



Town of Andover, CT
Board of Selectmen

Regular Meeting Packet

Monday, September 14th, 2020
7:00 P.M.

Location: virtual Zoom meeting

Town of Andover
Board of Selectmen
Monday, September 14th, 2020 at 7:00 P.M.
Location: virtual Zoom meeting

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/89824216307>

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

Meeting ID: 898 2421 6307, Passcode: 173125

*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
 - a. BOS/BOE Combined Finance Department Committee
 - i. Town Accounting Software
 - ii. Assistant Finance Officer Job Posting
 - b. Conservation Commission
 - i. CT ERT Report
 - ii. Land Parcels
 - iii. Mowing Recommendations
 - c. Economic Development Commission
 - i. Sustainable CT
 - ii. Board Member for the Tourism District
 - d. Website Development Committee
 - i. Status of Committee Appointment
 - e. Traffic Safety Committee
 - i. Preliminary Site Assessment Draft Report
 - ii. Speed Check Sign
5. Appointments
 - a. Gabrielle Anderson, Alternate Member of the Inland Wetlands and Watercourses Commission
 - b. William Munroe, Regular Member of the Zoning Board of Appeals
6. Resignations
 - a. Therese Gonyea, Assistant Town Clerk
 - b. Wayne Thorpe, Alternate Member of Zoning Board of Appeals
 - c. Linda McDonald, Land Use Board Clerk
7. Town Administrator's Report
8. Old Business

Discuss and act upon the following:

 - a. Town's Personnel Policies
 - b. Community Connectivity Grant
 - c. COVID Update and Town Hall Reopening

9. New Business
Discuss and act upon the following:
 - a. Storm Recap
 - b. Upcoming Road Maintenance Projects
 - c. STEAP Grant Application
 - d. Veterans Monument Park
 - e. 155 Howitzer Monument at Veterans Monument Park
 - f. Consider Transition of Beautification Committee to Parks and Grounds Committee
 - g. Fiber Optic Connection at Town Hall
 - h. CIP Report for Town Buildings and Properties
 - i. Brand New Truck for the Volunteer Fire Department
 - j. Public Library Mural Restoration
 - k. Curb Guards at the Public Library
 - l. Merritt Valley Property
 - m. RHAM Generator
 - n. Route 6 Corridor Forestry
 - o. Alarm Monitoring for Town Buildings
10. Approval of Meeting Minutes
 - a. Monday, June 13th, 2020 Regular Meeting Minutes
 - b. Monday, July 27th, 2020 Special Meeting Minutes
11. Treasurer's Report
 - a. Revenue Summary
 - b. Town Budget Summary
 - c. Town Aid Road (TAR) Update
 - d. Town Cash Report
 - e. Over Expenditure Report
12. Budget
 - a. Appropriation Transfers
 - b. Over Expenditure Requests
13. Tax Collector's Report
 - a. Refunds Requests
14. Assessor's Report
 - a. Revaluation Services
15. 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
16. Correspondence
17. Public Speak
18. Adjournment

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

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

2. Public Speak

3. Additions/Deletions to the Agenda

4. Board and Commission Presentations

**a. BOS/BOE Combined Finance
Department Committee**

b. Conservation Commission

July 3, 2020

To: Andover Board of Selectmen
Eric Anderson, Town Administrator

One year ago, the Town of Andover received an offer of 8.54 acres of land currently owned by the Northern CT Land Trust, as shown by the deeds attached. Shortly after this, we received an offer of 7.84 acres of land from Thomas D. Talbot. These parcels abut properties totaling 21.36 acres already owned by the Town of Andover, and, if accepted, would enlarge the town's open space holdings, as recommended in Section 8 of the 2015 Andover Plan of Conservation and Development (POCD):

Andover's 18.2% [current open space] can be compared to established state goals that call for 21% of the state to be preserved as open space by 2023. To reach this 21% open space goal in Andover an additional 284 acres would have to be acquired. This figure is a reasonable goal for the next ten (10) years.

The parcels are associated with the Western Highlands Open Space Corridor identified within the POCD as a priority area for open space preservation (Figure D, Section 8: Protecting Natural Resources – An Open Space Plan).

The Andover Conservation Commission enlisted the CT Resource Conservation and Development's (CT RC&D) Environmental Review Team (ERT) to look at these properties to determine their worth as open space in terms of conservation values.

A completed ERT Review has been received, and is attached herewith. The conclusions of the ERT indicate that these tracts of land do have high value as a natural resource protection area, as well as having historic value. The parcels are core forest, containing important agricultural soils, and are adjacent to significant wetland resources within the Burnap Brook watershed.

Every member of the Andover Conservation Commission has walked these properties with the ERT and agrees with the assessment of the reviewers. Members voted at their June 2020 meeting to recommend that the town acquire the Northern CT Land Trust property and the Talbot property to enlarge its protected district in the Western Corridor.

The Andover Conservation Commission supports the conclusions of the ERT review and strongly recommends that the Board of Selectmen accept these two gifts of land.

Sincerely,

Michael Palazzi, Chair

Hank Gruner

Carrie Crompton

Maryann Gile

Gary Gile

ERT Report Attached Separately.

Andover Pollinator Pathways Mowing and Flailing Recommendations

Andover Conservation Commission

Populations of pollinating insects are down worldwide due to loss of habitat and the use of herbicides and pesticides. The habitat needs of native pollinators in CT are simple: they need continuous stretches of native and naturalized wildflowers to produce the pollen and nectar they use as food. Where habitat corridors of native and naturalized wildflowers are permitted to grow, populations rebound.

The CT DOT has designated fifty-eight sites in the state as “Conservation Areas” for pollinators. They are implementing this program simply by reducing the amount of mowing done along roadsides. (<https://portal.ct.gov/DOT/News-from-the-Connecticut-Department-of-Transportation/2019/DOT-Designates-50-More-Sites-as-Part-of-its-Pollinator-Corridor-Program>) This is a positive step, and it saves money.

We would like to recommend that the Town of Andover adjust its mowing practices in some town-owned areas to promote pollinator pathways. It would save money, pollinators would benefit, and the wildflower corridors would enhance the rural character of the town.

Town Center

There are currently several spaces in the center of town that are mowed to a very low height:

- the lawn of the Andover Historical Museum
- the lawn of the Andover Veterans Monument Park
- the broad flat area adjacent to the rail trail between the crosswalk to the Andover Congregational Church and the covered bridge
- the vacant lot opposite Hop River Homes

These areas are mowed so low that the existing clover, which blooms at a height of 3” above the soil, is prevented from flowering (or if it does flower, is immediately cut down again). At the height of the pollinator population cycle (July and August) there are virtually no pollinators present in these mowed areas. Wherever the mower allows even a thin fringe of wildflowers at the edges of these areas, pollinators are visible – honeybees, bumblebees, butterflies, wasps, and many smaller insects.

To encourage pollinators, we would recommend:

- 1) Set mower deck at 3.5–4” in all these areas throughout the spring and summer.
- 2) Limit mowing along the sides of the rail trail and around the perimeter of the vacant lot to one mower-width throughout the spring and summer. The un-mown portions will produce a profusion of wildflowers from seed banks in the soil.
- 3) Mow everything down to 3.5–4" in October, after the first hard frost.

Chamberlain Pond Nature Park

Visitors enjoy the views of the pond itself, the shade trees over the picnic table and benches, and access to the trail. Since the appeal of the area is its natural beauty, it is appropriate to maintain paths through it, but not to mow the entire area as if it were a lawn. We recommend keeping the picnic area mowed close, like a lawn, but the area to the south of the parking lot should be mowed higher, at 3.5–4”.

Town Roads

There are many other existing potential plant/pollinator corridors on public land in Andover: on roadsides, the edges of the rail trail, and the edges of streams and the Hop River. For these areas to function as pollinator pathways, all

that needs to be done is to allow the plants that are present in the sod to mature and flower, and to refrain from mowing them until the flowering period is over—late September through October.

Therefore, we recommend:

- 1) Do not flail more than 1 flail-width on either side of the rail trail.
- 2) Do not flail more than 1 flail-width along roadsides.

These simple, easy-to-implement, cost-saving measures will allow plants to flower and provide food for pollinators. They will also make the mowed areas look better in the summer.



Andover Veterans Memorial Park, July 22, 2020



Andover Veterans Memorial Park, July 22, 2020



Lawn surrounding Andover Historical Museum, July 23, 2020



Rail trail across from Andover Congregational Church, July 2, 2020



Vacant lot across from Hop River Homes, July 4

These guidelines are meant as a first step to restoring pollinator habitat in the town. There is nothing to be lost, and much to be gained, if the town adopts them for a season. The Commission will also keep updated on research regarding best management practices for mowing and pollinators. Continued observation of pollinator populations on town-owned land, combined with consultations with the Town Administrator, should result in a mowing program that benefits native wildflowers and pollinators, as well as making our town's parks roadsides more attractive.

**c. Economic
Development
Commission**

Sustainable CT Vision and Mission:

Vision:

Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents, and they respect the finite capacity of the natural environment.

Mission:

To provide municipalities with a menu of coordinated, voluntary actions, to continually become more sustainable; to provide resources and tools to assist municipalities in implementing sustainability actions and advancing their programs for the benefit of all residents; and to certify and recognize municipalities for their ongoing sustainability achievements.

Sustainable CT Actions toward certification

1. Thriving Local Economies

- **1.1 Support Redevelopment of Brownfield Sites**
- **1.2 Implement Sustainable Purchasing**
- **1.3 Inventory and Promote Local Retail Options**
- **1.4 Provide Resources and Supports to Local Businesses**
- **1.5 Promote Sustainable Workforce Development**
- **1.6 Participate in and Promote the C-PACE Program**
-

2. Well-Stewarded Land and Natural Resources

2.1 Provide Watershed Education

- **2.2 Create a Watershed Management Plan**
- **2.3 Engage in Watershed Protection and Restoration**
- **2.4 Develop an Open Space Plan**
- **2.5 Create a Natural Resource and Wildlife Inventory**
- **2.6 Manage for Drought and Municipal Water Use**
- **2.7 Provide Education on Water Conservation**
- **2.8 Implement Low Impact Development**
- **2.9 Manage Woodlands and Forests**
- **2.10 Facilitate Invasive Species Education and Management**
- **2.11 Implement Green Grounds and Maintenance Program**

3. Vibrant and Creative Cultural Ecosystems

- **3.1 Map Tourism and Cultural Assets**
-
- **3.2 Support Arts and Creative Culture**
- **3.3 Develop a Creative Placemaking Plan**
- **3.4 Provide an Arts and Culture Program for Youth**

4. Dynamic and Resilient Planning

- **4.1 Integrate Sustainability into Plan of Conservation and Development and Zoning**
-
- **4.2 Adapt Permitting Process to Promote Sustainable Development**
- **4.3 Develop Agriculture-Friendly Practices**
- **4.4 Assess Climate Vulnerability**
- **4.5 Inventory and Assess Historic Resources**
- **4.6 Streamline Solar Permitting for Small Solar Installations**

-
- 4.7 Plan for Long-Term Recovery

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5. Clean and Diverse Transportation Systems and Choices

- 5.1 Implement Complete Streets

- 5.2 Promote Effective Parking Management
-

- 5.3 Encourage Smart Commuting

- 5.4 Support Zero Emission Vehicle Deployment

- 5.5 Promote Public Transit and Other Mobility Strategies

6. Efficient Physical Infrastructure and Operations

- 6.1 Benchmark and Track Energy Use
-

- 6.2 Reduce Energy Use Across All Municipal Buildings

- 6.3 Achieve High Energy Performance for Individual Buildings

- 6.4 Increase Use of Renewable Energy in Municipal Buildings

- 6.5 Develop a Municipal Energy Plan

- 6.6 Manage Municipal Fleets

- 6.7 Install Efficient Street Lighting

- 6.8 Implement a Community Energy Campaign

7. Strategic and Inclusive Public Services

- 7.1 Hold a Sustainability Event
-

- 7.2 Provide Effective Community Communications

- 7.3 Train Municipal Commissions

- 7.4 Encourage Healthy and Sustainable Food Networks

- 7.5 Report Materials Management Data and Reduce Waste

- 7.6 Implement Save Money and Reduce Trash (SMART) Program

- 7.7 Recycle Additional Materials and Compost Organics

- 7.8 Develop a Food Waste Prevention and Food Scraps Recovery Campaign

- 7.9 Conduct Health Impact Assessments

- 7.10 Improve Air Quality in Public Spaces

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8. Healthy, Efficient and Diverse Housing

- 8.1 Design and Implement a Housing Needs Assessment
-

- 8.2 Grow Sustainable and Affordable Housing Options

- 8.3 Benchmark Energy and Water Use for Multifamily Housing

9. Inclusive and Equitable Community Impacts

- 9.1 Optimize for Equity

10. Innovation Action

Date: August 25, 2020

To: Board of Selectmen
Town Administrator

From: EDC
Elaine Buchardt, Chairman

Re: Application for Sustainable CT

In order to become part of Sustainable CT their rules require the following must happen:

- The Board of Selectmen must pass a resolution stating their interest in participating in the program.
- This resolution must be passed before Andover can register or participate in Sustainable CT. The purpose of the resolution is to formally demonstrate the municipality's interest in using the voluntary actions and resources from Sustainable CT. The resolution must be passed by a form of town meeting government,(BOS), where a resolution by the Board of Selectmen may be used. A copy of the resolution has been attached for your convenience.
- Sustainable CT requires a person selected by the EDC or BOS must spearhead this project. Furthermore, it requires a committee or commission be appointed to lead this project (EDC).
- Sustainable CT requires a liaison from the BOS be selected/appointed to attend quarterly meetings of the EDC to report back to the BOS at their meetings, as applicable.
- The EDC would like to become involved in Sustainable CT as there are various opportunities that can be utilized to help the town of Andover.
-Examples, might be involvement in Conservation, Environmental Program and Education, Business Opportunities, creating Green Spaces, Land and Body Conservation, Community Gardens, Tree Planting, and more.
- Possibility of receiving 50/50 grants from Sustainable CT for a project that would benefit the town.

Once the resolution has been approved by BOS and a person has been selected to spearhead this project the EDC would keep the BOS updated on all issues pertaining to any project.



Andover
Resolution Supporting Participation
In the Sustainable CT Municipal Certification Program

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: *Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment.*

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities.

WHEREAS, Andover embraces an ongoing process of working toward greater sustainability, selecting which actions it chooses to pursue from the voluntary menu of actions provided by Sustainable CT.

RESOLVED, by the Andover Board of Selectmen of Andover that we do hereby authorize a person to serve a Andover's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorize he/her to complete Andover's Registration on behalf of the town of Andover.

RESOLVED, that to focus attention and effort within Andover on matters of sustainability, and in order to promote Andover's Board of Selectmen local initiatives and actions toward Sustainable CT Municipal Certification, Andover's BOS establishes the EDC to serve as a Sustainability Team.

RESOLVED, that the first meeting of the Sustainability Team (EDC) must be held within 90 days of passing this resolution and that the Sustainability Team (EDC) shall meet as frequently as needed, but no less than quarterly.

RESOLVED, that the Sustainability Team (EDC) shall report annually to the Board of Selectmen on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available.

Signed this ____ day of _____, 2020

Jeffrey Maguire
First Selectman

Jeffrey Murray
Selectman

Paula King
Selectman

Scott Person
Selectman

Adrian Mandeville
Selectman

Benefits of Becoming a Board Member of the Central Regional Tourism District, Inc.

1. A chance to represent your communities tourism products on a regional level.
2. Participation in refining mission statements and marketing goals concerning the tourism industry in a 65-town region as well as in the state of Connecticut.
3. To serve on a Board that acts as a networking and unifying force among area businesses, historic, cultural, and recreational, attractions, organizations, event organizers, and agencies to ensure a positive visitor experience.
4. To be part of a Board that protects and nurtures the tourism industry by actively advocating our area's best interests.
5. To participate in a Board that is committed to balance the regions tourism industry with community harmony to assure sound growth in order to safeguard the regions natural beauty and constructed tourism environment.
6. To be part of a Board that creates positive awareness of the Central Regional Tourism District and its marketing initiatives as an important element in the region's economy and quality of life by creating linkages between business, government, and professional communities to enhance their understanding of the value of tourism in Western Connecticut.
7. To keep bureau staff informed of events happening in the community that you represent in order to facilitate marketing efforts.

Role of the Board & Duties

1. The Board of Directors with its established committees, is responsible for the following:
 - a. Reviewing and refining the mission statement.
 - b. Approving goals and objectives.
 - c. Approving policies on finances, personnel, legislative, and community relations.
 - d. Approving short-term and long-range strategic plans.
 - e. Ensuring the legal conduct of the Bureau in accordance with State and Federal laws.
 - f. Keeping a proper balance among the interests of the stakeholders, employees, clients, and the public.
 - g. Electing the Executive Board and monitoring their performance.
 - h. Increasing the effectiveness of management by rendering advice and guidance to the Executive Director.
 - i. Ensuring, through review, that directors, officers, and other employees of the organization act in accordance with established ethical and professional standards.

The Board of Directors serves as:

1. Trustee for the stakeholders;
2. The Board policy setting body for the convention and visitors bureau;
3. Advisors to the directors; and a balancing force, which recognizes the interests of members, government and the public, during deliberations;
4. Networking and unifying force for the regions tourism industry.

Duties and Responsibilities of the Board of Directors

- * To provide general continuity for the District.
- * To establish overall objectives and broad policies of the District on behalf of its membership.
- * To increase the effectiveness of management by rendering advice and guidance to the Director and to keep them informed of community events and activities.
- * To act as trustee for the stakeholders in the preservation of the Bureau assets and to see that proper and true reports are given to stakeholders.
- * To make decisions that cannot be delegated, such as the appointment or discharge of a Board member.
- * Upon recommendation of the Board, the Chair will appoint, define the powers of, and dissolve Committees of the Board.
- * To act as a networking and unifying force among area businesses, historic, cultural, and recreational, attractions, organizations, event organizers, and agencies to ensure a positive visitor experience.
- * To balance the regions tourism industry with community harmony to assure sound growth in order to safeguard the regions natural beauty and constructed tourism environment.

Board Members should:

- 1 Display a willingness and commitment to get to know the organization and the environment in which it operates.
2. Attend meetings on a regular basis and join a committee of interest.
3. Adequately prepare for meetings.
4. Participate in the governance process.
5. Commitment to teamwork for the benefit of the region's tourism industry.
6. Commitment to speak with one voice to benefit tourism in the region as well as the tourism industry throughout Connecticut.
7. Collective commitment to improvement in order to continue to compete in the marketplace.
8. Sincere support for the Chair, the Executive Board, Committees, and Executive Director.

d. Website Development Committee

e. Traffic Safety Committee

Visit the town website via the Traffic Safety Committee page for the Preliminary Site Assessment Draft Report.

5. Appointments

September 8, 2020

First Selectman Maguire
First Selectman
Town of Andover
17 School Road
Andover, CT 06232

Dear First Selectman Maguire:

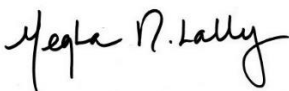
At its July 14, 2020 regular meeting, the Inland Wetlands and Watercourses Commission (IWWC) voted unanimously to recommend Gabrielle Anderson to the Board of Selectman for appointment to the position of IWWC Alternate Commissioner.

Ms. Anderson is a resident of the Town of Andover and a registered voter (unaffiliated). She is currently pursuing a degree in Environmental Science at the University of Connecticut and has successfully completed the CT DEEP Municipal Inland Wetlands Agency Comprehensive Training Program. Based upon these qualifications, we believe Ms. Anderson would make an excellent addition to Commission and appreciate your consideration.

Ms. Anderson's resume and certificate of CT DEEP course completion are enclosed.

Please do not hesitate to contact me at iwwcchair@andoverct.org or 203-313-4104 if you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink that reads "Meghan N. Lally". The signature is written in a cursive style with a large initial 'M' and 'L'.

Meghan Lally
Chairman, Inland Wetlands and Watercourses Commission
Town of Andover, CT

Gabrielle Anderson
29 Shoddy Mill Rd. Andover, CT 06232

Field Course Work

Natural History and Human Ecology

A full year course that integrates the science of ecology and the science of humans and society to understand the effects that the two components have on each other. Labs were at various locations in VT focused on practicing landscape and ecological assessments. I developed experience collecting field data. Topics included ecological design and health, wildlife tracking, sustainable infrastructure, and habitat protection. Completed a watershed assessment and plan for the Winooski River Watershed.

Orientation to Environmental Science

Introduced to new and different majors within the field of environmental science through field trips, panel discussions, and group projects. Researched several environmental issues and developed solutions.

AP Environmental Science

Developed a good understanding of ecosystems, biodiversity, Earth's resources and systems, water and energy use, and pollution. Learned how to test soil quality and assess resource uses.

About Me

I am pursuing a degree in environmental science and environmental and ecological biology at the University of Connecticut. I hope to get more involved in my community by utilizing my drive to protect and learn about the earth and its wildlife.

Email:

gabrielleanderson635@gmail.com

Phone Number: (860) 908 8410

Education: BS Environmental Science and Wildlife Biology 3.16 GPA

University of Vermont, Burlington VT

Skills

- Proficient in Adobe Illustrator, Power Point, Word, and Map Databases
- Researched and assessed a complex environmental science issue to display to a scientific audience
- Analyzed biological, physical, and chemical characteristics of streams and freshwater lakes to assess water quality

Achievements

Excellence in Science Award 2019

National Honors Society 2019

Honors Roll all four years of Highschool

Certificate of Completion

This certifies that

Gabrielle Anderson

has completed the training course

Municipal Inland Wetlands Agency Comprehensive Training Program

provided by

Department of Energy and Environmental Protection

Completion Date

September 7, 2020



**Town of Andover
Land Use & Building Department
17 School Road
Andover, CT 06232
Phone: (860)742-4036
Email: buildingadmin@andoverct.org**

August 31, 2020

Mr. William Munroe
27 Rose Lane
Andover, CT 06232

RE: Zoning Board of Appeals

Dear Mr. Munroe:

Please be advised that, at their Special Meeting held on August 26th, 2020 the Andover Zoning Board of Appeals voted unanimously to nominate and approve you as a member of the Commission. Please stop by the Town Clerk's Office at your earliest convenience to take the requisite Oath of Office. Your term commenced at the time of appointment and will run through June 30, 2023.

I will provide you with a hard copy of the Andover Zoning Regulations and copies of recent meeting minutes for the Commission. I will also be happy to meet with you to go over the roles of the board and answer any questions you may have as well as review the process to access meeting via the web-site.

Thank you for your interest in serving on the Zoning Board of Appeals and I look forward to working with you. I can be reached at (860)742-4036 or at zoning@andoverct.org.

Sincerely,

Jim Hallisey
Zoning Agent

CC: William Desrosiers, Vice-Chairman – Zoning Board of Appeals
Carol Lee, Town Clerk
Amanda Gibson, Administrative Assistant to the Town Administrator
Susan Magri, Administrative Assistant – Land Use Office

6. Resignations

August 19, 2020

Meghan Lally
Chair, Inland Wetlands & Watercourses Commission
Town of Andover, CT

Dear Ms. Lally:

Due to my limited availability to attend IWWC meetings and site walks, it is best that I resign my position as an alternate member of the IWWC effective upon receipt of this letter. I've enjoyed my time on the commission, but the Town will be better served by someone with more availability.

Thank you,

Wayne E. Thorpe

Cc: Jeff Maguire, First Selectman, Town of Andover
Eric Anderson, Town Administrator
Carol Lee, Town Clerk
Amanda Gibson, Administrative Assistant

August 17, 2020

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

From: Linda H. McDonald, Land Use Board Clerk

Dear Eric,

This letter is to inform you that I will be resigning my position as Land Use Board Clerk effective September 30, 2020. I anticipate the Town will be moving back to in-person meetings in the future and I would not be comfortable in that setting.

I have enjoyed working with the members of the Planning and Zoning Commission, Inland Wetland and Watercourses Commission and the Zoning Board of Appeals. Their expertise and passion for what they do is evident every meeting.

Jim, Amanda and Susan have been great staff support as we have transitioned to virtual meetings and I thank them.

I appreciate you bringing me "back on board". I have a special place in my heart for Andover.

Sincerely,

A handwritten signature in cursive script that reads "Linda".

Linda H. McDonald

7. Town Administrator's Report

Town Administrator's Report

for the Monday, September 14th Board of Selectmen Regular Meeting

COVID-19:

The Town of Andover has not had a new case of COVID-19 in over 12 weeks. The entire Eastern Highlands Health District is averaging an accelerated rate, but this is due to testing all students on the UCONN Campus. EHHD is monitoring the increase. At this point the risk appear to remain relatively low but that does not mean we should not stay vigilant. There are clear trends from other states that have not been so lucky. We will have to wait and see what the school system in Andover experiences. The first day of class went very well.

Political Signs in Andover:

Because of recent decisions by The United States and Connecticut State Supreme Courts, the Town of Andover is changing what it enforces for sign regulations. Sign regulations are normally covered by zoning regulations. But our regulations are now out of step with the law.

In light of the changing regulatory environment the following rules apply to Political signs in Andover for this election...

Signs on private property:

1. Currently no time limit on when the signs can be erected (this changes our previous 30-day rule)
2. Must be 15ft from edge of pavement. This insures they are on private property and not in the town or state Right of Way and will not affect sightlines
3. Maximum of 32 square feet for any individual sign.
4. If multiple signs a total of 50 square feet of signage.
5. Maximum sign height 10ft from the ground to the highest point of the sign
6. Sign Illumination must conform with section 15.4.4 and 15.4.5 as well as section 4.21 of the Andover zoning Regulations

Signs on Public Property to Include the Town's Right of Way on the Sides of Roads:

ON town property, the Board of Selectman, acting as the property owner can regulate what is allowed. However, the Content of a sign cannot be regulated. All signs must be treated equally.

Currently, temporary signs less than 4 square feet each are allowed to be erected on Town property, or town Right of Way. This may change depending on what the Board of Selectmen Choose.

The Board of Selectman will discuss and may vote at the Sept 14 meeting on what the future policy will be for signage on town property. The Board of Selectman can allow signs on town property, or disallow them. They can regulate locations allowed, sizes, lighting, just not the content of the sign.

Website:

The new town website has been live for several months and has been very well regarded. The website committee may now be unnecessary at this point. Paula King can give more of an update. Much of the newer work of the work is due to Amanda's efforts. Residents are encouraged to Subscribe to our News and Alerts for our 4 Categories: Town Updates, Emergency Alerts, Community Events, Boards & Commissions.

Public Works Info:

Upcoming Road and Tree Work scheduled for September...

Tree Work:

Andover has hired Distinctive Tree Care to remove dead trees along Andover's roadways. Our budget is limited, but we are addressing as many dead trees as we can. Basically we use a mechanized cutter and a large chipper. The chipper is needed every third day. We are closing roads wherever possible. It appears we can take down 50+ trees per day depending on the size so with chipping we are going to be around \$300 per tree. This is 2-3 times more cost effective than a bucket truck. It also requires a lot less road work.

Work commenced on Thu 9/3 and will take approximately two weeks. Working hours will be from 6:30 A.M. to 4:00 P.M. Monday through Friday. The order of work will be Townsend Rd, Long Hill Rd, Hendee Road and then Bunker Hill Rd. We will also have a series of individual trees that are on our list to be addressed and we will address as many of them as possible. There will be many dead trees that we do not get to. Those will be addressed in future years or as funds become available. We are using the most efficient process we can with the funds we have. Generally, we are not removing Ash trees that are currently mostly alive, although we know that we will need to address many of them in future years. Realistically, I think we are looking at keeping or tree budget at least \$50,000 for the foreseeable future. Pre COVID-19, we had asked for \$100,000 this year for tree work, but budgets could not be stretched that far.

Guardrails:

The town is addressing guardrail repair/replacement on Lake Road near Bausola Road, on Bunker Hill Road, and a repair on East Street as well as a single upright at the intersection of Bear Swamp Road and Long Hill Road. This will be ongoing in the next month. Again, we are only addressing a small fraction of the total guardrail repair needed. We know there are a lot of other areas where guardrails need work. We have the funds to address about 10% of the bad sections.

Fog Sealing:

Fog Sealing involves spraying a layer of asphalt emulsion over the chipsealed roads to fill in the gaps and make the road a bit smoother. It also prevents the chips from being displaced during snow plowing.

At this point Comer Contracting is scheduled to be fogsealing all the roads that are chip sealed on Mon 9/21. This is still a tentative date as we are all at the mercy of the weather. Roads will be closed for a few hours on a rolling basis as the road dries. More information and a more accurate date will be announced as it gets closer. Jurovaty Lane and Road, Wales Road, Riverside Drive, Stanley Road, Chesterbrook Lane, and Parker Bridge Road are all scheduled.

Paving Operations:

The town is Planning on Shimming (basically paving in a limited area as opposed to doing a whole road) the hill top on Bunker Hill Rd, part of Lake Road, Part of Erdoni, a piece of West St. Paving will likely be the third week of September. Again, there are many other spots that need it also, we just don't have the money to address them. Likely last week in September.

Pothole Filling:

Starting in Mid-October we will be renting a pothole filling machine called a durapatcher and sending the crew out to patch Potholes.

Rail Trail:

There is an enormous amount of cutting required on the rail trail. I am leaning on the state DEEP to address it. I am using Public Works to address the safety hazards whenever possible.

Transfer Station:

The Transfer Station will be regraded and repaved in the end of September. This will take approximately one week and it will be closed one Wednesday in September. We do not have exact dates from the contractor (Hain Materials) yet but will continue to keep people informed as it gets closer. Compactors are back installed and functioning.

I hired Regan Renovations to complete the interior of the attendants shed as well as the enclosure for the 3 phase equipment in the blue shed.

We have an RFP out for grinding and removing the brush at the Transfer Station, due 9/17.

Culverts and Bridges:

Have a meeting with Brandon Handfield regarding the progress for the culvert survey.

Bunker Hill Bridge:

We are continuing to work with our consultant Close Jenson and Miller to keep this project rolling. We received the NDDDB (National Diversity Data Base) requirements for the project. I have subsequently asked Hank Gruner to be our consulting Herpetologist for the project

Times Farm Bridge:

DOT gave authorization for closeout of the project. We are now just waiting on an a final cost accounting of one of the change orders from CME. The engineer for the project quit the company and they are certifying an new one before it can resume. As it stands, there is a \$17,000 discrepancy CME has to resolve to the states satisfaction before we can proceed.

Veterans Monument:

We are working towards a revamped veteran's monument and to be able to accommodate a new agent orange monument as well as potentially a new cannon (155 Howitzer) (**Now Canceled**).

Goal: A cleaned up and easy to maintain Veterans Monument Area that is an asset to the community and both aesthetic and practical.

Steps:

- Plan for Overall landscape architecture for the area (need an initial survey)
 - Location and plan for new monument
 - Location and Plan for new howitzer if desired
- Revamped electrical system and Lighting Plan including new Monument controller for sprinkler system
- Plan for topsoil and Plantings
- Plan for fertilization and pest and invasive control
- Plan for sprinkler system and maintenance
 - Total flow rate needed
 - Well testing for capacity and flow rate calculations
 - Well is 56 ft deep 6" at 10 gallons/minute runs dry in about 20 minutes appears to be able to just keep up at around 3-4 gallons per minute
 - Suggest a new well or pounding the existing well would be appropriate
 - New subsurface box with controller for easy maintenance
- Do we need to plan for security cameras? Location and coverage?

Stakeholders:

- Town Residents
- Memorial Day and Veterans Day Committees
- Beautification Committee or Possibly Grounds committee if reformed as such
- Gerry Wright
- Board of Selectmen

Costs:

- Develop a cost worksheet based on the identified scope of work.
- Currently have proposals from Randazzo Design for topsoil, fertilization and weed control, as well as from Ron Bisson for irrigation and separately for topsoil installation.
- Electrical- Meeting Rick Langley to discuss scope of work for project.

Possibilities for Survey Work:

- Datum Engineering Mansfield CT Rick Zulic 860.428.9355 RVZulic@gmail.com
\$2500 +\$500 A2 survey + as built field work must be done before October 1st. As built whenever.
“Verbal quote”
- Franklin Engineering - Kevin Franklin 860 748 6183 kevin@franklinsurveys.com
 - My understanding is that you would like a Class A-2 Property Survey of the town-owned 1/2 acre +/- parcel of land at the intersection of Route 316 and Route 6, to be used for planning of site improvements. The land was released from the state to the town several years ago and is currently in use as the Andover Veterans Monument Park. Our scope of work would include the following tasks:
 - Research of the Town of Andover land records to obtain relevant deeds and maps.
 - Submit a request for information to the CTDOT Central Survey office for Route 6 and Route 316 highway right-of-way maps and proximate control points.
 - Mobilize a survey crew to the site to initiate reconnaissance for property markers and establish a control point network.
 - Reference the control point network to the CT State Plane Coordinate System by GPS and/or on-the-ground observations. (This is helpful for proper overlay of GIS information).
 - Utilizing an electronic distance measurement total station, measure the positions of existing property markers and site features, including monuments, pavement outlines, signage, visible utilities, etc.
 - The area to be surveyed will include the parcel of interest as well as the adjacent street frontages for context.
 - Draft and deliver a Property Survey map depicting the above listed features as well as appropriate surveyor's notes, location map, and map legend.
 - Meet with you and/or your assigns to gain an understanding of the nature and location of proposed improvements to the park. My assumption is that this task would involve one on-site meeting with additional correspondence conducted via phone or email.
 - Re-release the Property Survey map as an Improvement Location Survey map to depict the proposed improvements over the existing features. Please note, this proposal does not include engineering or grading design services.
 - For the above scope of professional services, my fee would be a lump sum of \$3,500, inclusive of labor and direct expenses. If the scope and fee seem reasonable, I would be happy to send a formal proposal for your consideration. I understand you are also interested in obtaining an as-built survey upon completion of the project. Given the limited nature of the proposed improvements, the as-built task will require much less effort. My fee for a Class A-2 as-built survey would be \$1,500.
 - Thank you very much for the opportunity to send a quote.

I hired Datum engineering to do the work- lower cost and likely can get to it faster

- From Ron Bisson labor and materials for sprinkler system \$4000
Install 3” top soil and hydroseed \$13,000
- I talked to 1 well driller
Stavins Brothers
2 options
 1. Use a cable pounder to open existing seams and increase flow in existing well ~\$2800
 2. Drill a new well from scratch \$5850 complete
 - a. Assuming PW installs a new larger vault to work in for the controller and pressure tank
 - b. Drill up to 400 ft
 - c. 20 ft of casing
 - d. Pump

- e. Pressure tank
- f. Installation
- 3. Reuse existing stuff
 - a. New well \$11 per linear ft
 - b. 18\$ ft for casing
 - c. Reuse existing vault, pump, pressure tank

Town Hall:

As you all know the Town hall is open by appointment but is fully staffed at this point.

Carol has been very busy issuing Transfer Station stickers.

We are installing a security camera that faces the new voting box. Bob Downer is Handling that.

Senior Luncheon:

We have run multiple outdoor senior luncheon programs successfully. Thank you to Cathy Palazzi and Roberta Dougherty for their hard work.

Radar Speed Sign:

This has been a comedy of errors by the company. They have now sent us the wrong unit twice and are resending us the correct unit.

Andover Library Mural Restoration:

Initial mural restoration is complete. The artist will be back in to touch up the remaining damage in the next few weeks before the winter.

They still want to install curb guards, but I am not in favor of it.

Eric Anderson

Town Administrator

8. Old Business

Eastern Highlands Health District COVID-19 Update

DATE: 9/8/2020

TIME: 4:15 pm

COMPLETED BY: A. Bloom

	Total CASES	Total DEATHS	HOSPITALIZATIONS
US	6,261,216	188,513	NA
CT	53,365	4,468	58*
EHHD	370	10	37

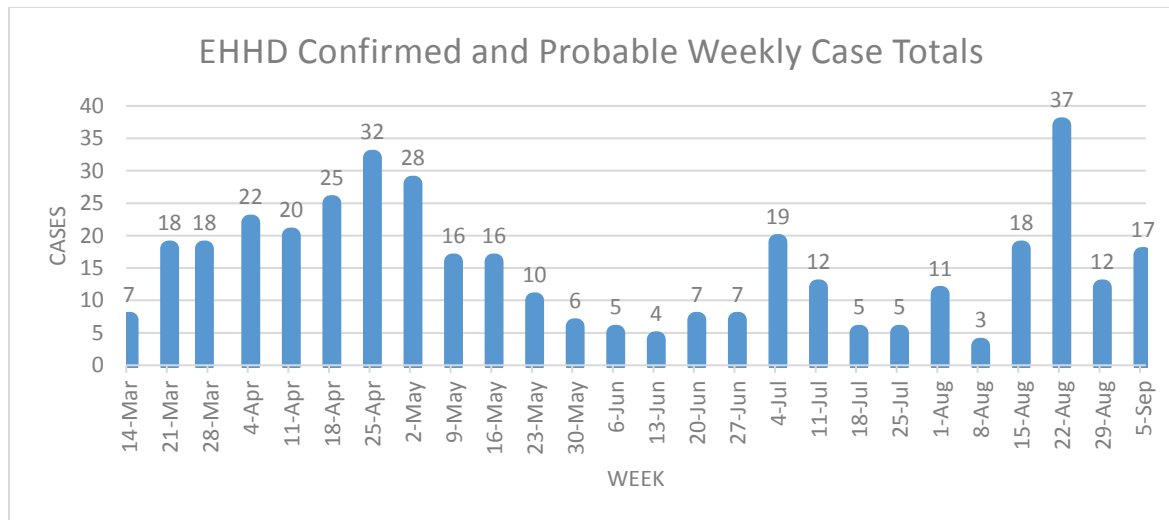
*This is the current (net) number of hospitalizations. It is not a cumulative count.

TOWN	CASES	HOSPITALIZATIONS	DEATHS	TOWN	CASES	HOSPITALIZATIONS	DEATHS
Andover	9	1	0	Coventry	56	3	1
Ashford	23	4	0	Mansfield	143	3	3
Bolton	27	5	3	Scotland	0	0	0
Chaplin	6	1	0	Tolland	60	14	3
Columbia	29	5	1	Willington	17	1	0

NOTE: All counts by town are cumulative and include confirmed and probable cases; also, counts can go down from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case.

Recent EHHD News:

The EHHD in partnership with the town of Mansfield and support from the CT Department of Public Health administered a pop-up COVID-19 testing site on Monday, September 7th at which 529 specimens were collected in an effort to suppress an off-campus cluster.



9. New Business

a. Storm Recap

Thoughts on Lessons Learned from the Storm:

First of all, this is New England. We have snow and ice events, hurricanes, nor'easters, etc., all significant events that can cause widespread power outages. That is the price we pay for living in this part of the world. Every 4-5 years we have a major storm outage. In other words, we need to be prepared for it mentally and physically. Unless we bury all the wires underground or cut every tree within 150 ft of the wires, it will keep happening. In my lifetime my longest outage was 3+ weeks during an ice storm in 1978. I have lost power for a week at least 10 times in my lifetime living here.

NOAA predicts an extremely active hurricane Season:

*The 2020 Atlantic hurricane season has been off to a rapid pace with a record-setting nine named storms so far and has the potential to be one of the busiest on record. **Historically**, only two named storms form on average by early August, and the ninth named storm typically does not form until October 4. An average season produces 12 named storms, including six hurricanes of which three become major hurricanes (Category 3, 4, or 5).*

“This is one of the most active seasonal forecasts that NOAA has produced in its 22-year history of hurricane outlooks. NOAA will continue to provide the best possible science and service to communities across the Nation for the remainder of hurricane season to ensure public readiness and safety,” said U.S. Secretary of Commerce Wilbur Ross. “We encourage all Americans to do their part by getting prepared, remaining vigilant, and being ready to take action when necessary.”

The updated outlook calls for 19-25 named storms (winds of 39 mph or greater), of which 7-11 will become hurricanes (winds of 74 mph or greater), including 3-6 major hurricanes (winds of 111 mph or greater). This update covers the entire six-month hurricane season, which ends Nov. 30, and includes the nine named storms to date.

What can and should residents do?

First of all, everyone should be able to handle the basics for at least a week. It is the difference between a crisis and an inconvenience. If you don't have one already, make a storm kit now. You are going to have to use it eventually so do it now. Mine is very simple. Headlamp, Battery powered Lighting, 20 gallons of water, in food safe 5 gallon containers with pour spouts, non-perishable foods, a gas grill and propane for cooking, a wood stove for heat, a battery bank for my I-phone, a full tank of gas for my vehicle and most importantly a French press so I can still make good coffee! Your kit will vary based on your needs, but those should always be in it, especially the coffee.

A lot of residents instead rely on a generator- that is great- if it starts, stays running and if you can get fuel.

If you use a generator, make sure of the following:

1. Run it outside and away from the house
2. You have functioning Carbon Monoxide detectors in the house. The Andover fire department responds to CO poisonings almost every single time we have power outages
3. Make sure it has been connected safely. If you just plug in appliance to it no problems, if you tie it into your household electrical system- it must be done safely and legally so it can't send power back onto the grid. You need to pull an electrical permit and get it inspected. We had one resident zapped by a backfeed this storm. Turned out ok but it could have been deadly. If you are not sure, have an electrician evaluate your connection. If you wait to the next storm, it is too late.
4. Make sure your generator is serviced and you store it with alcohol free gasoline (expensive I know but even using fuel stabilizer only goes so far).

5. Even if you have a generator, have a storm kit anyway. There is no guarantee that you will be able to keep it running and keep it fueled.

What else?

Please be careful. I realize people get impatient but there are some really basic things that we as a community fail to do. **If a road is closed, don't drive on it.** There are either crews working, it is blocked or it is not safe. On many occasions during this outage I watched people drive around multiple closed road signs and drive over primary and secondary electrical wires laying in the road. There is no guarantee that those wires are not live. That is just not smart.

Please do not cut any tree touching wires. We had one resident zapped doing that this storm (apparently from a backfed generator up the road). Let the linemen and professional tree crews do their jobs. I know people get frustrated that the road is still blocked after a few days, but just don't.

Help your neighbors. Check in on them if you can, especially if they are elderly or disabled.

Next Week I will comment on what the town can do better the next time.

What can the town do better/ differently?

The town needs to function the same as a resident and we need our own storm kit.

First the town does not have a lot of resources

We have Public Works (currently 3-4 personnel)

The Fire Department- 100% volunteer

CERT (civilian emergency Response Team) also all volunteer

1 Resident State Trooper

Town Hall employees including the Administrator

Several Drivers for Senior Transportation.

Like every one individually, we as a town needed to prepare ahead of time and have what we need to carry on the towns business without power. We also have to realize that employees are in the same situation, and they likely do not have power or resources either.

We need to be able to:

1. Clear and make roads safe
2. Communicate clearly with residents and provide updates and important information (Need Hotspot for Amanda)
 - a. Emergency Alert System

- i. This is a push system but only gets info to those that sign up for it
 - b. Facebook
 - i. The Town of Andover is the official social media site
 - ii. Other sites are encouraged to repost the towns information
 - c. Town Website
 - d. Have an emergency town cell phone # available
- 3. Provide essential support to keep people safe and alive
 - a. Emergency Services- Ambulance, Fire, Police
 - i. This is handled by the existing Emergency Services
 - b. Water
 - i. Need multiple locations where clean potable water is available ideally where the town has generator backup
 - ii. Need the ability to get water to those resident's that can't get it themselves, either via 5 gallon jugs or other means
 - c. Food
 - i. At some point if it goes on more than 7-10 days
 - d. Shelter
- 4. Continue to provide the normal town functions to the best of our ability

First off, I underestimated how bad the storm would be. By 2:30 with the center tracking 150 miles away, I assumed we would get off lightly and sent public works home. That did not work to well. By 4:30 I called them back in, but they had difficulty even getting here and it cost us some time. Until the storm had blown through, there was not much we could do so in the end it did not make much difference, but I should have been more proactive and kept them on through the storm.

Myself, public works, and the Fire Department surveyed the damage during and just after the storm.

The Fire Department was dealing with downed live wires on Route 6 (the state Highway was closed) until around 3 AM the first night.

By that evening we had all the roads surveyed (except we missed knowing about one blocked road (East St). We called them all into Eversource as Priority 2 locations. Priority 2 is for things that are hindering operations i.e. Emergency Response. Eversource has a dedicated switchboard for public safety dispatchers. The fire department had a list of all the blockages, how access could be obtained and coordinated with the neighboring FD's for areas we could not get to. We also identified what roads we could not get ambulance or fire truck access to.

The Library, Public Works, Town Hall, School and Fire Department lost power, internet and phones. We identified with Eversource that we had multiple critical infrastructure locations affected, and asked them to prioritize those also. Basically we lost all communication other than wireless.

We had a back up generator for the town Hall and FD but it does not cover the whole town hall. We are going to have to move around circuits to make sure that we are correctly allocating power.

We really need the ability to back up the whole building and the community room which we can't do now.

What saved me personally was having a personal verizon Mifi Hotspot so I could still get email and other services as well, and communicate and send updates. My Admin Assistant Amanda Gibson did a great job helping and pushing out the alerts as did Selectwoman Paula King. They were both working remotely where they had power. It was a solid team effort.
 (Need Hotspot for Amanda as she had nowhere to send alerts from locally)

Town Issues:

Lack of good contact with DOT. We as a town need to establish better communications with the maintenance division and the Bolton facility for support both for route 6 and other state roads that run through town. I never once talked to anyone at DOT that was helpful, but during the cleanup it was way too late to make new friends. For 3-4 days the traffic light was out at Rt 316, but was not addressed by anyone. Clearly that is a hot button issue with a lot of residents and a safety hazard. This is not easily addressed by the town.

Town “storm Kit” Checklist:

Notified: Public works, State Trooper, FD, CERT

Key cell Phone # list updated

Contacts at DOT Div1 Maintenance Director 860 258 4501

Eversource Town Liaison- changes over time storm by storm

Priority Dispatch number for Eversource (not for public distribution)

Potential Water Locations (with Backup Power School? Town Hall, Public works (not tested for potable?) Need to have easy to use set ups for filling water. We should consider stocking 5 gal jugs for emergency’s ~10-20

Public Works- Sufficient Road Closure signs and Cones. All storm related equipment functional and maintained Key is chainsaws, chipper, backhoe and loader

Emergency communication: Cell phone + Power Pack, Hotspot for internet access, radios

Potentially we should own several town Mifi Hotpots so we retain some internet capability at the town hall, assuming the wireless towers are still functioning. As we are switching to Fiber for internet and soon to be phone communications, we will still need to maintain alternate communications capability.

For myself as town Administrator

1. - a small Power Packs- Personally, lack of battery life for my I-phone I need a better charging set up at home and at work.
2. I could use a Radio in my vehicle and one in my office for getting communicating with public works.
3. I probably should have the magnetic stickers identifying me as town of Andover employee when I am driving around in my personal car. I got the who the heck are you question a bunch of times.

Locations with Generators:

1. Public works- old diesel gen Not very stable power- must run fuel pump manually
2. AES Generator backup for heat, and gym as an emergency shelter
3. Town Hall- shares Gen with Fire Dept
 - a. Only Partial backup need to reconfigure circuits for key locations Longer term need whole building backup

Our “Work” storm Kit needs to:

Eversource- We were assigned a town Liaison just before the storm. He was nice enough but was out of power himself, struggled with his own connectivity and never seemed to provide any useful information. Mostly I made it happen by running around and finding and talking to the onsite crew leads and evaluators directly. Early on I was able to grab a tree crew that had no communication with their bosses and get them to clear the downed trees by the school, and then start to

work down the lake. Eventually dispatch got ahold of them and re-tasked them, and sent them away. It was very frustrating to not have any insight into what was happening. Early on there was no communication between the tree crews and the line crews so they were often waiting for the other party.

In a perfect world Eversource would have a tree crew and Line Crew Staged in every town before the storm for reopening roads and making Safe the Electrical wiring.

In the early phase when there are not many crews available, there needs to be a tree crew/ line crew combo that works together.

Mostly when we contacted the on site supervisors we were able to use the backhoe to assist the tree crews with opening the roads. On Sunday, I hooked up with one site supervisor, who asked for town support for road closure and a loader or backhoe. I brought the crew in to assist and then that crew packed up and left because they got reassigned to Tolland. It took a while to find their replacements, make contact and set up a new working relationship.

The other part was that the E911 priority list was basically ignored on the ground. The crews worked to get power up period and were not focused on road closures at all. From the towns perspective, we should not even have been thinking of restoring power to anything until all the blocked roads had at least one way in or out. That did not happen. Getting the last blocked road cleared took until Monday night (East St).

In an ideal world the liaison should be in the town and have an ipad with hotspot connectivity. They should be able to help prioritize what happens within a town. This is especially important when you have multiple crews working in different areas and circuits. Near the end of the event we had a lot of crews waiting for tickets and I still had a list of things that needed to be addressed but we could not align the free crews with the work needed. That was frustrating. The liaison in town should be able to get ops to send crews to hotspots.

The town should be able to see in real time when and where the crews are so we can work with and support them, update residents and deal with closures etc.

b. Upcoming Road Maintenance Projects

c. STEAP Grant Application

ACCEPTANCE & CERTIFICATION

(Page 1 of 2)

This Acceptance and Certification must be read and signed by the Authorized Signatory of the municipality in order for the municipality/project to be considered for STEAP funding.

My signature below, as Authorized Signatory of the Town of **Andover**, indicates acceptance of the following and further certifies that:

1. I understand that should this grant application be approved I will be required to sign an assistance agreement/contract with the assigned administering agency delineating the terms and conditions of this grant;
2. I will comply with any grant terms and conditions required by the administering agency;
3. I understand that various permits and permit-related documentation may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations, including but not limited to a Flood Management Certification;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy and Planning Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review;
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the Connecticut General Statutes;
8. I understand that I am responsible for meeting the requirements to remain eligible for discretionary state funding as outlined at [**this link**](#).

ACCEPTANCE & CERTIFICATION

(Page 2 of 2)

9. I will supply the Office of Policy and Management with all documentation supporting my authority to enter into an assistance agreement, including but not limited to applicable certified minutes and by-laws from the town denoting my authority to apply for the grant and the authority to enter into such an agreement should a grant be awarded;
10. I understand that if this application leads to the award of a STEAP grant for this project, that no payment will be made for project expenses incurred prior to the start date, unless such expenditures are satisfactorily determined by the administering agency to be allowed pursuant to the ***COVID-19-Related Provision** (page 3) or after the end date as set forth in the fully executed contract; and
11. I have read, in full, all pages of this application package, entitled Small Town Economic Assistance Program (STEAP) Guidelines and Application.

Eric Anderson

Authorized Signatory's Name (Please Print)

Town Administrator

Title



Signature

8/27/2020

Date

You must save this completed application, then attach your completed application, the separate completed budget workbook, and all other required attachments to an email and send to:

opm.steapapplications@ct.gov

d. Veterans Monument Park



UConn Soil Nutrient Analysis Laboratory

6 Sherman Place, Unit 5102, Union Cottage
 Storrs, CT 06269-5102
 860-486-4274
www.soiltest.uconn.edu

UConn
 COLLEGE OF AGRICULTURE,
 HEALTH AND NATURAL
 RESOURCES
 PLANT SCIENCE AND LANDSCAPE
 ARCHITECTURE

Soil Test Report

Order Number: 12526

Prepared For:

Joan Foran
 143 Hebron Road
 Andover, CT 06232

Sample Information:

Sample Name: Veterans
 Lab Number: 5427
 Area Sampled:
 Received: 6/11/2020
 Reported: 6/19/2020

joanforan@yahoo.com

Results

Nutrients Extracted From Your Soil (Modified Morgan)

		Below Optimum	Optimum	Above Optimum	Excessive*
Calcium	1138 lbs/acre	<div style="width: 40%; background-color: #4a7ebb;"></div>			
Magnesium	135 lbs/acre	<div style="width: 60%; background-color: #4a7ebb;"></div>			
Phosphorus	4 lbs/acre	<div style="width: 50%; background-color: #4a7ebb;"></div>			
Potassium	103 lbs/acre	<div style="width: 80%; background-color: #4a7ebb;"></div>			

* Excessive only defined for Phosphorus (>40 lbs/acre)

Soil pH (1:1, H ₂ O)	5.6	Element	ppm	Soil Range in CT
Est. Cation Exch. Capacity (cmole+/100g)	8.7	Boron (B)	0.1	0.1 - 2.0
Buffered pH (Mod. Mehlich)	6.1	Copper (Cu)	0.2	0.3 - 0.8
		Iron (Fe)	4.1	1.0 - 40.0
		Manganese (Mn)	3.9	3.0 - 20.0
		Zinc (Zn)	2.3	0.1 - 70.0
		Sulfur (S)	14.8	10 - 100
Base Saturation	%	Suggested	Aluminum (Al)	60.3
Potassium	2	2.0 - 7.0	Est. Total Lead (Pb)	low
Magnesium	6	10 - 30		
Calcium	33	40 - 50		

Limestone & Fertilizer Recommendations for Established Lawn

Limestone (Target pH of 6.6)

100 lbs / 1000 sq ft

Comments:

LIMESTONE:

Do not topdress turf with more than 50 lbs limestone per 1000 sq ft at one time. Split the above application between spring and fall (or at least at 30 day intervals) until the whole recommended amount is applied.

FERTILIZER:

Soil test values for PHOSPHORUS are BELOW OPTIMUM. Either apply 20 lbs of 5-10-5 or 10 lbs of 10-20-10 or 25 lbs of 4-1-4 or 4-3-4 (or the equivalent) per 1000 sq ft between mid-April and mid-May. Repeat this application again between mid-September and mid-October.

OR USE THIS RECOMMENDATION:

Follow the recommendations for maintenance fertilizers on the SUGGESTED FERTILIZER PRACTICES FOR LAWNS fact sheet applying no more than 1 pound of nitrogen per 1000 sq ft with each application. In addition, apply 9 lbs of 0-46-0 (triple superphosphate) or 20 lbs of 0-20-0 (superphosphate) or 134 lbs of 0-3-0 (rock phosphate) per 1000 sq ft in either spring or fall.

In subsequent years, follow the recommendations for maintenance fertilizers on the SUGGESTED FERTILIZER PRACTICES FOR LAWNS fact sheet or retest the soil at least three months after an application of fertilizer for more accurate recommendations. Apply fertilizers to dry grass or water after application to prevent fertilizer burn. Only two fertilizer applications per year are required when grass clippings are returned to the lawn.

If you have questions about this report or fertilizer recommendations, contact the UConn Soil Nutrient Analysis Lab at (860) 486-4274 or email soiltest@uconn.edu.

If you have questions about any other plant, pest or disease problems, contact the UConn HOME and GARDEN EDUCATION CENTER, Dept. of Plant Science and Landscape Architecture. Phone: (877) 486-6271; email: ladybug@uconn.edu; website: www.ladybug.uconn.edu.

References (Crop Related):

Soil Test Interpretation and Recommendations

<http://www.soiltest.uconn.edu/documents/interpretationofsoiltestresults6-2016.pdf>

Fertilizer Practices for Lawns

<http://www.soiltest.uconn.edu/documents/suggfertpraclawn6-16.pdf>

Your Lawn and the New Phosphorus Law in CT

<http://www.soiltest.uconn.edu/documents/Phosphoruslawlawnstmclean.pdf>

Fertilizer Conversions & Garden Measurements

<http://www.soiltest.uconn.edu/documents/fertilizerandgardenmeasurements2-5-15.pdf>

**e. 155 Howitzer Monument at
Veterans Monument Park**



**United States Army Donations Program
Qualification Checklist for Donations of Combat Materiel
Municipalities**

Please complete the following questionnaire and return this form with the required documents outlined below:

Full Name of Organization (ORG): _____

ORG Physical Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ FAX Number: _____

ORG E-mail Address: _____

ORG Mailing Address (if different than above): _____

City: _____ State: _____ Zip Code: _____

ORG Representative (REP): _____

Contact Information (If Different than above), Telephone Number: _____

Contact E-mail Address (If Different than above): _____

Name of Organization that owns the display site: _____

Address of Display site (if different from ORG): _____

City: _____ State: _____ Zip Code: _____

GPS Display Site Coordinates: _____

Type of Combat Equipment being requested (**check only one**):

Tracked Vehicle Towed Artillery Helicopter Any Combat Material

Size Restrictions, maximum Length and Width: _____ Feet x _____ Feet

Do you currently possess combat equipment as static display? _____ Yes _____ No

REP's Signature

Date

**United States Army Donations Program
Qualification Checklist for Donation of Combat Materiel
Municipalities Continued**

Please read the following conditions and initial after each.

Combat Material issued to your organization cannot be loaned, sold, transferred, given to or used by any other organization. This equipment remains the property of the United States Government and must be returned to the US Army when no longer needed by your organization. _____ (Initial)

Upon receipt and approval of your application, you will be offered a suitable display piece as they become available. The availability of any Army equipment for use as a static display is very limited. It is recommended you apply for a static piece in order to maintain your request in an open status until an asset becomes available. _____ (Initial)

Upon acceptance of an item, your organization will be responsible for all release, demilitarization, display site preparation and transportation costs associated with the conditional loan of display equipment. Depending upon the type of equipment available: demilitarization, radiological and release costs can exceed several thousand dollars. _____ (Initial)

Please identify **maximum dollar amount** that you are prepared to pay for demilitarization/radiological and release costs (**check one**):

Not to Exceed \$1000 Not to Exceed \$10,000 Exceeds \$10,001

Transportation of an item will be at your expense via a commercial carrier. Combat equipment can be located throughout the Continental United States of America, distance from current location to display site will vary. This cost will be dependent upon the commercial carrier you hire to move the item for you and the distance from its current location to your display site. _____ (Initial)

Due to the distance combat equipment may have to be transported and associated costs, please identify the distance your organization is willing to consider for an offer (**check one**):

With-in State With-in Region No prohibition on distance

In the event that an offer for combat equipment is not made within a three year period from the date of this request or an offer is made and refused by the organization, the organization must reapply for qualification of combat material under this program.
_____ (Initial)

**United States Army Donations Program
Qualification Checklist for Donation of Combat Materiel
Municipalities Continued**

Retain this page for your records.

Please submit the following information to:

US Army TACOM
ATTN: AMTA-LCL-IFD, M/S: 419D
6501 E. 11 Mile Road
Detroit Arsenal, MI 48397-5000

- (1) **Checklist** for Donations of Combat Materiel Municipalities. (Pages 1&2)
- (2) **Municipality Written Request** signed by the Mayor, City Manager, County Commissioner, or Governor as appropriate for combat equipment under 10 USC 2572, the request must identify the intended use of the equipment.
- (3) **Certificate of Incorporation** under State Law, City/County Charter, or other legal documentation substantiating recognition, as a governmental entity of the state.
- (4) **A Copy of the approved Minutes or Resolution** citing board approval from the City/Township Council, County Board of Commissioners, and/or other appropriate law making governing body. This document must show that the appropriate governing body will assume all responsibility for the upkeep and safety of the display item with the understanding that equipment cannot be placed on privately owned property.
- (5) **A Site photograph** depicting the proposed display site of the donated item.
- (6) **Annual Certification of Army Material Status.** Complete for each piece of equipment currently in the organization's possession.
- (7) **Site photograph(s).** These photograph(s) must show where you intend to place the display item. It must include surrounding landmarks including your facility or the Park signs and setting.
- (8) **Static Display Photograph(s).** Photograph(s) must clearly show any display equipment your organization received. This includes display items located in parks and cemeteries or at memorial sites.
- (9) **Map of the Local Area/GPS Coordinates.** This map must pinpoint the location of your organization's proposed display site. It must be detailed enough to permit visitors and/or inspectors unfamiliar with the local area to easily find the display.



AGENT ORANGE MONUMENT

This monument is a painful reminder of the poisonous dioxin sprayed upon US troops who served in Vietnam, Thailand, Cambodia, Laos, Korea, and Military bases in the United States, as well as bases all over the world from 1961-1972 or so.

Made of special black granite with Agent Orange heart in the center. The back of the polished stone will have a scene depicting all branches of service exposed. The unveiling is scheduled for late spring or early summer 2021. The face of the monument is designed to match an Agent Orange monument standing in Ennis, TX. The back will make ours the only one like it in the country. Two black granite benches for viewing will be placed front and back.

The Finished cost is \$25,000. If you would like to donate, please make check out to American Legion Post 95." AO monument Andover, CT" in the memo. The Town of Andover, Ct. will be the caretaker after the monument is in place. Mail check to address below and I'll mail back a letter of thanks from Post 95. All funds donated will go to the Agent Orange Monument.

Gerry Wright 1SG (Ret) U.S. Army
Veterans Representative for Town of Andover,
Certified by State of CT Veterans Administration

Face book sprayed and betrayed AO
Cell: 860-982-3944

Please send your contribution to:
American Legion Post 95- AO Monument
PO Box 95
Hebron CT 06248
Attention: Gerry Wright





American Legion Post 95
PO Box 95
Hebron CT 06248

Greetings Veterans and Patriots,

A group of Vietnam veterans and members of the Hebron CT American Legion Post 95 are in the process of erecting an Agent Orange Monument. Many military servicemen who served in Vietnam are suffering from diseases caused by Agent Orange, which was used as a defoliant during the war. Many have already died. Following the end of the Vietnam War we learned about the effect of Agent Orange and then had to fight the US government to get acknowledgment and medical treatment.

Now we are erecting this monument as citizens. It will stand on Veterans Green at the intersection of Routes 6 and 316 in Andover. The monument will honor and remember the sacrifice these men and women made while fighting for their country. We are asking for your support in completing this project, which is described in detail on the following page. Please consider helping out with a donation. All funds donated will go to the Agent Orange Monument. Individuals can deduct a contribution as a donation to a nonprofit organization on their federal income tax return.

Sincerely,

Gerry Wright 1SG (Ret) U.S Army
Veterans Representative For Town Of Andover and
Certified By State of CT Veterans Administration
Agent Orange Survivor, Vietnam
19th Combat Engineers 69-70
2014 Ct. Veterans Hall of Fame
Amvets. Legion, VFW, DAV, VVA, Cell 860-982-3944

Agent Orange Monument to be Erected in Town

by Sloan Brewster

Veterans who died as a result of Agent Orange will be commemorated by a monument in Andover.

At last week's Board of Selectmen meeting, local veteran Gerry Wright presented the idea for an Agent Orange monument to be installed at Veterans Monument Park. The board supported the notion and unanimously approved it.

The monument will be made of black granite and will depict an orange and yellow heart with a C-123 airplane, like the ones used to spray the chemical over Vietnam, Wright said in a phone call Tuesday. Inscribed around the heart will be the words "Agent Orange, in memory of all those who died because of this chemical. Please pray for those veterans who continue to suffer because of it. Remember their sacrifice."

The front of the stone's base will have the words, "May this small plot of ground serve as a reminder for those exposed to chemical and genetic warfare for generations to come."

On the base's back, will be the words, "They served, they fought, they died and received neither their country's glory nor their country's compassion."

The monument will be a similar to one Wright saw in Texas two years ago; he told selectmen he spoke with the people who made it and they voiced support of him duplicating it.

"They said they want to see one in every state," he said. He added there is already an Agent Orange monument in Waterford.

Andover's monument will have an additional laser-etched scene on the back illustrating what is on front, Wright said. While not divulging what that scene would portray, he said he has been working with Candace LaFlauer, monument artist, from Nolan's Hamden Monument Co. and Patricia Naegeli, police sketch artist from Coventry, on the design.

"I wanted this to be one of a kind," Wright said. "I wanted this one to be the only one like it in the country. And with the laser etching on the back to tell the story, it's going to be awesome; in fact the stone is a little bit bigger than the one up in Texas."

Wright said he would import the granite for the monument from India. Though pricey, slabs from that country are solid black and, unlike the granite that comprises the Texas monument,

contain no blemishes or white streaks.

Light wavy lines often running through granite can interfere with the etching. Nolan's Hamden Monument Company wrote in an email Wright included with his presentation at the meeting.

Wright also included photographs of the spot at the park – marked off with orange cones – where he plans to have the monument installed.

"It seems to fit nicely up in that corner," he said.

Two benches, also made of black granite, will be set on angles facing the monument – one allowing visitors some contemplation while looking at the face of the stone and the other giving them the opportunity to thoughtfully gaze at the back.

There's no time projected for the start of the project as LaFlauer, the artist who will do the laser etching, is booked through January.

"She does absolutely beautiful work," Wright said.

He said he does not anticipate work to begin until next spring or early summer.

The yellow and orange for the heart are difficult colors to incise into black granite and the paint will fade and need to be touched up in about 10 years, Wright added.

The total cost of the project will be \$21,000, Wright said. He will be raising money for it through Hebron's American Legion post, of which he is a member. He wants to raise \$25,000 and said the additional \$4,000 will set aside to pay for the 10-year paint touch up.

Ron Bission, of Ron's Professional Lawn Care in Andover, has volunteered to put the base in concrete and set the monument at no cost, Wright said.

Once completed, the stone will be owned by the town, Wright said.

"So when we're all done, this is your monument," he said. "The stone will be absolutely beautiful. I think it will accent the park."

Selectmen complimented Wright on the idea.

"I think [the monument] would be a nice addition to that area," said First Selectman Jeff Maguire.

Wright also updated selectmen on the Agent Orange Exposure Fairness Act, a bill he has been working to get passed at the federal level for more than two years.



A monument remembering those who died from or have ailments caused by Agent Orange, planned for the Andover Monument Park, was inspired by this one in Ennis, Texas.

"You know I'm very passionate about the Agent Orange," he said. "I just found out today that there's a good chance that The Veterans Administration and congress is going to bring our bill to the floor by the end of the week, so we're working with about 60 senators to get that bill out and to get it passed."

On Tuesday, Wright said he heard from Sen. Richard Blumenthal's office the day before informing him the bill had not yet been presented but is expected to be in the next week or two.

Wright said he anticipates support for the fairness act from the state of Connecticut and testified about it before the Committee on Veterans Affairs, which had unanimously passed a resolution in support of the bill.

"But then [COVID-19] set in," he said.

Due to the state shutdown to halt the spread of the coronavirus, the bill has not gone to the

senate or house.

If the house and senate approve the measure, the governor will send a letter of support for the fairness act to the U.S. Congress.

Agent Orange is an herbicide or defoliant that contains the contaminant Dioxin and was sprayed over Vietnam by the U.S. military.

Wright spent two tours in Vietnam and was exposed to the toxin and has health issues because of it. In 2018 and 2019, he went on two cross country motorcycle journeys seeking signatures on petitions to get treatment and disability for veterans exposed to the contaminant, but whose ailments have been all but ignored.

Anyone interested in contributing to the monument can send donations to Gerry Wright at P.O. Box 274, Andover CT 06232. Make checks out to Legion Post 95 and in the memo put 'AO Andover Monument.'

**f. Consider Transition of
Beautification Committee to Parks
and Grounds Committee**

**g. Fiber Optic
Connection at Town Hall**

h. CIP Report for Town Buildings and Properties

**Please view the report on the town's website via the
Town Administrator's page.**

**i. Brand New Truck for the
Volunteer Fire Department**

j. Public Library Mural Restoration



From: deardianne@comcast.net [mailto:deardianne@comcast.net]

Sent: Thursday, September 3, 2020 10:35 AM

To: Hebron Mural Artist - 2018 <sarawalling@outlook.com>; aeorlo@yahoo.com; Cathy - Home Desrosiers <Cathleendesrosiers@Yahoo.com>; deardianne@comcast.net; jeffcballard@yahoo.com; julie.gruner@snet.net; kurtzla@comcast.net; linda.fish@comcast.net; selshev@att.net; Christine Fisch <329cfisch@sbcglobal.net>

Cc: Mandeville, A <amandeville@andoverct.org>; Anderson, Eric <eanderson@andoverct.org>; Maguire, J <jmaguire@andoverct.org>; Murray, J <jmurray@andoverct.org>; King, P <pking@andoverct.org>; Person, S <sperson@andoverct.org>; Admin Assistant <adminassistant@andoverct.org>

Subject: Library Mural and the Greater Hartford Arts Council

FYI –

Dan Deutsch of the *Greater Hartford Arts Council* is doing a piece for their Social Media platform about FREE-outside-art that is available to the public in the greater Hartford area. Andover is on the outer edge of their coverage area and Dan was delighted to hear about the Library mural.

I spoke with him yesterday and he will be in Andover soon to take a photo of the mural and add it to the piece he is writing.

Dan Deutsch
Marketing and Communications Manager
Greater Hartford Arts Council
100 Pearl Street | Hartford, CT 06103
860-525-8629 x235
ddeutsch@letsgoarts.org
Support the arts! LetsGoArts.org

Yippee! Our mural project is certainly getting some notice! 🤗

Best Wishes to all, stay safe and well,

Dianne

k. Curb Guards at the Public Library

1. Merritt Valley Property

Acquisition of Klock Property, Merritt Valley Road

The Town has the opportunity to acquire the Klock property on Merritt Valley Road. This is a 33.81 acre parcel of undeveloped land that is currently taxed under 490 Forestry. The asking price is \$159,000 (approximately \$4,700 per acre) and is most likely negotiable. Acquisition of this parcel is consistent with the open space goals of the Plan of Conservation and Development (POCD) and attractive for the following reasons: (Chapters 8 and 10 of POCD)

State open space guidelines

The state goal for open space in municipalities is 21%. The POCD states that the acquisition of 284 acres by 2025 is necessary to meet this goal. (page 59 of POCD) The acquisition of this property is a reasonable way to meet this. The totality of open space includes numerous factors and is not restricted to conservation only.

Size of the parcel and adjacency to other town owned parcels

There are not many large pieces of property that are available for open space remaining in Andover. The Klock property is adjacent to the school and town hall property and would result in a contiguous parcel over 113 acres in size. Additionally, the parcel is adjacent to two parcels on Merritt Valley Road that the town recently acquired. This would result in 5 potentially linked parcels; it is not a patchwork of small, unconnected pieces. Such a large block of property has potential for recreation and preservation of the rural character of the town. Both are attributes that Andover residents identified as important in the POCD survey results (pages 37,38 and chapter 7 pg. 40 of POCD)

Potential use of the parcel

The Klock property is adjacent to the Town trail system and could be incorporated into the system. It also abuts the Hop River Rail Trail. A connection could be made from the Hop River Rail Trail through the property going between Old Andover and the Town Hall. Currently, the town owned property is steep and difficult to navigate. A new trail would provide a gentle slope that would be more easily used. Recreational and educational use is also possible. Additionally, there is historic value associated with the parcel. An old foundation and an enormous old well were found on the property. Also, Tom Talbot recently found and identified an old, unused road known as Old Badger Road that runs through this area going up past the school property and onto Route 316. (Chapter 10 of POCD)

Revenue Loss

Tax revenue loss will be insignificant because the property is currently in 490 Forestry and is currently taxed at \$202 per year.

Potential Loss of Protected Status

This piece of land is currently shown as protected on Figure D Open Space Plan on page 58 of the POCD. Once the property is sold, it is unlikely that the land would remain in its current protected status by another buyer. That outcome would be prevented by the town purchase of the property.

m. RHAM Generator

From: Paul Bancroft [<mailto:hebronemd@gmail.com>]
Sent: Monday, August 31, 2020 9:06 AM
To: Anderson, Eric <eanderson@andoverct.org>
Cc: Micky Q <mickyq91@gmail.com>
Subject: Fwd: Generator verbiage - thank you

Hi, Eric.

Andy Tierney has been working with Cathy Osten to secure grant money to upgrade the generator system at RHAM so it can be used as an emergency shelter, even when the power is out. Right now, the RHAM generator only powers the overhead lights (just enough to meet fire code). Cathy says our best shot to get a grant is to designate RHAM as a regional shelter. This makes sense for a lot of reasons. Most importantly, we could use our CERTs and volunteers to run a single shelter, rather than trying to run 3 separate ones at the same time.

Greg has put this on the agenda for the Marlborough BOS's next meeting. Below is some suggested verbiage I sent them. I'd appreciate it if Andover would consider doing something similar.

Thanks,

Paul

----- Forwarded message -----

From: Paul Bancroft <hebronemd@gmail.com>
Date: Mon, Aug 31, 2020 at 8:56 AM
Subject: Re: Generator verbiage - thank you
To: EMD <emd@marlboroughct.net>

The town of Marlborough recognizes the following:

1. Operating a regional emergency shelter in conjunction with the towns of Andover and Hebron would maximize efficiency by centralizing emergency shelter operations and allowing for shared manpower and other resources such as food preparation.
2. RHAM High School would be the best venue for such a shelter due to its size, parking capacity, large gym, auditorium, and kitchen, showers, and centralized location.
3. RHAM High School cannot currently fulfil this function because critical parts of the building - including the kitchen, heating and air conditioning systems, electrically-powered toilet and sink valves, and 120-volt electrical outlets - are not powered by the building's generator.

It is therefore resolved that the Marlborough Board of Selectmen, in conjunction with the towns of Andover and Hebron, would be interested in investigating options for grant monies to upgrade the generator system at RHAM High School to enable the building to function as a regional emergency shelter while under its own generator power.

On Mon, Aug 31, 2020 at 8:30 AM EMD <emd@marlboroughct.net> wrote:
Paul,

Good morning. Thanks so much for your time and insights yesterday. Please send me the draft verbiage for that potential motion on the RHAM generator when you can. Want to get it to Greg in time for the BOS meeting tomorrow if possible.

Thank you - have a great day.

Scott

Scott Fleeher
Emergency Management Director
Town of Marlborough, CT 860-365-3111

n. Route 6 Corridor Forestry

-----Original Message-----

From: John Elsesser [<mailto:jelsesser@coventryct.org>]

Sent: Tuesday, August 18, 2020 8:44 PM

To: patrice.carson@boltonct.org; Joshua Kelly <jkelly@boltonct.org>; Anderson, Eric <eanderson@andoverct.org>

Cc: Eric Trott <etrott@coventryct.org>; James Parda <jim.parda@gmail.com>

Subject: RT 6 corridor forestry

Eric T and i had a productive call with Hull Forestry of their willingness to complete a forestry management plan and permitting if allow to forest the RT 6 corridor. They would give us an estimate of the cash yield in several months . It would create a rough trail along the planned route to create a well worn path . Some slag would be left to protect regrow the and help limit invasive. When asked if they were willing to do Both and Andover (from town line to Bearswamp rd). Are you folks interested in a rough estimate. We would plan t put proceeds into signage, trail enhancement and wetlands crossing. Would could start this coming summer and into next early winter.

We have done a similar project with Hull decades ago.

If possible let me know within a couple weeks to be included in the survey.

Exciting news of A way to gain access and build a heathy forest. Lots of dead ash to be removed while they have value.

o. Alarm Monitoring for Town Buildings



TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

Proudly serving since 1950



Executive Director – 860-872-2421 Dispatch – 860-875-2543

Finance Director – 860-871-8684 email: treasurer@tollandcounty911.org

IMPORTANT NOTICE

This message concerns your alarm monitoring services and agreement.

At the August 12, 2020, meeting of the Board of Directors of the Tolland County Mutual Aid Fire Service, Inc., the Board of Directors voted to phase out of the alarm monitoring business. The designated end date is August 31, 2021.

What does this mean for your account?

- The Tolland County Mutual Aid Fire Service, Inc. will continue to honor all current agreements thru the term of the agreement.
- At the end date of your agreement the monitoring services will terminate.
- If you wish to have your alarm monitored beyond the termination date, you will need to contract with another alarm monitoring vendor.
- A Cancellation Notice is enclosed for you to use when you terminate our service, please complete and return.

The Board of Directors is very appreciative of the past support from our customer base. The general business plan for the organization has moved to focus more on the municipal 911 services and the emergency service dispatching needs of the communities we serve. The business of alarm monitoring is quickly moving thru technological a change that simply does not make it a competitive market for us to further invest in currently.

Your account #: 0504
0557 End date of current agreement: 6/30/21
0722

Location: HIGHWAY GARAGE, TOWN HALL, SENIOR CTR.

If you have any questions feel free to contact the Finance Director's Office weekdays, from 9-11 am, at 860 871-8684, all other times you can leave a voice mail message.

Respectfully,
John W. Turner, Finance Director



TOLLAND COUNTY MUTUAL AID FIRE SERVICE INC.

56 TOLLAND GREEN P.O. BOX 6 TOLLAND CT. 06084

Proudly serving since 1950

Finance Director – 860-871-8684 email: treasurer@tollandcounty911.org

Dispatch – 860-875-2543 Executive Director – 860-872-2421



Alarm Monitoring Services

CANCELATION NOTICE

Please complete this form and mail it to the above address or email:
treasurer@tollandcounty911.org

Alarm # _____

Name of person, business, or location of alarm:

Address of alarm location:

Submission of this form confirms that all alarm monitoring services provided by the Tolland County Mutual Aid Fire Service, Inc. are terminated.

Name of person terminating services:

X _____
Please print name

X _____
Signature

X _____
Title

Effective Date: X _____

Please return to TCMAFS, Inc.
P. O. Box 6
Tolland, CT 06084

10. Approval of Meeting Minutes

Visit www.andoverct.org to review the following:

- a. Monday, June 13th, 2020 Regular Meeting Minutes
- b. Monday, July 27th, 2020 Special Meeting Minutes

11. Treasurer's Report

**SW - Rev Summary
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
	10 Property Taxes								
PROGRAM	101 Current Year Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	102 COC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	103 Interest on Active	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	(\$40,000.00)	0.00%
PROGRAM	104 Lien on Active Taxes	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	(\$2,000.00)	0.00%
PROGRAM	105 Principle on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	106 Interest on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	107 Lien on Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	108 Prior Year Taxes	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	(\$100,000.00)	0.00%
PROGRAM	109 NSF/DMV/Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	110 Supplemental MV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	900 Reclass of Transfers for Statement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0000 General Revenue	\$142,000.00	\$0.00	\$142,000.00	\$0.00	\$0.00	\$0.00	(\$142,000.00)	0.00%
OBJECT	10 Property Taxes	\$142,000.00	\$0.00	\$142,000.00	\$0.00	\$0.00	\$0.00	(\$142,000.00)	0.00%
	20 Intergovernmental Revenues								
PROGRAM	203 Boat Registrations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	209 PILOT State Property	\$9,631.00	\$0.00	\$9,631.00	\$0.00	\$0.00	\$0.00	(\$9,631.00)	0.00%
PROGRAM	211 Vetern's Tax Relief	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	213 Property Tax Relief and Circuit Bre	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	221 Manufacturers Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	222 Municipal grants in aid	\$2,620.00	\$0.00	\$2,620.00	\$0.00	\$0.00	\$0.00	(\$2,620.00)	0.00%
PROGRAM	223 Mashantucket-Pequot Grant	\$6,680.00	\$0.00	\$6,680.00	\$0.00	\$0.00	\$0.00	(\$6,680.00)	0.00%
PROGRAM	226 State Miscellaneous	\$2,500.00	\$0.00	\$2,500.00	(\$200.00)	\$0.00	\$200.00	(\$2,300.00)	8.00%
PROGRAM	227 Municipal Revenue Sharing	\$43,820.00	\$0.00	\$43,820.00	\$0.00	\$0.00	\$0.00	(\$43,820.00)	0.00%
PROGRAM	238 Disabled Program	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	(\$400.00)	0.00%
PROGRAM	239 Telephone Access	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	(\$5,000.00)	0.00%
PROGRAM	418 FEMA-1/FY13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--

**SW - Rev Summary
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
PROGRAM	419 FEMA-2/FY13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0000 General Revenue	\$70,651.00	\$0.00	\$70,651.00	(\$200.00)	\$0.00	\$200.00	(\$70,451.00)	0.28%
PROGRAM	231 Historic Documents Preservation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	201 Federal Highway Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	215 Local Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	227 Municipal Revenue Sharing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0300 Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	207 Law Enforcement Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	237 DOT Moving Violations Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0400 Public Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	217 Special Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	219 Education Cost Sharing	\$2,004,782.00	\$0.00	\$2,004,782.00	\$0.00	\$0.00	\$0.00	(\$2,004,782.00)	0.00%
PROGRAM	225 Transportation Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0900 Education	\$2,004,782.00	\$0.00	\$2,004,782.00	\$0.00	\$0.00	\$0.00	(\$2,004,782.00)	0.00%
OBJECT	20 Intergovernmental Revenues	\$2,075,433.00	\$0.00	\$2,075,433.00	(\$200.00)	\$0.00	\$200.00	(\$2,075,233.00)	0.01%
	30 Investment Income								
PROGRAM	303 Interest	\$40,000.00	\$0.00	\$40,000.00	(\$627.41)	\$0.00	\$1,563.18	(\$38,436.82)	3.91%
FUNCTION	0000 General Revenue	\$40,000.00	\$0.00	\$40,000.00	(\$627.41)	\$0.00	\$1,563.18	(\$38,436.82)	3.91%
OBJECT	30 Investment Income	\$40,000.00	\$0.00	\$40,000.00	(\$627.41)	\$0.00	\$1,563.18	(\$38,436.82)	3.91%
	40 Licenses, Fees and Charges for Good								
PROGRAM	401 Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	407 Town Clerks fees, licenses, and	\$50,000.00	\$0.00	\$50,000.00	(\$1,470.75)	\$0.00	\$10,466.38	(\$39,533.62)	20.93%
PROGRAM	408 Town Clerk PA05228	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	409 Dial-A-Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
PROGRAM	417 Selectman's Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	--
FUNCTION	0100 General Government	\$50,000.00	\$0.00	\$50,000.00	(\$1,470.75)	\$0.00	\$10,466.38	(\$39,533.62)	20.93%

**SW - Rev Summary
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

Note: AcntBalance Includes AcntInvoiced Balance

		Orig Revenue	Transfers	Adj Revenue	Mtd Net	Ytd Debits	Ytd Credits	Balance	% Recvd
PROGRAM	413 Transfer Station Receipts	\$30,000.00	\$0.00	\$30,000.00	(\$280.00)	\$0.00	\$8,360.00	(\$21,640.00)	27.87%
PROGRAM	415 Waste Redemption	\$1,000.00	\$0.00	\$1,000.00	(\$33.00)	\$0.00	\$397.85	(\$602.15)	39.79%
FUNCTION	0700 Sanitation and Waste	\$31,000.00	\$0.00	\$31,000.00	(\$313.00)	\$0.00	\$8,757.85	(\$22,242.15)	28.25%
PROGRAM	405 Building Department Receipts	\$35,000.00	\$0.00	\$35,000.00	(\$5,366.28)	\$0.00	\$10,234.58	(\$24,765.42)	29.24%
FUNCTION	0800 Planning and Land Use	\$35,000.00	\$0.00	\$35,000.00	(\$5,366.28)	\$0.00	\$10,234.58	(\$24,765.42)	29.24%
OBJECT	40 Licenses, Fees and Charges for	\$116,000.00	\$0.00	\$116,000.00	(\$7,150.03)	\$0.00	\$29,458.81	(\$86,541.19)	25.40%
	80 Other Revenues								
PROGRAM	801 Miscellaneous	\$3,000.00	\$0.00	\$3,000.00	(\$2,053.12)	\$0.00	\$3,000.62	\$0.62	100.02%
PROGRAM	803 Rentals	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	(\$1,500.00)	0.00%
FUNCTION	0000 General Revenue	\$4,500.00	\$0.00	\$4,500.00	(\$2,053.12)	\$0.00	\$3,000.62	(\$1,499.38)	66.68%
OBJECT	80 Other Revenues	\$4,500.00	\$0.00	\$4,500.00	(\$2,053.12)	\$0.00	\$3,000.62	(\$1,499.38)	66.68%
FUND	100 General Fund - Town	\$2,377,933.00	\$0.00	\$2,377,933.00	(\$10,030.56)	\$0.00	\$34,222.61	(\$2,343,710.39)	1.44%
Grand Total for Report		\$2,377,933.00	\$0.00	\$2,377,933.00	(\$10,030.56)	\$0.00	\$34,222.61	(\$2,343,710.39)	1.44%

TOWN BUDGET SUMMARY
Andover Town & School 2020-2021

09/09/2020
 Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0101-100 First Selectman Salary	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
1-100-01-0101-105 Selectmen Salary	\$4,800.00	\$4,800.00	\$100.00	\$0.00	\$0.00	\$4,700.00	2.08%
1-100-01-0101-115 Board Clerk BOS	\$1,500.00	\$1,500.00	\$120.00	\$0.00	\$0.00	\$1,380.00	8.00%
1-100-01-0101-330 CONF. SEMINARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-381 Moving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-580 Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-810 Dues/ Memberships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0101-836 Veteran's Day Committee	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
01 General Government	\$9,300.00	\$9,300.00	\$220.00	\$0.00	\$0.00	\$9,080.00	2.37%
1-100-01-0102-100 Town Administrator Salary	\$85,000.00	\$85,000.00	\$2,651.27	\$0.00	\$0.00	\$82,348.73	3.12%
1-100-01-0102-120 Administrative Assistant	\$20,748.00	\$20,748.00	\$2,982.00	\$0.00	\$0.00	\$17,766.00	14.37%
1-100-01-0102-150 Merit Based Compensation Adj Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0102-330 Conference/Seminars	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0102-535 Mobile Phone	\$624.00	\$624.00	\$222.05	\$0.00	\$0.00	\$401.95	35.58%
1-100-01-0102-580 Mileage	\$1,200.00	\$1,200.00	\$200.00	\$0.00	\$0.00	\$1,000.00	16.67%
1-100-01-0102-810 Dues/Memberships	\$260.00	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00	0.00%
01 General Government	\$108,132.00	\$108,132.00	\$6,055.32	\$0.00	\$0.00	\$102,076.68	5.60%
1-100-01-0103-121 Board Clerk Wages-BOF	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0.00%
1-100-01-0103-310 Legal	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
1-100-01-0103-610 Office Supplies-BOF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$4,200.00	0.00%
1-100-01-0105-320 Annual Audit-Auditor	\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
1-100-01-0105-322 Accounting Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0105-325 Actuarial Services	\$5,000.00	\$5,000.00	\$2,375.00	\$0.00	\$0.00	\$2,625.00	47.50%
01 General Government	\$37,000.00	\$37,000.00	\$2,375.00	\$0.00	\$0.00	\$34,625.00	6.42%
1-100-01-0107-310 Legal Retainer	\$14,000.00	\$14,000.00	\$1,925.00	\$0.00	\$0.00	\$12,075.00	13.75%
1-100-01-0107-311 P & Z-Legal Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0107-312 Assessor - Legal Counsel	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
01 General Government	\$18,000.00	\$18,000.00	\$1,925.00	\$0.00	\$0.00	\$16,075.00	10.69%
1-100-01-0109-100 Salary-Treasurer	\$48,048.00	\$48,048.00	\$7,950.25	\$0.00	\$0.00	\$40,097.75	16.55%
1-100-01-0109-120 Assistant Treasurer	\$26,000.00	\$26,000.00	\$2,647.65	\$0.00	\$0.00	\$23,352.35	10.18%
1-100-01-0109-155 FY18 Treasurer Office Supplement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-330 Conference/Seminars	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-438 Equip. Maint.-Treasurer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-580 Mileage	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0109-609 Equipment-Treasurer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0109-610 Office Supplies - Treasurer	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-01-0109-735 Computer Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
01 General Government	\$74,448.00	\$74,448.00	\$10,597.90	\$0.00	\$0.00	\$63,850.10	14.24%
1-100-01-0111-100 Salary-Tax Collector	\$36,000.00	\$36,000.00	\$5,564.33	\$0.00	\$0.00	\$30,435.67	15.46%
1-100-01-0111-109 DMV Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0111-330 Conf. & Seminars-Tax Collector	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
1-100-01-0111-371 Bounced Check Fee-Tax Collector	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0111-438 Equip. Maint.-Tax Collector	\$8,859.00	\$8,859.00	\$8,188.67	\$0.00	\$0.00	\$670.33	92.43%
1-100-01-0111-580 Mileage-Tax Collector	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-01-0111-610 Office Supplies-Tax Collector	\$400.00	\$400.00	\$23.83	\$0.00	\$0.00	\$376.17	5.96%
1-100-01-0111-810 MEMBERSHIP	\$100.00	\$100.00	\$20.00	\$0.00	\$0.00	\$80.00	20.00%
1-100-01-0111-901 Tax Collector-Equipment	\$0.00	\$0.00	\$499.00	\$0.00	\$0.00	(\$499.00)	0.00%
01 General Government	\$45,959.00	\$45,959.00	\$14,295.83	\$0.00	\$0.00	\$31,663.17	31.11%
1-100-01-0113-100 Salary-Assessor	\$28,374.00	\$28,374.00	\$4,365.28	\$0.00	\$0.00	\$24,008.72	15.38%
1-100-01-0113-120 Salary-Asst. Assessor	\$36,156.00	\$36,156.00	\$4,488.78	\$0.00	\$0.00	\$31,667.22	12.42%
1-100-01-0113-335 Training/Assessor	\$650.00	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00	0.00%
1-100-01-0113-438 Software-Assessor	\$16,825.00	\$16,825.00	\$14,375.00	\$0.00	\$0.00	\$2,450.00	85.44%
1-100-01-0113-580 Mileage-Assessor	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0113-610 Office Supplies-Assessor	\$425.00	\$425.00	\$11.89	\$0.00	\$0.00	\$413.11	2.80%
1-100-01-0113-612 Books / Subs.-Assessor	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	0.00%
01 General Government	\$83,380.00	\$83,380.00	\$23,240.95	\$0.00	\$0.00	\$60,139.05	27.87%
1-100-01-0115-100 Salaries-BAA	\$672.00	\$672.00	\$0.00	\$0.00	\$0.00	\$672.00	0.00%
1-100-01-0115-120 BAA-Clerk	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
1-100-01-0115-335 BAA-Training	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
01 General Government	\$1,222.00	\$1,222.00	\$0.00	\$0.00	\$0.00	\$1,222.00	0.00%
1-100-01-0117-100 Salary-Town Clerk	\$47,900.00	\$47,900.00	\$7,369.16	\$0.00	\$0.00	\$40,530.84	15.38%
1-100-01-0117-120 Asst. Salary-Town Clerk	\$22,598.00	\$22,598.00	\$1,776.28	\$0.00	\$0.00	\$20,821.72	7.86%
1-100-01-0117-330 Conf. / Seminars-Town Clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0117-335 Training-Town clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0117-438 Equip. Maint.-Town Clerk	\$540.00	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00	0.00%
1-100-01-0117-580 Mileage-Town Clerk	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
1-100-01-0117-610 Office Supplies-Town Clerk	\$1,400.00	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	0.00%
1-100-01-0117-612 Land Records-Town Clerk	\$10,100.00	\$10,100.00	\$650.00	\$0.00	\$0.00	\$9,450.00	6.44%
1-100-01-0117-616 Maps Fiming & Indexing-Town Clerk	\$600.00	\$600.00	\$190.00	\$0.00	\$0.00	\$410.00	31.67%
1-100-01-0117-810 Dues / Memberships-Town Clerk	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0117-865 Vital Statistics-Town Clerk	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0117-885 Restoration-Town Clerk	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
01 General Government	\$87,338.00	\$87,338.00	\$9,985.44	\$0.00	\$0.00	\$77,352.56	11.43%
1-100-01-0119-800 Misc. Expenses-Probate Court	\$3,115.00	\$3,115.00	\$0.00	\$0.00	\$0.00	\$3,115.00	0.00%
01 General Government	\$3,115.00	\$3,115.00	\$0.00	\$0.00	\$0.00	\$3,115.00	0.00%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0121-100 Salaries-Elections	\$14,377.00	\$14,377.00	\$3,499.04	\$0.00	\$0.00	\$10,877.96	24.34%
1-100-01-0121-335 Training - Elections	\$550.00	\$550.00	\$278.69	\$0.00	\$0.00	\$271.31	50.67%
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	\$8,000.00	\$8,000.00	\$533.25	\$0.00	\$0.00	\$7,466.75	6.67%
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	\$111.00	\$0.00	\$0.00	\$439.00	20.18%
01 General Government	\$26,597.00	\$26,597.00	\$5,021.98	\$0.00	\$0.00	\$21,575.02	18.88%
1-100-01-0123-432 Building Maint.- Old Town Hall	\$3,200.00	\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,200.00	0.00%
1-100-01-0123-490 Alarm System-Old Town Hall	\$850.00	\$850.00	\$95.70	\$0.00	\$0.00	\$754.30	11.26%
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	\$600.00	\$600.00	\$47.79	\$0.00	\$0.00	\$552.21	7.97%
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	\$5,050.00	\$5,050.00	\$143.49	\$0.00	\$0.00	\$4,906.51	2.84%
1-100-01-0125-100 Salary-Registrars	\$7,906.00	\$7,906.00	\$0.00	\$0.00	\$0.00	\$7,906.00	0.00%
1-100-01-0125-120 Asst. Salary-Registrars	\$820.00	\$820.00	\$0.00	\$0.00	\$0.00	\$820.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00%
1-100-01-0125-580 Mileage-Registrars	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0125-610 Office Supplies-Registrars	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0125-810 Dues / Memberships-Registrars	\$200.00	\$200.00	\$140.00	\$0.00	\$0.00	\$60.00	70.00%
01 General Government	\$14,726.00	\$14,726.00	\$140.00	\$0.00	\$0.00	\$14,586.00	0.95%
1-100-01-0127-540 Legal Ads-Advertising	\$5,000.00	\$5,000.00	\$460.00	\$0.00	\$0.00	\$4,540.00	9.20%
01 General Government	\$5,000.00	\$5,000.00	\$460.00	\$0.00	\$0.00	\$4,540.00	9.20%
1-100-01-0129-315 Payroll Service-Town Office	\$6,500.00	\$6,500.00	\$867.69	\$0.00	\$0.00	\$5,632.31	13.35%
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	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0129-365 Elevator-Service Contract	\$2,300.00	\$2,300.00	\$0.00	\$0.00	\$0.00	\$2,300.00	0.00%
1-100-01-0129-401 Elevator Permit	\$240.00	\$240.00	\$240.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0129-430 ProComm.Maint. Agr.-Town Office Building	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0129-432 Building Maint.-Town Office Building	\$3,500.00	\$3,500.00	\$259.34	\$0.00	\$0.00	\$3,240.66	7.41%
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	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
1-100-01-0129-442 Computer Tech Support	\$7,950.00	\$7,950.00	\$1,461.22	\$0.00	\$0.00	\$6,488.78	18.38%
1-100-01-0129-443 Website Fees	\$4,620.00	\$4,620.00	\$0.00	\$0.00	\$0.00	\$4,620.00	0.00%
1-100-01-0129-444 Copier Rental-Town Office	\$2,680.00	\$2,680.00	\$468.97	\$0.00	\$0.00	\$2,211.03	17.50%
1-100-01-0129-490 Alarm System-Town Office	\$500.00	\$500.00	\$250.00	\$0.00	\$0.00	\$250.00	50.00%
1-100-01-0129-493 TN 911	\$10,016.00	\$10,016.00	\$10,016.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0129-530 Telephone-Town Office Building	\$12,600.00	\$12,600.00	\$2,147.59	\$0.00	\$0.00	\$10,452.41	17.04%
1-100-01-0129-531 Postage-Town Office	\$7,500.00	\$7,500.00	\$500.00	\$0.00	\$0.00	\$7,000.00	6.67%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-01-0129-533 Postage Meter Rental-Town Office	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-01-0129-537 Internet Cable-Office Building	\$1,375.00	\$1,375.00	\$340.05	\$0.00	\$0.00	\$1,034.95	24.73%
1-100-01-0129-550 Printing-Town Office Building	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0.00%
1-100-01-0129-601 Electricity-Town Office Building	\$9,000.00	\$9,000.00	\$649.90	\$0.00	\$0.00	\$8,350.10	7.22%
1-100-01-0129-603 Fuel Oil-Town Office Building	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-01-0129-609 Equipment-Town Office Building	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
1-100-01-0129-610 Office Supplies-Town Office Building	\$3,000.00	\$3,000.00	\$1,159.12	\$0.00	\$0.00	\$1,840.88	38.64%
1-100-01-0129-611 Office Furniture	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0129-652 Janitorial Supplies-Town Office Building	\$1,000.00	\$1,000.00	\$599.81	\$0.00	\$0.00	\$400.19	59.98%
1-100-01-0129-735 Computer Repl. & Service Town Office	\$1,900.00	\$1,900.00	\$788.52	\$0.00	\$0.00	\$1,111.48	41.50%
01 General Government	\$92,131.00	\$92,131.00	\$19,748.21	\$0.00	\$0.00	\$72,382.79	21.43%
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	\$528.00	\$528.00	\$0.00	\$0.00	\$0.00	\$528.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0135-535 Mobil Phone-Civil Prep	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0135-610 Office Supplies - Civil Prep	\$850.00	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00	0.00%
01 General Government	\$2,728.00	\$2,728.00	\$0.00	\$0.00	\$0.00	\$2,728.00	0.00%
1-100-01-0137-500 Insurance	\$112,530.00	\$112,530.00	\$42,635.85	\$0.00	\$0.00	\$69,894.15	37.89%
01 General Government	\$112,530.00	\$112,530.00	\$42,635.85	\$0.00	\$0.00	\$69,894.15	37.89%
1-100-01-0141-205 Social Security-Employee Benefits	\$52,500.00	\$52,500.00	\$5,562.07	\$0.00	\$0.00	\$46,937.93	10.59%
1-100-01-0141-207 Medicare-Employee Benefits	\$12,500.00	\$12,500.00	\$1,300.83	\$0.00	\$0.00	\$11,199.17	10.41%
1-100-01-0141-210 Unempl. Comp.-Employee Benefits	\$12,000.00	\$12,000.00	\$501.96	\$0.00	\$0.00	\$11,498.04	4.18%
1-100-01-0141-215 Health Insurance-Employee Benefits	\$247,500.00	\$247,500.00	\$25,350.71	\$0.00	\$0.00	\$222,149.29	10.24%
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	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
1-100-01-0141-223 Disability-Employee Benefits	\$2,500.00	\$2,500.00	\$193.40	\$0.00	\$0.00	\$2,306.60	7.74%
1-100-01-0141-225 Life Ins.-Employee Benefits	\$1,500.00	\$1,500.00	\$93.60	\$0.00	\$0.00	\$1,406.40	6.24%
1-100-01-0141-230 Retirement-Employee Benefits	\$89,000.00	\$89,000.00	\$5,811.75	\$0.00	\$0.00	\$83,188.25	6.53%
1-100-01-0141-280 Physicals-Employee Benefits	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-01-0141-290 Amort. Merf-Employee Benefits	\$131.00	\$131.00	\$0.00	\$0.00	\$0.00	\$131.00	0.00%
1-100-01-0141-295 Adm. Fee Merf.-Employee Benefits	\$2,990.00	\$2,990.00	\$0.00	\$0.00	\$0.00	\$2,990.00	0.00%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
01 General Government	\$423,121.00	\$423,121.00	\$38,814.32	\$0.00	\$0.00	\$384,306.68	9.17%
1-100-01-0143-100 Salaries-Drivers/Dispatch	\$20,000.00	\$20,000.00	\$775.38	\$0.00	\$0.00	\$19,224.62	3.88%
1-100-01-0143-380 Comm. Drivers Test-Dial a Ride	\$1,000.00	\$1,000.00	\$300.00	\$0.00	\$0.00	\$700.00	30.00%
1-100-01-0143-435 Vehicle Maint.-Dial a Ride	\$5,000.00	\$5,000.00	\$260.15	\$0.00	\$0.00	\$4,739.85	5.20%
1-100-01-0143-580 Dial-A-Ride Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-603 Fuel-Dial a Ride	\$3,000.00	\$3,000.00	\$56.88	\$0.00	\$0.00	\$2,943.12	1.90%
1-100-01-0143-630 Oil-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0143-810 Due / Memberships-Dial a Ride	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$29,000.00	\$29,000.00	\$1,392.41	\$0.00	\$0.00	\$27,607.59	4.80%
1-100-01-0145-100 Municipal Agent-Salary	\$15,600.00	\$15,600.00	\$479.36	\$0.00	\$0.00	\$15,120.64	3.07%
1-100-01-0145-330 Municipal Agent-Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-531 Postage-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-537 Internet Cable-Seniors Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-580 Municipal Agent-Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-610 Municipal Agent-Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-800 McSweeney Center-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-820 Senior Lunch-Senior Citizens	\$1,080.00	\$1,080.00	\$389.33	\$0.00	\$0.00	\$690.67	36.05%
1-100-01-0145-840 Municipal Agents-Senior Citizens	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0145-870 Programs-Senior Citizens	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
1-100-01-0145-875 Trips-Senior Citizens	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
1-100-01-0145-901 Equipment-Municipal Agent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$22,680.00	\$22,680.00	\$868.69	\$0.00	\$0.00	\$21,811.31	3.83%
1-100-01-0147-365 Cleaning Service	\$9,300.00	\$9,300.00	\$800.00	\$0.00	\$0.00	\$8,500.00	8.60%
01 General Government	\$9,300.00	\$9,300.00	\$800.00	\$0.00	\$0.00	\$8,500.00	8.60%
1-100-01-0149-432 Building Maint.-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-434 Furnance Maint.-Old Fire House	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-01-0149-490 Alarm Maint.-Old Fire House	\$250.00	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	100.00%
1-100-01-0149-530 Telephone-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-01-0149-601 Eletricity-Old Fire House	\$1,200.00	\$1,200.00	\$67.33	\$0.00	\$0.00	\$1,132.67	5.61%
1-100-01-0149-603 Fuel Oil-Old Fire House	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-01-0149-605 Propane-Old Fire House	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$2,250.00	\$2,250.00	\$317.33	\$0.00	\$0.00	\$1,932.67	14.10%
1-100-01-0151-100 Dog Warden Salary-Dog Fund	\$4,500.00	\$4,500.00	\$552.24	\$0.00	\$0.00	\$3,947.76	12.27%
1-100-01-0151-434 Furnace Maintenance - Dog Pound	\$175.00	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	0.00%
1-100-01-0151-580 Dog Warden-Mileage	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-01-0151-610 Dog Warden - Supplies	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
01 General Government	\$5,575.00	\$5,575.00	\$552.24	\$0.00	\$0.00	\$5,022.76	9.91%
1-100-01-0153-800 Historical Society	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
01 General Government	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-01-0155-800 TOWN ETHICS COMMISSION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01 General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-02-0201-841 Health Director	\$18,400.00	\$18,400.00	\$4,592.06	\$0.00	\$0.00	\$13,807.94	24.96%
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	\$18,400.00	\$18,400.00	\$4,592.06	\$0.00	\$0.00	\$13,807.94	24.96%
1-100-02-0203-842 Visiting Nurse Assoc.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 Conservation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-02-0205-843 N.C. Mental Health	\$231.00	\$231.00	\$0.00	\$0.00	\$0.00	\$231.00	0.00%
02 Conservation	\$231.00	\$231.00	\$0.00	\$0.00	\$0.00	\$231.00	0.00%
1-100-02-0207-844 AHM Youth Services	\$46,536.00	\$46,536.00	\$23,267.80	\$0.00	\$0.00	\$23,268.20	50.00%
02 Conservation	\$46,536.00	\$46,536.00	\$23,267.80	\$0.00	\$0.00	\$23,268.20	50.00%
1-100-03-0301-100 Salary-Public Works	\$218,985.00	\$218,985.00	\$21,968.56	\$0.00	\$0.00	\$197,016.44	10.03%
1-100-03-0301-111 Temp/PW	\$5,000.00	\$5,000.00	\$4,748.90	\$0.00	\$0.00	\$251.10	94.98%
1-100-03-0301-112 Overtime/PW	\$2,500.00	\$2,500.00	\$3,217.46	\$0.00	\$0.00	(\$717.46)	128.70%
1-100-03-0301-390 Tree Removal-Public Works Department	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-391 Fire Ext. Ck.-Public Works	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
1-100-03-0301-392 Welding Supply-Public Works	\$850.00	\$850.00	\$347.50	\$0.00	\$0.00	\$502.50	40.88%
1-100-03-0301-431 Tires Maint.-Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0301-435 Vehicle Maint.Public Works	\$30,000.00	\$30,000.00	\$498.76	\$0.00	\$0.00	\$29,501.24	1.66%
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	\$624.00	\$624.00	\$143.93	\$0.00	\$0.00	\$480.07	23.07%
1-100-03-0301-602 Diesel-Public Works	\$20,000.00	\$20,000.00	(\$134.86)	\$0.00	\$0.00	\$20,134.86	-0.67%
1-100-03-0301-603 Fuel-Public Works	\$3,000.00	\$3,000.00	\$397.67	\$0.00	\$0.00	\$2,602.33	13.26%
1-100-03-0301-620 Brooms-Public Works	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-03-0301-622 Tires-Public Works	\$3,500.00	\$3,500.00	\$95.50	\$0.00	\$0.00	\$3,404.50	2.73%
1-100-03-0301-630 Lub Oils Engine-Public Works Department	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
1-100-03-0301-632 Trans. Oil-Public Works Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-03-0301-633 Filters/antifreeze-Public Works Department	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0.00%
1-100-03-0301-634 Grease-Public Works Department	\$260.00	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00	0.00%
1-100-03-0301-635 J.D. Oil-Public Works Department	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
1-100-03-0301-636 Hyd. Oil-Public Works Department	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
1-100-03-0301-637 Fuel Add.-Public Works Department	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
1-100-03-0301-638 Shop Supplies-Public Works	\$9,000.00	\$9,000.00	\$27.39	\$0.00	\$0.00	\$8,972.61	0.30%
1-100-03-0301-640 Sweeper Supplies-Public Works	\$1,000.00	\$1,000.00	\$321.12	\$0.00	\$0.00	\$678.88	32.11%
1-100-03-0301-654 Uniforms & Shoes-Town Garage	\$3,300.00	\$3,300.00	\$458.26	\$0.00	\$0.00	\$2,841.74	13.89%
1-100-03-0301-730 Radios-Public Works	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

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1-100-03-0301-732 Signs-Public works	\$2,000.00	\$2,000.00	\$1,615.00	\$0.00	\$0.00	\$385.00	80.75%
1-100-03-0301-734 Tools-Public Works	\$3,000.00	\$3,000.00	\$1,543.87	\$0.00	\$0.00	\$1,456.13	51.46%
1-100-03-0301-810 Dues/ Memberships-Public Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03 Public Works	\$310,869.00	\$310,869.00	\$35,249.06	\$0.00	\$0.00	\$275,619.94	11.34%
1-100-03-0303-130 Overtime Wages-Snow Removal	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
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	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-03-0303-624 Paint-Snow Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-03-0303-642 Plow Blades-Snow Removal	\$2,700.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	0.00%
1-100-03-0303-643 Sanding Equip-Snow Removal	\$1,000.00	\$1,000.00	\$358.51	\$0.00	\$0.00	\$641.49	35.85%
1-100-03-0303-644 Sand-Snow Removal	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-03-0303-646 Salt-Snow Removal	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0.00%
1-100-03-0303-830 Meals-Snow Removal	\$650.00	\$650.00	\$27.77	\$0.00	\$0.00	\$622.23	4.27%
03 Public Works	\$94,850.00	\$94,850.00	\$386.28	\$0.00	\$0.00	\$94,463.72	0.41%
1-100-03-0305-410 Street Lighting	\$6,500.00	\$6,500.00	\$572.51	\$0.00	\$0.00	\$5,927.49	8.81%
03 Public Works	\$6,500.00	\$6,500.00	\$572.51	\$0.00	\$0.00	\$5,927.49	8.81%
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	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-03-0309-432 Building Maint.-Town Garage	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-03-0309-434 Furnance Maint.-Town Garage	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-03-0309-490 Alarm Systems-Town Garage	\$500.00	\$500.00	\$250.00	\$0.00	\$0.00	\$250.00	50.00%
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	\$1,400.00	\$1,400.00	\$231.70	\$0.00	\$0.00	\$1,168.30	16.55%
1-100-03-0309-601 Electricity-Town Garage	\$3,500.00	\$3,500.00	\$210.21	\$0.00	\$0.00	\$3,289.79	6.01%
1-100-03-0309-603 Fuel Oil-Town Garage	\$5,300.00	\$5,300.00	\$0.00	\$0.00	\$0.00	\$5,300.00	0.00%
1-100-03-0309-610 Office Supplies-Town Garage	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
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	\$17,600.00	\$17,600.00	\$691.91	\$0.00	\$0.00	\$16,908.09	3.93%
1-100-03-0311-370 Consulting Fees-Engineer	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
03 Public Works	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
1-100-03-0313-420 Mowing-Ground Care	\$18,500.00	\$18,500.00	\$4,380.36	\$0.00	\$0.00	\$14,119.64	23.68%
1-100-03-0313-422 Beautifications-Ground Care	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0.00%
1-100-03-0313-424 Old Cemetary - Maintenance	\$2,000.00	\$2,000.00	\$1,200.00	\$0.00	\$0.00	\$800.00	60.00%
03 Public Works	\$22,100.00	\$22,100.00	\$5,580.36	\$0.00	\$0.00	\$16,519.64	25.25%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
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	\$140,650.00	\$140,650.00	\$35,162.50	\$0.00	\$0.00	\$105,487.50	25.00%
04 Public Safety	\$140,650.00	\$140,650.00	\$35,162.50	\$0.00	\$0.00	\$105,487.50	25.00%
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	\$178,900.00	\$178,900.00	\$0.00	\$0.00	\$0.00	\$178,900.00	0.00%
1-100-04-0403-535 Mobile Phone / Pager-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-610 Office Supplies-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-810 Dues/Fees-Law Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-04-0403-901 Office Equipment-Law Enforcement	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
04 Public Safety	\$179,100.00	\$179,100.00	\$0.00	\$0.00	\$0.00	\$179,100.00	0.00%
1-100-04-0405-100 Salary - Fire Marshall	\$7,688.00	\$7,688.00	\$1,182.68	\$0.00	\$0.00	\$6,505.32	15.38%
1-100-04-0405-110 Deputy Salary	\$1,230.00	\$1,230.00	\$0.00	\$0.00	\$0.00	\$1,230.00	0.00%
1-100-04-0405-335 Training-Fire Marshall	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-04-0405-535 Pager / PHONE-Fire Marshall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$140.00	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	0.00%
1-100-04-0405-901 Equipment-Fire Marshall	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
04 Public Safety	\$10,608.00	\$10,608.00	\$1,182.68	\$0.00	\$0.00	\$9,425.32	11.15%
1-100-05-0501-100 Social Worker Sal.-Welfare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-05-0501-530 Social Services Phone	\$624.00	\$624.00	\$0.00	\$0.00	\$0.00	\$624.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-05-0501-845 Social Services-ACCESS	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
05 Public Welfare	\$1,674.00	\$1,674.00	\$0.00	\$0.00	\$0.00	\$1,674.00	0.00%
1-100-06-0601-800 Misc. Exp-Memorial Day	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
1-100-06-0601-835 Memorial Day Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
06 Recreation	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$2,630.00	0.00%
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	\$900.00	\$0.00	\$0.00	\$4,935.00	15.42%
06 Recreation	\$8,465.00	\$8,465.00	\$900.00	\$0.00	\$0.00	\$7,565.00	10.63%
1-100-07-0701-100 Wages-Transfer Station	\$20,600.00	\$20,600.00	\$3,045.24	\$0.00	\$0.00	\$17,554.76	14.78%
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	\$4,500.00	\$4,500.00	\$44.64	\$0.00	\$0.00	\$4,455.36	0.99%
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%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

09/09/2020
Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-07-0701-480 Hauling Fees-Transfer Station	\$38,000.00	\$38,000.00	\$9,794.45	\$0.00	\$0.00	\$28,205.55	25.77%
1-100-07-0701-481 Bulky Waste-Transfer Station	\$29,000.00	\$29,000.00	\$3,959.05	\$0.00	\$0.00	\$25,040.95	13.65%
1-100-07-0701-493 Outdoor Facility-Transfer Station	\$900.00	\$900.00	\$150.00	\$0.00	\$0.00	\$750.00	16.67%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-601 Electricity-Transfer Station	\$2,600.00	\$2,600.00	\$44.18	\$0.00	\$0.00	\$2,555.82	1.70%
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	\$750.00	\$0.00	\$0.00	\$2,250.00	25.00%
1-100-07-0701-810 Dues / Membership-Transfer Station	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0701-998 Tipping Fees-Transfer Station	\$43,000.00	\$43,000.00	\$6,919.38	\$0.00	\$0.00	\$36,080.62	16.09%
07 Sanitation and Waste	\$149,100.00	\$149,100.00	\$24,706.94	\$0.00	\$0.00	\$124,393.06	16.57%
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	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-07-0703-485 Used Oil Pickup-Recycling	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	0.00%
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	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-07-0703-810 Dues / Memb.-Recycling	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
07 Sanitation and Waste	\$1,900.00	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
1-100-08-0801-800 Economic Development Comm.	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-08-0801-999 Economic Development Comm.	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
08 Planning and Land Use	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
1-100-08-0803-100 Wages-Planning & Zoning	\$1,350.00	\$1,350.00	\$100.00	\$0.00	\$0.00	\$1,250.00	7.41%
1-100-08-0803-115 Board Clerk - PZC	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0803-310 Legal/Professional P&Z	\$0.00	\$5,000.00	\$499.50	\$0.00	\$0.00	\$4,500.50	9.99%
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	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-08-0803-610 Office Supplies-Planning & Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0803-810 Dues / Memberships-Planning & Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$7,000.00	\$7,000.00	\$599.50	\$0.00	\$0.00	\$6,400.50	8.56%
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	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-08-0805-610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-08-0807-100 Wages - Building Department	\$41,941.00	\$8,600.00	\$959.56	\$0.00	\$0.00	\$7,640.44	11.16%
1-100-08-0807-120 Clerk's Wages-Building Department	\$0.00	\$33,341.00	\$4,177.84	\$0.00	\$0.00	\$29,163.16	12.53%
1-100-08-0807-285 Substitute Coverage	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%

**TOWN BUDGET SUMMARY
Andover Town & School 2020-2021**

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	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-08-0807-330 Conf. / Seminars-Building Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-08-0807-438 Equipment maint.-Building Dept.	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
1-100-08-0807-610 Office Supplies-Building Department	\$550.00	\$550.00	\$209.60	\$0.00	\$0.00	\$340.40	38.11%
1-100-08-0807-612 Bks. & Manuals-Building Department	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
1-100-08-0807-810 Dues / Membership-Building Department	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	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	\$45,841.00	\$45,841.00	\$5,347.00	\$0.00	\$0.00	\$40,494.00	11.66%
1-100-08-0809-100 Wages-Inland/Wetlands	\$15,900.00	\$15,900.00	\$1,185.00	\$0.00	\$0.00	\$14,715.00	7.45%
1-100-08-0809-115 Board Clerk - IWC	\$1,300.00	\$1,300.00	\$220.00	\$0.00	\$0.00	\$1,080.00	16.92%
1-100-08-0809-335 Training-Inland/Wetlands	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-08-0809-350 Water Testing-Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-365 Purchased Services-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-580 Mileage-Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-610 Office Supplies-Inland/Wetland	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
1-100-08-0809-614 Maps-Inland/Wetlands	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-800 Inland Wetland Comm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0809-810 Dues / Memberships-Inland/Wetlands	\$65.00	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00	0.00%
08 Planning and Land Use	\$17,765.00	\$17,765.00	\$1,405.00	\$0.00	\$0.00	\$16,360.00	7.91%
1-100-08-0815-330 Conservation-membership	\$65.00	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00	0.00%
1-100-08-0815-335 Conservation-training	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-100-08-0815-609 Conservation-equipment	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
1-100-08-0815-800 Conservation Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-810 Conservation-conferences	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-08-0815-811 Conservation - POCD Implementation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-08-0815-813 Conservation - Trail Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
08 Planning and Land Use	\$665.00	\$665.00	\$0.00	\$0.00	\$0.00	\$665.00	0.00%
1-100-08-0817-100 Salary-Zoning Agent	\$15,990.00	\$15,990.00	\$1,921.88	\$0.00	\$0.00	\$14,068.12	12.02%
1-100-08-0817-580 Mileage-Zoning Agent	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
1-100-08-0817-610 Office Supplies-Zoning Agent	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
08 Planning and Land Use	\$16,340.00	\$16,340.00	\$1,921.88	\$0.00	\$0.00	\$14,418.12	11.76%
1-100-08-0819-810 Capital Region Council of Govt.	\$8,248.00	\$8,248.00	\$7,861.00	\$0.00	\$0.00	\$387.00	95.31%
08 Planning and Land Use	\$8,248.00	\$8,248.00	\$7,861.00	\$0.00	\$0.00	\$387.00	95.31%
1-100-09-0901-527 Education-RHAM/AES Retirement Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-09-0901-590 RHAM Payment	\$5,227,811.00	\$5,227,811.00	\$627,878.00	\$0.00	\$0.00	\$4,599,933.00	12.01%
1-100-09-0901-595 Board of Education Expenses	\$3,902,400.00	\$3,902,400.00	\$168,824.25	\$0.00	\$0.00	\$3,733,575.75	4.33%
09 Education	\$9,130,211.00	\$9,130,211.00	\$796,702.25	\$0.00	\$0.00	\$8,333,508.75	8.73%

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Andover Town & School 2020-2021**

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	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-10-1001-100 Library Payroll	\$73,600.00	\$73,600.00	\$8,149.88	\$0.00	\$0.00	\$65,450.12	11.07%
1-100-10-1001-800 Library	\$26,289.00	\$26,289.00	\$14,241.06	\$0.00	\$0.00	\$12,047.94	54.17%
10 Library	\$99,889.00	\$99,889.00	\$22,390.94	\$0.00	\$0.00	\$77,498.06	22.42%
1-100-11-1101-451 Road Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-700 Old Fire House-Capital Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-701 Town Garage-Capital Expenditure	\$32,615.00	\$32,615.00	\$0.00	\$0.00	\$0.00	\$32,615.00	0.00%
1-100-11-1101-702 Highway Dept-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-703 Fire Dept.-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-704 IT Infrastructure Upgrades-Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-707 Library-Capital Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-714 Revaluation	\$16,500.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$16,500.00	0.00%
1-100-11-1101-715 P & Z-Capital POCD	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
1-100-11-1101-717 Reval Printer, Software-Capital	\$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	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-725 F250 Plow Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-11-1101-861 Severance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11 Capital Outlay	\$54,115.00	\$54,115.00	\$0.00	\$0.00	\$0.00	\$54,115.00	0.00%
1-100-12-1201-960 School-Debt	\$90,000.00	\$90,000.00	\$0.00	\$0.00	\$0.00	\$90,000.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$90,000.00	0.00%
1-100-12-1203-950 School Interest-Interest	\$6,548.00	\$6,548.00	\$0.00	\$0.00	\$0.00	\$6,548.00	0.00%
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	\$6,548.00	\$6,548.00	\$0.00	\$0.00	\$0.00	\$6,548.00	0.00%
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 Recloass 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%

TOWN BUDGET SUMMARY
Andover Town & School 2020-2021

09/09/2020
 Fiscal Year 2020-2021

	Orig Budget	Adj Budget	Ytd Expended	PO Encumbered	Non PO Encumb	Balance	%Exp
1-100-13-1305-907 Transfer - Multi Use Public Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-908 Fire Engine/Tanker Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-909 Transfer Station Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-910 Web Site	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-100-13-1305-911 Road Improvement Fund	\$0.00	\$300,000.00	\$300,000.00	\$0.00	\$0.00	\$0.00	100.00%
13 Transfers to other funds	\$50,000.00	\$350,000.00	\$300,000.00	\$0.00	\$0.00	\$50,000.00	85.71%
FUND 100 General Fund - Town	\$11,770,287.00	\$12,070,287.00	\$1,448,109.63	\$0.00	\$0.00	\$10,622,177.37	12.00%
Grand Total for Report	\$11,770,287.00	\$12,070,287.00	\$1,448,109.63	\$0.00	\$0.00	\$10,622,177.37	12.00%

General Ledger Detail
Andover Town & School 2020-2021
From 7/1/2020 To 9/9/2020 (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	0	DT/DF-Farm.-Town Aid Roads			\$178,068.17 OldBal
	8/3/2020	Receipt	16160	/ 1	517			\$93,505.38	\$178,068.17
	8/4/2020	Expend	W.H.P	20159352 / 0	354	roll weedwacker string	\$71.16		\$271,573.55
							\$71.16	\$93,505.38	\$271,502.39 End Bal

People's United Bank
Cash Accounts

Month ending: July 31, 2020	Bank Account #	Bank Balance	General Ledger Account		GL Balance	Difference
Municipal checking	5111	600,000.00	A-100-00-0000-990			
Municipal interest checking	5096	4,651,595.10	A-100-00-0000-990		5,139,343.11	112,251.99
Working capital	5757	488,891.44	A-100-00-0000-108		488,891.44	0.00
Open Space	5137	233,170.46	A-100-00-1980-001	L-100-00-2980-001	233,170.46	0.00
Driveway fund	5187	26,883.80	A-100-00-1949-001	L-100-00-3949-001	26,883.80	0.00
Equipment fund	5252	25,235.52	A-100-00-1949-002	L-100-00-3949-002	25,235.52	0.00
Fire Engine fund	5343	53,885.46	A-100-00-1949-003	L-100-00-3949-003	53,885.46	0.00
Irene Mooney	5567	11,826.79	A-100-00-1949-004	L-100-00-3949-004	11,826.79	0.00
Library fund	5575	182,620.35	A-100-00-1949-005	L-100-00-3949-005	182,620.35	0.00
Library grant	5608	509.12	A-100-00-1949-006	L-100-00-3949-006	509.12	0.00
Nonrecurring Reserve	5624	40,883.71	A-100-00-1949-007	L-100-00-3949-007	40,883.71	0.00
Norton Childrens fund	5632	14,295.48	A-100-00-1949-008	L-100-00-3949-008	14,295.48	0.00
Norton Library fund	5658	3,689.39	A-100-00-1949-009	L-100-00-3949-009	3,689.39	0.00
Norton School fund	5666	9,274.31	A-100-00-1949-010	L-100-00-3949-010	9,274.31	0.00
School Improvement	5690	165,147.48	A-100-00-1949-011	L-100-00-3949-011	165,147.48	0.00
Severance Pay	5723	39,062.72	A-100-00-1949-012	L-100-00-3949-012	39,062.72	0.00
WB & Lizza Sprague	5731	3,273.76	A-100-00-1949-013	L-100-00-3949-013	3,273.76	0.00
Brown & Brown School	5749	26,045.24	A-100-00-1949-014	L-100-00-3949-014	26,045.24	0.00
Zoning bond	5765	13,626.97	A-100-00-1949-016	L-100-00-3949-016	13,626.97	0.00
Boivin construction	5773	730.44	A-100-00-1949-017	L-100-00-3949-017	730.44	0.00
Town Clerk preservation	5781	1,148.23	A-100-00-1949-018	L-100-00-3949-018	1,148.23	0.00
Revaluation Fund	5799	45,891.68	A-100-00-1949-019	L-100-00-3949-019	45,891.68	0.00
AES Expansion	0934	8,726.72	A-100-00-1980-002	L-100-00-2980-002	8,726.72	0.00

12. Budget

September 9, 2020

FY 2020 Appropriation Transfers
 To Board of Selectmen for 9/14/2020 BOS meeting

Old Town Hall	to	0123-490	alarm system - old TH	25	
	from	0123-432	bldg maint - old TH		25
Town Office Bldg for time clocks	to	0129-315	payroll serv	2,075	
	from	1305-899	contingency		2,075
Engineer	to	0311-370	consulting fees	3,015	
	from	1305-899	contingency		3,015
PZC	to	0803-310	legal fees	1,470	
	from	1305-899	contingency		1,470
Capital	to	1305-909	transfer station repair	53,225	
	from	1101-718	plow truck		6,900
		1101-724	trans station shed		17,450
		1305-899	contingency		28,875

 Appropriation Transfers approved in July that need to be modified due to additional spending

DPW	to	0301-435	Vehical maint.	296	
	to	0301-730	radios	8	
	from	0301-638	shop supplies		304
mowing ground care sprinkler system	to	0313-420	field maint.	14,140	
	from	1305-899	contingency		14,140
law enforcement	to	0403-901	office equipment	4,400	
	from	0403-375	contract		4,400

 to fund capital projects

	to	1101-451	road improvement	50,000	
	to	3949-002	equipment fund	50,000	
	to	1305-XXX	tree removal fund	25,000	
	from	0103-310	BOF legal	5,000	
	from	0105-320	auditor	4,600	
	from	0107-310	legal retainer	8,000	
	from	0109-609	equipment - treasurer	1,890	
	from	0111-901	equip - tax collector	540	
	from	0113-438	software - assessor	2,200	
	from	0117-100	salary	890	
	from	0117-120	asst town clerk salary	1,425	
	from	0117-438	equip maint - town clerk	500	
	from	0117-610	supplies - town clerk	600	
	from	0117-612	land records	1,180	
	from	0117-616	maps	600	
	from	0121-100	salaries - elections	12,400	
	from	0121-438	equip maint - elections	2,400	
	from	0121-610	supplies - elections	5,300	
	from	0121-830	meals - elections	500	
	from	0123-432	bldg maint - old TH	1,000	
	from	0125-330	registrars conf	1,200	
	from	0125-335	registrar training	2,790	
	from	0127-540	legal ads	2,270	
	from	0141-215	health ins	3,650	
	from	0141-230	employee retirement	2,275	
	from	0141-280	employee physicals	1,500	
	from	0143-100	salarrie - senior trans	2,600	
	from	0145-875	trips - seniors	2,200	
	from	0147-365	cleaning services	2,000	
	from	0301-602	diesel - DPW	7,000	
	from	0305-410	street lighting	1,700	
	from	0309-432	bldg maint - town garage	1,900	
	from	0309-601	electricity - town garage	1,200	
	from	0309-603	fuel oil - town garage	1,600	
	from	0403-375	contract - law enforcement	14,390	
	from	0603-493	outside facility - rec	1,100	
	from	0603-870	programs - rec	2,100	
	from	0701-438	maint - transfer station	3,700	
	from	0701-442	brush pile removal	7,500	
	from	0701-480	hauling fees - transfer station	2,400	
	from	0701-998	tipping fees - trans station	8,800	
	from	0807-612	bks/manuals - bldg dept	1,000	
	from	1001-100	library payroll	1,100	
					<u>125,000</u>

13. Tax Collector's Report

JULY 2020

Deposits

	ON-LINE	OFFICE	RECEIPT	TOTAL	DIFFERENCE
7/1	3,032.19	27,619.82	27,619.85	30,652.01	0.03
7/2	10,991.21	4,237.06	4,237.06	15,228.27	-
7/2	13,739.05			13,739.05	-
7/3	6,549.43			6,549.43	-
7/4	436.21			436.21	-
7/5	8,491.91			8,491.91	-
7/6	7,225.28	39,655.75	39,655.75	46,881.03	-
7/6		58,357.45	58,357.45	58,357.45	-
7/7		36,503.57	35,168.19	36,503.57	(1,335.38) check not scanned, bank sent receipt 7/17
7/7	10,365.35	78,220.96	78,220.96	88,586.31	-
7/8	25,444.77	1,183.06	1,183.06	26,627.83	-
7/9		70,491.87	70,491.89	70,491.87	0.02
7/10	14,551.54	52,765.55	52,765.55	67,317.09	-
7/11	2,469.19			2,469.19	-
7/12	6,551.75			6,551.75	-
7/13		82,052.30	82,052.30	82,052.30	-
7/13	4,598.43	75,931.02	75,931.02	80,529.45	-
7/14		80,221.54	80,221.54	80,221.54	-
7/14	7,777.82	56,788.26	56,788.26	64,566.08	-
7/15	6,177.10	78,729.01	78,729.01	84,906.11	-
7/16	3,505.41	75,991.19	75,991.19	79,496.60	-
7/17	4,486.57		1,335.38	4,486.57	1,335.38
7/18	4,555.92			4,555.92	-
7/19	3,778.23			3,778.23	-
7/20		72,116.25	72,116.25	72,116.25	-
7/20	2,619.21	54,163.00	54,163.07	56,782.21	0.07
7/21	6,559.89	91,532.23	91,532.23	98,092.12	-
7/22	(286.67)	109,720.92	109,720.92	109,434.25	- REJECTED BY FASTPAY
7/22	9,636.09	49,719.60	49,719.60	59,355.69	-
7/23	9,616.42	57,399.97	57,399.97	67,016.39	-
7/24	8,463.56			8,463.56	-
7/25				-	-
7/26	6,673.16	44,427.05	44,427.05	51,100.21	-
7/27	6,128.32	742,661.29	742,661.29	748,789.61	-
7/27		92,069.09	92,069.09	92,069.09	-
7/28	10,848.41	92,997.31	92,997.31	103,845.72	-
7/28		57,685.44	57,685.44	57,685.44	-
7/29	2,738.13	99,146.47	99,146.47	101,884.60	-
7/30		93.65	93.65	93.65	-
7/30		131,187.91	131,187.91	131,187.91	-
7/31				-	-
TOTAL	207,723.88	2,513,668.59		2,721,392.47	

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2005			384.09		964.78		1,348.87
2016	2,271.81				1,207.98	29.00	3,508.79
2017	3,246.52	71.30	566.29	150.91	2,017.89	25.00	6,077.91
2018	16,580.64	919.61	2,241.18	266.48	2,453.37	201.00	22,662.28
2019	2,001,972.95	49,498.38	636,323.29	0.00	0.00	0.00	2,687,794.62
TOTAL	2,024,071.92	50,489.29	639,514.85	417.39	6,644.02	255.00	2,721,392.47

UNCOLLECTED TAXES BY TAX YEAR:

	RE	PP	MV	MVS	TOTAL
2006				207.27	207.27
2007			476.65	71.26	547.91
2008			520.26	28.15	548.41
2009			579.60		579.60
2010			211.42		211.42
2011		439.82	4,592.58	249.48	5,281.88
2012		2,828.18	3,146.24	204.03	6,178.45
2013	12.13	3,485.83	1,486.53	783.06	5,767.55
2014	1,225.76	4,551.81	2,201.38	2,991.24	10,970.19
2015	1,679.64	4,740.57	10,416.91	2,480.67	19,317.79
2016	7,095.42	7,582.11	9,342.12	2,452.26	26,471.91
2017	42,523.90	9,050.40	17,431.79	5,568.80	74,574.89
2018	130,737.11	15,486.89	32,859.67	11,879.03	190,962.70
2019	6,050,555.09	324,057.23	360,143.79		6,734,756.11
TOTAL	6,233,829.05	372,222.84	443,408.94	26,915.25	7,076,376.08

AUGUST2020

Deposits

	ON-LINE	OFFICE	RECEIPT	TOTAL	DIFFERENCE
	27,530.27			27,530.27	-
	40,844.37			40,844.37	-
8/1	1,642.21			1,642.21	-
8/2	9,681.91			9,681.91	-
8/3	33,320.39	85,631.73	85,631.74	118,952.12	0.01
8/4	4,262.70	103,864.60	103,864.60	108,127.30	-
8/5	195.36	100,662.24	100,662.24	100,857.60	-
	(195.36)			(195.36)	BANK CHARGEBACK, FRAUD
8/6	22.99			22.99	-
8/7	106.62			106.62	-
8/8	1,263.76			1,263.76	-
8/9	1,457.17			1,457.17	-
8/10	2,366.19	78,189.59	78,189.59	80,555.78	-
8/11	4,031.48	5,901.42	5,901.42	9,932.90	-
8/12	5,677.63			5,677.63	-
8/13	1,233.26	5,967.34	5,967.34	7,200.60	-
8/14	1,727.97			1,727.97	-
8/15				-	-
8/16	(1,698.47)			(1,698.47)	REJECTED BY FASTPAY
8/17	15,778.22	11,451.98	11,451.98	27,230.20	-
8/18	299.86			299.86	-
8/19	1,022.46			1,022.46	-
8/20	829.02	12,528.13	12,528.13	13,357.15	-
8/21	2,155.82			2,155.82	-
8/21	(729.72)			(729.72)	REJECTED BY FASTPAY
8/22	236.45			236.45	-
8/23	1,548.49			1,548.49	-
8/24	1,948.87			1,948.87	-
8/25	5,074.44	7,407.77	7,407.77	12,482.21	-
8/26	3,810.11	4,284.99	4,284.99	8,095.10	-
8/27	71.22			71.22	-
8/28	400.45			400.45	-
8/29	2,277.15			2,277.15	-
8/30	457.36			457.36	-
8/31		8,731.13	8,731.13	8,731.13	-
TOTAL	168,650.65	424,620.92		593,271.57	

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2014			98.30		91.42	33.46	223.18
2015	453.88	95.23			343.75	54.00	946.86
2016	1,914.24	467.36			1,168.05	24.00	3,573.65
2017	9,996.16	704.65	949.24	112.54	3,649.11	92.00	15,503.70
2018	14,303.05	1,106.14	4,130.91	747.87	3,591.50	235.00	24,114.47
2019	246,123.49	93,317.75	208,655.56		417.90	395.00	548,909.70
TOTAL	272,790.82	95,691.13	213,834.01	860.41	9,261.73	833.46	593,271.56

	RE	PP	MV	MVS	TOTAL
2006			207.27		207.27
2007			476.65	71.26	547.91 online cash
2008			520.26	28.15	548.41 office cash
2009			579.60		579.60 online DIT
2010			211.42		211.42 office DIT
2011		439.82	4,592.58	249.48	5,281.88 misc inc
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
2014	1,225.76	4,551.81	2,103.08	2,991.24	10,871.89
2015	1,225.76	4,740.57	10,321.68	2,480.67	18,768.68
2016	5,181.18	7,114.75	9,342.12	2,452.26	24,090.31
2017	32,527.74	8,345.75	16,482.55	5,456.26	62,812.30
2018	116,505.96	14,380.75	28,743.76	11,131.16	170,761.63
2019	5,804,431.60	230,739.48	150,919.99		6,186,091.07
TOTAL	5,961,110.13	276,626.94	229,133.73	25,847.57	6,492,718.37

Robert Dube	\$103.63	Sec 12-129 Refund of excess payment
Olivia Kielek	\$1,142.19	Sec 12-129 Refund of excess payment
Toyota Lease Trust	\$758.89	Sec 12-129 Refund of excess payment
Stephen & Celeste Willard	\$254.58	Sec 12-129 Refund of excess payment
Albert & Diane Munsell	\$23.72	Sec 12-129 Refund of excess payment
Martin Geoghegan	\$70.87	Sec 12-129 Refund of excess payment
VW Credit Leasing	\$386.94	Sec 12-129 Refund of excess payment
Lorraine Westerberg	\$46.43	Sec 12-129 Refund of excess payment

9/14/2020 Tax Refunds Total: \$2,787.25

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.

14. Assessor's Report

From: Assessor
Sent: Monday, August 17, 2020 5:13 PM
To: Anderson, Eric <eanderson@andoverct.org>
Subject: FW: Andover Reval scope change

Eric

FYI. This was the response that I received from the vendor in regards to if we wish to change the scope of the project.

JC

From: Patrick Donovan <PDonovan@vgsi.com>
Sent: Monday, August 17, 2020 4:30 PM
To: Assessor <assessor@andoverct.org>
Subject: Andover Reval scope change

Scope change;

Vision would be happy to provide a Data Mailer option in lieu of the full revaluation that is currently under contract. This option would include a Data Mailer to be sent to each improved property in town. Services would include creation, preparation, and quality assurance of the data mailer, IT support and Project Management, outgoing postage, establishing Data Mailer change policy with assessor to establish uniform standards, review of the returned Data Mailers by appraisal staff, on-site inspections for up to 200 properties with major Data Mailer discrepancies, and data entry changes into the CAMA system. The Data Mailer option is the same cost as the scope currently under agreement. This is because we have currently hired the staff for the existing agreement and cannot adjust staffing levels at this stage. In addition, we incur increased third-party costs with data mailer revaluations, including increased printing, mailing, and postage costs. Finally, data mailer revaluations substantially increase our risk of a high number of interior property characteristic change inspections due to large return percentages. Additional on-site inspections can be provided at a rate of \$30 per parcel for residential and \$45 per commercial property, should there be additional major discrepancies, or the town require inspections for non-responsive Data Mailers.

Please note that with this scope change removing on-site exterior inspections, Vision will not be responsible for the accuracy of the larger valuation element of Living area of each property.

Patrick Donovan
Director of Appraisal Sales
Vision Government Solutions
Office: 508.351.3644 Cell: 508.317.7131
pdonovan@vgsi.com
www.vgsi.com

[Explore what our customers are saying about Vision](#)

From: Assessor
Sent: Thursday, August 20, 2020 9:06 AM
To: Anderson, Eric <eanderson@andoverct.org>
Subject: Check list

Good morning Eric,

The schedule in the grid below is what the contractor must follow in accordance with the contract.

However, they are still waiting on a response from us as to what we want them to do. As you know, you had me go back to them and inquire about changes certain aspects of the contract and their requirements in regards to completing full interior inspection and visiting every property. Therefore, the entire project is on temporary hold until we get back to them. If we take too much time, all of these dates and timelines will need to be adjusted and mutually agreed to with new completion dates. Data Collector for a 2021 revaluation could be ongoing right now and was initially slated to start in June. The Project Manager and myself agreed to put that off for 4-6 weeks to see how COVID played out and allow Andover to decide if we want them trying to ring doorbells and requesting entry.

If the BOS wants to change the scope of this project, it needs to happen sooner rather than later so that the project does not get behind schedule.

Respectfully,

JC

**PROJECT SCHEDULE
ANDOVER, CONNECTICUT**

Task	Start	Completed
Execution of Contract	2/15/2020	4/01/2020
Project Start-Up	06/01/2020	
Public Relations	On-going	
Quality Control	On-going	
Data Collection	6/15/2020	5/01/2021
Callback Letters	8/01/2020	5/01/2021
Neighborhood Delineation	3/01/2021	8/01/2021
Data Entry	On-going	
Field Review	5/01/2021	8/15/2021
Preliminary Land Study	3/01/2021	9/30/2021
Market Rents, Expenses and Cap Rate analysis	6/01/2021	7/10/2021
Preliminary Building Study	3/01/2021	9/15/2021
Preliminary Proposed Values	9/01/2021	9/15/2021
Deeds through October 1 st data entered by Assessor	10/02/2021	
Proposed Values & Performance Based Testing Standards	10/10/2021	
Assessor's Review	10/15/2021	11/18/2021
Print and Mail Notices/Public Web Set-up	11/22/2021	
Informal Hearings	12/02/2021	12/22/2021
Hearing Adjustments, Final Tables & Values	12/05/2021	12/28/2021
2 nd Notice, Set of Final Field Cards & Project Completion	12/29/2021	

From: Assessor
Sent: Thursday, August 20, 2020 9:06 AM
To: Anderson, Eric <eanderson@andoverct.org>
Subject: Check list

Good morning Eric,

The schedule in the grid below is what the contractor must follow in accordance with the contract.

However, they are still waiting on a response from us as to what we want them to do. As you know, you had me go back to them and inquire about changes certain aspects of the contract and their requirements in regards to completing full interior inspection and visiting every property. Therefore, the entire project is on temporary hold until we get back to them. If we take too much time, all of these dates and timelines will need to be adjusted and mutually agreed to with new completion dates. Data Collector for a 2021 revaluation could be ongoing right now and was initially slated to start in June. The Project Manager and myself agreed to put that off for 4-6 weeks to see how COVID played out and allow Andover to decide if we want them trying to ring doorbells and requesting entry.

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**PROJECT SCHEDULE
ANDOVER, CONNECTICUT**

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Deeds through October 1 st data entered by Assessor	10/02/2021	
Proposed Values & Performance Based Testing Standards	10/10/2021	
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Hearing Adjustments, Final Tables & Values	12/05/2021	12/28/2021
2 nd Notice, Set of Final Field Cards & Project Completion	12/29/2021	

15. Department Reports



ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

July 8, 2020

The Andover Fire Department responded to 20 calls in June. Here is the breakdown.

Medical Calls 11

MVA 3

Structure Fire 1

Vehicle Fire 1

Smoke Investigation 1

Wire Related 2

Service Call 1

Drills 1

Meetings 1

Ron Mike

Andover Fire Chief



ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

August 11, 2020

The Andover Fire Department responded to 28 calls in July. Here is the breakdown.

Medical Calls 16

MVA 4

Vehicle Fire 1

Fire Alarms 5

Wire Related 2

Drills 1

Meetings 1

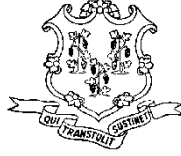
Ron Mike

Andover Fire Chief



Commanding Officer
Master Sergeant Eric Peck #085

State of Connecticut



Connecticut State Police Troop K - Colchester



Executive Officer
Vacant

Date: 8/1/2020

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

Dear: Jeff J. Maguire,

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

During the month of **July 2020** the Andover Resident Trooper as well as Troop K Troopers responded to **176** Calls for Service in the Town of Andover. Of these Calls for service the most notable are:

Accidents: 5
Burglaries: 0
Larcenies: 1
Narcotic Cases: 0
Other Criminal: 8
Other Non-Criminal: 4
Non Reportable Matters: 162
Other Noteworthy Events (List):

Andover Mural Vandalism

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

On-Sight DWI: 0
Traffic Citations: 6
Written Warnings: 5

Sincerely,

Master Sergeant Eric Peck #085

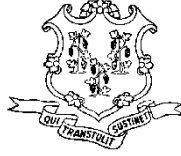
Master Sergeant Eric Peck #085
Acting Commanding Officer
Troop "K" Colchester, CT

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



Commanding Officer
Master Sergeant Eric Peck #085

State of Connecticut



Connecticut State Police Troop K - Colchester



Executive Officer
Vacant

Date: 9/2/2020

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

Dear: Jeff J. Maguire,

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

During the month of **August 2020** the Andover Resident Trooper as well as Troop K Troopers responded to **164** Calls for Service in the Town of Andover. Of these Calls for service the most notable are:

Accidents: 5
Burglaries: 0
Larcenies: 1
Narcotic Cases: 0
Other Criminal: 2
Other Non-Criminal: 19
Non Reportable Matters: 148
Other Noteworthy Events (List):

Andover Mural Vandalism

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

On-Sight DWI: 1
Traffic Citations: 3
Written Warnings: 7

Sincerely,

Master Sergeant Eric Peck #085

Master Sergeant Eric Peck #085
Acting Commanding Officer
Troop "K" Colchester, CT

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



STATE OF CONNECTICUT
Department of Emergency Services & Public Protection
Connecticut State Police
Public Information Office



James C. Rovella
Commissioner

Colonel Stavros Mellekas
Deputy Commissioner
Division of State Police

FOR IMMEDIATE RELEASE
July 16, 2020

MULTI-CITY AUTO THEFT AND URBAN VIOLENCE TASK FORCE STATISTICS

A task force created last winter and charged with fighting the theft of motor vehicles in Connecticut has recovered more than 150 stolen cars and arrested more than 20 juveniles.

Members of the Multi-City Auto Theft and Urban Violence Task Force have been working tirelessly to fight the rising trend of vehicles taken from the state's suburban and rural communities. The task force is composed of detectives from the following agencies: Connecticut State Police, Bridgeport Police, Hartford Police, and Waterbury Police. The task force is also charged with combatting the surge of violence related to the stolen vehicles in Connecticut's largest cities.

From the establishment of the task force on February 1, 2020, through July 12, 2020, the task force has recovered 154 stolen cars, eight stolen firearms, and a badge from a local police department. Detectives have arrested 22 juveniles, totaling 59 felony arrests for larcenies, illegal possession of weapons, etc. One person was arrested for operating a drug factory; crack and fentanyl were seized. The task force also solved two shootings in Hartford.

The task force found that automobiles are stolen in an organized, directed manner. The suspects, many of them juveniles, travel to the suburbs from all major Connecticut cities. They go with anywhere from 2-6 people, possibly more, in a car. The cars they are traveling in are frequently stolen themselves, or may be newly stolen but not yet reported.

The suspects travel to suburban neighborhoods, typically in the dark early morning hours, and deploy on foot. They check for unlocked cars in driveways and on streets to search for firearms, valuables (laptops, phones, purse, and wallet), money, and car keys. Connecticut

suspects have affected neighborhoods all across the state and into New York State and Massachusetts as well. Typically, if they encounter a locked vehicle or one without keys inside, they quickly move on to the next automobile.

Members of the task force report that once a car is stolen, the suspects drive them back to the cities and park them, retaining the keys for future use. Firearms taken from cars are either kept for later use or sold.

Many of the stolen vehicles are employed as "rentals" in the cities, whereby the suspect either keeps the keys or hides them near the parked car. The cars are then marketed via social media and smartphone apps to other persons for criminal purposes. An agreement is struck online or in-person, and the location of the car/keys is provided.

These cars are used for preplanned shootings/assaults, drug trafficking, human trafficking, stealing other vehicles, etc. At this time, the evidence does not support that these crimes are committed for a "joyride" or as a result "bored juveniles."

Law enforcement reinforces this message to all Connecticut residents: lock all vehicles at all times and remove all valuables (laptops, phones, firearms, cash, etc.) every night. These individuals are committing more crimes – and increasingly more serious crimes – with these stolen cars and the items taken from them, including firearms. Make this your mid-year resolution: remove all valuables, grab the keys and lock the doors so that you are not the next victim in our state.

7/1/2020					
DATE ISSUED	PERMIT NO.	PROPERTY OWNER	PROPERTY LOCATION	PROPERTY LOCATION	DESCRIPTION
7/7/2020	4359	Janusz Jandzinski	40	Townsend Rd	Demolition
7/16/2020	4587	Sean Mamonas	215	Longhill Rd	Repairs to Deck
7/16/2020	4584	William Devine	84	Bear swamp Rd	Detached Apartment
7/16/2020	4586	Janne Pfeiffenberger	97	Longhill Rd	HVAC
7/16/2020	4585	Robert Chamberland	102	Shoddy Mill Rd	A/G Pool
7/16/2020	4593	Vincent Grimaldi	357	Lake Rd	New Residential Home
7/19/2020	4591	Manuel Gomes	52	Barsola	Install Solar
7/19/2020	4589	Matt Newman	275	Long Hill Rd	Roof
7/22/2020	4594	Susan Bosco	78	Windrush Ln	Replace Chimney Liner
7/23/2020	4595	Mathew & Kelly Haggerty	93	Townsend Rd	New Residential Home
7/27/2020	4600	Joan & Ed Day	50	Bearswamp Rd	Siding
7/27/2020	4598	Paul Burdette	154	Bearswamp Rd	porch Additon
7/27/2020	4596	Al Beauchamd	491	Lake Rd	Remodel Kitchen & Bathrooms
7/28/2020	4601	William Liswell	38	Lakeside Drive	A/C Oil Fired Furnace
7/29/2020	4597	Stephen Pasay	38	Bausola Rd	Roof
7/29/2020	4599	Donald & Ann Rey	121	Bunker Hill Rd	Foundation Replacement
7/29/2020	4566	Brian & Patty Ruffini	212	Gilead Rd	Addition & Garage Addition
TOTAL PERMITS ISSUED =17					

Register Report -JULY 2020 - Last month

7/1/2020 through 7/31/2020

8/31/2020

Page 1

Date	Account	Num	Description	Category	Tag	Clr
BALANCE 6/30/2020						43,892.74
7/27/2020	Building Department	491 Lake Rd.	[Permit receipts]			3
7/27/2020	Building Department	38 Bausola Rd	[Permit receipts]			4
7/28/2020	Building Department	...34 Lakeside Dr	Mechanical:he...			5
			Ed Fee - State			1
7/16/2020	Building Department	75 School Rd.	[Permit receipts]			1
7/21/2020	Building Department	78 Windrush Ln	[Permit receipts]			2
7/16/2020	Building Department	275 Long Hill Rd	[Permit receipts]			2
7/16/2020	Building Department	215 Long Hill Rd.	[Permit receipts]			1
7/7/2020	Building Department	57 Shoddy Mill Rd.	Driveway:fee			5
7/7/2020	Building Department	180 Long Hill Rd.	Driveway:bond			5
7/11/2020	Building Department	112 Lakeside Dr.	Driveway:fee			5
7/11/2020	Building Department	768 East St	Driveway:fee			5
7/9/2020	Building Department	IW... 157 Lakeside Dr.	State Zoning Fee			6
			IWWC APPLIC...			1
7/14/2020	Building Department	...129 Hebron Rd	State Zoning Fee			6
			IWWC APPLIC...			1
7/15/2020	Building Department	...12 Webster St	State Zoning Fee			6
			PZC			5
7/7/2020	Building Department	84 Bear Swamp Rd	[Permit receipts]			6
7/16/2020	Building Department	97 Long Hill Rd.	[Permit receipts]			3
7/16/2020	Building Department	52 Bausola Rd	[Permit receipts]			1
7/16/2020	Building Department	200 Hebron Rd.	[Permit receipts]			1
7/16/2020	Building Department	102 Shoddy Mill Rd	[Permit receipts]			8
7/23/2020	Building Department	93 Townsend Rd	[Permit receipts]			3
7/7/2020	Building Department	212 Gilead Rd.	[Permit receipts]			8
7/27/2020	Building Department	50 Bear Swamp Rd.	[Permit receipts]			5
7/11/2020	Building Department	61 Times Farm Rd	Driveway:fee			5
7/27/2020	Building Department	154 Bear Swamp Rd.	[Permit receipts]			2
7/16/2020	Building Department	357 Lake Rd	[Permit receipts]			1
7/1/2020 - 7/31/2020						9,122.95
BALANCE 7/31/2020						53,015.69
OVERALL TOTAL						9,122.95

State-IWWC-PZC-ZBA NOV.6, 2019 - Jul 2020

7/1/2020 through 7/31/2020

8/31/2020

Page 1

Date	Account	Num	Description	Memo	Category	No...	Amount
7/9/2020	Building D...	IWWC	... 157 Lakeside Dr.		State Zoning Fee		60.00
7/14/2020	Building D...	S	129 Hebron Rd		State Zoning Fee		60.00
7/15/2020	Building D...	S	12 Webster St		State Zoning Fee		60.00
7/17/2020	Permit rec...	4589	S 84 Bear Swamp Rd	state zoning fee	State Zoning Fee		60.00
7/16/2020	Permit rec...	4593	S 102 Shoddy Mill Rd	state	State Zoning Fee		60.00
7/16/2020	Permit rec...	4599	S 357 Lake Rd	state zoning fee	State Zoning Fee		60.00
7/21/2020	Permit rec...	4566	S 212 Gilead Rd.		State Zoning Fee		60.00
7/23/2020	Permit rec...	4594	S 93 Townsend Rd		State Zoning Fee		60.00
7/27/2020	Permit rec...	4598	S 154 Bear Swamp Rd.	State Zoning Fee	State Zoning Fee		60.00
7/1/2020 - 7/31/2020							540.00
TOTAL INFLOWS							540.00
TOTAL OUTFLOWS							0.00
NET TOTAL							540.00

JULY 2020

Processing conveyances	8
Processing building permits	17
Prorating motor vehicle grand list	28
Updating field cards	7
Correspondence/Phone	83
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	13
Providing assistance to other departments	
Researching mapping issue or questions	
Reports and communication with the State of Connecticut/ US Census	4
MLS research	4
Scheduling meeting and appointments	1
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	
Personal Property Discovery	
Homeowner's program	2

Veteran's program	1
Income & expenses	
Renter's rebate program	
Tax exemptions	
Adds to the re, pp or mv grand list	19
Pa 490	
Provided assistance to BAA	
Researching and providing requested information to auditor or software vendor (for grand list files or tax bills)	
Real property inspections	
Personal property inspections	1
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
Mls review	
Town board/dept assistance	
Review & Approve C of Cs	58
Review & Approve Farmland & Forestland Assessment Applications	
Review, Approve, & create/data entry on land splits & mergers	
Mapping Research/Discrepancies	

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
83 1	BALLARD JEFFREY C 174 LAKE RD ANDOVER CT 6232-0	1491 C C	07938R	C 2019 07/16/2020 HOMEOWNERS EXMPT	127,600 0 127,600	0 12,000 -12,000	127,600 12,000 115,600
696 1	JOHNSON BRIAN 35 RIDGE RD ANDOVER CT 6232-0	130	07936R	C 2019 07/15/2020	215,000 0 215,000	-520 0 -520	214,480 0 214,480
700 1	JOHNSON BRIAN 35 RIDGE RD ANDOVER CT 6232-0	130	07935R	C 2018 07/15/2020 CGS 12-60	215,000 0 215,000	-7,400 0 -7,400	207,600 0 207,600
739 1	KING JOSEPH R 86 SCHOOL RD ANDOVER CT 6232-0	843 C C	07939R	C 2019 07/16/2020	131,400 0 131,400	0 12,000 -12,000	131,400 12,000 119,400
940 1	MCDOWELL LINDA J 35 OLD FARMS RD ANDOVER CT 6232-0	664	07922R	C 2019 07/13/2020 ADD VET EXMPT	232,400 0 232,400	0 6,000 -6,000	232,400 6,000 226,400
1471 1	WAGNER STEFANIE & ERIC 27 TERESA ROAD MANCHESTER CT 6040-0	102233	07942R	P 2019 07/20/2020 NEW CONSTRUCTION INCREASE	157,900 0 157,900	181,460 0 181,460	339,360 0 339,360
50099 1	ARBORIST SERVICES LLC 340 LAKE RD ANDOVER CT 6232-1511	50110 1986 02	07966M FORD MEDIUM H 1FDNF60H9GVA50806	C 2019 07/23/2020 JUNKED 6/20	500 0 500	-125 0 -125	375 0 375
50126 1	ARSENEAULT DONNA E 123 SHODDY MILL RD ANDOVER CT 6232-1215	50137 2008 01	07919M KIA SPECTRA5 KNAFE162085012977	C 2019 07/09/2020 SOLD 5/20	2,610 0 2,610	-869 0 -869	1,741 0 1,741
50225 1	BAZZANI JANICE C 322 LAKE RD ANDOVER CT 6232-1511	50236 2002 01	07970M VOLKS PASSAT G WVWPD63B62P456288	C 2019 07/27/2020 SOLD 3/2020	1,610 0 1,610	-805 0 -805	805 0 805
50580 1	CARROLL MAUREEN C 22 BAILEY RD ANDOVER CT 6232-1005	50591 2005 01	07943M SUBAR FORESTER JF1SG63675H726251	C 2019 07/21/2020 SOLD 6/2020	2,910 0 2,910	-727 0 -727	2,183 0 2,183
50719 1	COVELL WHITNEY T 45 BOSTON HILL RD ANDOVER CT 6232-1400	50731 2019 11	07920M KEYST COUGAR H 4YDF32B24K2509038	C 2019 07/09/2020 WRONG TT SENT TO LEBANON	14,700 0 14,700	-14,700 0 -14,700	0 0 0
50778 1	DAMICOL MICHAEL J 70 ROUTE 87 ANDOVER CT 6232-1331	50790 2012 01	07974M HONDA CR-V EX JHLRM4H50CC006745	C 2019 07/30/2020 CGS 12-81 (53)	8,330 0 8,330	0 8,330 -8,330	8,330 8,330 0
50914 1	DUBE ROBERT J 20 OLD FARMS RD ANDOVER CT 6232-1028	50926 2005 01	07932M SUBAR FORESTER JF1SG63615G743195	C 2019 07/13/2020 SOLD 7/2020	2,910 0 2,910	-486 0 -486	2,424 0 2,424
50989 1	ENTERPRISE FM TRUST 9315 OLIVE BLVD SAINT LOUIS MO 63132-3211	51001 2018 03	07928M CHEVR COLORADO 1GCHTBEA7J1234574	C 2019 07/13/2020 SOLD 5/2020	14,440 0 14,440	-4,809 0 -4,809	9,631 0 9,631
51279 1	GRIMALDI MICHAEL J 90 LAKESIDE DR ANDOVER CT 6232-1518	51291 2014 03	07960M MERCE SPRINTER WD3PE7DC6E5866268	C 2019 07/23/2020 SOLD 10/19	15,870 0 15,870	-14,553 0 -14,553	1,317 0 1,317

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
51355	HARDISTY GERALD E 203 BOSTON HILL RD ANDOVER CT 6232-1417	51367	07972M	C	500	-83	417
1		1994 12	HONDA ST1100	2019 07/28/2020	0	0	0
			JH2SC2609RM400347	SOLD 7/20	500	-83	417
51578	JACEWICZ ANDRZEJ 25 OLD COVENTRY RD ANDOVER CT 6232-1000	51590	07921M	C	2,850	-476	2,374
1		2008 01	MAZDA MAZDA3I	2019 07/09/2020	0	0	0
			JM1BK32GX81176963	SOLD 7/2020	2,850	-476	2,374
51875	LAMONDE JANICE 417 LAKE RD ANDOVER CT 6232-1532	51887	07933M	C	6,200	-3,615	2,585
1		2016 01	HYUND ACCENT S	2019 07/13/2020	0	0	0
			KMHCT4AE8GU163063	SOLD 2/2020	6,200	-3,615	2,585
51895	LANDRY VIOLA C 279 HEBRON RD ANDOVER CT 6232-1719	51907	07923M	C	17,520	-14,594	2,926
1		2018 01	HONDA CR-V EX	2019 07/13/2020	0	0	0
			5J6RW2H50JL020700	REG IN MI 11/2020	17,520	-14,594	2,926
52345	MEYERS BARBARA J 39 LAKESIDE DR ANDOVER CT 6232-1516	52357	07973M	C	13,280	-11,062	2,218
1		2018 01	NISSA ROGUE SP	2019 07/29/2020	0	0	0
			JN1BJ1CR5JW202601	REG IN FL 11/19	13,280	-11,062	2,218
52649	OLBRIAS SAMANTHA J 341 BOSTON HILL RD ANDOVER CT 6232-1422	52661	07931M	C	1,330	-775	555
1		2000 01	CHEVR CAVALIER	2019 07/13/2020	0	0	0
			1G1JC5242Y7338942	SOLD 2/2020	1,330	-775	555
52939	RANDAZZO CHRISTINE M 40 OLD FARMS RD ANDOVER CT 6232-1028	52953	07965M	C	400	-133	267
1		2007 11	LIFE 0220	2019 07/23/2020	0	0	0
			5SNBU09137C001804	SOLD 5/2020	400	-133	267
52982	REYNOLDS OUS LIVING TRUST 28 ROCKLEDGE DR ANDOVER CT 6232-1523	52996	07934M	C	4,250	-3,897	353
1		2011 01	HYUND ELANTRA	2019 07/14/2020	0	0	0
			5NPDH4AE7BH039797	SOLD 10/2020	4,250	-3,897	353
53319	SINIBALDI MICHAEL W 209R LAKE RD ANDOVER CT 6232-1514	53332	07940M	C	3,290	-1,645	1,645
1		2008 01	HONDA FIT SPOR	2019 07/20/2020	0	0	0
			JHMGD37658S036571	SOLD 3/2020	3,290	-1,645	1,645
53559	THATCH SHIRLEY A 300 WINDHAM RD APT 306 WILLIMANTIC CT 6226-3512	53572	07971M	C	3,380	-3,380	0
1		2007 01	HYUND TUCSON S	2019 07/28/2020	0	0	0
			KM8JN72DX7U614020	WRONG TT - SENT TO WINDHAM	3,380	-3,380	0
53615	TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	53628	07937M	C	23,240	-21,311	1,929
1		2018 01	LEXUS NX 300	2019 07/16/2020	0	0	0
			JTJBARBZ2J2160924	REG IN FL 10/19	23,240	-21,311	1,929
53676	TURGEON PETER L 46 LAKESIDE DR ANDOVER CT 6232-1518	53689	07930M	C	1,750	-437	1,313
1		2004 01	BUICK REGAL LS	2019 07/13/2020	0	0	0
			2G4WB52KX41208294	SOLD 6/2020	1,750	-437	1,313
53758	VINCEK GREGORY 30 MANSFIELD RD NORTH HAVEN CT 6473-1203	53771	07926M	C	13,480	-13,480	0
1		2012 03	FORD F250 SUP	2019 07/13/2020	0	0	0
			1FT7W2B65CEC17089	WRONG TT SENT TO NORTH HAVEN	13,480	-13,480	0
53759	VINCEK GREGORY 30 MANSFIELD RD NORTH HAVEN CT 6473-1203	53772	07925M	C	9,780	-9,780	0
1		2016 11	GULFS CONQUEST	2019 07/13/2020	0	0	0
			1NL1GTJ25G1121073	WRONG TT SEND TO NORTH HAVEN	9,780	-9,780	0
53760	VINCEK GREGORY 30 MANSFIELD RD NORTH HAVEN CT 6473-1203	53773	07924M	C	7,200	-7,200	0
1		2010 12	HARLE FLHRC	2019 07/13/2020	0	0	0
			1HD1FR412AB608858	WRONG TT SENT TO NORTH HAVEN	7,200	-7,200	0

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	
53821 1	WEIMANN MARTIN W 330 HEBRON RD ANDOVER CT 6232-1718	53834 2019 01	RAM 1500 BIG 1C6SRFMT3KN675828	07929M CGS 12-81 (53)	C 2019 07/13/2020	25,810 0 25,810	0 25,810 -25,810	25,810 25,810 0
53871 1	WILDMAN KATHY L 39 JUROVATY RD ANDOVER CT 6232-1410	53884 2016 01	JEEP PATRIOT 1C4NJRFB5GD546005	07941M SOLD 12/19	C 2019 07/20/2020	10,590 0 10,590	-7,942 0 -7,942	2,648 0 2,648
53969 1	ZITO ALEXANDER D 657 WORCESTER ST SOUTHBRIDGE MA 1550-1375	53982 2014 01	VOLKS PASSAT S 1VWAT7A3XEC045964	07927M REG IN MA 2/2020	C 2019 07/13/2020	5,570 0 5,570	-3,247 0 -3,247	2,323 0 2,323
54006 0	IVEY MIKEL H 47 PARKER BRIDGE RD ANDOVER CT 6232-0	19A021 2005 01	TOYOT HIGHLAND JTTEP21A450117538	07944M WRONG TT - ADD FROM COLUMBIA	C 2019 07/22/2020	0 0 0	5,110 0 5,110	5,110 0 5,110
54007 0	ROSER DONALD R 241 LAKE RD ANDOVER CT 6232-0	19A022 2012 01	TOYOT PRIUS JTDKN3DU8C1539814	07945M WRONG TT - ADD FROM COLUMBIA	C 2019 07/22/2020	0 0 0	6,490 0 6,490	6,490 0 6,490
54008 0	ROSER DONALD R 241 LAKE RD ANDOVER CT 6232-0	19A023 2003 01	HONDA ELEMENT 5J6YH272X3L034619	07946M WRONG TT- ADD FROM COLUMBIA	C 2019 07/22/2020	0 0 0	2,920 0 2,920	2,920 0 2,920
54009 0	ROSEN DONALD R 241 LAKE RD ANDOVER CT 6232-0	19A024 2010 01	MINI COOPER S WMWMS3C58ATY51934	07947M WRONG TT- ADD FROM COLUMBIA	C 2019 07/22/2020	0 0 0	4,390 0 4,390	4,390 0 4,390
54010 0	HOULE ARTHUR E 25 RIVERSIDE DR ANDOVER CT 6232-0	19A025 2006 01	CADIL CTS 1G6DM57T960125254	07948M WRONG TT- ADD FROM OLD LYME	C 2019 07/22/2020	0 0 0	2,430 0 2,430	2,430 0 2,430
54011 0	BEDNARCZYK, FREDERICK J 38 SCHOOL RD ANDOVER CT 6232-0	19A026 2012 03	GMC SIERRA K 1GTR2TE79CZ166767	07949M WRONG TT- ADD FROM BRISTOL	C 2019 07/22/2020	0 0 0	9,360 0 9,360	9,360 0 9,360
54011 1	BEDNARCZYK, FREDERICK J 38 SCHOOL RD ANDOVER CT 6232-0	19A026 2012 03	GMC SIERRA K 1GTR2TE79CZ166767	07950M SOLD 3/2020	C 2019 07/22/2020	9,360 0 9,360	-4,680 0 -4,680	4,680 0 4,680
54012 0	BEDNARCZYK FREDERICK J 38 SCHOOL RD ANDOVER CT 6232-0	19A027 2010 01	VOLVO XC90 3.2 YV4982CZ5A1549305	07951M WRONG TT - ADD FROM BRISTOL	C 2019 07/22/2020	0 0 0	6,340 0 6,340	6,340 0 6,340
54013 0	BEDNARCZYK FREDERICK J 38 SCHOOL RD ANDOVER CT 6232-0	19A028 2018 03	FORD F250 SUP 1FT7W2B6XJEB38904	07952M WRONG TT - ADD FROM BRISTOL	C 2019 07/22/2020	0 0 0	26,810 0 26,810	26,810 0 26,810
54014 0	PAGE SUSAN M 120 BUNKER HILL RD ANDOVER CT 6232-0	19A029 2007 01	TOYOT YARIS JTDBT923171115805	07953M WRONG TT - ADD FROM VERNON	C 2019 07/22/2020	0 0 0	2,750 0 2,750	2,750 0 2,750
54015 0	NUNES JULIE D 4 SHADBLOW LN ANDOVER CT 6232-0	19A030 2014 01	HONDA CR-V LX 5J6RM4H39EL090654	07954M WRONG TT - ADD FROM SOUTH WINDSOR	C 2019 07/22/2020	0 0 0	9,010 0 9,010	9,010 0 9,010
54016 0	GLOWACKI NICHOLAS A 17 LAKESIDE DR	19A031 2017 01	CHEVR CORVETTE	07955M	C 2019 07/22/2020	0 0	33,080 0	33,080 0

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
	ANDOVER CT 6232-0		1G1YV2D73H5108661	WRONG TT - ADD FROM BOLTON	0	33,080	33,080
54017	GLOWACKI NICHOLAS A	19A032	07956M	C	0	7,230	7,230
0	17 LAKESIDE DR	2007 03	CHEVR SILVERAD	2019 07/22/2020	0	0	0
	ANDOVER CT 6232-0		1GCEK19J37Z631560	WRONG TT - ADD FROM BOLTON	0	7,230	7,230
54018	GLOWACKI ANNA R	19A033	07957M	C	0	8,960	8,960
0	17 LAKESIDE DR	2014 01	SUBAR FIRESTER	2019 07/22/2020	0	0	0
	ANDOVER CT 6232-0		JF2S2JAGC8EH477698	WRONG TT - ADD FROM BOLTON	0	8,960	8,960
54019	SECONDINO MECHANICAL SERVICE LLC	19A034	07958M	C	0	10,680	10,680
0	60 HENDEE RD	2012 03	FORD E350 SUP	2019 07/22/2020	0	0	0
	ANDOVER CT 6232-0		1FDWE3FL4CDA67093	WRONG TT - ADD FROM EAST HAVEN	0	10,680	10,680
54020	LEE KENNETH E	19A035	07959M	C	0	380	380
0	24 WEBSTER LN	1977 11	HM FLAT BED	2019 07/22/2020	0	0	0
	BOLTON CT 6043-7825		CTUNKNOWN72326911	WRONG TT - ADD FROM BOLTON	0	380	380
54021	FRIES JOHN J	19A036	07961M	C	0	7,470	7,470
0	285 BOSTON HILL RD	2013 01	VOLKS GTI	2019 07/23/2020	0	0	0
	ANDOVER CT 6232-0		WVWGD7AJ5DW141796	WRONG TT - ADD FROM SOUTHTON	0	7,470	7,470
54022	LYKOTRAFITIS GEORGIOS	19A037	07962M	C	0	8,720	8,720
0	410 LAKE RD	2013 01	INFIN G37 AWD	2019 07/23/2020	0	0	0
	ANDOVER CT 6232-1534		JN1CV6AR2DM762598	ADD FROM DMV	0	8,720	8,720
54023	KUZMICKAS PETER A	19A038	07963M	C	0	11,300	11,300
0	10 CIDER MILL RD	2015 01	TOYOT RAV4 XLE	2019 07/23/2020	0	0	0
	ANDOVER CT 6232-1304		2T3RFREV2FW256515	ADD FROM DMV	0	11,300	11,300
54024	HAVERL JULIA H	19A039	07964M	C	0	2,660	2,660
0	PO BOX 267	2004 01	TOYOT PRIUS	2019 07/23/2020	0	0	0
	ANDOVER CT 6232-267		JTDKB20U940016446	ADD FROM DMV	0	2,660	2,660
54025	GIBSON BRIAN C	19A040	07967M	C	0	500	500
0	327 HEBRON RD	1998 03	DODGE RAM 1500	2019 07/23/2020	0	0	0
	ANDOVER CT 6232-1319		3B7HC13Y4WG172117	ADD FROM DMV	0	500	500
54026	TRACY GEORGE B	19A041	07968M	C	0	3,192	3,192
0	95 HEBRON RD	2010 12	TRIUM STREET T	2019 07/23/2020	0	0	0
	ANDOVER CT 6232-1504		SMTD02NE4AJ442956	ADD FROM DMV	0	3,192	3,192
54027	LOZIER WILLIAM J	19A042	07969M	C	0	6,930	6,930
0	25 WEBSTER LN	2014 03	NISSA ROGUE SE	2019 07/27/2020	0	0	0
	BOLTON CT 6043-7824		JN8AS5MV1EW717503	WRONG TT - ADD FROM BOLTON	0	6,930	6,930
54028	LACROIX PAUL H	19A043	07975M	C	0	9,640	9,640
0	123 LONG HILL RD	2013 01	DODGE CHARGER	2019 07/30/2020	0	3,000	3,000
	ANDOVER CT 6232-0		2C3CDXJG8DH555774	ADD FROM GLASTONBURY	0	6,640	6,640
54029	MCGREGOR KRISTIN D	19A044	07976M	C	0	27,480	27,480
0	PO BOX 28	2016 03	FREIG SPRINTER	2019 07/30/2020	0	0	0
	ANDOVER CT 6232-28		WDYFF4CC7GP217450	ADD	0	27,480	27,480

TOTAL	# Of Accts 58				1,302,960	242,561	1,545,521
					0	67,140	67,140
					1,302,960	175,421	1,478,381

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

YEAR 2019 # Of Accts 58

1,302,960	242,561	1,545,521
0	67,140	67,140
1,302,960	175,421	1,478,381

GRAND TOTAL # Of Accts 58

1,302,960	242,561	1,545,521
0	67,140	67,140
1,302,960	175,421	1,478,381

ANDOVER PUBLIC LIBRARY -
LIBRARIAN'S REPORT - August 2020

	Aug-20	YTD 20-21 (July 1, 2020 - June 30, 2021)
Adult:		
Fiction	465	950
Non-fiction	113	209
Video	116	225
Audio	30	70
Magazines	3	11
E-reader (Kindle)	0	0
Total Adult	727	1465
Children:		
Fiction	121	206
Non-fiction	13	31
Video	5	7
Audio	0	1
Total Children	139	245
Young Adult:		
Fiction	49	71
Non-fiction	1	2
Audio	1	1
Magazines	0	0
Total Young Adult	51	74
Total Fiction	635	1227
Total Non-fiction	127	242
Total Video	121	232
Total Audio	31	72
Total Magazines	3	11
Total Uncategorized**	20	37
Total Passes	0	0
Total OverDrive	164	324
Total E-readers	0	0
Total Circulation	1101	2145
Out-of-town circ.	88	235
Ref. questions	35	84
Patrons registered:		
Andover	3178	
Out-of-town	473	
Total Patrons	3651	
Collection size *	20139	
Public Computer Usage (hrs.)	65.5	128.5
ILL provided	35	61
ILL received	17	56
# Patrons (inc. programs):	369	738
PROGRAM ATTENDANCE	18	36
Number of programs:	2	4
LIBRARY CLOSED @ 3PM ON 8/4 DUE TO TROPICAL STORM ISAIAS. CLOSED 8/5. OPEN ON NORMALLY CLOSED DAY FOR CHARGING (8/7)		

ANDOVER SENIOR TRANSPORTATION
MONTH OF AUGUST 2020

Dated 9/3//2020
Cathy Palazzi
Senior Coordinator

Month of August:

- 1) Drug tests – none.
 - 2) List of Clients Serviced in August :
 - Maintenance 3 (Check Air Conditioner three vehicles)
 - Incident Log 0
 - Meetings 0
 - Special Events 6 (Senior Luncheon Outside 8/21/2020)
 - Medicals 14 (10 of these Disabled)
 - Shopping 10 (2 of these Disabled)
 - Veterans 1
- Total Passengers 31

***NOTE: VAN USED FOR MEDICALS ONLY
BUSES USED FOR DELIVERING FOOD SHARE/FOOD PANTRY AND TAKE
THREE SENIORS SHOPPING WHO DO NOT DRIVE .**

Effective August 1, 2020 a new driver with CDL license Rick Kauffman employed.

MOTTO: “NO SENIOR LEFT BEHIND”

Dated 9/03/2020
Cathy Palazzi
Senior Coordinator

Andover

Registrar of Voters

August Activity Report

The month of August was a very active month for the Registrars. We processed 43 voters conducted training for the August 3 Presidential Preference Primary and the 2nd Congressional District Republican primary. We trained all the poll workers including some new personnel. We conducted the Primary at the Andover Elementary School Gym to comply with required Social Distancing. It was a long hot and humid day from 4:30 AM until 8:00 PM with data entry in the office until 9:30PM. We did set-up of the Gym and cleaning and takedown a week later. Due to the Governors Exec. Order we had to count late Absentee ballot after the election and then update the election report to the state. We also were required to conduct a recount of the 2nd Congressional District Republican Primary due to a close vote. Clean –up of the Gym took place a week after the primary due to the contractor hired by the State not showing up to clean the building.

We also had a number of telephone conferences with the Secretary of State's Office on Election preparation and conducting the primary.

16. Correspondence

17. Public Speak

18. Adjournment