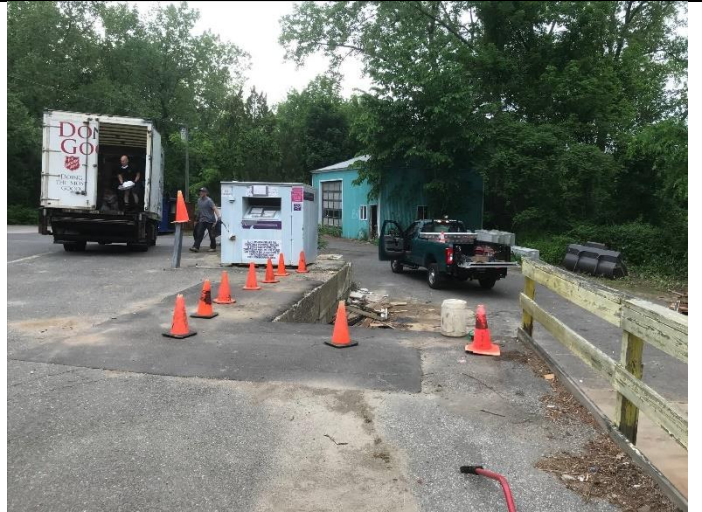
Proposed notice board sign to be installed



Basic Schematic for Wall rebuild at the Transfer Station



Transfer Station rebuild



**Stanley Drive finished basin**



**Library Steps to be replaced during Connectivity Grant**



**Refurbished Sign at Veterans Memorial Field**



**New filing System for Building Dept**



# Old Business



Price Proposal Review Summary - Category



**Date:** June 01, 2020 **Job Order Contract**  
**Contract Number:** 2018 Region 1 Transportation  
**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes  
**Contractor:** Martin Laviero Contractor, Inc.  
**Proposal Value:** \$236,607.41  
**Proposal Submitted:** 06/01/2020

<b>Category - Asphalt Trail:</b>	<b>\$25,521.86</b>
<b>Category - Benches &amp; Pads:</b>	<b>\$8,115.15</b>
<b>Category - Brick Pavers:</b>	<b>\$26,563.64</b>
<b>Category - Catch Basin:</b>	<b>\$2,366.23</b>
<b>Category - Curbing:</b>	<b>\$11,325.23</b>
<b>Category - General:</b>	<b>\$26,153.80</b>
<b>Category - Library Ramp:</b>	<b>\$11,598.76</b>
<b>Category - Modular Block Wall:</b>	<b>\$7,370.50</b>
<b>Category - Parking Lot:</b>	<b>\$48,903.12</b>
<b>Category - Sidewalks:</b>	<b>\$30,503.41</b>
<b>Category - Wall:</b>	<b>\$38,185.71</b>
<b>Proposal Total</b>	<b>\$236,607.41</b>

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

**The Percent of NPP on this Proposal:** 0.00%



Price Proposal Review Detail - Category



**Date:** June 01, 2020  
**Contract Number:** 2018 Region 1 Transportation  
**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes  
**Contractor:** Martin Laviero Contractor, Inc.  
**Proposal Value:** \$236,607.41  
**Proposal Submitted:** 06/01/2020  
**AF(s) Used:** 1.2863-Normal Working Hours on Prevailing Wage Rate Projects

Job Order Contract

Rec#	CSI Number	Mod.	UOM	Description	Line Total		
<b>Category - Asphalt Trail</b>							
1	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$677.24		
				Quantity	Unit Price	Factor	Total
			Installation	675.00	x 0.78	x 1.2863	= \$677.24
2	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$277.84		
				Quantity	Unit Price	Factor	Total
			Installation	45.00	x 4.80	x 1.2863	= \$277.84
3	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$7,617.47		
				Quantity	Unit Price	Factor	Total
			Installation	700.00	x 8.46	x 1.2863	= \$7,617.47
4	31 23 16 36-0026		SY	Finish Grading For Building Foundations And Other Structures by Hand	\$878.80		
				Quantity	Unit Price	Factor	Total
			Installation	80.00	x 8.54	x 1.2863	= \$878.80
5	32 11 23 16-0006		SF	6" Crushed Aggregate Base Course For Sidewalks	\$1,386.63		
				Quantity	Unit Price	Factor	Total
			Installation	700.00	x 1.54	x 1.2863	= \$1,386.63
6	32 12 16 13-0002		TON	Hand Placed Hot Mixed Asphalt 3,954 LB/CY For small areas not reachable by machine. Includes placement, rolling, finishing and sweeping.	\$14,683.89		
				Quantity	Unit Price	Factor	Total
			Installation	45.00	x 253.68	x 1.2863	= \$14,683.89

**Subtotal for Category - Asphalt Trail: \$25,521.86**

<b>Category - Benches &amp; Pads</b>							
7	01 22 16 00-0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs. The base cost of the Reimbursable Fee is \$1.00. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee (e.g. quantity of 125 = \$125.00 Reimbursable Fee). If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	\$2,077.37		
				Quantity	Unit Price	Factor	Total
			Installation	1,615.00	x 1.00	x 1.2863	= \$2,077.37
8	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$90.30		
				Quantity	Unit Price	Factor	Total
			Installation	90.00	x 0.78	x 1.2863	= \$90.30

**Proposal Review Summary - Category Continues..**

**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes

Rec#	CSI Number	Mod.	UOM	Description	Line Total		
<b>Category - Benches &amp; Pads</b>							
9	11 68 13 00-0590		EA	8' Bench With Back 28013	\$2,335.20		
				Quantity	Unit Price	Factor	Total
			Installation	2.00 x	907.72 x	1.2863 =	\$2,335.20
10	11 68 13 00-0606		EA	6' Picnic Table 28030	\$1,642.86		
				Quantity	Unit Price	Factor	Total
			Installation	1.00 x	1,277.20 x	1.2863 =	\$1,642.86
11	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$37.05		
				Quantity	Unit Price	Factor	Total
			Installation	6.00 x	4.80 x	1.2863 =	\$37.05
12	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$65.29		
				Quantity	Unit Price	Factor	Total
			Installation	6.00 x	8.46 x	1.2863 =	\$65.29
13	31 23 16 36-0025		SY	Finish Grading For Building Foundations And Other Structures by Machine	\$82.32		
				Quantity	Unit Price	Factor	Total
			Installation	50.00 x	1.28 x	1.2863 =	\$82.32
14	32 11 23 16-0006		SF	6" Crushed Aggregate Base Course For Sidewalks	\$297.14		
				Quantity	Unit Price	Factor	Total
			Installation	150.00 x	1.54 x	1.2863 =	\$297.14
15	32 16 23 00-0003		SF	5" Cast In Place Concrete Sidewalk	\$1,487.61		
				Quantity	Unit Price	Factor	Total
			Installation	150.00 x	7.71 x	1.2863 =	\$1,487.61

**Subtotal for Category - Benches & Pads: \$8,115.15**

<b>Category - Brick Pavers</b>							
16	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$752.49		
				Quantity	Unit Price	Factor	Total
			Installation	750.00 x	0.78 x	1.2863 =	\$752.49
17	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$308.71		
				Quantity	Unit Price	Factor	Total
			Installation	50.00 x	4.80 x	1.2863 =	\$308.71
18	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$544.10		
				Quantity	Unit Price	Factor	Total
			Installation	50.00 x	8.46 x	1.2863 =	\$544.10
19	31 23 16 36-0025		SY	Finish Grading For Building Foundations And Other Structures by Machine	\$230.51		
				Quantity	Unit Price	Factor	Total
			Installation	140.00 x	1.28 x	1.2863 =	\$230.50
20	32 11 23 16-0006		SF	6" Crushed Aggregate Base Course For Sidewalks	\$2,377.08		
				Quantity	Unit Price	Factor	Total
			Installation	1,200.00 x	1.54 x	1.2863 =	\$2,377.08

Proposal Review Summary - Category Continues..

Job Order Number: 079210.00  
 Job Order Title: Andover Pedestrian / Bike Access Lanes

Rec#	CSI Number	Mod.	UOM	Description	Line Total		
<b>Category - Brick Pavers</b>							
21	32 14 16 00-0003		SF	4" x 8" x 2-1/4" Brick, Laid On Edge	\$22,350.75		
				Quantity	Unit Price	Factor	Total
			Installation	1,200.00	14.48	1.2863	\$22,350.75

**Subtotal for Category - Brick Pavers: \$26,563.64**

<b>Category - Catch Basin</b>							
22	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$150.50		
				Quantity	Unit Price	Factor	Total
			Installation	150.00	0.78	1.2863	\$150.50
23	03 01 30 71-0018		SF	Spall Concrete Repair, >3" To 4" Deep On Vertical/Overhead Surfaces	\$822.56		
				Quantity	Unit Price	Factor	Total
			Installation	4.00	159.87	1.2863	\$822.56
24	31 23 16 13-0004		CY	12" Wide or Less, Excavation for Trenching by Machine in Loose Rock	\$160.79		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	12.50	1.2863	\$160.79
25	31 23 16 13-0010		CY	Backfilling or Placing Subbase for Trenches with Imported or Stockpiled Materials by Machine	\$34.09		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	2.65	1.2863	\$34.09
26	31 23 16 13-0013		CY	Compaction of Fill or Subbase for Trenches by Vibratory Plate, Air Tamper, Etcetera	\$68.82		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	5.35	1.2863	\$68.82
27	33 42 31 00-0113		EA	Type C-L Catch Basin Top	\$899.83		
				Quantity	Unit Price	Factor	Total
			Installation	1.00	593.90	1.2863	\$763.93
			Demolition	1.00	105.65	1.2863	\$135.90
28	33 42 31 00-0120		EA	1-5/8", Precast Concrete Spacer (Grade Ring)	\$229.64		
				Quantity	Unit Price	Factor	Total
			Installation	1.00	178.53	1.2863	\$229.64

**Subtotal for Category - Catch Basin: \$2,366.23**

<b>Category - Curbing</b>							
29	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$1,128.73		
				Quantity	Unit Price	Factor	Total
			Installation	1,125.00	0.78	1.2863	\$1,128.73
30	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$463.07		
				Quantity	Unit Price	Factor	Total
			Installation	75.00	4.80	1.2863	\$463.07
31	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$816.16		
				Quantity	Unit Price	Factor	Total
			Installation	75.00	8.46	1.2863	\$816.16



**Proposal Review Summary - Category Continues..**

**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes

Rec#	CSI Number	Mod.	UOM	Description	Line Total		
<b>Category - Curbing</b>							
32	32 16 13 13-0005		LF	6" x 18" Concrete Gutter With 6" Curb And Face - Radius	\$8,917.27		
				Quantity	Unit Price	Factor	Total
			Installation	250.00	x 27.73	x 1.2863	= \$8,917.27

**Subtotal for Category - Curbing: \$11,325.23**

<b>Category - General</b>							
33	01 22 20 00-0016		HR	Laborer For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$4,720.98		
				Quantity	Unit Price	Factor	Total
			Installation	60.00	x 61.17	x 1.2863	= \$4,720.98
<b>Contractors Note:</b> Install Sign provided by others							

34	01 22 20 00-0058		HR	Flagperson For Traffic Control	\$12,589.28		
				Quantity	Unit Price	Factor	Total
			Installation	160.00	x 61.17	x 1.2863	= \$12,589.28

35	01 71 13 00-0003		EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' Bed Includes delivery of equipment, off loading on site, rigging, dismantling, loading and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom manlifts with >40' boom lengths, etc.	\$2,849.77		
				Quantity	Unit Price	Factor	Total
			Installation	4.00	x 553.87	x 1.2863	= \$2,849.77

36	02 41 19 13-0014		EA	Saw Cut Minimum Charge For projects where the total saw cutting charge is less than the minimum charge, use this task exclusively. This task should not be used in conjunction with any other tasks in this section.	\$869.32		
				Quantity	Unit Price	Factor	Total
			Installation	1.00	x 675.83	x 1.2863	= \$869.32

37	32 31 29 00-0010		LF	Split Rail Fence, 3 Rail, 4' High #1 Cedar	\$2,435.74		
				Quantity	Unit Price	Factor	Total
			Installation	90.00	x 21.04	x 1.2863	= \$2,435.74

38	32 33 13 00-0020		EA	11' x 3' High Serpentine (M Style) Bike Rack, 13 Bikes, Galvanized	\$1,013.89		
				Quantity	Unit Price	Factor	Total
			Installation	3.00	x 262.74	x 1.2863	= \$1,013.89
				<b>Excludes Material</b>			

39	32 91 19 13-0004		SY	Furnish And Place Imported Screened Topsoil, 6" Deep	\$1,178.57		
				Quantity	Unit Price	Factor	Total
			Installation	125.00	x 7.33	x 1.2863	= \$1,178.57

40	32 92 19 19-0006		MSF	Turf Mix, Push Spreader Or Hand 4 LB/MSF spread rate. Mixture of three varieties of bluegrass and one improved perennial ryegrass.	\$496.25		
				Quantity	Unit Price	Factor	Total
			Installation	5.00	x 77.16	x 1.2863	= \$496.25

**Subtotal for Category - General: \$26,153.80**

**Category - Library Ramp**

**Proposal Review Summary - Category Continues..**

**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes

Rec#	CSI Number	Mod.	UOM	Description	Line Total		
<b>Category - Library Ramp</b>							
41	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$150.50		
				Quantity	Unit Price	Factor	Total
			Installation	150.00	x 0.78	x 1.2863	= \$150.50
42	02 41 13 13-0017		SF	Break-Up >6" To 8" Concrete Paving By Hand With Material Left In Place After Break-up	\$583.47		
				Quantity	Unit Price	Factor	Total
			Installation	180.00	x 2.52	x 1.2863	= \$583.47
43	04 43 16 00-0028		SF	2" Thick Granite Stair Tread	\$1,688.09		
				Quantity	Unit Price	Factor	Total
			Installation	28.00	x 46.87	x 1.2863	= \$1,688.09
44	05 52 13 00-0012		LF	2" Diameter, Schedule 40, Three Rail, Up To 42" High, Welded Steel Pipe Railing	\$4,300.98		
				Quantity	Unit Price	Factor	Total
			Installation	36.00	x 82.10	x 1.2863	= \$3,801.79
			Demolition	36.00	x 10.78	x 1.2863	= \$499.19
45	31 23 16 36-0010		CY	Excavation For Building Foundations And Other Structures By Hand in Loose Rock	\$2,034.93		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	x 158.20	x 1.2863	= \$2,034.93
46	31 23 16 36-0025		SY	Finish Grading For Building Foundations And Other Structures by Machine	\$32.93		
				Quantity	Unit Price	Factor	Total
			Installation	20.00	x 1.28	x 1.2863	= \$32.93
47	31 23 16 36-0029		CY	Load Excess Material For Removal From Excavation For Building Foundations and Other Structures by Hand	\$869.92		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	x 67.63	x 1.2863	= \$869.92
48	32 16 23 00-0004		SF	6" Cast In Place Concrete Sidewalk	\$1,937.94		
				Quantity	Unit Price	Factor	Total
			Installation	180.00	x 8.37	x 1.2863	= \$1,937.94

**Subtotal for Category - Library Ramp: \$11,598.76**

<b>Category - Modular Block Wall</b>							
49	32 32 23 13-0003		SF	Up To 4' Height "Amastone" Type Modular Retaining Wall System	\$7,370.50		
				Quantity	Unit Price	Factor	Total
			Installation	200.00	x 28.65	x 1.2863	= \$7,370.50

**Subtotal for Category - Modular Block Wall: \$7,370.50**

<b>Category - Parking Lot</b>							
50	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$2,407.95		
				Quantity	Unit Price	Factor	Total
			Installation	2,400.00	x 0.78	x 1.2863	= \$2,407.95
51	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$987.88		
				Quantity	Unit Price	Factor	Total
			Installation	160.00	x 4.80	x 1.2863	= \$987.88

**Proposal Review Summary - Category Continues..**

**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes

Rec#	CSI Number	Mod.	UOM	Description	Line Total
<b>Category - Parking Lot</b>					
52	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$1,741.14
			Installation	Quantity 160.00 x Unit Price 8.46 x Factor 1.2863 =	Total \$1,741.14
53	31 23 16 36-0025		SY	Finish Grading For Building Foundations And Other Structures by Machine	\$790.30
			Installation	Quantity 480.00 x Unit Price 1.28 x Factor 1.2863 =	Total \$790.30
54	32 11 23 16-0006		SF	6" Crushed Aggregate Base Course For Sidewalks	\$8,567.40
			Installation	Quantity 4,325.00 x Unit Price 1.54 x Factor 1.2863 =	Total \$8,567.40
55	32 11 23 16-0006		SF	6" Crushed Aggregate Base Course For Sidewalks	\$8,567.40
			Installation	Quantity 4,325.00 x Unit Price 1.54 x Factor 1.2863 =	Total \$8,567.40
56	32 12 16 13-0005		TON	Class 2 Bituminous Concrete	\$14,482.18
			Installation	Quantity 97.00 x Unit Price 116.07 x Factor 1.2863 =	Total \$14,482.18
57	34 71 13 26-0066		EA	10" x 12" Timber Guide Rail Post	\$7,931.84
			Installation	Quantity 40.00 x Unit Price 154.16 x Factor 1.2863 =	Total \$7,931.84
58	34 71 13 26-0071		LF	6" x 12" Timber Guide Rail	\$1,285.98
			Installation	Quantity 75.00 x Unit Price 13.33 x Factor 1.2863 =	Total \$1,285.98
59	34 71 13 26-0075		EA	8" x 8" Spacer Block For Timber Guide Rails	\$730.62
			Installation	Quantity 40.00 x Unit Price 14.20 x Factor 1.2863 =	Total \$730.62
60	34 71 13 26-0077		LF	6" High, Weathering Steel Backup Plate For Timber Guide Rails	\$1,410.43
			Installation	Quantity 75.00 x Unit Price 14.62 x Factor 1.2863 =	Total \$1,410.43

**Subtotal for Category - Parking Lot: \$48,903.12**

<b>Category - Sidewalks</b>					
61	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$978.23
			Installation	Quantity 975.00 x Unit Price 0.78 x Factor 1.2863 =	Total \$978.23
62	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$401.33
			Installation	Quantity 65.00 x Unit Price 4.80 x Factor 1.2863 =	Total \$401.33
63	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$707.34
			Installation	Quantity 65.00 x Unit Price 8.46 x Factor 1.2863 =	Total \$707.34

**Proposal Review Summary - Category Continues..**

**Job Order Number:** 079210.00  
**Job Order Title:** Andover Pedestrian / Bike Access Lanes

Rec#	CSI Number	Mod.	UOM	Description	Line Total		
<b>Category - Sidewalks</b>							
64	31 23 16 36-0025		SY	Finish Grading For Building Foundations And Other Structures by Machine	\$332.59		
				Quantity	Unit Price	Factor	Total
			Installation	202.00 x	1.28 x	1.2863 =	\$332.59
65	32 11 23 16-0006		SF	6" Crushed Aggregate Base Course For Sidewalks	\$3,605.24		
				Quantity	Unit Price	Factor	Total
			Installation	1,820.00 x	1.54 x	1.2863 =	\$3,605.24
66	32 12 16 13-0002		TON	Hand Placed Hot Mixed Asphalt 3,954 LB/CY For small areas not reachable by machine. Includes placement, rolling, finishing and sweeping.	\$4,894.63		
				Quantity	Unit Price	Factor	Total
			Installation	15.00 x	253.68 x	1.2863 =	\$4,894.63
67	32 16 23 00-0003		SF	5" Cast In Place Concrete Sidewalk	\$18,049.62		
				Quantity	Unit Price	Factor	Total
			Installation	1,820.00 x	7.71 x	1.2863 =	\$18,049.62
68	32 MO D0 00-0046	Mod	SF	For 4000 PSI Concrete, Add	\$456.51		
				Quantity	Unit Price	Factor	Total
			Installation	1,690.00 x	0.21 x	1.2863 =	\$456.51
<b>Contractors Note:</b>							
69	32 16 23 00-0008		EA	Finish Concrete Handicap Drop Section In Sidewalk Excludes patterned (tactile) finish.	\$1,077.92		
				Quantity	Unit Price	Factor	Total
			Installation	8.00 x	104.75 x	1.2863 =	\$1,077.92

**Subtotal for Category - Sidewalks: \$30,503.41**

<b>Category - Wall</b>							
70	01 74 19 00-0038		CYM	Hauling On Paved Roads, First 15 Miles	\$1,881.21		
				Quantity	Unit Price	Factor	Total
			Installation	1,875.00 x	0.78 x	1.2863 =	\$1,881.21
71	31 23 16 36-0006		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Soil	\$771.78		
				Quantity	Unit Price	Factor	Total
			Installation	125.00 x	4.80 x	1.2863 =	\$771.78
72	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	\$1,360.26		
				Quantity	Unit Price	Factor	Total
			Installation	125.00 x	8.46 x	1.2863 =	\$1,360.26
73	31 23 16 36-0025		SY	Finish Grading For Building Foundations And Other Structures by Machine	\$190.99		
				Quantity	Unit Price	Factor	Total
			Installation	116.00 x	1.28 x	1.2863 =	\$190.99
74	32 32 23 13-0013		SF	Up To 4' Height "Keystone" Type Modular Retaining Wall System	\$33,981.47		
				Quantity	Unit Price	Factor	Total
			Installation	840.00 x	31.45 x	1.2863 =	\$33,981.47

**Subtotal for Category - Wall: \$38,185.71**

**Proposal Review Summary - Category Continues..**

**Job Order Number:** 079210.00

**Job Order Title:** Andover Pedestrian / Bike Access Lanes

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**Proposal Total**

**\$236,607.41**

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

**The Percent of NPP on this Proposal: 0.00%**

# New Business

## Transfer Station Proposal outline from Jeff Murray

While I don't think our attendants should be putting up with belligerent residents, I don't think they should be making signs and rules up either. I asked Eric to roll up a list of incidents with residents and Dom to present to us. He said it's around 6 or so characters causing trouble. I'm all for putting something together to give Eric some teeth if a resident is out of line. My thoughts are:

First offense: Warning Letter from Eric saying if it happens again the person will be suspended for two weeks per selectmen order.

Second offense: Letter From Eric stating This is their second offense and the person is suspended for two weeks and the next offense is six weeks per selectmen order.

Third offense: A letter from Eric stating this is their third offense and they are issued a six week suspension and any further behavior against attendants will result in another automatic six week suspension and possible permanent revocation of their transfer station permit at the discretion of the BOS.

Infractions would be:

1. Swearing/Insults foul language toward any town employed attendant.
2. Threatening or harassing any town employed attendant.
3. Not allowing inspections of refuse to determine type of waste and appropriate containers.
4. Ignoring directions/throwing waste in containers against the directions of the attendants.

It is also expected if something like this was adopted the lone wolf signs will stop and the attendants will act in a professional and courteous manner toward residents and not engage them in any Negative dialogue and immediately report the incident to Eric to take action.

# ANDOVER TRANSFER STATION

OPEN WED. 8 - 3:50 & SAT. 8 - 3:50  
TO TOWN RESIDENTS ONLY  
SPEED LIMIT 10 MPH

SCAVENGING, LOITERING, AND UNAUTHORIZED  
VEHICLES PROHIBITED

CHILDREN AND ANIMALS MUST REMAIN IN VEHICLE  
HAZARDOUS WASTE NOT ACCEPTED

PER ORDER: BOARD OF SELECTMAN

PERMITTEE: TOWN OF ANDOVER

## transfer station deadline

ERIC ANDERSON: TOWN ADMINISTRATOR

The transfer station is open Wednesdays and Saturdays from 8 a.m. to 3:50 p.m., and 6-foot social distancing and mask requirements apply during the pandemic.

Planned upgrades to the station continue and, during the month of June, when electrical upgrades take place, biohazard waste and metal will temporarily not be accepted.

For more information on what is accepted at the transfer station, call 860-742-4049.

MR. ANDERSON: LAST WEEK THERE WERE 8 PEOPLE  
AROUND ME WITHOUT MASKS.

YOU SHOULD PUT UP A SIGN WHEN YOU ENTER  
THE TRANSFER STATION SAYING MASKS MUST  
BE ON WHEN YOU EXIT YOUR CAR/VEHICLE



## TOWN OF ANDOVER UPCOMING ROAD MAINTENANCE PROJECTS

Folks,

The Town of Andover is planning a number of road maintenance projects this summer and this message includes a list of roads affected and the approximate dates of the work. All dates will be confirmed as it gets closer. The town will use Facebook, town website along with the Emergency Alert System to notify residents affected. As the dates get closer, we will keep you informed to minimize your inconvenience. Any questions, please email me at [eanderson@andoverct.org](mailto:eanderson@andoverct.org)

### JUNE 10<sup>th</sup> TO 12<sup>th</sup>:

Comer Contracting will chip seal the following roads: Jurovaty Lane, Jurovaty Road, Parker Bridge Road, Oak Farms Road, School Road, Lakeside Drive, Riverside Drive, Stanley Road, Chesterbrook Lane, Island Street, Wales Road.

Each road will be closed approximately 4-6 hours while it's being chip sealed. After the chip sealing is finished, the speed limits on the road will remain 15 mph for several days until the roads are swept.

### MID TO END OF JULY:

Comer Contracting will fog seal the following roads: Jurovaty Lane, Jurovaty Road, Parker Bridge Rd., Riverside Drive, Stanley Drive, Chesterbrook Lane.

Some of the roads that were chip sealed will then be asphalt emulsion fog coated. This is a process which lays down a thin layer of asphalt emulsion over the chip seal, which keeps the chips in place during plowing, making the road hold up better as well as being smoother to walk and drive on. This will also result in road closures of approximately 4 hours while it is applied and cures.

### JULY TO AUGUST:

Indus Pavement Preservation will apply a penetrating sealant on the following roads: Sunset Lane, Townsend Road, Windrush Lane and the walking track at Veterans Memorial Field on Long Hill Road. The sealing is designed to reduce oxidation of the road surface and allow us to go longer before we have to crack seal and chip seal. After the sealant is applied cars, will need to stay off these roads for at least three hours.

After the chip seal is applied, Indus will microsurface (cape seal) the following roads: School Rd, Lakeside Drive, Island Street, Oak Farms Road.

### END OF JULY:

The end of July beginning of August, the Public Works road crew will be doing drainage repair on Shoddy Mill Road between Wales Road and Route 6. Expect delays and closures related to this work during that period.

## Order of the Town of Andover Traffic Authority

**Whereas**, some residents have asked that the town authorize golf cart use on town roads “in the Andover Lake District;” and

**Whereas**, Connecticut General Statutes section 8-300g enables the traffic authority of any town to permit the operation of golf carts **during daylight hours only**, on any street or highway within the town under the jurisdiction of the traffic authority, provided that conditions set forth in section 8-300g are satisfied; and

**Whereas**, the Traffic Authority in Andover is the Board of Selectmen, and the contact person for the Traffic Authority is the undersigned first selectman; and

**Whereas**, the Traffic Authority has duly considered this citizen request in light of the requirements of section 8-300g, determined that all legal conditions are met, and decided that the request should be approved, it is hereby ORDERED that:

The Andover Traffic Authority authorizes the use of golf carts on roads in the Andover lake district (as specified on the zoning map maintained by the Planning and Zoning Commission) pursuant to General Statutes section 14-300g as follows:

- (1) Each such golf cart shall be equipped with an operable horn in accordance with the requirements of subsection (c) of General Statutes section 14-80; (2) each such golf cart shall be equipped with a flag that is positioned to assist operators of motor vehicles in observing the location and operation of such golf cart; (3) no such authorization shall be granted for operation on any street or highway the posted speed limit of which is more than twenty-five miles per hour; and (4) the operator of any such golf cart shall carry a valid motor vehicle operator’s license while operating such golf cart.
- (2) Any person who operates a golf cart in violation of any provision of this subsection, any insurance requirement established in accordance with subsection (b) of section 14-300g, or any other conditions or limitations established by the traffic authority for the operation of golf carts shall have committed an infraction.
- (3) Additional local conditions that specially apply in the Town of Andover are that (1) golf cart use is not allowed while it is snowing or during an ice or hail storm; (2) Golf carts must be in good working condition and have functional brakes; (3) Passengers must remain seated while the golf cart is in motion; and (4) No golf cart may be operated on a town road without insurance as required by section 14-300g and other applicable State law and regulations.

So Approved:

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Jeffrey Maguire, First Selectman

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Date

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**TOWN OF ANDOVER, CONNECTICUT**  
**Board of Selectmen**  
**17 School Road Andover, CT 06232**

**MINOR ORDINANCE REGARDING RESIGNATION AND REPLACEMENT OF ANY TOWN OFFICIAL**

Pursuant to Sections 402A and 105H of the Town Charter permitting the Board of Selectmen to enact and adopt any **Minor Ordinance** "to ensure the orderly day to day maintenance of the order of the Town," it is therefore enacted, adopted and required that:

1. As set forth in General Statutes section 7-103, any elected or appointed town official desiring to resign from such office shall submit their resignation in writing to the Town Clerk, effective on submission, or on the date specified in the writing.
2. Any such resignation may be effectuated by electronic transmission to the Town Clerk from the resigning official, or via the chair of the proper board, commission or political party committee of the resigning official, effective when the Clerk reasonably confirms its authenticity, or on the date specified by the resigning official in their writing.
3. Any board, commission or local political party chair who receives a resignation from any board or commission by letter or electronic communication from any member of any such unit they chair must provide a copy of the same to the Town Clerk forthwith.
4. The Town Clerk shall immediately notify the First Selectman, and chair of the affected board or commission and of any local political party of the resignation and vacancy.
5. Any applicant to fill any interim vacancy on any Town board or commission must submit in writing or by electronic means to the Town Clerk a letter of interest, and any such letter shall be provided forthwith to the appropriate board or commission and political party chair by the Clerk, and also made available for public inspection before any meeting to consider filling the vacancy is noticed and held by any board or commission.
6. If any action to replace an elected official who has resigned or is deceased appears on the agenda of any Town board or commission, the agenda item must specify the names of any candidates the board or commission is considering to fill any such vacancy.
7. Per General Statutes section 1-200(6)(A), candidate interviews if any shall be in public session, discussion of candidate suitability shall be in executive session unless all candidates agree otherwise, and voting to fill any vacancy shall be in public session.

So Moved by \_\_\_\_\_ Second by \_\_\_\_\_  
Selectman Selectman

Dated at Andover, Connecticut this \_\_\_\_ day of \_\_\_\_\_, 2020

## Election of Schoolboard Member for RHAM

We have received a resignation letter from Dave Gostanian who is one of our elected representatives on the RHAM board of Education. His resignation is effective no later than 6/30/2020.

### State Law:

CGS 164-10-46-6-b-1

*“At least thirty days before the expiration of the term of office of any board member, a town meeting shall be held in accordance with chapter 90 to nominate and elect a successor. Any person who is an elector of such town may vote at such meeting. If a vacancy occurs in the office of any member of the regional board of education, the town affected, at a town meeting called within thirty days from the beginning of such vacancy, shall nominate and elect a successor to serve for the unexpired portion of the term in accordance with the above procedure.”*

Given the State of Emergency brought on by Covid 19 this presents us with some problems

### Governors Executive order 7B

*Suspension of In-Person Open Meeting Requirements. Sections 1-206, 1-225, and 1226 of the Connecticut General Statutes, and any open meeting provision of any municipal charter, ordinance, or regulation that conflicts with this order, are suspended to the extent necessary to permit any public agency to meet and take such actions authorized by the law without permitting or requiring in-person, public access to such meetings, and **to hold such meetings or proceedings remotely by conference call, videoconference or other technology**, provided that: 1) the public has the ability to view or listen to each meeting or proceeding in real time, by telephone, video, or other technology; 2) any such meeting or proceeding is recorded or transcribed, and such recording or transcript shall be posted on the agency's website within seven (7) days of the meeting or proceeding, and made available within a reasonable time in the agency's office; 3) the required notice and agenda for each meeting or proceeding is posted on the agency's website and shall include information about how the meeting will be conducted and how the public can access it; 4) any materials relevant to matters on the agenda, including but not limited to materials related to specific applications, if applicable, shall be submitted to the agency a minimum of twenty four (24) hours prior and posted to the agency's website for public inspection prior to, during, and after the meeting, and any exhibits to be submitted by members of the public shall, to the extent feasible, also be submitted to the agency a minimum of twenty-four (24) hours prior to the meeting and posted to the agency's website for public inspection prior to, during, and after the meeting; and 5) all speakers taking part in any such meeting or proceeding shall clearly state their name and title, if applicable, before speaking on each occasion that they speak.*

*Also Executive order 7JJ, and 7OO*

*My suggestion is the following*

*We advertise this in the river east, website, social media and post on town hall entrance. Each prospective candidate is asked to write a one page synopsis of why they are the best candidate for the job. These are due by June 20. A list of the candidates and their synopsis are published on the towns website. On June 21<sup>th</sup> for all to read*

*Contact the public party chairman in writing.*

*Mailer to go out with names of candidate's. On June 21 or 22*

*We schedule a town meeting on Tuesday June 30<sup>th</sup> via Zoom First Selectmen /Carol runs the meeting as town clerk. There will be a waiting room. Before anyone is admitted to the meeting they will be identified by the registrar as a voting eligible resident. Wally Barton presumably will be moderator. Each candidate will be allowed to talk for 3 minutes. After all the candidates talk there will public participation ie questions.*

*After that Roll call will take place and participants will state their name, address and candidate of choice. Meeting will recorded for verification.*

*Quorums is 25 voters*



applied concepts, inc.

855 E. Collins Blvd  
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Phone: 972-398-3780  
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National Toll Free: 1-800- STALKER

Inside Sales Partner: Brooke Journet  
brookej@stalkerradar.com

Reg Sales Mgr:

Kevin Anderson  
617-276-4503  
kevin@a-concepts.com

QUOTE  
# 2039602

Page 1 of 1

Date: 06/01/20

Effective From : 06/01/2020

Valid Through: 08/30/2020

Lead Time: 30 working days

<b>Bill To:</b> Town of Andover 17 School Road Andover, CT 06232	<b>Customer ID:</b> 017372  Accounts Payable	<b>Ship To:</b> Town of Andover 17 School Road Andover, CT 06232	<i>UPS Ground</i>  Town Administrator Eric Anderson
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	836-0015-00	PMG 15 Inch Display with Traffic Analyst	24	\$3,115.00	\$3,115.00

Ln	Qty	Part Number	Description	Price	Ext Price
1	1	200-1315-00	15" PMG w/Traffic Analyst, configured with:		\$0.00
2	1	011-0269-00	Pole Mount Graphics Operator Manual		\$0.00
3	1	035-0002-15	15" PMG Shipping Box		\$0.00
4	1	035-0002-00	PMG Corner Packing Foam		\$0.00
5	1	060-1000-24	24-Month Warranty		\$0.00
6	1	200-1285-00	15"PMG Speed Display		\$0.00
7	1	200-1285-10	15" PMG Bezel, White		\$0.00
8	1	200-1339-11	15" PMG without Strobe Configuration		\$0.00
9	1	200-1285-50	No Flash Selected		\$0.00
10	1	200-1285-55	15" PMG Pole Mount		\$0.00
11	1	047-1000-00	PMG Power Cover (1 per side)		\$0.00
12	1	200-1208-00	120/220V Hardwire to Pole Option w/10" Wiring		\$0.00
13	1	200-1298-01	15" PMG Conn Panel, Dual USB		\$0.00
14	1	200-1206-60	PMG 433MHz Key Fob and Controller		\$0.00
15	1	200-1206-70	PMG Wireless Module		\$0.00
16	1	200-1206-08	PMG Expanded Memory Option, 8GB SD Micro		\$0.00
17	1	200-1317-01	PMG Lead Acid Battery Box with Mount		\$0.00
18	1	200-1206-73	Short YOUR SPEED Sign Kit, Top Mount		\$0.00
19	1	200-1127-00	12V Gel-Cell Lead Acid Battery		\$0.00

<b>Group Total</b>	<b>\$3,115.00</b>
--------------------	-------------------

Product	\$3,115.00	Sub-Total:	\$3,115.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$0.00
		<b>Total: USD</b>	<b>\$3,115.00</b>

NO MONTHLY OR YEARLY SERVICE FEE

001

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.



applied concepts, inc.

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National Toll Free: 1-800- STALKER

Inside Sales Partner: Brooke Journet  
brookej@stalkerradar.com

Reg Sales Mgr:

Kevin Anderson  
617-276-4503  
kevin@a-concepts.com

QUOTE  
# 2039603

Page 1 of 2

Date: 06/01/20

Effective From : 06/01/2020

Valid Through: 08/30/2020

Lead Time: 30 working days

<b>Bill To:</b> Town of Andover 17 School Rd Andover, CT 06232-1526	<b>Customer ID:</b> 017372  Accounts Payable	<b>Ship To:</b> Town of Andover 17 School Rd Andover, CT 06232-1526	<i>UPS Ground</i>  Town Administrator Eric Anderson
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	836-0012-00	PMG 12 Inch Display with Traffic Analyst	24	\$2,910.00	\$2,910.00
	<b>Ln</b>	<b>Qty</b>	<b>Part Number</b>	<b>Description</b>	<b>Price</b>	<b>Ext Price</b>
	1	1	200-1312-00	12"PMG w/Traffic Analyst, configured with:		\$0.00
	2	1	011-0269-00	Pole Mount Graphics Operator Manual		\$0.00
	3	1	035-0002-12	12" PMG Shipping Box		\$0.00
	4	1	035-0002-00	PMG Corner Packing Foam		\$0.00
	5	1	060-1000-24	24-Month Warranty		\$0.00
	6	1	200-1206-00	12" PMG Speed Display		\$0.00
	7	1	200-1206-10	12" PMG Bezel, White		\$0.00
	8	1	200-1338-11	12" PMG without Strobe Config Pairing		\$0.00
	9	1	200-1206-50	No Flash Selected		\$0.00
	10	1	200-1206-55	12" PMG Pole Mount		\$0.00
	11	1	047-1000-00	PMG Power Cover (1 per side)		\$0.00
	12	1	200-1208-00	120/220V Hardwire to Pole Option w/10" Wiring		\$0.00
	13	1	200-1270-01	12" PMG Dual USB Port & Memory Stick		\$0.00
	14	1	200-1206-60	PMG 433MHz Key Fob and Controller		\$0.00
	15	1	200-1206-70	PMG Wireless Module		\$0.00
	16	1	200-1206-08	PMG Expanded Memory Option, 8GB SD Micro		\$0.00
	17	1	200-1206-56	12" PMG "YOUR SPEED" Bezel		\$0.00
	18	1	200-1317-01	PMG Lead Acid Battery Box with Mount		\$0.00
	19	1	200-1127-00	12V Gel-Cell Lead Acid Battery		\$0.00
<b>Group Total</b>						\$2,910.00

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
2	1		Selected Accessories	0		\$0.00
	<b>Ln</b>	<b>Qty</b>	<b>Part Number</b>	<b>Description</b>	<b>Price</b>	<b>Ext Price</b>
	20	1	200-1127-00	12V Gel-Cell Lead Acid Battery	\$168.00	\$168.00
<b>Group Total</b>						\$168.00



applied concepts, inc.

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Richardson, TX 75081  
Phone: 972-398-3780  
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner: Brooke Journet  
brookej@stalkerradar.com

Reg Sales Mgr:

Kevin Anderson  
617-276-4503  
kevin@a-concepts.com

QUOTE  
# 2039603

Page 2 of 2

Date: 06/01/20

Effective From : 06/01/2020

Valid Through: 08/30/2020

Lead Time: 30 working days

<b>Bill To:</b> Town of Andover 17 School Rd Andover, CT 06232-1526	<b>Customer ID:</b> 017372  Accounts Payable	<b>Ship To:</b> Town of Andover 17 School Rd Andover, CT 06232-1526	<i>UPS Ground</i>  Town Administrator Eric Anderson
--	--	--	---

Product	\$3,078.00	Sub-Total:	\$3,078.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$70.00
		<b>Total: USD</b>	<b>\$3,148.00</b>

NO MONTHLY OR YEARLY SERVICE FEE

001

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.





applied concepts, inc.

855 E. Collins Blvd  
 Richardson, TX 75081  
 Phone: 972-398-3780  
 Fax: 972-398-3781

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QUOTE  
 # 2039602

Page 1 of 2

Date: 06/01/20

Effective From : 06/01/2020

Valid Through: 08/30/2020

Lead Time: 30 working days

<b>Bill To:</b> Town of Andover 17 School Road Andover, CT 06232	<b>Customer ID:</b> 017372  Accounts Payable	<b>Ship To:</b> Town of Andover 17 School Road Andover, CT 06232	<i>UPS Ground</i>  Town Administrator Eric Anderson
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	836-0015-00	PMG 15 Inch Display with Traffic Analyst	24	\$3,115.00	\$3,115.00
	<b>Ln</b>	<b>Qty</b>	<b>Part Number</b>	<b>Description</b>	<b>Price</b>	<b>Ext Price</b>
	1	1	200-1315-00	15" PMG w/Traffic Analyst, configured with:		\$0.00
	2	1	011-0269-00	Pole Mount Graphics Operator Manual		\$0.00
	3	1	035-0002-15	15" PMG Shipping Box		\$0.00
	4	1	035-0002-00	PMG Corner Packing Foam		\$0.00
	5	1	060-1000-24	24-Month Warranty		\$0.00
	6	1	200-1285-00	15"PMG Speed Display		\$0.00
	7	1	200-1285-10	15" PMG Bezel, White		\$0.00
	8	1	200-1339-11	15" PMG without Strobe Configuration		\$0.00
	9	1	200-1285-50	No Flash Selected		\$0.00
	10	1	200-1285-55	15" PMG Pole Mount		\$0.00
	11	1	047-1000-00	PMG Power Cover (1 per side)		\$0.00
	12	1	200-1208-00	120/220V Hardwire to Pole Option w/10" Wiring		\$0.00
	13	1	200-1298-01	15" PMG Conn Panel, Dual USB		\$0.00
	14	1	200-1206-60	PMG 433MHz Key Fob and Controller		\$0.00
	15	1	200-1206-70	PMG Wireless Module		\$0.00
	16	1	200-1206-08	PMG Expanded Memory Option, 8GB SD Micro		\$0.00
	17	1	200-1317-01	PMG Lead Acid Battery Box with Mount		\$0.00
	18	1	200-1206-73	Short YOUR SPEED Sign Kit, Top Mount		\$0.00
	19	1	200-1127-00	12V Gel-Cell Lead Acid Battery		\$0.00
<b>Group Total</b>						\$3,115.00

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
2	1		Selected Accessories	0		\$0.00
	<b>Ln</b>	<b>Qty</b>	<b>Part Number</b>	<b>Description</b>	<b>Price</b>	<b>Ext Price</b>
	20	1	200-1127-00	12V Gel-Cell Lead Acid Battery	\$168.00	\$168.00
<b>Group Total</b>						\$168.00



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Page 2 of 2  
Date: 06/01/20

Kevin Anderson  
617-276-4503  
kevin@a-concepts.com

Effective From : 06/01/2020

Valid Through: 08/30/2020

Lead Time: 30 working days

<b>Bill To:</b> Town of Andover 17 School Road Andover, CT 06232	<b>Customer ID:</b> 017372  Accounts Payable	<b>Ship To:</b> Town of Andover 17 School Road Andover, CT 06232	<i>UPS Ground</i>  Town Administrator Eric Anderson
---	--	---	--

Product	\$3,283.00	Sub-Total:	\$3,283.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$70.00
		<b>Total: USD</b>	<b>\$3,353.00</b>

NO MONTHLY OR YEARLY SERVICE FEE

001

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**Town of Andover  
Board of Finance**

Wednesday, May 27, 2020 at 7:00 P.M.

Location: virtual Zoom meeting

Regular Meeting Minutes

a. FY 2020-21 Town Budget

Louise Goodwin MOVED to adopt the Andover Town Budget for the Fiscal Year 2020-2021 as presented.

Diane Choquette SECONDED

MOTION CARRIED 6:0:0

The final town budget including AES and RHAM is \$12,535,376 with a resulting mil rate of 35.61.

The final Fiscal Year 2020-2021 Town Budget will be posted to the town website.

Members discussed establishment of capital reserve funds:

Marc Brinker MOVED to establish Capital Reserve Funds as follows for the next Fiscal Year:

A fund entitled "Bunker Hill Bridge Replacement fund" for the purposes of utilizing the Federal local bridge replacement program to replace the Bunker Hill Bridge.

A fund entitled "Town Building maintenance fund" for the purposes of creating a permanent fund for the maintenance of town buildings and structures.

A fund entitled Roadwork fund" for the purposes of creating a permanent fund for the maintenance, paving and reconstruction of town roads.

A fund entitled "Tree removal fund" for the purposes of creating a permanent fund for the trimming and removal of trees that are safety hazards on town roads.

A fund entitled "Bridge and culvert fund" for the purposes of creating a permanent fund for the maintenance, evaluation, engineering and replacement of bridges and culverts that do not qualify for state or federal funding.

A fund entitled "Connectivity Grant Fund" for the purposes of creating a permanent fund for money received from a State of Connecticut DOT Connectivity Grant.

Further, it is the intention of the Board of finance that money placed in these special funds shall be considered budgeted in the year they are placed in the funds and are therefore spendable without requiring a town meeting.

Louise Goodwin SECONDED

Discussion: Eric Anderson shared that the town has received legal opinions from the Town Attorney Dennis O'Brien. Per the Town Charter, when the funds are established by the Board of Finance, then the Board of Selectmen can transfer the funds. The funds can be used without going to a Town Meeting.

MOTION CARRIED 6:0:0

**Attorney Dennis O'Brien  
Attorneys O'Brien & Johnson  
120 Bolivia Street  
Willimantic, CT 06226  
860-208-2345 (phone/text) 860-423-1533 (Fax)  
dennis.o.brien@snet.net**

June 2, 2020

Eric Anderson  
Town Administrator  
Town of Andover  
17 School Road  
Andover, CT 06232

**Re: Town Attorney Review by the Board of Selectmen**

Dear Eric:

In October of 2003, on behalf of this law firm, I applied to become town attorney of the Town of Andover, and I was pleased to be retained in that capacity by the Town later that year. I am now in my seventeenth year of providing legal services to the Town of Andover.

Section 702J of the Charter of the Town of Andover provides a job description of the town attorney. It also provides that "The Board of Selectmen shall on an annual basis conduct a review of the work of the Town Attorney. In almost 17 years as your lawyer, no formal review of my work has been conducted by the Board.

Having worked so closely with the Board of Selectmen for so many years, doing what I subjectively have felt was hundreds upon hundreds of hours of excellent legal work for minimal compensation, never more than \$9,000 a year and often less, I never stopped to think about being formally evaluated by the Board. I guess I assumed that the Board was aware of and pleased with my work because I was doing well, and so they kept me on without a formal review.

You have informed me that a more formal review of my work will be undertaken this year for the first time. Having formally evaluated the work of the very many legal aid attorneys I generally supervised in my 23 years with Connecticut Legal Services, to save time and effort and provide focus to this evaluation, I have decided to prepare and submit to you this self-evaluation for your presentation to the Selectmen in the packet for their next regular meeting on Monday, June 8.

Going way back in time, I am a U.S. Army veteran, and then an honors graduate of both the University of Connecticut and the UConn Law School, class of 1972.

Eric Anderson  
Town Administrator  
Town of Andover  
June 2, 2020  
Page Two

In October of 1995, I entered the private practice of law after 23 years representing lower income clients at legal aid. From 1982 to 1995, I was chief counsel and director of litigation for Connecticut Legal Services, Inc., the statewide legal aid organization with more than one hundred employees. During that era, I had great success litigating public law issues in state and federal courts, at trial and on appeal.

Before I began to represent the towns of Tolland, Ashford, Mansfield, Chaplin and Andover at various times since 1996, I was involved in many municipal law cases when I worked for Connecticut Legal Services.

Aside from my tenure as town counsel for five area towns, I have extensive experience in other public law endeavors that continues to benefit the Town of Andover and Town of Chaplin, the other town I still represent, even more as time goes by.

In addition to my town attorney responsibilities, from 1999 to 2011, I served as Judge of Probate for the District of Windham, a part time but very busy judicial position which enhanced my capability as an advocate for the Town of Andover and other towns by making me much more fully familiar with the judicial function and thought process.

In 2006, thanks in large part to my advocacy at the State Capitol, we proudly opened the Northeast Regional Children's Probate Court in Willimantic. Andover and its probate court, then located in Bolton, were affiliated with the NERCPC along with nine other courts and sixteen other towns. In December of 2006, I was honored to be chosen by my peer judges as the chief judge of the new court and, in addition to adjudicating the largest and most difficult caseload, I was instrumental in getting the court operational.

My partner in life and in the law is Attorney Susan Johnson. Among other things, she is also a long-term legal services advocate with Legal Assistance to Medicare Patients, a subunit of Connecticut Legal Services. She has substantial experience in the legal profession as well as in public life, having been a three-term member of the Windham Board of Selectmen and an elected member of our zoning board of appeals and board of assessment appeals.

Since 2009, Susan has represented Windham in the State House of Representatives with great distinction. Former vice-chair of the Insurance and Real Estate Committee and House chair of the Public Health Committee, she is currently House chair of the Regulations Review Committee. She also continues to serve the Town of Windham as chair of our inland wetlands and watercourses commission.

Eric Anderson  
Town Administrator  
Town of Andover  
June 2, 2020  
Page Three

One of the many things I do to keep me better informed and prepared to represent the Town of Andover is to keep up with goings on in the Town by reading the Town website and newspapers that cover current events in the Town.

It is clear to me is that the people of the Town are relatively very pleased with the more efficient and effective way Town government has been recently operating, especially in the fiscal year now about to end, due in large part to a much more professional, systematic, proactive and reasonable approach to governing.

Frankly, as town attorney, I was instrumentally involved in at least two sets of events that resulted in sea changes for the progress of the Town. First, without going into detail, your current first selectman and vice first selectman are well aware of the role I played in helping to professionalize local government through Charter revision and implementation of professional management in the person of a town administrator as chief executive officer of the Town.

Later, when an elected official also serving as a town employee in part time positions using a town hall office overstepped his bounds, it was I as town counsel who immediately insisted on his removal from the situation for the protection of everyone and the Town, and I also guided the Town through the difficult months that ensued.

This recent statement submitted to the Board of Selectmen by a resident referring to that situation is notable: "I commend the women working in our town who came forward and stood tall. And I commend the people who did not sweep it under the rug. It was the right thing to do to remove him from the town hall office. I commend the new leadership formed that are working hard to change old habits and step into the new day."

Before the start of the current fiscal year, I recommended to new First Selectman Jeff Maguire that the Town and my law firm adopt the same system we were using in the Town of Chaplin whereby the town pays us just \$9,000 a year and we provide all the services you reasonably need. I figured that at most, at an hourly rate of \$120 which we have never changed since 1996, we averaged annual fees of less than \$9,000 ever since 2004 here in Andover. In my last few years representing the Town of Mansfield, they paid us \$42,000 a year for services that were worth at least \$100,000, in my estimation.

Andover decided to go with my proposal. I knew that given the almost new Board of Selectmen and with a new town administrator coming on, I would probably be doing upwards of \$20,000 worth of work for \$9,000, but that was okay by me because I enjoy the work, and I would not have to take the time to prepare detailed bills for our services.

Eric Anderson  
Town Administrator  
Town of Andover  
June 2, 2020  
Page Four

The major advantage to a town in this kind of fee arrangement which no other town attorneys I know of have ventured to do, is that to limit costs, towns that pay by the hour often fail to put legal questions to their counsel that they really should be asking, and we know what they say about that in the auto repair business: “You can pay me now or you can pay me later.”

So far, for fiscal year 2019-2020, the Board of Selectmen has made a very good deal for the Town as far as attorney’s fees are concerned, and it’s okay with me because I very much enjoy working with the Town and Town officials

As we entered the current fiscal year, for a number of reasons I expected to be busier than ever working for the Town of Andover, though I of course did not anticipate anything like COVID 19. There was a mostly new Board of Selectmen with new energy and ideas and we were also anticipating a replacement town administrator.

Going into FY 19-20, at the request of the former first selectman, I had been working with counsel for the local Board of Education to develop a comprehensive agreement between the Board of Selectmen and Board of Education to place a senior citizens center in space at the Andover Elementary School, but it soon started to appear that the project would not be brought to fruition, and as you know better than I do, the project has been dormant and is probably abandoned.

Later, on November 12, 2019, I wrote an opinion at the request of the Board of Selectmen apparently initiated by you legally authorizing the Board of Finance to make an expenditure of up to \$10,000 from the “Multi-use Public Building Fund” to adapt the Town Hall community room for senior usage, without having to go to a special town meeting because the expenditure did not constitute “an addition to the town budget,” and was therefore not a Charter Section 805 “supplemental appropriation.”

Starting in July of 2019, my first major task was to review the work and analyze the status of the then extant charter revision commission, which I had not been asked to do previously in what would have been much more timely fashion. I learned that although the commission under the leadership of Chairman Dennis Williams had done some very excellent work on a draft report at the beginning of their tour of duty, due partly to the exit of two key commission members from Town, the commission had become dormant and did not appear able to complete its draft report.

Later, in January of this year, the Board of Selectmen had little choice but to approve a resolution drafted by me and approved by Chairman Williams to dissolve the charter revision commission. It is my understanding that a new commission may be

Eric Anderson  
Town Administrator  
Town of Andover  
June 2, 2020  
Page Five

empaneled in the future to address some of the important Charter issues raised by the dissolved commission and then some, and I look forward to working on that important project if and when it materializes.

On or about August 1, 2019, I began working with First Selectman Jeff Maguire and Vice First Selectman Adrian Mandeville to develop a special Employment

Agreement for the new town administrator, who of course turned out to be you, Eric Anderson. Having the benefit of lessons learned during our experience with our first ever town administrator, after a total of seven drafts and redrafts, we finally completed the task together, and you, Eric, came on board as the new TA pursuant to that Agreement.

One of the first matters I worked on with you directly was the Town's response to extraordinary efforts by your predecessor to maximize the payouts he received from the Town upon his departure. He eventually filed claims with the CT Department of Labor which we responded to together in writing in great detail. After writing several drafts we ultimately prevailed, ending that chapter of recent Town government history on a relatively high note.

Next, I was asked to write a proposed ordinance changing the Town's frequency of property tax collection from four times a year to twice. A special town meeting was convened on October 24, 2019, but ultimately the voters rejected the proposed ordinance. Around that same time, an issue arose concerning the Town's authority to tax equipment owned by Asplundh that was temporarily stored in the town, and I wrote an opinion supporting the position of the assessor.

Speaking of the assessor, in January of 2020, a controversy developed over the delivery process by which the request for proposals for revaluation services was answered by one bidder, and I played a major role in working with the office of the assessor and the town clerk in developing an effective solution whereby the item was put out to bid a second time with safeguards that protected the Town from fault. Previously, I had approved the excellent bid package documents prepared by the assessor.

In early February of 2020, I worked with you to develop a detailed Employment Agreement for the town treasurer. Later that month I began my careful review and edit of a very lengthy and detailed Personnel Policies document assembled by you which I finally completed in May of this year.

In late February and early March, I fashioned a legal opinion authorizing the Board of Selectmen and Board of Finance to transfer previously dormant specially



Eric Anderson  
Town Administrator  
Town of Andover  
June 2, 2020  
Page Six

purposed capital improvement fund balances to a general building maintenance fund for the substantial benefit of the Town and townspeople.

Soon thereafter, the COVID 19 crisis hit the world including Andover and together we wrote a local Declaration of Public Health and Civil Preparedness Emergency to be executed by you as town administrator and First Selectman Maguire.

Soon, at your request, I drafted a volunteer waiver form to hold the Town harmless to the greatest extent permitted by law from liability to injured volunteers in the COVID crisis.

My next task was a daunting one indeed. On March 30, after numerous hours of research and consultation with experts statewide including but not limited to the Connecticut Conference of Municipalities, I wrote for the Town of Andover the first and only comprehensive analysis of the Governor's Executive Orders, especially EO 7I, pertaining to the issue of whether holding a budget town meeting and referendum was discretionary with town officials, or if the Orders absolutely **required** that the budgets be determined solely by the Board of Finance, with no budget town meeting or referendum.

As you know, my conclusion, in a thorough nine-page analysis, was that the matter this year was totally the responsibility of the Board of Finance, with substantial public input required by Executive Order 7B. Though some disagreed, I was later proven to be correct by Executive Order 7HH issued by the Governor on May 2. I virtually appeared at more than one BOS meeting in support of my opinion, and I very much appreciated the support I received for my legal opinions from you and the Board of Selectmen as this process continued.

The next issue facing the Board of Selectmen as a result of the COVID 19 crisis was generated by the Governor's Executive Order 7S regarding local property taxes and other charges. Recall that you and I worked together on several possible resolutions to be considered by the BOS, which eventually made their choices at a meeting I virtually attended after sitting through a CCM webinar to better educate myself to assist you all.

Since we all successfully dealt with the initial legal effects of COVID 19 and the Governor's Executive Orders, I have been assisting the Town in recent weeks with some more minor matters including the development of a draft "minor" ordinance to clarify the processes for resignation and replacement of town officials, the filling of a newly created vacancy on the Region 19 Board of Education, and a Traffic Authority resolution regarding the use of golf carts on Lake District roads.

Eric Anderson  
Town Administrator  
Town of Andover  
June 2, 2020  
Page Seven

Previously, throughout the course of this fiscal year, I handled a great many relatively minor matters including but not limited to reviews and revisions of the invitation to bid on Sunset Lane Paving, the ServPro asbestos abatement contract, the Yantic River Consultants culvert contract, the public works roof replacement contract, the website and communications platform contract with CivicCMS, the Town snow day policy, and an issue pertaining to the hiring of a replacement zoning enforcement officer.

As noted above, I am being paid an annual stipend of \$9,000 for all this legal service during this fiscal year. If I were as in the past billing the town at \$120 an hour that would buy 75 hours of time fully devoted to your work. Frankly, there's no way I could have successfully done all I did for the Town of Andover this fiscal year in only 75 hours.

I have worked hard to provide you with high quality legal services and a great fee for services deal for the Town of Andover. In return you have provided me with the opportunity to keep doing the kind of work I truly love for dedicated public officials I very much enjoy working with.

In my personal view and in my extensive experience, it doesn't get much better than this, and I would like to do it again for the next fiscal year.

Thank you for your work and for sharing this with the Board of Selectmen.

Sincerely yours,

/s/Dennis O'Brien

Dennis O'Brien  
Attorney at Law

# Treasurer's Report

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

06/02/2020  
 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	\$1,201.51	\$11,512.30	\$637.39	(\$10,874.91)	--
<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	\$34,124.65	(\$875.35)	97.50%
<b>PROGRAM</b>	104 Lien on Active Taxes	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$4,890.88	\$3,690.88	407.57%
<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	\$1,201.51	\$11,512.30	\$39,652.92	(\$108,059.38)	20.66%
<b>OBJECT</b>	10 Property Taxes	\$136,200.00	\$0.00	\$136,200.00	\$1,201.51	\$11,512.30	\$39,652.92	(\$108,059.38)	20.66%
	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	\$3,045.00	\$45.00	101.50%
<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	\$4,772.01	(\$227.99)	95.44%
<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**

06/02/2020  
 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	\$67,222.50	(\$3,978.50)	94.41%
<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	\$2,055,296.00	\$134,043.00	106.98%
<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	\$2,055,296.00	\$134,043.00	106.98%
<b>OBJECT</b>	20 Intergovernmental Revenues	\$1,992,454.00	\$0.00	\$1,992,454.00	\$0.00	\$0.00	\$2,122,518.50	\$130,064.50	106.53%
	30 Investment Income								
<b>PROGRAM</b>	303 Interest	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$7,421.99	\$43,763.43	\$11,341.44	145.37%
<b>FUNCTION</b>	0000 General Revenue	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$7,421.99	\$43,763.43	\$11,341.44	145.37%
<b>OBJECT</b>	30 Investment Income	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$7,421.99	\$43,763.43	\$11,341.44	145.37%
	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	\$51,525.00	\$6,514.00	114.48%
<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	\$51,525.00	\$6,014.00	113.22%

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

06/02/2020  
 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	\$22,720.00	(\$13,320.00)	63.00%
<b>PROGRAM</b>	415 Waste Redemption	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$2,416.20	\$1,916.20	483.24%
<b>FUNCTION</b>	0700 Sanitation and Waste	\$36,500.00	\$0.00	\$36,500.00	\$0.00	\$40.00	\$25,136.20	(\$11,403.80)	68.76%
<b>PROGRAM</b>	405 Building Department Receipts	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$4,118.87	\$42,890.33	\$6,771.46	121.16%
<b>FUNCTION</b>	0800 Planning and Land Use	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$4,118.87	\$42,890.33	\$6,771.46	121.16%
<b>OBJECT</b>	40 Licenses, Fees and Charges for G	\$114,000.00	\$0.00	\$114,000.00	\$0.00	\$4,169.87	\$119,551.53	\$1,381.66	101.21%
	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	\$1,201.51	\$23,515.44	\$2,333,613.97	\$37,944.53	101.67%
<b>Grand Total for Report</b>		\$2,272,154.00	\$0.00	\$2,272,154.00	\$1,201.51	\$23,515.44	\$2,333,613.97	\$37,944.53	101.67%

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

06/02/2020  
 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	\$1,797.50	\$0.00	\$0.00	(\$297.50)	119.83%
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	\$5,024.13	\$0.00	\$0.00	\$4,375.87	53.45%
1-100-01-0102-100Town Administrator Salary	\$87,550.00	\$82,550.00	\$68,396.85	\$0.00	\$0.00	\$14,153.15	82.86%
1-100-01-0102-120Adminstrative Assistant	\$13,840.00	\$18,840.00	\$15,557.64	\$0.00	\$0.00	\$3,282.36	82.58%
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	\$1,180.87	\$0.00	\$0.00	(\$530.87)	181.67%
1-100-01-0102-580Mileage	\$1,600.00	\$1,600.00	\$900.00	\$0.00	\$0.00	\$700.00	56.25%
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	\$86,120.36	\$0.00	\$0.00	\$18,169.64	82.58%
1-100-01-0103-121Board Clerk Wages-BOF	\$1,715.00	\$1,715.00	\$1,007.50	\$0.00	\$0.00	\$707.50	58.75%
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	\$1,007.50	\$0.00	\$0.00	\$5,757.50	14.89%
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	\$6,805.50	\$0.00	\$0.00	\$12,194.50	35.82%
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	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
01 General Government	\$25,000.00	\$20,000.00	\$6,805.50	\$0.00	\$0.00	\$13,194.50	34.03%
1-100-01-0109-100Salary-Treasurer	\$61,800.00	\$61,800.00	\$55,857.62	\$0.00	\$0.00	\$5,942.38	90.38%
1-100-01-0109-120Assistant Treasurer	\$28,388.00	\$28,388.00	\$25,436.40	\$0.00	\$0.00	\$2,951.60	89.60%
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	\$81,294.02	\$0.00	\$0.00	\$11,093.98	87.99%

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

06/02/2020  
 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	\$39,710.34	\$0.00	\$0.00	\$4,230.66	90.37%
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	\$48,869.32	\$0.00	\$0.00	\$6,251.68	88.66%
1-100-01-0113-100Salary-Assessor	\$28,374.00	\$28,374.00	\$25,646.01	\$0.00	\$0.00	\$2,727.99	90.39%
1-100-01-0113-120Salary-Asst. Assessor	\$34,765.00	\$34,765.00	\$31,377.40	\$0.00	\$0.00	\$3,387.60	90.26%
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	\$21,162.00	\$18,962.00	\$0.00	\$0.00	\$2,200.00	89.60%
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	\$86,261.00	\$76,329.52	\$0.00	\$0.00	\$9,931.48	88.49%
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	\$42,237.96	\$0.00	\$0.00	\$4,493.04	90.39%
1-100-01-0117-120Asst. Salary-Town Clerk	\$21,940.00	\$21,940.00	\$18,486.26	\$0.00	\$0.00	\$3,453.74	84.26%
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	\$123.54	\$0.00	\$0.00	\$376.46	24.71%
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	\$70,404.71	\$0.00	\$0.00	\$15,206.29	82.24%
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	\$1,597.32	\$0.00	\$0.00	\$12,497.68	11.33%
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**

06/02/2020  
 Fiscal Year 2019-2020

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0121-438 Equip. Maint.-Elections	\$3,000.00	\$3,000.00	\$600.00	\$0.00	\$0.00	\$2,400.00	20.00%
1-100-01-0121-610 Supplies-Elections	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
1-100-01-0121-800 MISC/CANV	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0.00%
1-100-01-0121-830 Meals-Elections	\$550.00	\$550.00	\$48.28	\$0.00	\$0.00	\$501.72	8.78%
01 General Government	\$25,315.00	\$25,315.00	\$2,377.44	\$0.00	\$0.00	\$22,937.56	9.39%
1-100-01-0123-432 Building Maint.- Old Town Hall	\$3,200.00	\$3,200.00	\$472.26	\$0.00	\$0.00	\$2,727.74	14.76%
1-100-01-0123-490 Alarm System-Old Town Hall	\$800.00	\$800.00	\$680.65	\$0.00	\$0.00	\$119.35	85.08%
1-100-01-0123-530 Telephone-Old Town Hall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0123-601 Electricity-Old Town Hall	\$570.00	\$570.00	\$471.56	\$0.00	\$0.00	\$98.44	82.73%
1-100-01-0123-603 Fuel 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	\$1,624.47	\$0.00	\$0.00	\$3,345.53	32.69%
1-100-01-0125-100 Salary-Registrars	\$7,712.00	\$7,712.00	\$3,856.00	\$0.00	\$0.00	\$3,856.00	50.00%
1-100-01-0125-120 Asst. Salary-Registrars	\$800.00	\$800.00	\$400.00	\$0.00	\$0.00	\$400.00	50.00%
1-100-01-0125-330 CONF & SEMINARS	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
1-100-01-0125-335 Registrar-Training	\$3,500.00	\$3,500.00	\$702.72	\$0.00	\$0.00	\$2,797.28	20.08%
1-100-01-0125-580 Mileage-Registrars	\$500.00	\$500.00	\$122.96	\$0.00	\$0.00	\$377.04	24.59%
1-100-01-0125-610 Office Supplies-Registrars	\$600.00	\$600.00	\$82.27	\$0.00	\$0.00	\$517.73	13.71%
1-100-01-0125-810 Dues / Memberships-Registrars	\$200.00	\$200.00	\$170.00	\$0.00	\$0.00	\$30.00	85.00%
01 General Government	\$14,512.00	\$14,512.00	\$5,333.95	\$0.00	\$0.00	\$9,178.05	36.76%
1-100-01-0127-540 Legal 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%
1-100-01-0129-315 Payroll Service-Town Office	\$7,185.00	\$7,185.00	\$5,531.89	\$0.00	\$0.00	\$1,653.11	76.99%
1-100-01-0129-330 CONFERENCES & SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0129-350 Water Testing	\$500.00	\$500.00	\$385.00	\$0.00	\$0.00	\$115.00	77.00%
1-100-01-0129-365 Elevator-Service Contract	\$2,400.00	\$2,400.00	\$2,203.20	\$0.00	\$0.00	\$196.80	91.80%
1-100-01-0129-401 Elevator Permit	\$240.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00	0.00%
1-100-01-0129-430 ProComm.Maint. Agr.-Town Office Building	\$1,000.00	\$1,000.00	\$255.00	\$0.00	\$0.00	\$745.00	25.50%
1-100-01-0129-432 Building Maint.-Town Office Building	\$3,500.00	\$3,500.00	\$698.35	\$0.00	\$0.00	\$2,801.65	19.95%
1-100-01-0129-434 Furnace Maint.-Town Office Building	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0129-439 Software Maint.-Town Office Building	\$4,000.00	\$4,000.00	\$3,208.48	\$0.00	\$0.00	\$791.52	80.21%
1-100-01-0129-442 Computer Tech Support	\$8,000.00	\$8,000.00	\$5,343.75	\$0.00	\$0.00	\$2,656.25	66.80%
1-100-01-0129-444 Copier Rental-Town Office	\$2,600.00	\$2,600.00	\$2,311.51	\$0.00	\$0.00	\$288.49	88.90%
1-100-01-0129-490 Alarm System-Town Office	\$300.00	\$300.00	\$250.00	\$0.00	\$0.00	\$50.00	83.33%
1-100-01-0129-493 TN 911	\$10,069.00	\$10,069.00	\$10,068.80	\$0.00	\$0.00	\$0.20	99.99%
1-100-01-0129-530 Telephone-Town Office Building	\$10,600.00	\$10,600.00	\$11,409.29	\$0.00	\$0.00	(\$809.29)	107.63%
1-100-01-0129-531 Postage-Town Office	\$7,500.00	\$7,500.00	\$5,797.34	\$0.00	\$0.00	\$1,702.66	77.30%
1-100-01-0129-533 Postage Meter Rental-Town Office	\$600.00	\$600.00	\$450.00	\$0.00	\$0.00	\$150.00	75.00%
1-100-01-0129-537 Internet Cable-Office Building	\$1,650.00	\$1,650.00	\$1,237.85	\$0.00	\$0.00	\$412.15	75.02%
1-100-01-0129-550 Printing-Town Office Building	\$1,400.00	\$1,400.00	\$1,212.86	\$0.00	\$0.00	\$187.14	86.63%

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

06/02/2020  
 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	\$5,724.20	\$0.00	\$0.00	\$1,975.80	74.34%
1-100-01-0129-603 Fuel Oil-Town Office Building	\$5,000.00	\$5,000.00	\$4,810.13	\$0.00	\$0.00	\$189.87	96.20%
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	\$2,922.99	\$0.00	\$0.00	(\$922.99)	146.15%
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	\$1,666.92	\$0.00	\$0.00	(\$1,666.92)	0.00%
01 General Government	\$79,844.00	\$79,844.00	\$66,116.33	\$0.00	\$0.00	\$13,727.67	82.81%
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	\$40,261.03	\$0.00	\$0.00	\$6,238.97	86.58%
1-100-01-0141-207 Medicare-Employee Benefits	\$10,800.00	\$10,800.00	\$9,415.74	\$0.00	\$0.00	\$1,384.26	87.18%
1-100-01-0141-210 Unempl. Comp.-Employee Benefits	\$7,500.00	\$7,500.00	\$7,190.48	\$0.00	\$0.00	\$309.52	95.87%
1-100-01-0141-215 Health Insurance-Employee Benefits	\$205,000.00	\$205,000.00	\$186,163.62	\$0.00	\$0.00	\$18,836.38	90.81%
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	\$64,661.43	\$0.00	\$0.00	\$15,338.57	80.83%
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	\$314,750.23	\$0.00	\$0.00	\$43,970.77	87.74%
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**

06/02/2020  
 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	\$2,321.14	\$0.00	\$0.00	(\$321.14)	116.06%
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	\$17,987.84	\$0.00	\$0.00	\$3,119.16	85.22%
1-100-01-0145-100Municipal Agent-Salary	\$2,265.00	\$2,265.00	\$1,531.22	\$0.00	\$0.00	\$733.78	67.60%
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	\$6,705.72	\$0.00	\$0.00	\$2,639.28	71.76%
1-100-01-0147-365Cleaning Service	\$10,000.00	\$10,000.00	\$6,920.00	\$0.00	\$0.00	\$3,080.00	69.20%
01 General Government	\$10,000.00	\$10,000.00	\$6,920.00	\$0.00	\$0.00	\$3,080.00	69.20%
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	\$896.39	\$0.00	\$0.00	\$1,303.61	40.75%
1-100-01-0149-603Fuel Oil-Old Fire House	\$500.00	\$500.00	\$1,858.27	\$0.00	\$0.00	(\$1,358.27)	371.65%
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	\$2,754.66	\$0.00	\$0.00	\$495.34	84.76%
1-100-01-0151-100Dog Warden Salary-Dog Fund	\$3,500.00	\$3,500.00	\$3,165.22	\$0.00	\$0.00	\$334.78	90.43%
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	\$3,469.62	\$0.00	\$0.00	\$1,345.38	72.06%
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**

06/02/2020

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	\$152,660.87	\$0.00	\$0.00	\$16,172.13	90.42%
1-100-03-0301-111 Temp/PW	\$5,000.00	\$5,000.00	\$850.95	\$0.00	\$0.00	\$4,149.05	17.02%
1-100-03-0301-112 Overtime/PW	\$2,500.00	\$2,500.00	\$496.68	\$0.00	\$0.00	\$2,003.32	19.87%
1-100-03-0301-390 Tree Removal-Public Works Department	\$10,000.00	\$13,000.00	\$12,910.00	\$0.00	\$0.00	\$90.00	99.99%
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	\$388.00	\$0.00	\$0.00	\$212.00	64.67%
1-100-03-0301-435 Vehicle Maint.Public Works	\$12,000.00	\$18,081.68	\$20,914.38	\$0.00	\$0.00	(\$2,832.70)	115.67%
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	\$634.26	\$905.89	\$0.00	\$0.00	(\$271.63)	142.83%
1-100-03-0301-602 Diesel-Public Works	\$20,000.00	\$20,000.00	\$7,765.99	\$0.00	\$0.00	\$12,234.01	38.83%
1-100-03-0301-603 Fuel-Public Works	\$4,000.00	\$4,000.00	\$4,096.12	\$0.00	\$0.00	(\$96.12)	102.40%
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	\$515.74	\$515.74	\$0.00	\$0.00	\$0.00	100.00%
1-100-03-0301-638 Shop Supplies-Public Works	\$2,600.00	\$2,600.00	\$2,177.28	\$0.00	\$0.00	\$422.72	83.74%
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	\$2,207.04	\$0.00	\$0.00	\$492.96	81.74%
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	\$1,499.00	\$0.00	\$0.00	\$651.00	69.72%
1-100-03-0301-734 Tools-Public Works	\$2,700.00	\$2,700.00	\$2,378.24	\$0.00	\$0.00	\$321.76	88.08%
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	\$251,644.68	\$213,443.50	\$0.00	\$0.00	\$38,201.18	84.82%

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

06/02/2020  
 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	\$11,000.00	\$10,864.23	\$0.00	\$0.00	\$135.77	99.99%
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	\$2,632.78	\$2,632.78	\$0.00	\$0.00	\$0.00	100.00%
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0303-646 Salt-Snow Removal	\$40,000.00	\$42,693.31	\$42,693.31	\$0.00	\$0.00	\$0.00	100.00%
1-100-03-0303-830 Meals-Snow Removal	\$650.00	\$335.54	\$335.54	\$0.00	\$0.00	\$0.00	100.00%
03 Public Works	\$88,550.00	\$58,161.63	\$57,071.46	\$0.00	\$0.00	\$1,090.17	99.99%
1-100-03-0305-410 Street Lighting	\$7,500.00	\$7,500.00	\$4,890.72	\$0.00	\$0.00	\$2,609.28	65.21%
03 Public Works	\$7,500.00	\$7,500.00	\$4,890.72	\$0.00	\$0.00	\$2,609.28	65.21%
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	\$1,283.61	\$0.00	\$0.00	(\$83.61)	106.97%
1-100-03-0309-601 Electricity-Town Garage	\$3,600.00	\$3,600.00	\$2,245.60	\$0.00	\$0.00	\$1,354.40	62.38%
1-100-03-0309-603 Fuel Oil-Town Garage	\$5,100.00	\$5,100.00	\$3,494.00	\$0.00	\$0.00	\$1,606.00	68.51%
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	\$9,524.74	\$0.00	\$0.00	\$6,225.26	60.47%
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	\$24,944.06	\$0.00	\$0.00	(\$10,944.06)	178.17%
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	\$25,378.50	\$0.00	\$0.00	(\$8,378.50)	149.29%
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**  
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	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	\$502.56	\$0.00	\$0.00	\$174,853.44	0.29%
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>\$1,619.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$173,936.64</b>	<b>0.92%</b>
1-100-04-0405-100 Salary - Fire Marshall	\$7,500.00	\$7,500.00	\$6,778.81	\$0.00	\$0.00	\$721.19	90.38%
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>\$7,626.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,768.82</b>	<b>73.36%</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	\$31.89	\$0.00	\$0.00	\$218.11	12.76%
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>\$633.78</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$966.22</b>	<b>39.61%</b>
1-100-06-0601-800 Misc. Exp-Memorial Day	\$800.00	\$800.00	\$480.85	\$0.00	\$0.00	\$319.15	60.11%
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>\$480.85</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$319.15</b>	<b>60.11%</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	\$18,485.95	\$0.00	\$0.00	\$1,514.05	92.43%
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	\$31,311.32	\$0.00	\$0.00	\$8,688.68	78.28%
1-100-07-0701-481 Bulky Waste-Transfer Station	\$25,000.00	\$25,000.00	\$26,531.94	\$0.00	\$0.00	(\$1,531.94)	106.13%
1-100-07-0701-493 Outdoor Facility-Transfer Station	\$900.00	\$900.00	\$825.00	\$0.00	\$0.00	\$75.00	91.67%
1-100-07-0701-530 Telephone-Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-580 Transfer Station-Mileage	\$0.00	\$0.00	\$52.78	\$0.00	\$0.00	(\$52.78)	0.00%

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1-100-07-0701-601 Electricity-Transfer Station	\$2,700.00	\$2,700.00	\$1,744.71	\$0.00	\$0.00	\$955.29	64.62%
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	\$2,770.56	\$0.00	\$0.00	\$229.44	92.35%
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	\$34,636.80	\$0.00	\$0.00	\$20,363.20	62.98%
07 Sanitation and Waste	\$159,100.00	\$159,100.00	\$117,313.34	\$0.00	\$0.00	\$41,786.66	73.74%
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	\$491.61	\$0.00	\$0.00	\$8.39	99.99%
07 Sanitation and Waste	\$2,550.00	\$2,550.00	\$3,147.16	\$0.00	\$0.00	(\$597.16)	123.42%
1-100-08-0801-800 Economic Development Comm.	\$500.00	\$500.00	\$430.00	\$0.00	\$0.00	\$70.00	86.00%
1-100-08-0801-999 Economic Development Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$500.00	\$500.00	\$430.00	\$0.00	\$0.00	\$70.00	86.00%
1-100-08-0803-100 Wages-Planning & Zoning	\$1,350.00	\$1,350.00	\$710.00	\$0.00	\$0.00	\$640.00	52.59%
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	\$1,335.00	\$0.00	\$0.00	\$5,675.00	19.04%
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	\$260.00	\$0.00	\$0.00	\$240.00	52.00%
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	\$363.52	\$0.00	\$0.00	\$236.48	60.59%
1-100-08-0807-100 Wages - Building Department	\$8,360.00	\$8,360.00	\$7,822.62	\$0.00	\$0.00	\$537.38	93.57%
1-100-08-0807-120 Clerk's Wages-Building Department	\$34,230.00	\$34,230.00	\$29,535.92	\$0.00	\$0.00	\$4,694.08	86.29%
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%

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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	\$38,511.83	\$0.00	\$0.00	\$7,758.17	83.23%
1-100-08-0809-100Wages-Inland/Wetlands	\$4,600.00	\$4,600.00	\$7,098.99	\$0.00	\$0.00	(\$2,498.99)	154.33%
1-100-08-0809-115Board Clerk - IWC	\$1,000.00	\$1,000.00	\$1,105.00	\$0.00	\$0.00	(\$105.00)	110.50%
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	\$8,481.24	\$0.00	\$0.00	(\$2,531.24)	142.54%
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	\$6,504.61	\$0.00	\$0.00	\$4,095.39	61.36%
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	\$6,504.61	\$0.00	\$0.00	\$4,095.39	61.36%
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	\$4,890,623.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-09-0901-595Board of Education Expenses	\$4,065,000.00	\$4,065,000.00	\$3,464,008.66	\$0.00	\$0.00	\$600,991.34	85.22%
09 Education	\$8,955,623.00	\$8,955,623.00	\$8,354,631.66	\$0.00	\$0.00	\$600,991.34	93.29%
1-100-10-1001-100Library Payroll	\$71,800.00	\$71,800.00	\$61,519.36	\$0.00	\$0.00	\$10,280.64	85.68%
1-100-10-1001-800Library	\$26,079.00	\$26,079.00	\$27,579.00	\$0.00	\$0.00	(\$1,500.00)	105.75%
10 Library	\$97,879.00	\$97,879.00	\$89,098.36	\$0.00	\$0.00	\$8,780.64	91.03%
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%



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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	\$21,306.69	\$7,100.00	\$0.00	\$0.00	\$14,206.69	33.32%
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	\$38,811.01	\$0.00	\$0.00	\$188.99	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	\$317,921.69	\$419,575.93	\$0.00	\$0.00	(\$101,654.24)	131.97%
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	\$12,631.17	\$0.00	\$0.00	\$7,368.83	63.16%
13 Transfers to other funds	\$757,000.00	\$757,000.00	\$22,788.97	\$0.00	\$0.00	\$734,211.03	3.01%

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

06/02/2020  
 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	\$10,620,409.50	\$0.00	\$0.00	\$1,747,748.50	85.87%
<b>Grand Total for Report</b>		\$12,368,158.00	\$12,368,158.00	\$10,620,409.50	\$0.00	\$0.00	\$1,747,748.50	85.87%

**General Ledger Detail**  
Andover Town & School 2019-2020  
From 7/1/2019 To 6/2/2020 (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	
	4/30/2020	Receipt	16160			/ 1	2253	ACH			\$93,676.19	\$171,803.02	
	4/30/2020	Receipt	16160			/ 1	2254	ACH			\$93,676.19	\$265,479.21	

**General Ledger Detail**  
Andover Town & School 2019-2020  
From 7/1/2019 To 6/2/2020 (Effective Date)

Account Number		Account Key			Account Description		Debits	Credits	Balance
Effective Date	Type	Ven #	Check #	PO/Line	Tran #	Transaction Description			
5/5/2020	Expend	11082	20158230	/ 0	2149	CATCH BASIN COMPONENTS	\$2,981.00		\$262,498.21
6/2/2020	Expend	R.BRUCE	20158281	/ 0	2297	VACUUMED CATCH BASINS	\$12,333.44		\$250,164.77
							<b>\$39,047.11</b>	<b>\$189,702.53</b>	<b>\$250,164.77</b> End Bal

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

Month ending: April 30, 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		4,851,606.17	23,563.88
Working capital	5757	488,645.72	A-100-00-0000-108		488,645.72	0.00
Open Space	5137	259,961.85	A-100-00-1980-001	L-100-00-2980-001	259,961.85	0.00
Driveway fund	5187	26,870.29	A-100-00-1949-001	L-100-00-3949-001	26,870.29	0.00
Equipment fund	5252	25,222.84	A-100-00-1949-002	L-100-00-3949-002	25,222.84	0.00
Fire Engine fund	5343	53,858.38	A-100-00-1949-003	L-100-00-3949-003	53,858.38	0.00
Irene Mooney	5567	11,820.85	A-100-00-1949-004	L-100-00-3949-004	11,820.85	0.00
Library fund	5575	182,528.56	A-100-00-1949-005	L-100-00-3949-005	182,528.56	0.00
Library grant	5608	508.87	A-100-00-1949-006	L-100-00-3949-006	508.87	0.00
Nonrecurring Reserve	5624	40,863.17	A-100-00-1949-007	L-100-00-3949-007	40,863.17	0.00
Norton Childrens fund	5632	14,288.29	A-100-00-1949-008	L-100-00-3949-008	14,288.29	0.00
Norton Library fund	5658	3,687.53	A-100-00-1949-009	L-100-00-3949-009	3,687.53	0.00
Norton School fund	5666	9,269.65	A-100-00-1949-010	L-100-00-3949-010	9,269.65	0.00
School Improvement	5690	165,064.48	A-100-00-1949-011	L-100-00-3949-011	165,064.48	0.00
Severance Pay	5723	39,043.09	A-100-00-1949-012	L-100-00-3949-012	39,043.09	0.00
WB & Lizza Sprague	5731	3,272.12	A-100-00-1949-013	L-100-00-3949-013	3,272.12	0.00
Brown & Brown School	5749	26,032.15	A-100-00-1949-014	L-100-00-3949-014	26,032.15	0.00
Zoning bond	5765	12,620.02	A-100-00-1949-016	L-100-00-3949-016	12,620.02	0.00
Boivin construction	5773	730.08	A-100-00-1949-017	L-100-00-3949-017	730.08	0.00
Town Clerk preservation	5781	1,147.55	A-100-00-1949-018	L-100-00-3949-018	1,147.55	0.00
Revaluation Fund	5799	48,206.39	A-100-00-1949-019	L-100-00-3949-019	48,206.39	0.00
AES Expansion	0934	8,722.33	A-100-00-1980-002	L-100-00-2980-002	8,722.33	0.00

TAX COLLECTION YTD SUMMARY

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

Grand List Year	Balance Uncollected June 30, 2019	Current Levy	Taxes Collected YTD March 2020	Balance Uncollected <b>March 31, 2020</b>
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 underbudgeted	550.00			450.00	10/22/19	1,000.00	1,321.00	240%	132%	450.00	771.00
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 CACIWC mtg/conf not budgeted	0.00	130.00			12/12/19	130.00	130.00		100%	130.00	130.00
IWC	0809-810	Dues/Memberships CACIWC membership not budgeted	0.00	65.00			12/12/19	65.00	65.00		100%	65.00	65.00
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 underbudgeted	500.00	200.00			1/7/2020	700.00	1,616.00	323%	231%	200.00	1,116.00
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 using all salt this year	40,000.00			20,000.00	2/26/20	60,000.00	42,693.00	107%	71%	20,000.00	2,693.00
mowing grd care	0313-420	costs associated with sprinkler system	14,000.00			5,000.00	3/9/20	19,000.00	16,095.00	115%	85%	5,000.00	2,095.00
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 purch Vision 8 appraisal software	16,162.00			5,000.00	11/6/19	21,162.00	18,962.00	117%	90%	5,000.00	2,800.00
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
Library	1001-800	library reimburse for water tank repl.	26,079.00	1,500.00			5/12/20	27,579.00	27,579.00	106%	100%	1,500.00	1,500.00
<b>Totals</b>												50,820.00	25,220.20

# Budget



# Tax Collector's Report

**MAY 2020**

Deposits

	Online	Counter	Receipt	Total	Difference
5/1	14,740.48			14,740.48	0.00
5/1	4,884.56			4,884.56	0.00
5/2	1,178.03			1,178.03	0.00
5/3				0.00	0.00
5/4	5,301.12	48,283.90	48,283.90	53,585.02	0.00
5/5	5,046.38	59,737.21	59,737.21	64,783.59	0.00
5/6	1,631.96	2,714.25	2,714.25	4,346.21	0.00
5/7	620.39	2,840.32	2,840.32	3,460.71	0.00
5/8	895.96			895.96	0.00
5/8	(219.21)			(219.21)	chargeback, pmt entered 2X
5/9				0.00	0.00
5/10				0.00	0.00
5/11	296.19			296.19	0.00
5/12	950.91	1,269.14	1,269.14	2,220.05	0.00
5/13	56.47			56.47	0.00
5/14		1,255.69	1,255.69	1,255.69	0.00
5/15	247.48			247.48	0.00
5/16	484.30			484.30	0.00
5/17				0.00	0.00
5/18	2,736.58	5,048.25	5,048.25	7,784.83	0.00
5/19	315.18			315.18	0.00
5/20				0.00	0.00
5/21		2,137.38	2,137.68	2,137.38	(0.30)
5/22	1,450.49			1,450.49	0.00
5/23				0.00	0.00
5/24				0.00	0.00
5/25		HOLIDAY			0.00
5/26		3,809.54	3,809.54	3,809.54	0.00
5/27				0.00	0.00
5/28	1,778.73	350.00	350.00	2,128.73	0.00
5/29	172.16			172.16	0.00
5/30				0.00	0.00
5/31				0.00	0.00
TOTAL	42,568.16	127,445.68		170,013.84	

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2012							0.00
2013							0.00
2014							0.00
2015							0.00
2016				64.73	0.16		64.89
2017			1,094.30	336.75	423.34	55.00	1,909.39
2018	102,453.04	56,256.86	5,315.93	2,229.42	1,544.31	240.00	168,039.56
TOTAL	102,453.04	56,256.86	6,410.23	2,630.90	1,967.81	295.00	170,013.84

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	204.03	6,178.45			
2013	12.13	3,485.83	1,486.53	783.06	5,767.55	online DIT	A-100-00-1	0.00
2014	1,225.76	4,551.81	2,201.38	2,991.24	10,970.19	office DIT	A-100-00-1	0.00
2015	1,679.64	4,740.57	10,416.91	2,480.67	19,317.79	Other A/R	A-100-00-1	0.00
2016	9,335.21	7,582.11	9,473.10	2,599.68	28,990.10	2010 taxes	A-100-00-1	0.00
2017	48,586.69	9,121.70	18,454.68	5,830.56	81,993.63	2012 taxes	A-100-00-1	0.00
2018	208,617.93	18,091.21	36,570.58	11,680.57	274,960.29	2013 taxes	A-100-00-1	0.00
						2014 taxes	A-100-00-1	0.00
TOTAL	269,457.36	50,841.23	88,129.93	27,125.97	435,554.49	2016 taxes	A-100-00-1	0.00
						2017 taxes	A-100-00-1	0.00
						2018 taxes	A-100-00-1200-025	
						interest	2-100-10-0	0.00
						liens/fees	2-100-10-0000-104	
						tax NSF	A-100-00-0000-990	
						tax check fee	A-100-00-0000-990	

Richard & Nancy Palumbo	2,215.74	Sec 12-129 Refund of excess payment
Ronald Giroux	1,867.59	Sec 12-129 Refund of excess payment
John K. Lanagan	57.17	Sec 12-129 Refund of excess payment
Louise Reagan & Richard Risley	1,158.17	Sec 12-129 Refund of excess payment

6/8/2020 Tax Refunds Total: \$ 5,298.67

**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 REAGAN LOUISE & RISLEY RICHARD

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.

**REAGAN LOUISE & RISLEY RICHARD**  
**C/O WRIGHT CHARLOTTE P FIDUCIA**  
**49 RIDGEWOOD DR**  
**VERNON, CT 06066**

**2018-01-0000440**  
**1553**  
**LAKESIDE DR**



\*2018010000440\*

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	4,632.68	0.00	0.00	0.00	4,632.68	
Total Paid	12/30/2019	5,790.85	0.00	0.00	0.00	5,790.85	-1,158.17 ***
<b>Adjusted Refund</b>		<b>-1,158.17</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,158.17</b>	

**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.

*Reagan Louise & Risley Jr*  
 Print Name  
*Louise Reagan*

*[Signature]* 1/15/2020  
 Signature of Taxpayer Date  
*[Signature]*

**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 1,158.17 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 12 DAY OF May 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 1,158.17.

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 PALUMBO RICHARD W & NANCY R

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.

PALUMBO RICHARD W & NANCY R  
13 CHESTER BROOKS LA  
ANDOVER, CT 06232

2018-01-0001068  
100048  
13 CHESTER BROOKS LA

*Jessica Fontaine*  
*Peoples United Bank*  
*4221 BM Rd. Building*  
*Williston, VT 05495*



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	8,862.96	0.00	0.00	0.00	8,862.96	
Total Paid	04/29/2020	11,078.70	0.00	0.00	0.00	11,078.70	-2,215.74 ***
Adjusted Refund		-2,215.74	0.00	0.00	0.00	2,215.74	

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.

Jessica Fontaine  
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 2,215.74 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 21 DAY OF May 2020

Eileen 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 2,215.74.

\_\_\_\_\_  
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 GIROUX RONALD W

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.

**GIROUX RONALD W**  
**15831 BEREA DR**  
**ODESSA, FL 33556-3041**

**2018-01-0000532**  
**100244**  
**16 WOOD FERN WAY**



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	7,470.36	0.00	0.00	0.00	7,470.36	
Total Paid	04/27/2020	9,337.95	0.00	0.00	0.00	9,337.95	-1,867.59 ***
Adjusted Refund		-1,867.59	0.00	0.00	0.00	1,867.59	

**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.

Ronald W. Giroux  
 Print Name

Ronald W. Giroux 4 MAY 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 1,867.59 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 30 DAY OF April 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 1,867.59.

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

\*Cross out abatement or refund as required.

860-713-4729

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 John K. Lawagan 2018-04-80304

- has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/\_\_\_\_
- 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.

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  
(State reason -- Cross out service exemption if it does not apply)

\*\*\*\*\*

	Tax	Interest	Lien	Fee	Total	Overpaid Tax
Total Due						
Total Paid	5/4/20	57.17				\$57.17

Adjusted Refund

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.

John K. Lawagan  
Print Name

John K. Lawagan 5-8-2020  
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 \_\_\_\_\_ be made to the above-named taxpayer in accordance with the provisions of Section (s): \_\_\_\_\_

DATED AT OFFICE OF THE TAX COLLECTOR, CONNECTICUT THIS \_\_\_ DAY OF \_\_\_\_\_

Eileen Curtin  
EILEEN CURTIN

ACTION TAKEN BY GOVERNING BODY

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

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

# **Department Monthly Reports**



# Building Department

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

# Building Department

## 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**

# Building Department

## 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>

Assessor's office monthly activity –APRIL 2020

Processing conveyances	6
Processing building permits	21
Prorating motor vehicle grand list	1
Updating field cards	
Correspondence/Phone	
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	
Providing assistance to other departments	
Researching mapping issue or questions	
Reports and communication with the State of Connecticut/ US Census	
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	
Tax exemptions	
Adds to the re, pp or mv grand list	
Pa 490	
Provided assistance to BAA	
Researching and providing requested information to auditor	
Real property inspections	
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
MLS review	
Town board/dept assistance	
Review & Approve C of Cs	1
Review & Approve Farmland & Forestland Assessment Applications	
Review, Approve, & create/data entry on land splits & mergers	
Mapping Research/Discrepancies	

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

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
52944	RANDAZZO JOHN P	52958	07870M	C	12,990	-6,495	6,495
1	40 OLD FARMS RD	2016 01	MAZDA	MX5 MIAT	0	0	0
	ANDOVER CT 6232-1028		JM1NDAD75G0101438	SOLD 3/2020	12,990	-6,495	6,495
<b>TOTAL</b>	<b># Of Accts 1</b>				<b>12,990</b>	<b>-6,495</b>	<b>6,495</b>
					0	0	0
					<b>12,990</b>	<b>-6,495</b>	<b>6,495</b>
<b>YEAR 2019</b>	<b># Of Accts 1</b>				<b>12,990</b>	<b>-6,495</b>	<b>6,495</b>
					0	0	0
					<b>12,990</b>	<b>-6,495</b>	<b>6,495</b>
<b>GRAND TOTAL</b>	<b># Of Accts 1</b>				<b>12,990</b>	<b>-6,495</b>	<b>6,495</b>
					0	0	0
					<b>12,990</b>	<b>-6,495</b>	<b>6,495</b>

ANDOVER PUBLIC LIBRARY - LIBRARIAN'S REPORT - May 2020		
	May-20	YTD 19-20 (July 1, 2019 - June 30, 2020)
<b>Adult:</b>		
Fiction	23	4133
Non-fiction	2	1131
Video	8	1139
Audio	1	421
Magazines	0	35
E-reader (Kindle)	0	0
<b>Total Adult</b>	<b>34</b>	<b>6859</b>
<b>Children:</b>		
Fiction	1	1676
Non-fiction	2	226
Video	0	141
Audio	0	59
<b>Total Children</b>	<b>3</b>	<b>2102</b>
<b>Young Adult:</b>		
Fiction	1	299
Non-fiction	0	16
Audio	0	3
Magazines	0	0
<b>Total Young Adult</b>	<b>1</b>	<b>318</b>
<b>Total Fiction</b>	<b>25</b>	<b>6108</b>
<b>Total Non-fiction</b>	<b>4</b>	<b>1373</b>
<b>Total Video</b>	<b>8</b>	<b>1280</b>
<b>Total Audio</b>	<b>1</b>	<b>483</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>202</b>	<b>1736</b>
<b>Total E-readers</b>	<b>0</b>	<b>0</b>
<b>Total Circulation</b>	<b>240</b>	<b>11241</b>
Out-of-town circ.	11	979
Ref. questions	3	424
Patrons registered:		
Andover		
Out-of-town		
<b>Total Patrons</b>		
Collection size *		
Public Computer Usage (hrs.)		490.75
ILL provided	0	499
ILL received	0	397
<b># Patrons (inc. programs):</b>	<b>69</b>	<b>5914</b>
<b>PROGRAM ATTENDANCE</b>	<b>77</b>	<b>1418</b>
Number of programs:	4	112
LIBRARY CLOSED TO PUBLIC BEGINNING MARCH 16TH (total of 12 days); CLOSED ALL OF MAY		
HIGHLIGHTED numbers cannot be determined at this time		

ANDOVER SENIOR TRANSPORTATION  
MONTH OF MAY 2020

Dated 6/3//2020  
Cathy Palazzi  
Senior Coordinator

Month of May:

- 1) Drug tests – none.
- 2) List of Clients Serviced May :
  - Medicals 0
  - Special Events 0 (No movies May)
  - Maintenance 0
  - Incident Log 0
  - Disabled 0
  - Veterans 0
  - Meetings 0
- Total Passengers 0

**\*NOTE: BUSES AND VAN NOT BEING USED SINCE MARCH 13, 2020.**

**BEGINNING JUNE 3<sup>RD</sup> THE VAN WILL BE DRIVEN TO FOOD SHARE AND FODD PANTRY. DRIVER WILL DELIVER FOOD TO SENIORS. STARTING JUNE 9<sup>TH</sup> DRIVER WILL ALTERNATE TAKING TWO SENIORS FOOD SHOPPING IN WILLIMANTIC. PLEASE SEE ATTACHED SCHEDULE.**

**MOTTO: “NO SENIOR LEFT BEHIND”**

Dated 6/03/2020  
Cathy Palazzi  
Senior Coordinator



ELLIE SKOOG'S  
SCHEDULE FOR MONTH OF JUNE  
SCHEDULE FOR TWO WEEKS OF JULY

ONE PERSON WITH MASK TO RIDE IN VAN IN BACK SEAT OPPOSITE SIDE  
OF DRIVER FOR WILLIMANTIC SHOPPING 6:00-7:00 AM

**SCHEDULE FOR:**

:  
MARY DUVAL      267 LAKE ROAD      860-742-1481

JUNE 9  
JUNE 23  
JULY 7  
JULY 21

**NOTE TO ELLIE: MARY WILL CALL ME IF SHE NEEDS TO GO ANY  
THURSDAYS THAT BARBARA IS NOT GOING.**

**SCHEDULE FOR:**

BARBARA PERRY      118 LAKESIDE DRIVE      860-742-5362

JUNE 11      THURSDAY  
JUNE 16      TUESDAY  
JUNE 25      THURSDAY  
JUNE 30      TUESDAY  
JULY 9      THURSDAY  
JULY 14      TUESDAY

**ELLIE WILL DRIVE FOLLOWING DAYS FOR FOOD PANTRY:**

JUNE 3  
JUNE 17  
JULY 1  
JULY 15  
JULY 29

**ELLIE WILL DRIVE FOLLOWING DAYS FOR FOOD SHARE:**

JUNE 10  
JUNE 24  
JULY 8  
JULY 22