

**Town of Andover  
Board of Finance**

Wednesday, July 27th 2022 at 7:00 P.M.  
Location: virtual Zoom meeting

**Regular Meeting Agenda**

Call-in Directions to join the Zoom Meeting

Join by Computer: [https://us02web.zoom.us/j/85666032716?pwd=SgHGwdX\\_Gv2y-4qNV6gbPUN-YupQ54.1](https://us02web.zoom.us/j/85666032716?pwd=SgHGwdX_Gv2y-4qNV6gbPUN-YupQ54.1)

Join by Phone: +1 646 558 8656

Meeting ID: 856 6603 2716

Passcode: 492511

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions of Agenda Items
4. Town Administrator's Report
5. Audit Status
6. Finance Department Report
  - a. Town Budget Summary
  - b. Revenue Summary
  - c. TAR Spending
  - d. Over Expenditure Report
7. Budget Transfers
  - a. Budget Transfers/Supplemental Appropriations
  - b. Over Expenditure Requests
8. Old Business
9. Discuss and act upon the following:
  - a) Budget Transfers
    - i. Items that will not be reconciled prior to this meeting
10. New Business
  - Discuss and act upon the following:
    - b) Interview Panel for new Treasurer
      - i. Assume one other finance director from a neighboring town - Colombia or Coventry
      - ii. BOF representative - Dianne C.
      - iii. BOS representative Adrian Mandeville
    - c) STEAP grant Submission Waiver
      - i. Concurrence from CIP and BOS to modify Purchasing policy
        1. Survey costs from BSC
    - d) Eversource Car Charger Application
      - i. Concurrence from CIP and BOS to modify Purchasing policy
      - ii. BOF further approval now that we have a budget

iii. Lowest bid 278,000 Plus cost of Curbing ~\$8000

- e) School request for paying Generator expense
- f) School Request for Payment from COOL program Fees

11. Approval of Meeting Minutes
  - a. Thursday, June 29<sup>th</sup>, 2022 Special Meeting Minutes
12. Liaison Reports
13. Board Open Discussion
14. Public Speak
15. Adjournment

Helpfully submitted by Acting Administrative Assistant, Eric Anderson

# Town Administrator's Report for the 7.11.22 Board of Finance Regular Meeting

## **Town Hall Operations:**

### **Assessor's Office:**

Nothing big right now

### **Administrator's Office:**

We received notification of Award of the grant from Eversource for the Charger- pending this meeting discussion, I will order the units themselves and give Lenco a PO for the work.

Marina Pandolfi submitted her Resignation this morning- Effective August 5<sup>th</sup>.

I am also working on another charger grant for the Library which may or may not be through this program

Union contract is now signed with MEIU

Generally busy we have a lot of projects going right now. See the list of ongoing projects at the end of this report

Working on future grant STEAP and TRIP, executing previous STEAP grant, connectivity grant, charger grant and the federal local bridge program

### **Town Clerks office**

We are issuing transfer station stickers getting ready for the issuing of transfer station stickers. Working on a plan so that it is easy to administer, and any employee can help out if the office is backed up. As of July 1 we had issued aprox 550 stickers issued as of July 22 we had 1000 stickers issued. This accounts for the slow revenue income from the sticker program.

### **Finance Office:**

Need to interview and Hire Treasurer as soon as possible.

Draft Audit has been sent to the commission

- I am working to establish a separate Grants folder accessible by Myself, Admin Assistant, Town Clerk, Finance office to put all grant information in one place for easy tracking and administration.
- We will need to establish a common grants Excel file for all the information that is needed.
- Need a MOU with the Fire Department (Board of Fire Commissioners) for Yearly inventory due by July 15<sup>th</sup> of each year.

New Financial year budget is entered in Edmunds. We are working hard to cut the last checks for last fiscal year.

Phoenix is rebuilt on the school server and fully accessible

### **Building Department:**

We are live with online payments for all of the land use agencies and it appears to be going smoothly

At this point the only thing we are planning on not running through permit link will be bond payments for driveway aprons, etc. as these are tracked separately in a bond account.

The Zoning officer is struggling a bit with permit link- it will be worked out.

## **Town Engineer:**

We received 14 solicitations for town Engineer. A committee including myself, Jed Larson (PZC chair) and Ed Sarisley (Retired PHD in civil engineering) narrowed it down to 4 candidates and then we interviewed 4 firms. Nathan Jacobson, BSC, Close Jenson and Miller and Lenard Engineering. Adrian Mandeville also attended the interviews. We have now narrowed it down to 2 firms.

## **Public Works:**

### **Debris management**

If we are going to set ourselves up for claiming it during FEMA storms there is an enormous amount of paperwork and we would need to hire a "clerk of the works" during the storm if we do it. This will take a lot of resources and we will need to work out a management process and documentation. Alternatively we would hire a firm to document for this would we pay a retaining fee, etc. All of this must be done ahead of time.

Drainage work ongoing on Shoddy Mill Rd and Birch Dr. Working on the 6<sup>th</sup> basin now. Approval by IWWC for the rest of the project

Abbey Contracting is finished shimming. Next Up is Gorman Inc Chipsealing

### **Tree Work:**

None currently on the schedule- there are a lot of singletons that were addressed this month by tennant tree service. . We did reach out to Distinctive Tree care. They are willing to honor the pricing from our original bid in 2020 so we are not sending this back to RFP. We are working with Eversource (they agreed to Partner with us) Still working out shared costs. . Anticipating that Gillead rd will be a major focus of our efforts end of July.

## **Change in Federal-Local Bridge Program**

We are able to get the Long Hill Bridge as well as the Bunker Hill bridge Fully funded by the federal and state government under the IJA investment program. Ultimately this will save the town more than **1 million dollars** in town taxes.

### **Bunker Hill Bridge Design:**

The 30% design stage complete.

### **Long Hill Rd Bridge Design**

I signed the initial intent to fund letter. The first Project Scope meeting was held Thursday 7/7 via MS teams. With DOT as well as Close Jenson and Miller. We discussed desiring sidewalk extensions as well as installing a light on Hendee- Rt 6 intersection.

### **Small Bridges and Culverts:**

Waiting on selection of new Engineering firm to get an RFP together for a final design for Hutchinson Rd culvert replacement

### **Andover Proposed Community Senior Center:**

Still developing the RFP for a design build firm to complete the project.

### **Andover Veterans Monument:**

We are working with Randazzo design on the fertilization and weed eradication program and will plan on slit seeding in August at some point. Overall it looks very nice.

### **Times Farm Bridge:**

Working on the final close out.

Received what should be the final state change order paperwork from the State DOT 3/15/2022 so they may finally be closing the project out. We just got billed for the holdback from CJM who is the states Rep doing the closeout so still making slow progress.

#### **STEAP Grant:**

We are applying for a STEAP Grant. I don't have enough cost data yet to assume we know how much we are asking for. The school would also like to submit for a grant. I would think that whatever the difference between what the town asked for and 500K would be allotted to the School to submit a second STEAP grant.

Full approval of STEAP grant Due August 15 Currently we have:

1. 8-24 Referral to Planning and Zoning commission on behalf of the BOS (Next meeting July 18<sup>th</sup>)
2. the asbestos and Lead Sampling,
3. estimates from demolition contractors,
4. materials cost for the shell,
5. the survey is mostly complete We have a preliminary one but they need to work on one corner boundary
6. Application for the ZBA for a variance for Front and Side Yard Setbacks as well as a use variance. (July 20<sup>th</sup>)
7. Engineering design for the Foundation
8. Met with Millennium Builders (CRCOG EZIQC approved contractor for construction)
9. Will need a formal resolution by the BOS once we are further along in the grant writing process.

#### **Connectivity Grant:**

Contractor has restarted work. Project is delayed waiting on the contractor for the timber rail fence

We have resolved the issue with the project and state law regarding minority set aside for the project

#### **Town-Wide Alarm Monitoring and Repair:**

FPT finally completed the rebuilding of the alarm system in the public works building. We are having some issues with signal strength for some of the buildings when it rains. This has causes some signal notifications. Working on a solution

There was a secondary request by Jeff Murray based on feedback from employees that they wanted panic buttons installed.

Possibility We are putting together what a package would be to do this. We would need another cellular modem, a monitoring service separate from the fire alarm. Likely we would use a double button or a latch release system to cut down on false trips

#### **Budget:**

2021-22 budget finished in the black. Spending appears to be aprox \$70,000 under budget at this point- the money to pay the resident state trooper has been encumbered so is not part of this amount.

#### **American Recovery Act Funding:**

We have first allotments of **\$478,848.04** We should be getting our second allotment sometime soon. We signed fo9r it electronically last week

The board of selectman have voted to devote all of the American recovery act funding to construction of the community center.

#### **Town Hall Projects"**

install the water bottle filler installed

The VOIP system is up and running smoothly. Minor issues that we will work out with the provider.

#### **Transfer Station**

Lots of revenue from the transfer Station.



**STATE OF CONNECTICUT  
OFFICE OF POLICY AND MANAGEMENT**

**OFFICE OF FINANCE**

TO: The Honorable Jeffrey J. Maguire, First Selectman, Town of Andover

FROM: Kimberly Kennison *Kimberly Kennison*  
Executive Financial Officer

DATE: July 19, 2022

SUBJECT: Outstanding Audit Report

This letter is being sent to you on behalf of the Municipal Finance Advisory Commission (MFAC). The Commission recently met and received an update from the Office of Policy and Management (OPM) on those municipalities that have yet to complete their June 30, 2021, audits. As a Commission charged with working with municipalities to improve upon their fiscal condition and financial practices, the MFAC believes that the lack of timely audit reports is a serious matter. Audits must be completed in a timely manner for Town management and its citizens to make informed decisions that can be critical to the future of the municipality. Given the significant delay in the completion of the June 30, 2021, audit, the Commission recommends that the Town dedicate the necessary resources to promptly provide any remaining information its independent auditor needs from the Town in order to complete the audit. The Town should also monitor the progress made by its independent auditor to ensure that the audit report is issued as soon as reasonably possible.

The Town has a history of significant delays in submitting its annual audits as indicated below.

Municipality	June 30, 2021 Electronic Audit Submission Date	# of Days Submitted Past Due Date	June 30, 2020 Electronic Audit Submission Date	# of Days Submitted Past Due Date	June 30, 2019 Electronic Audit Submission Date	# of Days Submitted Past Due Date	June 30, 2018 Electronic Audit Submission Date	# of Days Submitted Past Due Date
ANDOVER		not submitted	6/22/2021	173	5/7/2020	128	6/28/2019	179

In preparing for the upcoming June 30, 2022, audit, the Town should work with its audit firm to develop a plan to ensure that the audit is completed in a timely manner. The Town should review the matters that caused the delay in completion of its past audits and take the necessary corrective actions to prevent a similar delay from re-occurring. The Town should review the Government Finance Officers Association best practice regarding timely financial reporting located at: <https://www.gfoa.org/materials/timely-financial-reporting>.

Thank you for your attention on this matter and please contact Bill Plummer at [bill.plummer@ct.gov](mailto:bill.plummer@ct.gov) or me at [kimberly.kennison@ct.gov](mailto:kimberly.kennison@ct.gov) should you have any questions.

Cc: Eric Anderson, Town Administrator, Andover  
Sherry Holmes, Finance Director, Andover  
Andover Town Clerk  
Members of the MFAC  
State Auditors of Public Accounts

Custom Expenditure Report  
For the period 6/1/2022 to 6/30/2022

100-01-0101-000	Selectmen	0	0	0	0	0	0	0	0
100-01-0101-105	Selectmen Salary	4,800.00	4,300.00	4,800.00	0.00	0.00	0.00	0.00	0.00
100-01-0101-115	Board Clerk BOS	1,500.00	2,116.50	1,506.79	-6.79	0.00	0.00	0.00	0.00
100-01-0101-836	Veteran's Day Committee	500.00	300.37	500.00	0.00	0.00	0.00	0.00	0.00
100-01-0102-000	Town Administrator	0	0	0	0	0	0	0	0
100-01-0102-100	Town Administrator Salary	82,500.00	75,981.78	82,500.00	0.00	0.00	0.00	0.00	0.00
100-01-0102-120	Administrative Assistant	21,370.00	19,495.88	21,370.00	0.00	0.00	0.00	0.00	0.00
100-01-0102-330	Conference/Seminars	200.00	0	200.00	0.00	0.00	0.00	0.00	0.00
100-01-0102-535	Telephone	852.00	925.86	852.00	0.00	0.00	0.00	0.00	0.00
100-01-0102-580	Travel	1,200.00	1,100.00	1,200.00	0.00	0.00	0.00	0.00	0.00
100-01-0103-000	Board of Finances	0	0	0	0	0	0	0	0
100-01-0103-121	Board Clerk Wages-BOF	1,700.00	1,609.00	1,700.25	-0.25	0.00	0.00	0.00	0.00
100-01-0103-310	Legal Fees	2,500.00	0	2,500.00	0.00	0.00	0.00	0.00	0.00
100-01-0105-000	Auditor/Actuary	0	0	0	0	0	0	0	0
100-01-0105-320	Annual Audit-Auditor	33,000.00	22,000.00	22,000.00	11,000.00	0.00	0.00	0.00	0.00
100-01-0105-325	Actuarial Services	5,000.00	5,200.00	5,000.00	0.00	0.00	0.00	0.00	0.00
100-01-0107-000	Town Attorney	0	0	0	0	0	0	0	0
100-01-0107-310	Legal Fees	14,000.00	10,760.00	14,000.00	0.00	0.00	0.00	0.00	0.00
100-01-0107-312	Assessor - Legal Counsel	6,000.00	664.00	6,000.00	0.00	0.00	0.00	0.00	0.00
100-01-0109-000	Treasurer/Finance	0	0	0	0	0	0	0	0
100-01-0109-120	Assistant Treasurer	53,560.00	55,316.10	53,555.08	4.92	0.00	0.00	0.00	0.00
100-01-0109-330	Conference/Seminars - Treasurer	500.00	0	500.00	0.00	0.00	0.00	0.00	0.00
100-01-0109-610	Office Supplies - Treasurer	200.00	50.55	150.55	49.45	0.00	0.00	0.00	0.00
100-01-0111-000	Tax Collector	0	0	0	0	0	0	0	0
100-01-0111-100	Salary-Tax Collector	42,651.00	39,275.10	42,648.35	2.65	0.00	0.00	0.00	0.00
100-01-0111-330	Conf. & Seminars-Tax Collector	400.00	140.00	400.00	0.00	0.00	0.00	0.00	0.00
100-01-0111-438	Contracted Software Maint.-Tax Collector	8,859.00	5,579.39	8,411.83	447.17	0.00	0.00	0.00	0.00
100-01-0111-580	Mileage-Tax Collector	200.00	145.43	200.00	0.00	0.00	0.00	0.00	0.00
100-01-0111-610	Office Supplies-Tax Collector	400.00	141.67	200.00	200.00	0.00	0.00	0.00	0.00
100-01-0111-810	Dues/Membership - Tax Collector	100.00	75.00	100.00	0.00	0.00	0.00	0.00	0.00
100-01-0113-000	Assessor	0	0	0	0	0	0	0	0
100-01-0113-100	Salary-Assessor	28,374.00	27,225.24	28,374.00	0.00	0.00	0.00	0.00	0.00
100-01-0113-120	Salary-Assst. Assessor	36,156.00	34,570.77	36,156.00	0.00	0.00	0.00	0.00	0.00
100-01-0113-335	Training/Assessor	650.00	179.00	650.00	0.00	0.00	0.00	0.00	0.00
100-01-0113-438	Contracted Software Maint.-Assessor	18,098.00	15,690.00	18,348.00	-250.00	0.00	0.00	0.00	0.00
100-01-0113-580	Mileage-Assessor	500.00	0	342.25	157.75	0.00	0.00	0.00	0.00
100-01-0113-610	Office Supplies-Assessor	425.00	1,151.96	421.22	3.78	0.00	0.00	0.00	0.00
100-01-0115-000	BD Assess Appeal	0	0	0	0	0	0	0	0
100-01-0115-100	Salaries-BAA	680.00	680.00	680.00	0.00	0.00	0.00	0.00	0.00
100-01-0115-120	BAA-Clerk	400.00	496.00	400.00	0.00	0.00	0.00	0.00	0.00
100-01-0115-335	BAA-Training	150.00	166.25	150.00	0.00	0.00	0.00	0.00	0.00
100-01-0117-000	Town Clerk	0	0	0	0	0	0	0	0
100-01-0117-100	Salary-Town Clerk	50,774.00	46,963.15	50,774.00	0.00	0.00	0.00	0.00	0.00

49.45 Waiting for last CC bill for supplies for June



100-01-0117-120	Ast. Salary-Town Clerk	23,275.00	21,687.97	23,275.00	0.00
100-01-0117-330	Cont. / Seminars-Town Clerk	1,000.00	1,027.50	1,000.00	0.00
100-01-0117-335	Training-Town Clerk	2,000.00	0	1,170.06	829.94
100-01-0117-438	Equip. Maint.-Town Clerk	540.00	980.00	540.00	0.00
100-01-0117-580	Travel-Town Clerk	400.00	57.12	160.70	239.30
100-01-0117-610	Office Supplies-Town Clerk	1,400.00	678.96	1,153.32	246.68
100-01-0117-612	Land Records-Town Clerk	10,100.00	8,141.30	8,806.50	1,293.50
100-01-0117-616	Maps Filing & Indexing-Town Clerk	600.00	0	0	600.00
100-01-0117-810	Dues / Memberships-Town Clerk	500.00	561.99	500.00	0.00
100-01-0117-865	Vital Statistics-Town Clerk	300.00	0	0	300.00
100-01-0117-885	Restoration-Town Clerk	1,000.00	639.61	639.61	360.39
100-01-0119-000	Probate Court	0	0	0	0
100-01-0119-800	Misc. Expenses-Probate Court	3,200.00	0.00	3,200.00	0.00
100-01-0121-000	Elections	0	0	0	0
100-01-0121-100	Salaries-Elections	16,000.00	9,433.39	16,000.00	0.00
100-01-0121-335	Training - Elections	600.00	243.00	600.00	0.00
100-01-0121-438	Equip. Maint.-Elections	3,000.00	675.00	3,000.00	0.00
100-01-0121-610	Supplies-Elections	8,000.00	1,054.74	7,908.99	91.01
100-01-0121-800	MISC/CANV	120.00	78.00	78.00	42.00
100-01-0121-830	Meals-Elections	600.00	278.30	596.67	3.33
100-01-0123-000	Old Town Hall	0	0	0	0
100-01-0123-432	Building Maint.- Old Town Hall	2,500.00	2,968.75	2,500.00	0.00
100-01-0123-490	Alarm System-Old Town Hall	500.00	478.50	547.85	-47.85
100-01-0123-601	Electricity-Old Town Hall	600.00	749.83	600.00	0.00
100-01-0123-603	Fuel Oil-Old Town Hall	400.00	0	400.00	0.00
100-01-0125-000	Registrars	0	0	0	0
100-01-0125-100	Salary-Registrars	12,000.00	5,967.52	11,935.04	64.96
100-01-0125-120	Ast. Salary-Registrars	1,000.00	410.00	820.00	180.00
100-01-0125-330	CONF & SEMINARS - Registrars	1,200.00	440.00	921.73	278.27
100-01-0125-335	Registrar-Training	3,500.00	360.00	3,465.65	34.35
100-01-0125-580	Travel-Registrars	500.00	152.10	500.00	0.00
100-01-0125-610	Office Supplies-Registrars	300.00	188.82	297.81	2.19
100-01-0125-810	Dues / Memberships-Registrars	200.00	190.00	200.00	0.00
100-01-0127-000	ADS	0	0	0	0
100-01-0127-540	Legal Ads-Advertising	4,000.00	5,221.56	4,572.00	-572.00
100-01-0129-000	Town Office Building	0	0	0	0
100-01-0129-315	Payroll Service-Town Office	6,500.00	7,701.40	6,500.00	0.00
100-01-0129-350	Water Testing	500.00	405.00	500.00	0.00
100-01-0129-365	Elevator-Service Contract	2,300.00	2,292.21	2,300.00	0.00
100-01-0129-401	Elevator Permit	240.00	0	240.00	0.00
100-01-0129-430	ProComm. Maint. Agr.-Town Office Bldg.	600.00	0	600.00	0.00
100-01-0129-432	Building Maint.-Town Office Building	3,500.00	4,445.53	3,628.10	-128.10
100-01-0129-439	Software Maint.-Town Office Building	7,500.00	7,961.65	7,670.12	-170.12
100-01-0129-442	Computer Tech Support	8,000.00	5,685.77	8,579.50	-579.50
100-01-0129-443	Website Fees	4,618.00	4,831.25	4,668.20	-50.20
100-01-0129-444	Copier Rental-Town Office	2,680.00	2,456.52	2,679.84	0.16
100-01-0129-490	Tolland 911 Dispatch-Town Office	10,531.00	10,031.60	10,531.00	0.00
100-01-0129-530	Telephone-Town Office Building	10,500.00	9,299.72	9,778.16	-721.84 (still settling invoices with Granite switch to VOIP)
100-01-0129-531	Postage-Town Office	7,000.00	3,257.99	4,315.80	2,684.20
100-01-0129-533	Postage Meter Rental-Town Office	600.00	450.00	600.00	0.00

100-01-0129-537	CEN Fire/Prote Internet-Office Building	1,500.00	1,107.00	1,500.00	0.00
100-01-0129-550	Printing-Town Office Building	1,600.00	0	1,592.44	7.56
100-01-0129-601	Electricity-Town Office Building	7,500.00	7,670.60	7,500.00	0.00
100-01-0129-603	Fuel Oil-Town Office Building	5,800.00	4,029.16	5,800.00	0.00
100-01-0129-610	Office Supplies - Town Office Building	3,000.00	3,142.35	3,025.00	-25.00
100-01-0129-652	Custodial Supplies - Town office Buidin	1,000.00	891.05	891.05	108.95
100-01-0129-730	Equipment-Town Office Building	750.00	0	0	750.00
100-01-0129-735	Computer Services Town Office	1,900.00	763.96	763.96	1,136.04
100-01-0135-000	Civil Preparedness	0	0	0	0
100-01-0135-100	Salary-Civil Preparedness	600.00	0	300.00	300.00
100-01-0135-335	Civil Preparedness Training	350.00	0	0	350.00
100-01-0135-435	Vehicle Maintenance	1,000.00	891.00	891.00	109.00
100-01-0135-610	Office/Training Supplies - Civil Prep	850.00	376.62	376.62	473.38
100-01-0137-000	Insurance	0	0	0	0
100-01-0137-500	Insurance	113,000.00	105,359.92	105,359.92	7,640.08
100-01-0141-000	Employee Benefits	0	0	0	0
100-01-0141-205	Social Security-Employee Benefits	52,086.00	48,638.26	52,086.00	0.00
100-01-0141-207	Medicare-Employee Benefits	12,060.00	11,389.41	12,060.00	0.00
100-01-0141-210	Unempl. Comp.-Employee Benefits	10,000.00	7,424.70	10,000.00	0.00
100-01-0141-215	Health Insurance-Employee Benefits	177,456.00	157,683.82	177,253.59	202.41
100-01-0141-221	Longevity	1,500.00	0	1,500.00	0.00
100-01-0141-223	Disability-Employee Benefits	2,500.00	2,535.21	2,500.00	0.00
100-01-0141-225	Life Ins.-Employee Benefits	1,500.00	951.60	1,500.60	-0.60
100-01-0141-230	Retirement-Employee Benefits	95,576.00	113,287.08	108,549.67	-12,973.67
100-01-0141-280	CDI, Physicals, Drug Testing-Employee	750.00	450.00	750.00	0.00
100-01-0141-295	Adm. Fee Merr.-Employee Benefits	3,000.00	0	3,000.00	0.00
100-01-0143-000	Andover Senior Transportation	0	0	0	0
100-01-0143-100	Salaries-Driver/Dispatch	18,600.00	24,965.92	27,406.39	-8,806.39
100-01-0143-380	Comm. Drivers Test-Dial a Ride	1,000.00	300.00	1,000.00	0.00
100-01-0143-435	Vehicle Maint.-Dial a Ride	5,000.00	3,392.19	5,000.00	0.00
100-01-0143-603	Fuel-Dial a Ride	3,000.00	5,050.08	4,143.35	-1,143.35
100-01-0145-000	Senior Citizens	0	0	0	0
100-01-0145-100	Municipal Agent-Salary	4,000.00	2,959.40	3,540.72	459.28
100-01-0145-820	Senior Lunch-Senior Citizens	1,080.00	1,045.68	1,045.68	34.32
100-01-0145-870	Programs-Senior Citizens	2,000.00	2,016.77	2,000.00	0.00
100-01-0145-875	Trips-Senior Citizens	4,000.00	2,637.49	3,999.49	0.51
100-01-0147-000	Custodian	0	0	0	0
100-01-0147-365	Custodian	9,300.00	8,256.25	9,256.25	43.75
100-01-0149-000	Old Fire House	0	0	0	0
100-01-0149-434	Furnace Maint.-Old Fire House	300.00	0	0	300.00
100-01-0149-490	Alarm Maint.-Old Fire House	250.00	0	250.00	0.00
100-01-0149-601	Electricity-Old Fire House	500.00	1,170.46	500.00	0.00
100-01-0149-603	Fuel Oil-Old Fire House	1,000.00	2,553.32	1,000.00	0.00
100-01-0151-000	Dog Fund	0	0	0	0
100-01-0151-100	Dog Warden Salary-Dog Fund	4,635.00	7,360.26	4,635.00	0.00
100-01-0151-434	Furnace Maintenance - Dog Pound	175.00	0	175.00	0.00
100-01-0151-580	Dog Warden-Travel	100.00	0	100.00	0.00
100-01-0151-610	Dog Warden - Supplies	800.00	0	800.00	0.00

Do we want to move grant money to these accounts?

300.00 | believe Eric said we are still waiting on a bill?



100-03-0313-424	Old Cemetery - Ground Care	2,000.00	0.00	1,725.00	275.00	
100-04-0401-000	Fire Department	0	0	0	0	
100-04-0401-800	Fire Department	140,650.00	134,158.23	134,312.23	6,337.77	
100-04-0403-000	Resident Trooper	0	0	0	0	
100-04-0403-375	Contract St. Fee-Law Enforcement	176,000.00	0	176,000	0.00	Encumbered on PO
100-04-0403-610	Office Supplies-Law Enforcement	450.00	144.00	144.00	306.00	
100-04-0405-000	Fire Marshal	0	0	0	0	
100-04-0405-100	Salary - Fire Marshal	7,919.00	7,300.09	7,909.17	9.83	
100-04-0405-110	Deputy Salary	1,267.00	633.45	1,266.90	0.10	
100-04-0405-335	Training-Fire Marshal	300.00	0	300.00	0.00	Waiting for last CC bill for supplies for June
100-04-0405-610	Office Supplies-Fire Marshal	50.00	0	50.00	0.00	
100-04-0405-612	Subscriptions/Fire Marshal	700.00	173.75	700.00	0.00	
100-04-0405-730	Equipment-Fire Marshal	500.00	0	0	500.00	
100-04-0405-810	Dues / Memberships-Fire Marshal	140.00	1,692.33	140.00	0.00	
100-05-0501-000	Welfare	0	0	0	0	
100-05-0501-580	Social Services - Travel	50.00	0	50.00	0.00	
100-05-0501-845	Social Services-ACCESS	400.00	400.00	400.00	0.00	
100-06-0601-000	Memorial Day Comm.	0	0	0	0	
100-06-0601-800	Misc. Exp-Memorial Day	800.00	237.65	237.65	562.35	
100-06-0603-000	Recreation Commission	0	0	0	0	
100-06-0603-493	Outside Facility-Recreation Comm	2,630.00	1,860.00	2,232.00	398.00	
100-06-0603-870	Programs-Recreation Comm	5,835.00	4,025.72	4,025.72	1,809.28	
100-07-0701-000	Transfer Station	0	0	0	0	
100-07-0701-100	Wages-Transfer Station	21,218.00	20,543.28	21,218.00	0.00	
100-07-0701-438	Maintenance-Transfer Station	2,500.00	2,056.20	2,056.20	443.80	
100-07-0701-442	Brush Pile Removal	7,500.00	0	6,471.40	1,028.60	
100-07-0701-480	Hauling Fees-Transfer Station	39,520.00	27,932.36	33,517.62	6,002.38	
100-07-0701-481	Bulky Waste-Transfer Station	30,160.00	25,375.23	29,684.81	475.19	
100-07-0701-493	Outdoor Facility-Transfer Station	900.00	825.00	900.00	0.00	
100-07-0701-601	Electricity-Transfer Station	2,400.00	2,450.21	2,399.97	0.03	
100-07-0701-803	Compactor Lease Transfer Station	3,120.00	2,832.50	3,090.00	30.00	
100-07-0701-998	Tippling Fees-Transfer Station	44,720.00	35,589.62	40,458.14	4,261.86	
100-07-0703-000	Recycling	0	0	0	0	
100-07-0703-484	Antifreeze Pickup-Recycling	100.00	0	100.00	0.00	
100-07-0703-485	Used Oil Pickup-Recycling	450.00	683.63	450.00	0.00	
100-07-0703-488	Tire Pickup-Recycling	800.00	1,408.30	800.00	0.00	
100-07-0703-807	Mild-Neroc Fees - Recycling	800.00	4,178.16	963.46	-163.46	
100-08-0801-000	Ec Development Comm	0	0	0	0	
100-08-0801-800	Economic Development Comm.	500.00	430.00	500.00	0.00	
100-08-0803-000	P&Z Commission	0	0	0	0	
100-08-0803-100	Wages-Planning & Zoning	1,350.00	2,260.75	1,350.00	0.00	
100-08-0803-310	Legal/Professional P&Z	5,000.00	12,529.00	5,629.00	-629.00	
100-08-0803-335	Training-Planning & Zoning	350.00	0	350.00	0.00	
100-08-0803-340	Planning & Zoning - Mapping	300.00	0	300.00	0.00	
100-08-0805-000	Zoning Board of Appeals	0	0	0	0	

Waiting on CC charge from Amazon for June

100-08-0805-115	Board Clerk - ZBA	500.00	355.00	439.00	61.00	
100-08-0807-000	Building Department	0	0	0	0	
100-08-0807-100	Wages - Building Department	13,354.00	16,015.52	17,000.71	-3,646.71	
100-08-0807-120	Clerk's Wages-Building Department	19,240.00	22,731.18	19,240.00	0.00	
100-08-0807-438	Equipment maint.-Building Dept.	1,500.00	0	1,429.97	70.03	
100-08-0807-580	Mileage-Building Department	250.00	0	250.00	0.00	
100-08-0807-610	Office Supplies-Building Department	550.00	353.81	493.81	56.19	
100-08-0807-612	Bks. & Manuals-Building Department	500.00	120.00	500.00	0.00	
100-08-0807-810	Dues / Membership-Building Department	200.00	0	200.00	0.00	
100-08-0807-890	PermitLink Fees - Building Department	0	2,985.00	0	-12.00	
100-08-0807-901	Building Dept.-Equipment	250.00	320.03	320.03	-70.03	
100-08-0809-000	Wetlands	0	0	0	0	
100-08-0809-100	Wages-Inland/Wetlands	16,470.00	14,609.35	16,470.00	0.00	
100-08-0809-115	Board Clerk - IWC	1,300.00	1,075.50	1,262.50	37.50	
100-08-0809-335	Training-Inland/Wetlands	250.00	0	250.00	0.00	
100-08-0809-610	Office Supplies-Inland/Wetland	250.00	12.60	250.00	0.00	
100-08-0809-810	Dues / Memberships-Inland/Wetlands	65.00	0.00	65.00	0.00	
100-08-0815-000	Conservation Commission	0	0	0	0	Waiting on CC charge from Amazon for June
100-08-0815-330	Conservation-membership	65.00	0	0	65.00	
100-08-0815-335	Conservation-training	200.00	0	100.00	100.00	
100-08-0815-609	Conservation-equipment	100.00	324.56	-75.44	175.44	
100-08-0815-810	Conservation-conferences	300.00	0	300.00	0.00	
100-08-0817-000	Zoning Agent	0	0	0	0	
100-08-0817-100	Salary-Zoning Agent	16,470.00	17,528.58	16,470.00	0.00	
100-08-0817-580	Mileage-Zoning Agent	300.00	0	300.00	0.00	
100-08-0819-000	CRCOG, CCM, Cost	0	0	0	0	
100-08-0819-810	Capital Region Council of Govt.	8,216.00	8,111.00	8,112.00	104.00	
100-09-0901-000	Education	0	0	0	0	
100-09-0901-590	RHAM Payment	5,119,757.00	5,119,757.36	5,119,756.36	0.64	
100-09-0901-595	Board of Education Expenses	3,902,400.00	3,723,668.78	4,425,181.04	-538,238.04	(waiting on Grant Reimbursement checks for A/P & Payroll)
100-10-1001-000	Library	0	0	0	0	
100-10-1001-100	Library Payroll	75,808.00	71,540.07	75,808.00	0.00	
100-10-1001-800	Library-Operations	26,289.00	41,746.09	41,746.00	0.00	
100-11-1101-000	Capital Expenditures	0	0	0	0	
100-11-1101-701	Town Garage-Capital Expenditure	32,615.00	32,614.61	32,614.61	0.39	
100-11-1101-714	Revaluation	16,500.00	16,500.00	16,500.00	0.00	
100-11-1101-715	P & Z-Capital POC	5,000.00	5,000.00	5,000.00	0.00	
100-12-1201-000	Debt Service	0	0	0	0	
100-12-1201-960	School-Debt	90,000.00	90,000.00	90,000.00	0.00	
100-12-1203-000	Interest Expense	0	0	0	0	
100-12-1203-950	School Interest	3,000.00	2,193.75	3,000.00	0.00	
100-13-1305-000	Fund Transfers	0	0	0	0	
100-13-1305-860	Insurance Severance	25,000.00	25,000.00	25,000.00	0.00	
100-13-1305-899	Contingency	50,000.00	11,736.50	11,736.50	38,263.50	
100-13-1305-901	DPW Equipment	100,000.00	100,000.00	100,000.00	0.00	

100-13-1305-907	Transfer-Multi-Use Public Bldg.	50,000.00	50,000.00	50,000.00	0.00
100-13-1305-908	Fire Dept. Equip. Fund	60,000.00	60,000.00	60,000.00	0.00
100-13-1305-911	Road Improvement Fund	290,000.00	290,000.00	290,000.00	0.00
100-13-1305-912	tree removal fund	50,000.00	50,000.00	50,000.00	0.00
100-13-1305-913	bunker hill bridge	120,000.00	120,000.00	120,000.00	0.00
100-13-1305-914	bridge and culvert	90,000.00	90,000.00	90,000.00	0.00
100-13-1305-915	building maintenance	40,000.00	40,000.00	40,000.00	0.00

100-04-0100-401	Fire - Burn Permits	0.00	120.00	120.00	120.00	0	98.9800
100-10-0000-101	Current Grand List	9,739,497.00	9,640,566.49	9,640,566.49	-98,930.51	98.9800	
100-10-0000-103	Interest on Active Taxes	40,000.00	53,160.48	53,160.48	13,160.48	132.9000	
100-10-0000-104	Lien on Active Taxes	2,000.00	4,870.65	4,870.65	2,870.65	243.5300	
100-10-0000-108	Prior Yr Taxes	100,000.00	141,224.13	141,224.13	41,224.13	141.2200	
100-20-0000-209	STATE PROPERTY PILOT	12,127.00	8,947.56	8,947.56	-3,179.44	73.7800	
100-20-0000-211	Veteran's Tax Relief	0.00	1,373.40	1,373.40	1,373.40	0	100.0000
100-20-0000-222	Municipal Grants in Aid	2,620.00	0	2,620.00	0.00	100.0000	
100-20-0000-223	Pequot Funds	6,680.00	4,453.33	6,680.00	0.00	100.0000	
100-20-0000-226	State Miscellaneous/COVID Funds	2,500.00	393.09	393.09	-2,106.91	15.7200	
100-20-0000-227	Municipal Stabilization Grant	43,820.00	43,820.00	43,820.00	0.00	100.0000	
100-20-0000-238	Disabled Programs	400.00	495.38	495.38	95.38	123.8500	
100-20-0000-239	Telecommunications' Personal Prop. Tax	5,000.00	4,257.63	4,257.63	-742.37	85.1500	
100-20-0100-231	MRSA Municipal Revenue Sharing	20,219.00	3,179.64	3,179.64	-17,039.36	15.7300	
100-20-0100-231	Historic Document Preservation Grant	0.00	5,500.00	5,500.00	5,500.00	0	100.0000
100-20-0900-219	E.C.S.	2,004,782.00	2,004,782.00	2,004,782.00	0.00	7.4000	
100-30-0000-303	Interest	40,000.00	2,841.18	2,960.50	-37,039.50	169.3000	
100-40-0100-407	Town Clerk Fees	50,000.00	78,626.92	84,650.42	34,650.42	0	100.7700
100-40-0100-409	Dial A Ride	0.00	0	9,694.00	9,694.00	76.8500	
100-40-0700-413	Transfer Station Permits	35,000.00	26,431.50	35,269.00	269.00	183.4000	
100-40-0700-415	Waste Redemption	1,000.00	768.50	768.50	-231.50	48.5600	
100-40-0800-405	Building Department	55,000.00	82,051.04	100,870.42	45,870.42	560.0000	
100-80-0000-801	Miscellaneous	3,000.00	1,456.90	1,456.90	-1,543.10	100.0000	
100-80-0000-803	Rentals	1,500.00	8,900.00	8,400.00	6,900.00	100.0000	
201-20-0100-226	Connectivity Grant	297,620.00	297,620.00	297,620.00	0.00	100.0000	
201-20-1001-225	CT State Library ARPA Funds Grant	15,457.00	15,457.00	15,457.00	0.00	100.0000	

Range of Checking Accts: POOLED to POOLED Range of Check Dates: 06/01/22 to 06/30/22  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
POOLED					
926	06/08/22	ABBIE005 ABBIE WINTER	112.50		33
927	06/08/22	AL Alicia Lee	93.50		33
928	06/08/22	ANTHE005 ANTHEM LIFE & DISABILITY INSUR	331.96		33
929	06/08/22	BRICK005 BRICKS R US	15.00		33
930	06/08/22	CITIZ005 ANDOVER SENIOR CITIZENS	474.00		33
931	06/08/22	DIME0005 DIME OIL COMPANY LLC	3,362.62		33
932	06/08/22	DUBOI005 DUBOIS AUTOMOTIVE, INC.	655.20		33
933	06/08/22	FASTE005 FASTENAL COMPANY	192.41		33
934	06/08/22	GENIE005 Genie Innovations Inc.	409.95		33
935	06/08/22	GOODS005 GOODSPEED MUSICALS, GROUP SALE	888.00		33
936	06/08/22	HANDF005 JOHN HANDFIELD	85.92		33
937	06/08/22	HDP00005 DAS-ACCT.REC.- HDP	160.00		33
938	06/08/22	INFOS005 INFOSHRED LLC	19.85		33
939	06/08/22	LEAF0005 LEAF	223.32		33
940	06/08/22	LEE00005 CAROL LEE	103.58		33
941	06/08/22	LHSAS005 LHS ASSOCIATES INC.	560.25		33
942	06/08/22	MIKEL005 MIKE LESTER	25.72		33
943	06/08/22	NEO00005 GLASTONBURY CITIZEN/RIVEREAST	88.00		33
944	06/08/22	OFFI0005 OFFICE OF THE TREASURER	1,067.00		33
945	06/08/22	PAPER005 WILLIMANTIC WASTE PAPER	3,682.29		33
946	06/08/22	PHOEN005 PHOENIX ENVIRONMENTAL LABORATO	133.50		33
947	06/08/22	PIZZA005 ANDOVER PIZZA	74.80		33
948	06/08/22	POINT010 POINT & PAY	2,300.00		33
949	06/08/22	PROFE005 PROFESSIONAL LOCK & SAFE	13.16		33
950	06/08/22	QUALI005 QUALITY DATA SERVICE INC	1,692.18		33
951	06/08/22	RECEI005 ACCOUNTS RECEIVABLE	241.00		33
952	06/08/22	RONSP005 RON'S PROFESSIONAL LAWN CARE	7,955.00		33
953	06/08/22	SWISS005 SWISS UNIFORM RENTAL	261.40		33
954	06/08/22	TARGE005 TARGET ENTERPRISES, INC.	825.04		33
955	06/08/22	TOWN0015 TOWN OF MANCHESTER	3,115.00	06/21/22 VOID	33
956	06/08/22	TOWN0025 TOWN OF SOUTH WINDSOR	579.50		33
957	06/22/22	ABBIE005 ABBIE WINTER	93.50		34
958	06/22/22	ABBYS005 ABBY'S CONTRACTING LLC	36,548.50		34
959	06/22/22	ADKIN005 ADKINS	474.36		34
960	06/22/22	AFSCM005 AFSCME, LOCAL 1303	275.30		34
961	06/22/22	AIGRE005 AIG RETIREMENT SERVICES	2,625.00		34
962	06/22/22	AMERI005 AMERI-LOO	447.00		34
963	06/22/22	AMYKN005 AMY KNOX	206.00		34
964	06/22/22	ANDOV025 ANDOVER LANDSCAPING	559.69		34
965	06/22/22	AVENU005 AVENU HOLDINGS, LLC	665.20		34
966	06/22/22	CAROL005 CAROLYN BRODGINSKI	90.00		34
967	06/22/22	CASBO005 CASBO	435.00		34
968	06/22/22	CCM00005 CCM	150.00		34
969	06/22/22	COITE005 COIT EXCAVATING INC	2,406.43		34
970	06/22/22	CONST005 CONSTELLATION NEW ENERGY INC	763.78		34
971	06/22/22	EVERS005 EVERSOURCE	1,310.06		34
972	06/22/22	FIREP005 Fire Protection Testing Inc	8,850.00		34
973	06/22/22	FPMAI005 FP MAILING SOLUTIONS	150.00		34
974	06/22/22	FRONT005 FRONTIER COMMUNICATION	68.49		34



Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
POOLED		Continued			
975	06/22/22	GRAVE005 BEYOND THE GRAVESTONE	1,725.00		34
976	06/22/22	GULEM005 GULEMO PRINTERS INC	97.58		34
977	06/22/22	HAINM005 HAIN MATERIALS CORP	1,106.55		34
978	06/22/22	HEALT005 HEALTH EQUITY	25.00		34
979	06/22/22	HEBR005 HEBRON ACE HARDWARE	157.93		34
980	06/22/22	HOMED005 HOME DEPOT CREDIT SERVIC	360.34		34
981	06/22/22	HOSME005 HOSMER MT. BOTTLING COMPANY IN	27.00		34
982	06/22/22	INQUI005 JOURNAL INQUIRER	140.09		34
983	06/22/22	KAIN005 KAINEN, ESCALERA AND MCH	495.00		34
984	06/22/22	KDCKA005 KDC - KAULBACK DESIGN CO	784.28		34
985	06/22/22	LACRO005 NOREEN LACROIX	13.00		34
986	06/22/22	LHSAS005 LHS ASSOCIATES INC.	466.89		34
987	06/22/22	LISWE010 BILL LISWELL	20.00		34
988	06/22/22	MAMON005 JEAN MAMONAS	104.00		34
989	06/22/22	MARIN005 MARINA PANDOLFI	201.25		34
990	06/22/22	MEUI005 MEUI	125.10		34
991	06/22/22	MOULT005 HUNTER MOULTON	20.00		34
992	06/22/22	NEO00005 GLASTONBURY CITIZEN/RIVEREAST	506.00		34
993	06/22/22	NICKE005 NICK ECKHERT	150.00		34
994	06/22/22	OBRIE005 ATTY DENNIS O'BRIEN	2,250.00		34
995	06/22/22	OFFIC010 THE OFFICE WORKS	132.51		34
996	06/22/22	PALAZ010 MICHAEL PALAZZI	53.91		34
997	06/22/22	PAPER005 WILLIMANTIC WASTE PAPER	6,643.39		34
998	06/22/22	PERRY005 PERRY LINDLEY	91.00		34
999	06/22/22	POINT005 POINT SOFTWARE	690.00		34
1000	06/22/22	RECRE005 HEBRON PARKS & RECREATI	3,260.00		34
1001	06/22/22	STATE045 STATE OF CONNECTICUT	369.00		34
1002	06/22/22	TIARE005 TIARE KAHANA BOURGET	150.00		34
1003	06/22/22	TOLLA015 TOLLAND COUNTY TOWN CLE	20.00		34
1004	06/22/22	TOWN0015 TOWN OF MANCHESTER	3,115.00	06/23/22 VOID	34 (Reason: this is a mess)
1005	06/22/22	VERIZ005 VERIZON WIRELESS	142.34		34
1006	06/22/22	WHPRE005 W.H. PREUSS SONS, INC.	49.99		34
1007	06/23/22	TOWN0015 TOWN OF MANCHESTER	3,054.00		35
1008	06/23/22	TOWN0015 TOWN OF MANCHESTER	61.00		36
100047	06/30/22	ABBIE005 ABBIE WINTER	84.00		41
100048	06/30/22	ANDOV025 ANDOVER LANDSCAPING	965.00		41
100049	06/30/22	ANDOV035 ANDOVER CEMETERY CORP	500.00		41
100050	06/30/22	BSCGR005 BSC GROUP - CONNECTICUT INC	114.00		41
100051	06/30/22	MARTI005 MARTIN LAVIERO CONTRACTOR	162,632.30		41
100052	06/30/22	MIDNE005 MID-NEROC	163.46		41
100053	06/30/22	MYSTI010 Mystic Air Quality Consultants	1,745.00		41
100054	06/30/22	POINT005 POINT SOFTWARE	345.00		41
100055	06/30/22	UNITE020 UNITED AG & TURF	997.86		41

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	90	2	273,783.73	6,230.00
Direct Deposit:	0	0	0.00	0.00
Total:	90	2	273,783.73	6,230.00

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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POOLED			Continued		
Report Totals			<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:	<u>Paid</u>	<u>Void</u>		
		90	2	273,783.73	6,230.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>90</u>	<u>2</u>	<u>273,783.73</u>	<u>6,230.00</u>

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Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	2-100	45,956.19	500.00	64,695.24	111,151.43
	2-201	162,632.30	0.00	0.00	162,632.30
Total of All Funds:		<u>208,588.49</u>	<u>500.00</u>	<u>64,695.24</u>	<u>273,783.73</u>

Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	100	45,956.19	500.00	64,695.24	111,151.43
	201	162,632.30	0.00	0.00	162,632.30
Total of All Funds:		<u>208,588.49</u>	<u>500.00</u>	<u>64,695.24</u>	<u>273,783.73</u>

Andover Town  
Breakdown of Expenditure Account Current/Prior Received/Prior Open

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
	2-100	45,956.19	0.00	0.00	0.00	45,956.19
	2-201	162,632.30	0.00	0.00	0.00	162,632.30
Total of All Funds:		<u>208,588.49</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>208,588.49</u>

June 2022

AS OF 7/22/2022 Prepared by:  
Marina Pandolfi

**TOWN OF ANDOVER  
BUDGET TRANSFERS**

ACCT #	ACCT DESCRIPTION	(FROM) DEBIT	(TO) CREDIT
1.100.01.0111.438	Software Maint - Tax Collector	\$ 6.79	
1.100.01.0111.438	Software Maint - Tax Collector	\$ 0.25	
1.100.01.0101.115	BOS Board Clerk		\$ 6.79
1.100.01.0103.121	BOF Board Clerk		\$ 0.25
1.100.01.0113.580	Mileage - Assessor	\$ 157.00	
1.100.01.0113.610	Office Supplies - Tax Collector	\$ 93.00	
1.100.01.0113.438	Software Maint - Assessor		\$ 250.00
1.100.01.0117.612	Land Records - Town Clerk	\$ 47.85	
1.100.01.0123.490	Alarm - Old Town Hall		\$ 47.85
1.100.01.0121.610	Supplies - Elections	\$ 91.00	
1.100.01.0121.800	MISC/CANV	\$ 42.00	
1.100.01.0125.100	Salary - Registrars	\$ 64.00	
1.100.01.0125.120	Salary - Asst Registrars	\$ 180.00	
1.100.01.0125.350	Conf & Seminars - Registrars	\$ 195.00	
1.100.01.0127.540	Legal Ads		\$ 572.00
1.100.01.0129.735	Computer Service - Town Office	\$ 952.92	
1.100.01.0129.432	Building Maint - Town Office		\$ 128.10
1.100.01.0129.439	Software Maint - Town Office		\$ 170.12
1.100.01.0129.442	Computer Tech Support		\$ 579.50
1.100.01.0129.443	Website Fees		\$ 50.20
1.100.01.0129.610	Office Supplies - Town Office		\$ 25.00
1.100.01.0117.335	Training - Town Clerk	\$ 352.65	
1.100.01.0129.652	Custodial Supplies	\$ 108.95	
1.100.01.0135.100	CERT Salary	\$ 300.00	
1.100.01.0135.335	CERT Training	\$ 350.00	
1.100.01.0135.435	CERT Vehicle Maint	\$ 109.00	
1.100.01.0135.610	CERT Office Supplies	\$ 473.38	
1.100.01.0137.500	Insurance	\$ 7,640.08	
1.100.01.0129.730	Equipment - Town Office	\$ 750.00	
1.100.01.0141.215	Health Insurance - Employee Benefits	\$ 202.41	
1.100.01.0121.830	Meals - Elections	\$ 3.00	
1.100.01.0129.531	Postage - Town Office	\$ 2,684.20	
1.100.01.0141.230	Retirement - Employee Benefits		\$ 12,973.67
1.100.01.0129.735	Computer Service - Town Office	\$ 1.00	
1.100.01.0141.225	Life Insurance		\$ 1.00
1.100.03.0301.112	OT Public Works	\$ 4,886.19	
1.100.03.0303.130	OT Snow Removal		\$ 4,886.19
1.100.02.0201.841	Eastern Highlands Health Director	\$ 115.85	
1.100.03.0309.537	Internet - Town Garage		\$ 115.85
1.100.07.0701.738	Transfer Station Maintenance	\$ 163.46	
1.100.07.0703.807	Mid-Neroc		\$ 163.46
1.100.07.0701.442	Brush Pile	\$ 629.00	
1.100.08.0803.310	Legal PZC		\$ 629.00
1.100.08.0807.438	Equip Maint - Building Dept	\$ 70.03	
1.100.08.0807.901	Building Dept - Equipment		\$ 70.03
1.100.07.0701.480	Hauling Fees	\$ 3,646.71	
1.100.08.0807.100	Wages - Building Department		\$ 3,646.71

30Jul



check # 7648  
Check

-\$720.00

Date  
Friday, July 30, 2021

Online Description  
CHECK # 7648Edit

Check Number  
7648

Amount of the Check  
\$720.00



How this will appear on your statement  
CHECK # 7648

COMMUNITY ORGANIZED AND  
OPERATED LATCHKEY INC.  
(C.O.O.L. INC.)  
35 SCHOOL RD.  
ANDOVER, CT 06232

REMITTANCE ADVICE	

50-7044-2223

7648

CHECK AMOUNT  

PAY Seven hundred twenty 00/100 DOLLARS

DATE	TO THE ORDER OF	HRS	GROSS	SOC. SEC.	MED.	FED. WITH.	STATE		
7-26-21	AES								
			cleaning fee Camp 2021						
			DESCRIPTION						

\$ 720.00



*[Signature]*

⑈007648⑈ ⑆222370440⑆005221047672⑈

DO NOT WRITE IN THESE SPACES  
RESERVED FOR N.A.

PAY TO THE ORDER OF  
PEOPLES BANK  
21170947  
FOR DEPOSIT ONLY  
TOWN OF ANDOVER

07/30/2021 12:00:00 PM

07Feb



check # 7656  
Check

-\$900.00

Date  
Monday, February 7, 2022

Online Description  
CHECK # 7656Edit

Check Number  
7656

Amount of the Check  
\$900.00

How this will appear on your statement  
CHECK # 7656

COMMUNITY ORGANIZED AND  
OPERATED LATCHKEY INC.  
(C.O.O.L. INC.)  
35 SCHOOL RD.  
ANDOVER, CT 06232

REMITTANCE ADVICE

50-7044-2223

7656

CHECK AMOUNT

PAY Nine hundred 00/100 DOLLARS

DATE	TO THE ORDER OF	HRS	GROSS	SOC. SEC.	MED.	FED. WITH.	STATE		
1-21-22	Town of Andover		COOL				Rent Jan-June 2022		

\$ 900.00

McBee's One-Writes



*[Signature]*

⑈007656⑈ ⑆222370440⑆005221047672⑈

PAY TO THE ORDER OF  
PEOPLES BANK  
21170947  
FOR DEPOSIT ONLY  
TOWN OF ANDOVER  
890085111





# Andover School District

35 SCHOOL ROAD  
ANDOVER, CT 06232  
TEL. (860) 742-7339  
FAX (860) 742-3288  
www.andoverelementaryct.org

**Dr. Sally Doyen**  
Superintendent

**Mr. John Briody**  
Principal/Director of Curriculum

**Mrs. Suzanne Guglietta**  
Assistant Principal/Director of Special Education

April 10, 2017

**Kim Person, Director**  
**Community Organized & Operated Latchkey, Inc.**  
35 School Road  
Andover, CT 06232


Dear Kim,

Following our meetings the last couple of weeks, COOL will be charged a monthly fee during the school year for the use of school supplies and utilities. Based on past charges, a fee of \$150 per month will be charged beginning April 15, 2017. Please remit \$150 per month for the three months remaining for this school year.

Starting with the 2017-2018 school year, \$150 monthly payments should be remitted. Please make checks payable to the Andover Board of Education and send to Laura Webb, School Business Manager, by the 15<sup>th</sup> of each month (September through June).

Thank you for your help and for the service you provide to Andover students and families.

Sincerely,

  
Sally Doyen, Ed.D.  
Superintendent

Cc: John Briody, Principal/Director of Curriculum  
Suzanne Guglietta, Assistant Principal/Director of Special Education  
Laura Webb, Business Manager

10Sep



check # 7650  
Check

-\$600.00

Date  
Friday, September 10, 2021

Online Description  
CHECK # 7650Edit

Check Number  
7650

Amount of the Check  
\$600.00

How this will appear on your statement  
CHECK # 7650

COMMUNITY ORGANIZED AND  
OPERATED LATCHKEY INC.  
(C.O.O.L. INC.)  
35 SCHOOL RD.  
ANDOVER, CT 06232

REMITTANCE ADVICE

50-7044-2223

7650

CHECK AMOUNT

PAY Six hundred 00/100 DOLLARS

DATE	TO THE ORDER OF	HRS	GROSS	SOC. SEC.	MED.	FED. WITH.	STATE		
9/10/21	Town of Andover		600						
			Cool Rent Sept - Dec 2021						
			DESCRIPTION						

\$ 600.00



*[Signature]*

⑈007650⑈ ⑆222370440⑆005221047672⑈

PAY TO THE ORDER OF  
PEOPLES BANK  
21170947  
FOR DEPOSIT ONLY  
TOWN OF ANDOVER  
89008111