

**Town of Andover
Board of Selectmen
Regular Meeting**
Monday, May 8th at 7:00 P.M.
Location: Virtual Zoom meeting

Regular Meeting Agenda

Zoom Directions:

Click here to join by computer for video/audio: <https://us02web.zoom.us/j/84957467857>

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

Meeting ID: 849 5746 7857

Passcode: 857274

*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. Treasurer's Report
 - a. Finance Department Report
 - a. Revenue Summary
 - b. Town Budget Summary
 - c. Town Aid Road (TAR) Update
 - d. Town Cash Report
 - e. Appropriation Transfer
 - f. Over Expenditure Report
 - g. Summary of Audit Status
5. Board and Commission Presentations
6. Appointments
7. Resignations
 - a. Tax Collector Retirement
8. Town Administrator's Report
9. Old Business Discuss and act upon the following:
 - a. Status of the Community Center RFP Contract signing
 - b. Recognizing Andover Residents
 - c. Cool Program contract
 - d. Andover Personnel Policy discussion
 - e. Senior Transportation Purchase
 - f. Boundary Line Agreement
 1. Steven King
 2. Hawes Family
10. New Business Discuss and act upon the following:
 - a. Event permit discussion
 - a. Event permit sign off
11. Approval of Meeting Minutes
 - a. April 10th, 2023 Regular Meeting

12. Budget
 - a. Appropriation Transfers
 - b. Over Expenditure Requests

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

14. Department Reports
 - a. Assessor's report
 - b. Fire Department
 - c. Burning Official
 - d. Resident State Trooper
 - e. Town Clerk
 - f. Building Department
 - g. Assessor's Office
 - h. Public Works
 - i. Transfer Station
 - j. Library
 - k. Senior Transportation
 - l. AHM
 - m. Economic Development Commission
 - n. ZBA

15. Correspondence

16. Public Speak

17. Adjournment

Treasurer's Report

4.

**Town of Andover
 Profit & Loss
 All Transactions**

			Apr 27, 23
Income			
4100 · PROPERTY TAX REVENUE			
	000-101 · 41101 Current Year Taxes		17,244,253.43
	000-108 · 41105 Prior Taxes		216,218.49
	000-110 · 41104 Supp MV		118,460.55
	000-109 · 41106 NSF/DMV/Fees		-13.59
	000-104 · 41901 Liens Taxes		4,870.65
	000-103 · 41901 Interest Taxes		91,569.02
	000-239 · 43900 Telecom Personal Prop Tax		4,257.63
Total 4100 · PROPERTY TAX REVENUE			17,679,616.18
4300 · INTERGOVERNMENTAL REVENUES			
	000-211 · 43300 Veteran's Tax Relief		2,600.98
	000-222 · 43300 Municipal grants in aid		2,620.00
	000-223 · 43800 Mash-Pequot Funds		8,906.66
	000-226 · 43500 State Miscellaneous		44,214.40
	000-227 · 43500 Municipal Stabilization		43,820.00
	100-231 · 43700 His Doc Restoration Grant		3,980.86
	000-238 · 43300 Disabled Programs		940.23
	000-209 · 43600 - PILOT State Property		8,947.56
	100-227 · 43800 MRSA Revenue Sharing		69,613.99
	100-409 · 43700 Dial-A-Ride		13,062.33
	900-219 · 43800 ECS Funds		2,505,978.00
Total 4300 · INTERGOVERNMENTAL REVENUES			2,704,685.01
4400 · CHARGES FOR SERVICES			
	000-801 · 44867 Miscellaneous Revenue		6,113.49
	000-803 · 44867 Rentals		10,150.00
	100-401 · 44204 Fire Burn Permits		150.00
	100-407 · 44102 Clerk Fees		114,576.17
	700-413 · 44403 Transfer Station		68,463.50
	700-415 · 44403 Waste Redemption		792.50
	800-405 · 44705 Building & Land Use Fees		128,202.50
Total 4400 · CHARGES FOR SERVICES			328,448.16
4600 · INVESTMENT INTEREST			
	000-303 · 46101 Interest		6,478.38
Total 4600 · INVESTMENT INTEREST			6,478.38
Total Income			20,719,227.73
Expense			
	66900 · Reconciliation Discrepancies		0.00
4700 · EDUCATION			
	901-527 · 58250 RHAM Education		7,522,645.08
	901-595 · 28900 AES BOE		5,934,517.04
Total 4700 · EDUCATION			13,457,162.12
TOWN DEPARTMENTS			
4113 · TOWN ADMINISTRATOR			
	102-100 · 51000 Town Administrator		132,327.58
	102-101 · 51000 Admin Assistant		29,226.14
	102-330 · 55990 Conference/Seminar		0.00
	102-535 · 55300 Mobile Phone		2,136.75
	102-580 · 55800 Mileage		1,900.00
Total 4113 · TOWN ADMINISTRATOR			165,590.47

**Town of Andover
 Profit & Loss
 All Transactions**

			Apr 27, 23
4137 · TREASURER/FINANCIAL			
	109-100 · 51000	Treasurer Salary	0.01
	109-120 · 51000	Treasurer Clerk Wages	74,837.73
	109-330 · 55990	Conference/Seminar	500.00
	109-438 · 535100	Contract Software Maint	854.63
	109-610 · 56120	Office Supplies	99.14
Total 4137 · TREASURER/FINANCIAL			76,291.51
4147 · TOWN CLERK			
	117-100 · 51000	Town Clerk Salary	82,992.49
	117-120 · 51000	Asst Town Clerk Salary	41,448.22
	117-330 · 59900	Conference/Seminar	2,775.50
	117-335 · 52900	Training	701.69
	117-438 · 54300	Equip Maint	980.00
	117-580 · 55800	Mileage	288.20
	117-610 · 56120	Office Supplies	2,503.88
	117-612 · 53520	Land Records	20,951.68
	117-616 · 55500	Maps Filming & Indexing	16.00
	117-810 · 58100	Membership	1,081.99
	117-865 · 55900	Vital Statistics	0.00
	117-885 · 55900	Historic Doc. Restoration	938.09
Total 4147 · TOWN CLERK			154,677.74
4135 · TAX COLLECTOR			
	111-100 · 51000	Tax Collector Salary	72,354.33
	111-330 · 55999	Conference/Seminar	497.26
	111-438 · 53510	Contract Software Maint	27,322.41
	111-580 · 55800	Mileage	186.47
	111-610 · 56120	Office Supplies	205.59
	111-810 · 58100	Membership	265.00
Total 4135 · TAX COLLECTOR			100,831.06
4131 · ASSESSOR			
	113-100 · 51000	Assessor Salary	47,963.91
	113-120 · 51000	Asst Assessor Salary	61,190.97
	113-335 · 52900	Training	179.00
	113-438 · 53510	Contract Software Maint	48,659.25
	113-580 · 55800	Mileage	0.00
	113-610 · 56120	Office Supplies	1,455.26
Total 4131 · ASSESSOR			159,448.39
4149 · REGISTRARS			
	125-100 · 51000	Registrars Salary	21,054.34
	125-120 · 51000	Asst Registrars Salary	1,545.00
	125-330 · 55990	Conference/Seminar	1,090.00
	125-335 · 52900	Training	803.93
	125-580 · 55800	Mileage	457.96
	125-610 · 56120	Office Supplies	855.15
	125-810 · 58100	Membership	570.00
Total 4149 · REGISTRARS			26,376.38
4197 · ELECTIONS			
	121-100 · 51000	Election Salaries	17,498.58
	121-335 · 52900	Training	722.06
	121-438 · 54300	Equip Maint	2,175.00
	121-610 · 56010	Supplies	9,496.74

**Town of Andover
Profit & Loss
All Transactions**

			Apr 27, 23
		121-800 · 55800 Misc/Canv	78.00
		121-830 · 52900 Meals	867.52
		Total 4197 · ELECTIONS	30,837.90
		4211 · BUILDING DEPARTMENT	
		807-105 · 51000 Blding Dept - Shared Wage	34,131.26
		807-100 · 51000 Wages IWC	29,500.17
		817-100 · 51000 Zoning Agent Salary	34,429.98
		807-120 · 51000 Bldg Dept Admin Asst	43,100.32
		807-438 · 54300 Equipment Maint	522.48
		807-580 · 55800 Mileage	900.00
		807-612 · 56400 Books & Manuals	120.00
		807-610 · 56120 Office Supplies	530.48
		807-810 · 58100 Membership	0.00
		807-890 · 58100 PermitLink Fees	13,025.00
		807-901 · 57300 Equipment	320.03
		Total 4211 · BUILDING DEPARTMENT	156,579.72
		4501 · LIBRARY	
		001-100 · 51000 Library Payroll	125,477.28
		001-800 · 56420 Library Operations	66,772.50
		Total 4501 · LIBRARY	192,249.78
		4145 · CIVIL PREPAREDNESS	
		135-100 · 51000 Civil Preparedness Salary	675.00
		135-335 · 52900 Training	0.00
		135-435 · 54420 Shared CERT Vehicle	891.00
		135-730 · 56900 Supplies & Equipment	376.62
		Total 4145 · CIVIL PREPAREDNESS	1,942.62
		Total TOWN DEPARTMENTS	1,064,825.57
		TOWN EXPENSES	
		803-100 · 51000 Town Planner Wages	868.75
		4213 · TOWN OFFICE BUILDING	
		129-315 · 53010 Payroll Services	13,786.62
		129-350 · 54410 Water Testing	1,522.00
		129-365 · 54010 Elevator Service Contract	6,968.31
		129-401 · 58100 Elevator Permit	480.00
		129-442 · 53500 Computer Tech Support	20,818.35
		129-430 · 54300 ProComm Maint Agr	0.00
		129-432 · 54301 Building Maint	8,537.80
		129-434 · 54301 Furnace Maintenance	160.00
		129-439 · 535100 Software Maint	17,441.15
		129-443 · 55990 Website Fees	5,110.15
		129-444 · 55510 Copier Rental	6,721.93
		129-490 · 54302 Alarm Monitoring	10,265.74
		129-493 · 53520 Tolland 911 Dispatch	20,297.34
		129-530 · 55300 Telephone	17,377.37
		129-531 · 55301 Postage	11,302.50
		129-533 · 55301 Postage Meter Rental	864.53
		129-537 · 55300 Internet Cable	2,214.00
		129-550 · 55500 Printing	0.00
		129-601 · 56220 Electricity	25,184.11
		129-603 · 56240 Fuel Oil	9,349.91
		129-609 · 57300 Equipment	920.00

**Town of Andover
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			Apr 27, 23
		129-610 · 56120 Office Supplies	9,229.99
		129-652 · 56010 Janitorial Supplies	1,992.73
		129-735 · 54320 Computer Repair/Service	420.36
		Total 4213 · TOWN OFFICE BUILDING	190,964.89
		4199-A · ADVERTISING	
		127-540 · 55400 Legal Ads-Advertising	14,038.46
		Total 4199-A · ADVERTISING	14,038.46
		4157 · INSURANCE	
		137-500 · 55200 Insurance	300,595.94
		Total 4157 · INSURANCE	300,595.94
		4117 · EMPLOYEE BENEFITS	
		141-205 · 52200 SS & Med	105,234.46
		141-210 · 52600 Unemployment Comp	11,487.90
		141-215 · 52100 Health/Dental Ins	258,391.09
		141-221 · 52900 Longevity	-445.54
		141-223 · 52950 Disability	6,796.25
		141-225 · 52900 Life Insurance	2,409.12
		141-230 · 52300 Retirement MERF	151,275.50
		141-280 · 53070 CDL, Physicals, Drug Tes	450.00
		141-295 · 52010 Admin Fee MERF	6,500.00
		Total 4117 · EMPLOYEE BENEFITS	542,098.78
		Total TOWN EXPENSES	1,048,566.82
		FACILITIES	
		4213-A · OLD TOWN HALL	
		123-432 · 54301 Building Maint	3,773.24
		123-490 · 54302 Alarm System	677.07
		123-601 · 54100 Electricity	2,523.67
		123-603 · 56240 Fuel Oil	0.00
		Total 4213-A · OLD TOWN HALL	6,973.98
		4301 · TOWN GARAGE	
		309-350 · 53070 Medical/Drug Testing	440.00
		309-300 · 55990 Conference/Seminar	700.00
		309-432 · 54301 Building Maint	38,457.08
		309-537 · 55300 Internet Cable	3,591.35
		309-601 · 56220 Electricity	12,799.34
		309-603 · 56240 Fuel Oil	6,583.66
		309-610 · 56100 Office Supplies	2,000.17
		309-618 · 56500 Computer Supplies	0.00
		Total 4301 · TOWN GARAGE	64,571.60
		4203-A · OLD FIRE HOUSE	
		149-434 · 54301 Furnance Maint	0.00
		149-490 · 54302 Alarm Maint	13.16
		149-601 · 54100 Electricity	3,932.85
		149-603 · 56240 Fuel Oil	2,553.32
		Total 4203-A · OLD FIRE HOUSE	6,499.33
		Total FACILITIES	78,044.91
		OUTSIDE SERVICES	
		4125 · AUDITOR/ACTUARY	
		105-320 · 53310 Annual Audit	77,500.00
		105-375 · 53310 Actuarial Services	5,200.00
		Total 4125 · AUDITOR/ACTUARY	82,700.00

**Town of Andover
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			Apr 27, 23
		4139 · TOWN ATTORNEY	
		107-310 · 53020 Legal Retainer	24,572.50
		107-312 · 53020 Assess - Legal	664.00
		Total 4139 · TOWN ATTORNEY	25,236.50
		4151 · TOWN ENGINEER	
		311-370 · 53300 Consulting Fees-Engineer	15,650.40
		Total 4151 · TOWN ENGINEER	15,650.40
		4161 · PROBATE COURT	
		119-800 · 58900 Misc Exp - Probate Court	9,511.00
		Total 4161 · PROBATE COURT	9,511.00
		4177 · CRCOG, CCM, COST	
		819-810 · 53010 Cap Region COG/CCM/COST	24,333.00
		Total 4177 · CRCOG, CCM, COST	24,333.00
		Total OUTSIDE SERVICES	157,430.90
		PUBLIC WORKS/GROUNDS	
		4399 · PUBLIC WORKS	
		301-100 · 51000 Public Works Salary	429,433.77
		301-111 · 51520 Temp PW Salary	359.28
		301-112 · 51630 PW OT Salary	12,872.32
		301-391 · 54302 Fire Ext Testing	2,227.39
		301-392 · 56010 Welding Supplies	433.71
		301-435 · 54301 Vehicle Maint	61,703.87
		301-448 · 51520 Misc Labor/Rental	0.00
		301-535 · 55300 Mobile Phone	1,994.48
		301-602 · 56260 Diesel	58,873.79
		301-603 · 56260 Gasoline	13,823.80
		301-620 · 56010 Supplies	36,324.29
		301-730 · 57300 Equipment	4,138.07
		301-810 · 58100 Membership	300.00
		Total 4399 · PUBLIC WORKS	622,484.77
		4307 · SNOW REMOVAL	
		303-130 · 51630 Snow Removal OT	22,584.96
		303-436 · 54301 Ice Maint Bldg	184.72
		303-642 · 56010 Supplies	56,463.74
		303-643 · 57300 Sanding Equip	880.80
		303-646 · 54103 Salt	69,648.80
		303-830 · 56300 Meals	965.18
		Total 4307 · SNOW REMOVAL	150,728.20
		4317 · TRANSFER STATION	
		701-100 · 51000 Transfer Station Wages	36,668.16
		701-438 · 54300 Maintenance	2,197.06
		701-442 · 54303 Brush Pile Removal	0.00
		701-480 · 54101 Hauling Fees	85,471.73
		701-481 · 54101 Bulky Waste	64,826.73
		701-493 · 54900 Outdoor Facility	3,072.00
		701-601 · 56220 Electricity	6,772.31
		701-803 · 54420 Compactor Lease	8,225.61
		701-998 · 54421 Tipping Fees	91,756.60
		8401 · RECYCLING	
		703-484 · 54421 Antifreeze Pickup	0.00
		703-485 · 54421 Used Oil Pickup	4,088.11

**Town of Andover
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				Apr 27, 23
			703-488 · 54421 Tire Pickup	4,887.80
			703-807 · 54421 Permits	10,902.02
			Total 8401 · RECYCLING	19,877.93
			4317 · TRANSFER STATION - Other	-717.69
			Total 4317 · TRANSFER STATION	318,150.44
			4599 · GROUND CARE	
			313-420 · 54303 Mowing - Ground Care	52,107.93
			313-422 · 54900 Beautification	4,497.28
			313-424 · 54900 Old Cemetary Maint	1,725.00
			4599 · GROUND CARE - Other	1,889.02
			Total 4599 · GROUND CARE	60,219.23
			4311 · STREET LIGHTING	
			305-410 · 56220 Street Lighting	17,106.41
			Total 4311 · STREET LIGHTING	17,106.41
			4199-B · CUSTODIAN	
			147-100 · 51000 Custodian	16,130.45
			Total 4199-B · CUSTODIAN	16,130.45
			Total PUBLIC WORKS/GROUNDS	1,184,819.50
			PUBLIC SAFETY	
			4201 · Resident Trooper	
			403-375 · 53530 Contract ST Fee-Law Enfor	121,242.46
			403-901 · 56100 Office Supplies	144.00
			Total 4201 · Resident Trooper	121,386.46
			4203 · FIRE DEPARTMENT/COMMISSION	
			401-800 · 53100 Fire Commission	389,999.35
			Total 4203 · FIRE DEPARTMENT/COMMISSION	389,999.35
			4215 · Animal Control	
			151-105 · 51000 NECOG Shared Wages	17,751.96
			151-434 · 54300 Furnance Maint	0.00
			151-580 · 55800 Dog Warden Mileage	0.00
			151-610 · 56120 Supplies	0.00
			4215 · Animal Control - Other	10,391.70
			Total 4215 · Animal Control	28,143.66
			4219 · FIRE MARSHAL	
			405-100 · 51000 Fire Marshal Salary	12,845.11
			405-110 · 51000 Deputy Salary	1,900.40
			405-150 · 51000 Fire Official Comp	250.00
			405-355 · 52900 Training	0.00
			405-610 · 56120 Office Supplies	25.72
			405-612 · 56400 Subscriptions	173.75
			405-810 · 58100 Dues/Memberships	1,692.33
			405-901 · 57300 Equipment	591.65
			Total 4219 · FIRE MARSHAL	17,478.96
			Total PUBLIC SAFETY	557,008.43
			4423 · PUBLIC WELFARE	
			4417 · SENIOR CITIZENS	
			145-100 · 51000 Resident Services Coord.	6,560.39
			145-820 · 56300 Senior Lunch	542.55
			145-870 · 56900 Programs Senor Citizens	6,332.09
			145-875 · 56290 Trips - Senior Citizens	4,987.49
			Total 4417 · SENIOR CITIZENS	18,422.52

**Town of Andover
Profit & Loss
All Transactions**

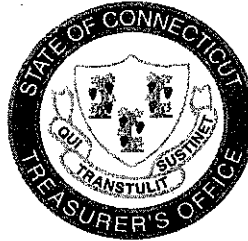
			Apr 27, 23
		4499 · ANDOVER SENIOR TRANSPORTAION	
		143-100 · 51000 Drivers/Dispatch Salary	41,714.89
		143-380 · 53070 Comm. Drivers Test-DAR	900.00
		143-435 · 54300 Vehicle Main - Dial a Rid	10,903.72
		143-603 · 56260 Fuel Dial a Ride	8,494.00
		Total 4499 · ANDOVER SENIOR TRANSPORTAION	62,012.61
		4401 · HEALTH OFFICER	
		201-999 · 53010 Eastern Highlands Hlth	36,558.51
		Total 4401 · HEALTH OFFICER	36,558.51
		4413 · MENTAL HEALTH	
		205-843 · 53010 Amplify Mental Health	671.00
		Total 4413 · MENTAL HEALTH	671.00
		4414 · SOCIAL SERVICES	
		501-580 · 55800 Social Services Mileage	0.00
		501-845 · 53400 Social Services ACCESS	400.00
		501-850 · 56900 COVID Expense	1,379.99
		Total 4414 · SOCIAL SERVICES	1,779.99
		4419 · AHM YOUTH SERVICES	
		207-844 · 53010 AHM Youth Services	226,952.50
		Total 4419 · AHM YOUTH SERVICES	226,952.50
		Total 4423 · PUBLIC WELFARE	346,397.13
		BOARDS & COMMISSIONS	
		4111 · SELECTMEN	
		101-105 · 51000 Selectman Salary	7,900.00
		101-115 · 51000 Board Clerk BOS	3,338.25
		101-836 · 59010 Veteran's Committee	550.37
		Total 4111 · SELECTMEN	11,788.62
		4103 · BOARD OF FINANCE	
		103-121 · 51000 BOF Clerk Wages	2,670.75
		Total 4103 · BOARD OF FINANCE	2,670.75
		4171 · CONSERVATION COMMISSION	
		815-330 · 58100 Membership	0.00
		815-335 · 52900 Training	0.00
		815-609 · 57300 Equipment	480.73
		815-810 · 55990 Conferences	0.00
		Total 4171 · CONSERVATION COMMISSION	480.73
		4155 · BOARD OF ASSESSMENT APPEALS	
		115-100 · 51000 BAA Salaries	680.00
		115-120 · 51000 BAA Clerk Salary	496.00
		115-335 · 52900 Training	166.25
		Total 4155 · BOARD OF ASSESSMENT APPEALS	1,342.25
		4155-A · ZONING BOARD OF APPEALS	
		805-115 · 51000 Board Clerk - ZBA	933.50
		Total 4155-A · ZONING BOARD OF APPEALS	933.50
		4155-B · ZONING AGENT	
		817-580 · 55800 Mileage	0.00
		Total 4155-B · ZONING AGENT	0.00
		4173 · ECON DEVELOPMENT COMM	
		801-800 · 55990 Economic Devel Comm	860.00
		Total 4173 · ECON DEVELOPMENT COMM	860.00
		4511 · MEMORIAL DAY COMM	

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			Apr 27, 23
		601-800 · 56900 Memorial Day Misc Exp	734.53
		Total 4511 · MEMORIAL DAY COMM	734.53
		4503 · RECREATION COMMISSION	
		603-493 · 54410 Outside Facility Rental	5,592.00
		603-870 · 55990 Programs	9,409.76
		Total 4503 · RECREATION COMMISSION	15,001.76
		4153 · PLANNING & ZONING COMMISSION	
		803-105 · 51000 Board Clerk Wages	2,865.00
		803-310 · 53020 Legal/Professional	22,606.50
		803-335 · 52900 Training	0.00
		803-340 · 53500 Mapping	480.00
		Total 4153 · PLANNING & ZONING COMMISSION	25,951.50
		4163 · INLAND WETLANDS C OMISSION	
		809-115 · 51000 Board Clerk - IWC	1,519.25
		809-335 · 52900 Training	0.00
		809-610 · 56100 Office Supplies	12.60
		809-810 · 58100 Dues/Membership	130.00
		Total 4163 · INLAND WETLANDS C OMISSION	1,661.85
		4159 · HISTORICAL	
		153-800 · 53400 Town Historian	0.00
		Total 4159 · HISTORICAL	0.00
		Total BOARDS & COMMISSIONS	61,425.49
		CAPITAL RELATED	
		4900 · CAPITAL	
		111-701 · 53520 Town Garage - Lease	32,614.61
		111-714 · 53520 Revaluation	16,500.00
		111-715 · 53520 P & Z Capital POCD	5,000.00
		111-718 · 57400 Public Works Cap Expend	34,470.15
		Total 4900 · CAPITAL	88,584.76
		9900 · TRANSFERS	
		305-860 · 59020 Insurance Severance	25,000.00
		305-899 · 59020 Contigency	11,868.28
		305-901 · 59020 DPW Equipment	100,000.00
		305-907 · 59020 Trans-Multi Use Bldg	50,000.00
		305-908 · 59020 Fire Engine Fund/Tanker	140,000.00
		305-xxx · 59020 PW Equipment Fund	100,000.00
		305-911 · 59020 Road Improve. Fund	620,000.00
		305-912 · 59020 Tree Removal Fund	104,000.00
		305-913 · 59020 Bunker Hill Bridge Fund	280,000.00
		305-914 · 59020 Bridge & Culvert Fund	190,000.00
		305-915 · 59020 Bldg Main Fund	95,000.00
		Total 9900 · TRANSFERS	1,715,868.28
		Total CAPITAL RELATED	1,804,453.04
		4801 · DEBT RETIREMENT	
		201-960 · 58300 School Debt	90,000.00
		Total 4801 · DEBT RETIREMENT	90,000.00
		4803 · INTEREST EXPENSE	
		203-950 · 58320 School Interest	2,193.75
		Total 4803 · INTEREST EXPENSE	2,193.75
		Total Expense	19,852,327.66
			866,900.07

Town of Andover
Profit & Loss
 All Transactions

					Apr 27, 23
Other Income					
	Prior Year Adjustments				-337,275.00
Total Other Income					-337,275.00
Other Expense					
	Ask my accountant				-58.22
Total Other Expense					-58.22
					-337,216.78
					529,683.29



Claim ID: 7877450

ERICK RUSSELL
TREASURER

State of Connecticut

Office of the Treasurer

April 24, 2023

EILEEN CURTIN TOWN OF ANDOVER
17 SCHOOL RD
ANDOVER, CT 06232-1557

*Submitted on line
4/24/23
mailed hard
copies*

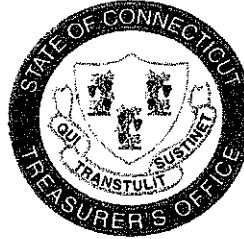
Thank you for filing a claim for unclaimed property being held by the State of Connecticut. By law, unclaimed property is turned over to the Treasury for safekeeping until returned to its rightful owner. Details relating to the property being claimed are included on this claim form. If you have any questions about this claim, please contact (800) 833-7318.

Please note that if you are filing this claim through a third party (finder), Connecticut law limits the finder's fee to 10% of the total value of the claim.

Securities held by the state may have been sold and you may receive cash proceeds in lieu of securities.

A. Claimant Information	
Name(s) if different than above:	Daytime Telephone No: (860) 742-4035
Current Address if different than above:	
Email Address: <i>taxcollector@andoverct.org</i>	Date of Birth: <i>11/14/1955</i>
Owner's/Deceased Owner's Social Security Number or Federal Tax Identification Number:	<i>06-6009786</i>

B. Property Information	
Property ID 4799163	
(A) Original Owner Name(s) TOWN OF ANDOVER	(B) Original Owner's Address as Reported 17 SCHOOL RDPO BOX 328ANDOVER CT 06232
(C) Holder Reporting Funds DEPARTMENT OF HEALTH 2007	(D) Type of Property CK13: VENDOR CHECKS
(E) Original Document, Check, Policy or Account Number 57437888 10362532	(F) Property Value Cash Value: \$800.00 Stock Proceeds: \$0.00
Property ID 6823043	
(A) Original Owner Name(s) TOWN OF ANDOVER	(B) Original Owner's Address as Reported 17 SCHOOL RDACCOUNTS PAYABLEANDOVER CT 62321-0526
(C) Holder Reporting Funds CDW LLC 2012	(D) Type of Property MS09: CREDIT BAL - ACCTS RECEIVABLE
(E) Original Document, Check, Policy or Account Number 9863121 U2011081309525664382	(F) Property Value Cash Value: \$464.00 Stock Proceeds: \$0.00
TOTAL CASH CLAIMED	\$1,264.00
TOTAL STOCK PROCEEDS	\$0.00



Claim ID: 7877450

ERICK RUSSELL
TREASURER

State of Connecticut

Office of the Treasurer

May 03, 2023

TOWN OF ANDOVER
ATTN EILEEN CURTIN
17 SCHOOL RD
ANDOVER, CT 06232-1557

*mailed
5/3/23*

Thank you for filing a claim for unclaimed property being held by the State of Connecticut. By law, unclaimed property is turned over to the Treasury for safekeeping until returned to its rightful owner. Details relating to the property being claimed are included on this claim form. If you have any questions about this claim, please contact (800) 833-7318.

Please note that if you are filing this claim through a third party (finder), Connecticut law limits the finder's fee to 10% of the total value of the claim.

Securities held by the state may have been sold and you may receive cash proceeds in lieu of securities.

A. Claimant Information	
Name(s) if different than above:	Daytime Telephone No: (508) 742-4035
Current Address if different than above:	
Email Address: <i>Tax collector@andoverct.com</i>	Date of Birth: 11/14/1955
Owner's/Deceased Owner's Social Security Number or Federal Tax Identification Number: 16-6009786	

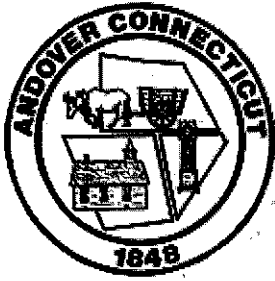
B. Property Information	
Property ID: 575116	
(A) Original Owner Name(s) TOWN OF ANDOVER	(B) Original Owner's Address as Reported
(C) Holder Reporting Funds SAVINGS BANK OF MANCHESTER 1972	(D) Type of Property AC02: SAVINGS ACCOUNTS
(E) Original Document, Check, Policy or Account Number 00000009457100000000	(F) Property Value Cash Value: \$3.10 Stock Proceeds: \$0.00
Property ID: 1632885	
(A) Original Owner Name(s) TOWN OF ANDOVER	(B) Original Owner's Address as Reported
(C) Holder Reporting Funds ST OF CT - OFFICE OF THE TREASURER 1998	(D) Type of Property CK13: VENDOR CHECKS
(E) Original Document, Check, Policy or Account Number 00000000078622960000	(F) Property Value Cash Value: \$350.65 Stock Proceeds: \$0.00

Property Information continued.....

Property ID		1761945
(A) Original Owner Name(s) TOWN CLERK OF ANDOVER *	(B) Original Owner's Address as Reported ANDOVER COUNTY, CT17 SCHOOL RD.ANDOVER CT 06232-	
(C) Holder Reporting Funds NORWEST BANK BONDS 1999	(D) Type of Property SC18: MATURED BOND PRINCIPAL	
(E) Original Document, Check, Policy or Account Number 15776	(F) Property Value Cash Value: \$10.00 Stock Proceeds: \$0.00	
Property ID		4799163
(A) Original Owner Name(s) TOWN OF ANDOVER	(B) Original Owner's Address as Reported 17 SCHOOL RDPO BOX 328ANDOVER CT 06232	
(C) Holder Reporting Funds DEPARTMENT OF HEALTH 2007	(D) Type of Property CK13: VENDOR CHECKS	
(E) Original Document, Check, Policy or Account Number 57437888 10362532	(F) Property Value Cash Value: \$800.00 Stock Proceeds: \$0.00	
Property ID		6823043
(A) Original Owner Name(s) TOWN OF ANDOVER	(B) Original Owner's Address as Reported 17 SCHOOL RDACCOUNTS PAYABLEANDOVER CT 62321-0526	
(C) Holder Reporting Funds CDW LLC 2012	(D) Type of Property MS09: CREDIT BAL - ACCTS RECEIVABLE	
(E) Original Document, Check, Policy or Account Number 9863121 U2011081309525664382	(F) Property Value Cash Value: \$464.00 Stock Proceeds: \$0.00	
Property ID		6952000
(A) Original Owner Name(s) TOWN OF ANDOVER TAX COLLECTOR	(B) Original Owner's Address as Reported PO BOX 328ANDOVER CT 06232	
(C) Holder Reporting Funds JPMORGAN CHASE BANK N.A. 2012	(D) Type of Property CK01: CASHIER'S CHECKS	
(E) Original Document, Check, Policy or Account Number 758661441 41810027	(F) Property Value Cash Value: \$342.52 Stock Proceeds: \$0.00	
Property ID		11779431
(A) Original Owner Name(s) TOWN CLERK OF ANDOVER	(B) Original Owner's Address as Reported 00000	
(C) Holder Reporting Funds NEWTOWN SAVINGS BANK 2020	(D) Type of Property CK01: CASHIER'S CHECKS	
(E) Original Document, Check, Policy or Account Number 1035128	(F) Property Value Cash Value: \$159.00 Stock Proceeds: \$0.00	
TOTAL CASH CLAIMED	\$2,129.27	TOTAL STOCK PROCEEDS \$0.00

Resignations

7.



TOWN OF ANDOVER
OFFICE OF THE TAX COLLECTOR

17 SCHOOL ROAD
ANDOVER, CT 06232

PHONE: 860.742.7305 x 212
EMAIL: TAXCOLLECTOR@ANDOVERCT.ORG
www.andoverct.org

March 27, 2023

RE: Retirement

Dear Eric:

Per your request, I am putting my intention to retire in writing. My goal is to remain in my position as Tax Collector through August 31st, 2023. I believe this will allow time for a smooth transition, including training for whomever the Board chooses as my replacement.

I have enjoyed the past five years working with the team in Andover. I've gained valuable experience and made many friends, both co-workers and community members.

Sincerely,

Eileen Curtin
Town of Andover
Tax Collector



Town of Andover, CT
17 School Road
Andover, CT 06232

Phone: 860-742-7305

Fax: 860-742-7535

www.andoverct.org

www.facebook.com/townofandoverct

May 4th, 2023

Andover Board of Selectman
17 School Rd
Andover, CT 06232

Dear Board Members,

This letter is to officially inform you that I would like to be considered for the position of Tax Collector when it becomes available. I am a 30-Plus year resident of Andover and a graduate of Andover Elementary School, RHAM Middle School and RHAM High School, so this almost feels like a homecoming to me. Hopefully the past 8 plus months have shown my dedication and willingness to take on anything placed in front of me.

Thank you for this opportunity.

Best regards,

Katherine Morrissey

Katherine Morrissey

Old Business

9.

Not properly formatted from website: <https://www.andoverconnecticut.org/residents/webforms/nominate-andover-resident-recognition>

Nominate an Andover Resident for Recognition



The Andover Board of Selectman are pleased to announce the **Andover Finest project**.

Program Objective: We are looking for residents in the Town of Andover who volunteer their time and go above and beyond to better our community.

Eligible to Nominate: Any Andover resident.

Eligible for Recognition: Any Andover resident who volunteers their time to better our community. Only one nomination per nominee needed. (please only send a nomination for the person you would like to nominate one time from your email address)

Nomination Criteria: The Andover Finest resident will demonstrate a desire to volunteer their time and go above and beyond with their duties.

Eligibility criteria include, but are not limited to: 1. A love for their community. 2. Always exhibiting a helpful, positive character. 3. Spends countless hours working on a project.

4. Seeing a need in town and taking an initiative to fill that need.

Selection Committee: The Board of Selectman will meet quarterly in executive session to vote on the nominees sent in from the public.

Announcement of Selection: After adjourning from executive session, the board will announce the winners and notify them. Winners will be posted on the town website, in The Rivereast, and Facebook page as well.

Award: If the board accepts the nomination the resident will have their name engraved on a brick and added to the walkway that will be outside the new Community Center.

Who would you like to nominate and why? *

Please provide the following information:

Your name *

Your email address: *

Address

Street *

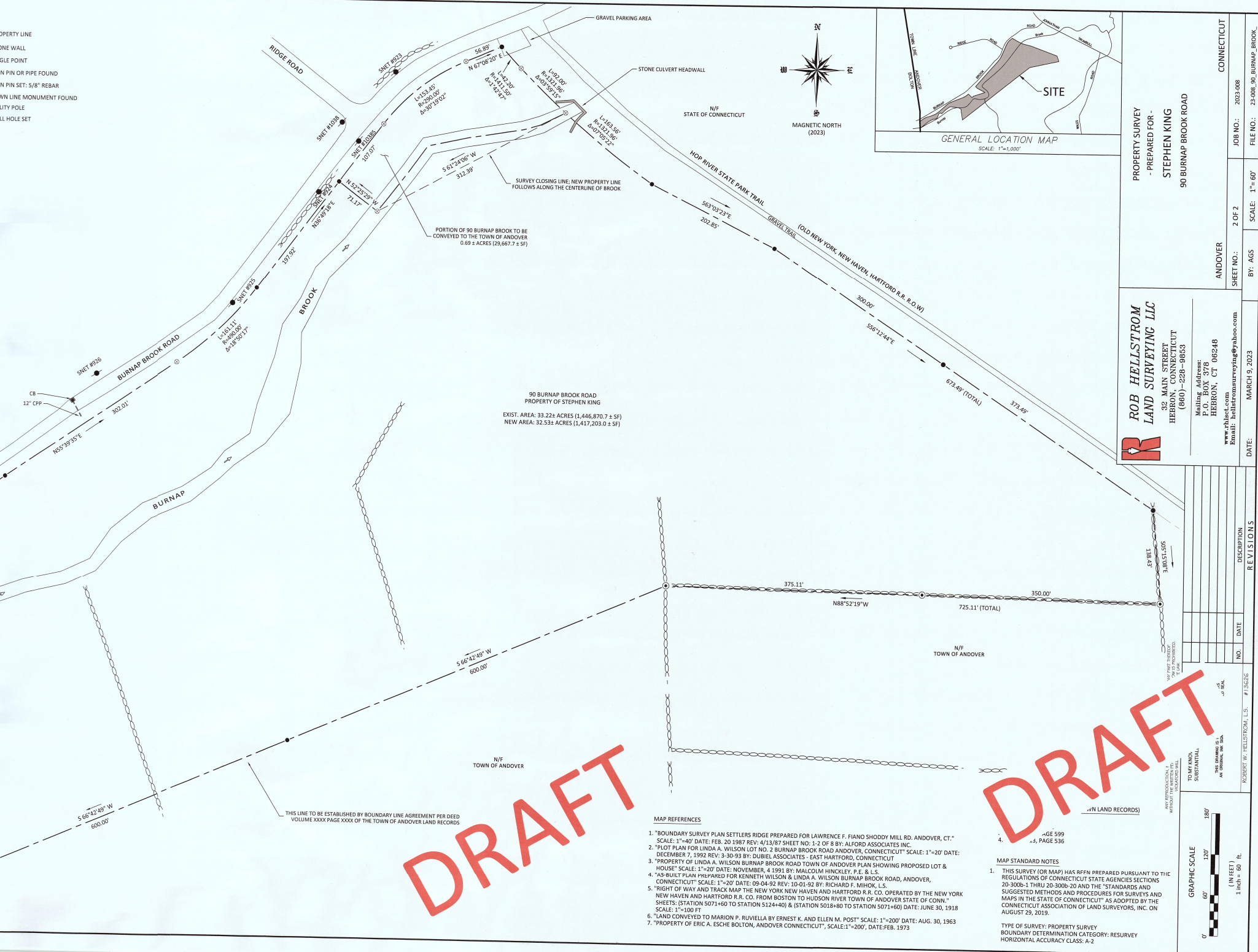
City

State *

Zip Code *

Phone Number

PROPERTY LINE
 ONE WALL
 ANGLE POINT
 N PIN OR PIPE FOUND
 N PIN SET: 5/8" REBAR
 WY LINE MONUMENT FOUND
 UTILITY POLE
 ALL HOLE SET



90 BURNAP BROOK ROAD
 PROPERTY OF STEPHEN KING
 EXIST. AREA: 33.22± ACRES (1,446,870.7 ± SF)
 NEW AREA: 32.53± ACRES (1,417,203.0 ± SF)

THIS LINE TO BE ESTABLISHED BY BOUNDARY LINE AGREEMENT PER DEED
 VOLUME XXXX PAGE XXXX OF THE TOWN OF ANDOVER LAND RECORDS

DRAFT

DRAFT

MAP REFERENCES

- "BOUNDARY SURVEY PLAN SETTLERS RIDGE PREPARED FOR LAWRENCE F. FIANO SHODDY MILL RD., ANDOVER, CT." SCALE: 1"=40' DATE: FEB. 20 1987 REV: 4/13/87 SHEET NO: 1-2 OF 8 BY: ALFORD ASSOCIATES, INC.
- "PLOT PLAN FOR LINDA A. WILSON LOT NO. 2 BURNAP BROOK ROAD ANDOVER, CONNECTICUT" SCALE: 1"=20' DATE: DECEMBER 7, 1992 REV: 3-30-93 BY: DUBIEL ASSOCIATES - EAST HARTFORD, CONNECTICUT
- "PROPERTY OF LINDA A. WILSON BURNAP BROOK ROAD TOWN OF ANDOVER PLAN SHOWING PROPOSED LOT & HOUSE" SCALE: 1"=20' DATE: NOVEMBER, 4 1991 BY: MALCOLM HINCKLEY, P.E. & L.S.
- "AS-BUILT PLAN PREPARED FOR KENNETH WILSON & LINDA A. WILSON BURNAP BROOK ROAD, ANDOVER, CONNECTICUT" SCALE: 1"=20' DATE: 09-04-92 REV: 10-01-92 BY: RICHARD F. MIHOK, L.S.
- "RIGHT OF WAY AND TRACK MAP THE NEW YORK NEW HAVEN AND HARTFORD R.R. CO. OPERATED BY THE NEW YORK NEW HAVEN AND HARTFORD R.R. CO. FROM BOSTON TO HUDSON RIVER TOWN OF ANDOVER STATE OF CONN." SCALE: 1"=100 FT
- "LAND CONVEYED TO MARION P. RUVIELLA BY ERNEST K. AND ELLEN M. POST" SCALE: 1"=200' DATE: AUG. 30, 1963
- "PROPERTY OF ERIC A. ESCHÉ BOLTON, ANDOVER CONNECTICUT," SCALE: 1"=200', DATE: FEB. 1973

MAP STANDARD NOTES

- THIS SURVEY (OR MAP) HAS BEEN PREPARED PURSUANT TO THE REGULATIONS OF CONNECTICUT STATE AGENCIES SECTIONS 20-300b-1 THRU 20-300b-20 AND THE "STANDARDS AND SUGGESTED METHODS AND PROCEDURES FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. ON AUGUST 29, 2019.

TYPE OF SURVEY: PROPERTY SURVEY
 BOUNDARY DETERMINATION CATEGORY: RESURVEY
 HORIZONTAL ACCURACY CLASS: A-2

NO.	DATE	DESCRIPTION

ANY REPRODUCTION, IN WHOLE OR IN PART, WITHOUT THE WRITTEN PERMISSION OF THE SURVEYOR IS PROHIBITED.
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 IN CHARGE: [Signature]



ROB HELSTROM
 LAND SURVEYING LLC
 32 MAIN STREET
 HEBRON, CONNECTICUT
 (860)-228-9863

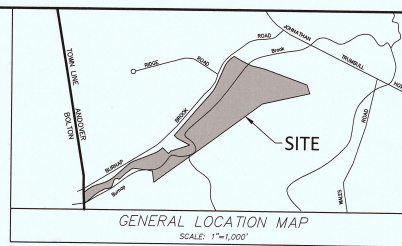
Meeting Address:
 P.O. BOX 376
 HEBRON, CT 06248
 www.rhlect.com
 Email: helstromsurveying@yahoo.com

PROPERTY SURVEY
 - PREPARED FOR -
STEPHEN KING
 90 BURNAP BROOK ROAD

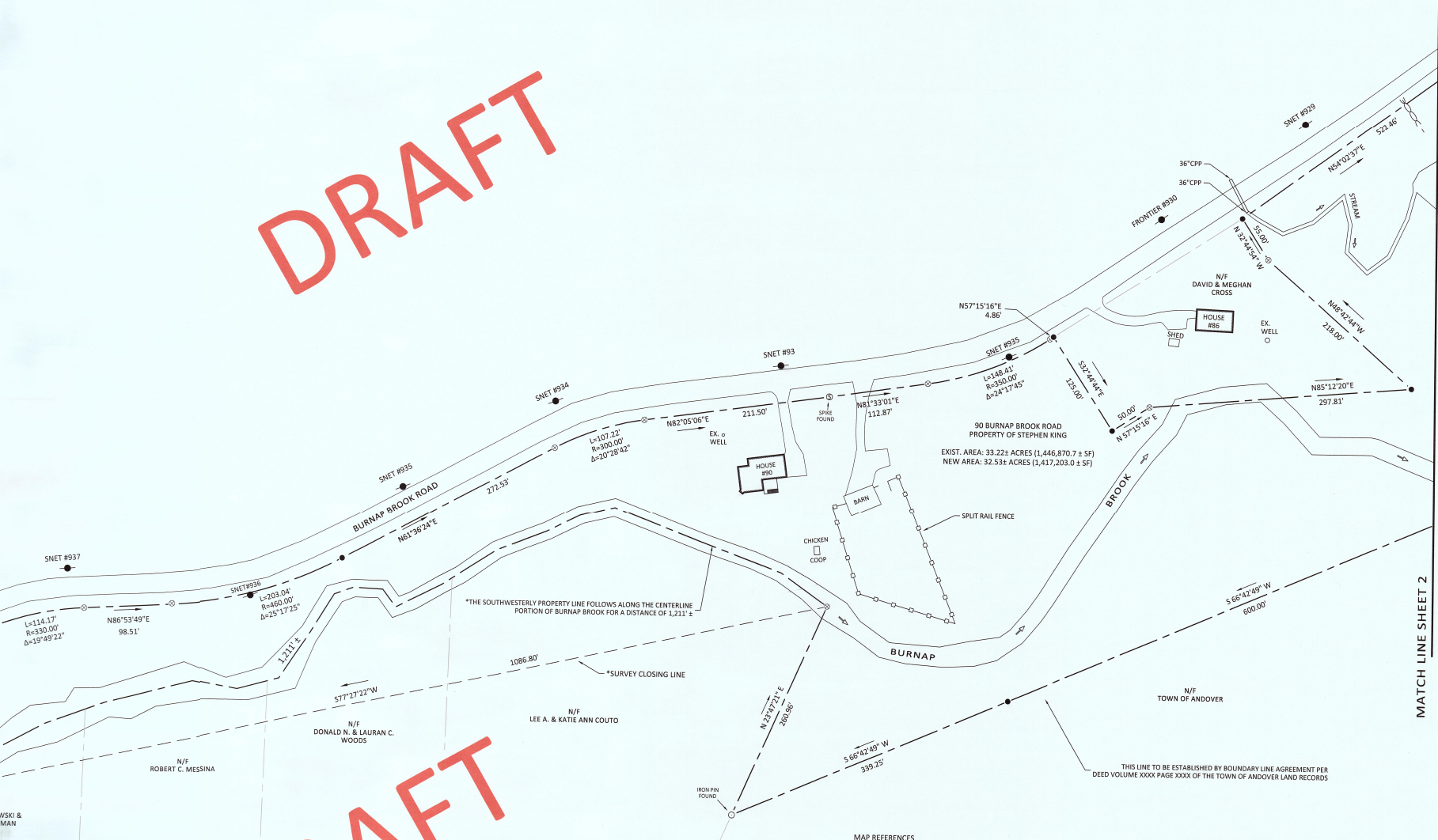
ANDOVER
 SHEET NO.: 2 OF 2
 BY: AGS
 SCALE: 1"=60'

CONNECTICUT
 JOB NO.: 2023-008
 FILE NO.: 23-008_90_BURNAP_BROOK

PROPERTY LINE
 ONE WALL
 SINGLE POINT
 N PIN OR PIPE FOUND
 N PIN: SET 5/8" REBAR
 W/IN LINE MONUMENT FOUND
 UTILITY POLE
 KE FOUND



DRAFT



ROB HELLSTROM
LAND SURVEYING LLC
 32 MAIN STREET
 HEBRON, CONNECTICUT
 (860)-228-9853

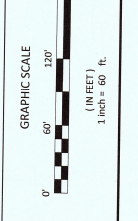
CLIENT: M.A. Messina
 P.O. BOX 3978
 HEBRON, CT 06248
 www.rhllc.com
 Email: hellstromsurveying@yahoo.com

PROPERTY SURVEY
 - PREPARED FOR -
STEPHEN KING
 90 BURNAP BROOK ROAD

ANDOVER	JOB NO.: 2023-008
SHEET NO.: 1 OF 2	FILE NO.: 23-008_90_BURNAP_BROOK_RD.
BY: AGS	SCALE: 1"=60'
DATE: MARCH 9, 2023	

NO.	DATE	DESCRIPTION

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.
 I AM A LICENSED LAND SURVEYOR IN THE STATE OF CONNECTICUT.
 ROBERT W. HELLESTROM, L.L.S. # 32626



- DEED REFERENCES (ANDOVER TOWN LAND RECORDS)**
- VOLUME 96, PAGE 104
 - VOLUME 7, PAGE 9
 - VOLUME 57, PAGE 599
 - VOLUME 13, PAGE 536

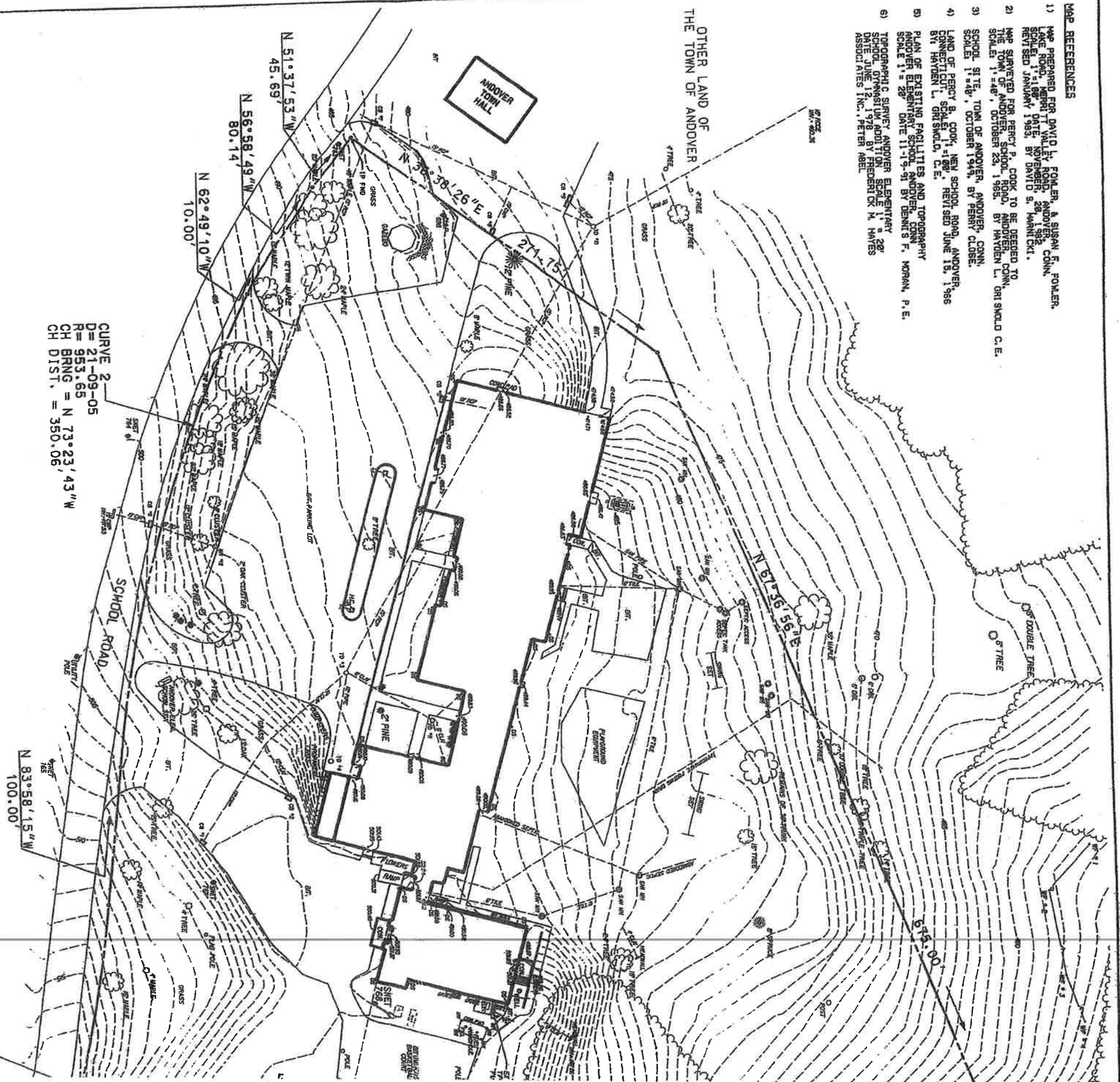
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- "BOUNDARY SURVEY PLAN SETTLERS RIDGE PREPARED FOR LAWRENCE F. FIANO SHODDY MILL RD., ANDOVER, CT." SCALE: 1"=40' DATE: FEB. 20 1987 REV: 4/13/87 SHEET NO. 1-2 OF 8 BY: ALFORD ASSOCIATES INC.
 - "PLOT PLAN FOR LINDA A. WILSON LOT NO. 2 BURNAP BROOK ROAD ANDOVER, CONNECTICUT" SCALE: 1"=20' DATE: DECEMBER 7, 1992 REV: 3-30-93 BY: DUBIEL ASSOCIATES - EAST HARTFORD, CONNECTICUT
 - "PROPERTY OF LINDA A. WILSON BURNAP BROOK ROAD TOWN OF ANDOVER PLAN SHOWING PROPOSED LOT AND HOUSE" SCALE: 1"=20' DATE: NOVEMBER, 4 1991 BY: MALCOLM HINCKLEY, P.E. & L.S.
 - "AS-BUILT PLAN PREPARED FOR KENNETH WILSON & LINDA A. WILSON BURNAP BROOK ROAD, ANDOVER, CONNECTICUT" SCALE: 1"=20' DATE: 09-04-92 REV: 10-01-92 BY: RICHARD F. MINOK, L.S.
 - "RIGHT OF WAY AND TRACK MAP THE NEW YORK NEW HAVEN AND HARTFORD R.R. CO. OPERATED BY THE NEW YORK NEW HAVEN AND HARTFORD R.R. CO. FROM BOSTON TO HUDSON RIVER TOWN OF ANDOVER STATE OF CONN." SHEETS: (STATION 5071+60 TO STATION 5124+40) & (STATION 5018+80 TO STATION 5071+60) DATE: JUNE 30, 1918 SCALE: 1"=100 FT
 - "LAND CONVEYED TO MARION P. RUVIELLA BY ERNEST K. AND ELLEN M. POST" SCALE: 1"=200' DATE: AUG. 30, 1963
 - "PROPERTY OF ERIC A. ESCHÉ BOLTON, ANDOVER CONNECTICUT", SCALE: 1"=200', DATE: FEB. 1973

- MAP STANDARD NOTES**
- THIS SURVEY (OR MAP) HAS BEEN PREPARED PURSUANT TO THE REGULATIONS OF CONNECTICUT STATE AGENCIES SECTIONS 20-300b-1 THRU 20-300b-20 AND THE "STANDARDS AND SUGGESTED METHODS AND PROCEDURES FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. ON AUGUST 29, 2019.

TYPE OF SURVEY: PROPERTY SURVEY
 BOUNDARY DETERMINATION CATEGORY: RESURVEY
 HORIZONTAL ACCURACY CLASS: A-2

DRAFT

- MAP REFERENCES**
- 1) MAP PREPARED FOR DAVID L. FOMER, A SUBAN F. FOMER, LAGE ROAD, NEWRI TOWN, ANDOVER, CONN. SCALE: 1" = 100' BY DAVID S. MARINI C.E.T. REVISED JANUARY 1985.
 - 2) MAP SURVEYED FOR PERCY P. COOK TO BE DEDICATED TO THE TOWN OF ANDOVER, SCHOOL ROAD, BY HAYDEN L. GRISWOLD C.E. SCALE: 1" = 40', OCTOBER 23, 1959.
 - 3) SCHOOL SITE, TOWN OF ANDOVER, ANDOVER, CONN. SCALE: 1" = 40', OCTOBER 1949, BY PERRY CLOSE.
 - 4) LAND OF PERCY B. COOK, NEW SCHOOL ROAD, ANDOVER, CONNECTICUT. SCALE: 1" = 100', REVISED JUNE 19, 1966 BY HAYDEN L. GRISWOLD, C.E.
 - 5) PLAN OF EXISTING FACILITIES AND TOPOGRAPHY ANDOVER ELEMENTARY SCHOOL ANDOVER, CONN. SCALE: 1" = 20' DATE 11-19-91 BY DENNIS F. MORAN, P.E.
 - 6) TOPOGRAPHIC SURVEY ANDOVER ELEMENTARY SCHOOL GYMNASIUM ADDITION SCALE: 1" = 20' DATE JUNE 12, 1978 BY FREDERICK H. HAYES ASSOCIATES INC., PETER ABEL



THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 30-300-1 THRU 300-20-20 OF THE REGULATIONS OF THE STATE AGENTS-REGISTERED PROFESSIONAL SURVEYORS OF THE STATE OF CONNECTICUT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REGULATIONS OF THE STATE AGENTS-REGISTERED PROFESSIONAL SURVEYORS OF THE STATE OF CONNECTICUT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REGULATIONS OF THE STATE AGENTS-REGISTERED PROFESSIONAL SURVEYORS OF THE STATE OF CONNECTICUT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REGULATIONS OF THE STATE AGENTS-REGISTERED PROFESSIONAL SURVEYORS OF THE STATE OF CONNECTICUT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE REGULATIONS OF THE STATE AGENTS-REGISTERED PROFESSIONAL SURVEYORS OF THE STATE OF CONNECTICUT.

WILLIAM E. BERTZ, C.T. L.S., S.T. 070007

UTILITY NOTE

UNDERGROUND UTILITY STRUCTURE AND FACILITY LOCATIONS DEPICTED HEREON HAVE BEEN COMPILED, IN PART, FROM RECORD MAPS SUPPLIED BY THE RESPECTIVE UTILITY COMPANIES OR GOVERNMENTAL AGENCIES. THESE LOCATIONS MUST BE CONSIDERED AS APPROXIMATE. THE EXISTENCE OF SUCH FEATURES MAY BE VERIFIED BY THE EXISTENCE OF WHICH ARE UNKNOWN TO THE SURVEYOR. THE SURVEYOR HAS NOT DETERMINED THE EXISTENCE OF SUCH FEATURES PRIOR TO CONSTRUCTION. CALL BEFORE YOU DIG 1-800-922-4455.

R = 920.76
 CH = 326.91



New Business

10.

Town of Andover Permit for use of Town Property

Purpose of Event: <u>Fundraising Ride for CT Cycling Advancemen Program</u>	
Date: <u>6/3/23</u>	Time: _____ Location: <u>15 Center St- Parking Lot behind building</u>
Anticipated Attendance: <u>small group of 3-5 riders/seperated incrementally- total est =80 riders</u>	
Use of Town Property Requested: <u>will pass throughout the day</u> Parking lot behind 15 Center St	
set up at 8:30am and break down at 11:30am	
Name of Organization <u>CCAP</u>	Phone <u>(860) 295-4028</u>
Contact Person <u>Brian Wolfe</u>	Phone _____
Address <u>353 Main St</u>	_____
City <u>Middletown</u> State <u>CT</u> Zip _____	Email <u>Brian@ctcyclingadvancements.com</u>

**** Alcohol allowed by special Permit**** Will Food or beverage be served Tent table w/snacks + waters

Health Permit N/A

Are road closures anticipated? No Police officer required? No

Will there be music? No Band? No Restroom access? Request to have a portable restroom dropped off on Friday and picked up Monday

Will Fees or donations be collected? No

Who will benefit from event? CT Cycling Adv Program Non-Profit(501C) YES

In making this application, the organization agrees to comply with the rules and regulations of the Town of Andover, to take utmost care in the use of the facility, to reimburse the district for any damage to or loss from the use of the facility.

Permit approved _____	1 st Selectman _____	Date _____
Denied _____		Date _____
Reason. _____		
Health Department Signature if needed _____		Date _____
Alcohol Permit _____		Date _____
Insurance Company _____		Date _____
Limit of Liability _____	Insurance Certificate received _____	
Additional Fees: (Police, Public Works, etc.) _____		

Please NOTE: All requests must be submitted at least 14 days prior to the event.

Indemnity:

The organization or individual agrees to indemnify, save harmless and defend owner, its affiliates and its or their directors, officers, employees and property management agent, if any, from and against any and all claims, actions, damages, liability and expense in connection with personal injury and or damage to property arising from or out of any occurrence upon or at the property caused by the act or omission of the authorized parties in conducting the permitted activities. Any defense conducted by the organization or individual of any such claims, actions, damages, liability and expense will be conducted by attorneys chosen by the organization or individual and the organization or individual will be liable for the payment of any and all court costs, expenses of litigation, reasonable attorney's fees and any judgement that may be entered therein.

Insurance:

The organization or individual agrees to maintain during the term of this agreement comprehensive general liability insurance insuring against the acts of omission of the authorized parties in conducting the permitted activities on the property and naming the Town of Andover as an additional insured with respect to such coverage. Minimum policy limits shall be \$1,000,000 each occurrence, bodily injury and property damage combined. The Organization or Individual agrees to provide a certificate of insurance evidencing such coverage ...to the town of Andover upon the. Execution of this agreement, and such additional certificate as shall be necessary to evidence such coverage with respect to the use of the Town of Andover facilities which are made subject to this agreement.

I am authorized to act on behalf of the above-named organization. I hereby make application on behalf of this organization to use the requested facility for the event describe herein. I agree to abide by all the rules and conditions for the use of the facility. I understand that it is my responsibility to provide proof of insurance prior to the event and that my failure to do so may result in cancelation of the event.

Signature

Date

Print Name

Approval of Meeting Minutes

11.

**Town of Andover
Board of Selectmen
Regular Meeting**
Monday, April 10th, 2023 – 7:00pm
Location: Virtual Zoom Meeting

Members Present: First Selectman Jeff Maguire, Adrian Mandeville, Jeff Murray, Scott Person

Members Absent: Paula King

Town Administrator: Eric Anderson

Public Works: Jay Tuttle, Supervisor

Board of Finance: Joanne Hebert, Linda Fish

Town Attorney: Dennis O'Brien

Planning & Zoning Commission: Leigh Ann Hutchinson

Public Present: Mike and Cathy Palazzi

1. Call to Order/Pledge – Jeff Maguire called the meeting to order at 7:04pm. The Pledge was recited.

2. Public Speak

Mike & Cathy Palazzi – May 18th is the 175th Anniversary celebration, May 20th from 11am to 4pm 175th Anniversary Festival behind Andover Elementary School, thanked Jeff Maguire for speaking at the dedication

3. Additions/Deletions to the Agenda

Jeff Murray MOTIONED to add agenda item 9f – Purchase of Senior Transportation Vehicle. Jeff Maguire MOTIONED to add agenda item 10e – Public Works timber harvest at gravel pit. Scott Person SECONDED both motions. MOTIONS CARRIED 4:0:0

10. e. Public Works – Timber harvest at gravel pit

Discussion with Jay Tuttle – this will make more room to open the area up – could split proceeds with harvester and put towards 20-ton trailer that needs some repair – found a new trailer that would better suit DPW needs, possibly purchase some new attachments for the mini excavator.

Tops of trees could potentially be available for residents to harvest for firewood – discussion on liability factor, logistic issues, will have Town Attorney review. Will discuss debris removal more at next meeting, Scott Person suggested asking the harvester if they could move the tree tops to a separate area for residents. New Trailer purchase will need to be discussed with CIP and Board of Finance.

Adrian Mandeville MOTIONED to move forward with the approved timber harvest without restriction, and ask the Board of Finance and CIP to consider using the funds from the harvest for a Capital Equipment purchase for Public Works. Scott Person SECONDED.

Adrian Mandeville AMENDED his motion to add Scott Person as the liaison for the Board of Selectmen/Wetlands Commission. Jeff Murray SECONDED the amended motion. MOTION CARRIED 4:0:0

4. Treasurer's Report

Finance Department Report

- a. Revenue Summary
- b. Town Budget Summary
- c. Town Aid Road (TAR) Update
- d. Town Cash Report

- e. **Appropriation Transfer**
- f. **Over Expenditure Report**
- g. **Summary of Audit Status**

No Finance Department reports provided in meeting packet – Jeff Maguire and the Treasurer had a meeting with the Auditor – audit binder is all put together for review. Treasurer will update Board at next meeting.

5. Board and Commission Presentations – none

6. Appointments – Rich McKinnon, Building Official

7. Resignations – Land Use Board Clerk, Carol Ann Maclean

8. Town Administrator's Report

- RiMaConn relay request – sent to CERT, Board to review application
- Potential to put out Transfer Station sticker mailer to try to streamline process/make more efficient, discussed how this would work – will look into it further
- Still working to obtain financial data from Andover Elementary School
- Willy Bell doing a great job on the Town Hall maintenance
- Board of Finance is in possession of the budget, need to set a date for Annual Budget Meeting
- Board of Assessment Appeals all set for Spring – 9 applications, Grand List decreased by \$361,000, tax revenue will decrease by \$11,000
- Route 6 rental relocation
- Discussion on how to rectify audit finding regarding over-expended funds (AES) from 2020-2021 year
- Submitting grant application for State/Local bridge program
- State assigned Bunker Hill Bridge design
- Long Hill Bridge design
- DOT follow up– potential traffic light at Hendee Road/Route 6, speed reduction on Route 6
- Received quote for work at Andover Museum
- Connectivity Grant – potential to use leftover funds for handicapped access to walking track at Veteran's Memorial Field, use Christine Randazzo for landscaping for Connectivity project
- TRIP grant application submitted to DOT
- Rec Trails grant application submitted – no update yet
- Town received Neglected Cemetery grant (\$5,000) – use at Cider Mill Road Cemetery
- Contracts for brush grinding – Distinctive Tree Care is the lowest bid, would also haul woodchips
- Boundary Line Adjustment – to discuss later in meeting
- Discussion on letter from the State regarding funding bridge repair

9. Old Business – Discuss and act upon the following:

- a. **Status of the Community Center RFP Contract signing** – Adrian Mandeville gave update, received contract and reviewed, is generally okay with the contract, will send to Dennis O'Brien and others for review – will need permission to have Eric Anderson sign the general contract for original bid amount. Adrian Mandeville MOTIONED to have Eric Anderson sign the contract to build once the perspective parties and Town Attorney have signed off on the contract. Scott Person SECONDED. Additional discussion – have Rick from Lenco Electric review contract as well, looking to have someone appointed to review change orders. Adrian Mandeville AMENDED his motion to include appointing himself to be the owner's responsibilities designee. Scott Person SECONDED. MOTION CARRIED 4:0:0

- b. **Hop River Homes update** – none, agreement in place to use for softball and the right to run a water and electrical line under the road to fee the property. If the Town decides to put up lighting to have Hop River Homes involved in the process.
- c. **Recognizing Andover Residents** – move to next month’s meeting
- d. **COOL Program Contract** – still waiting for CIRMA to review, Dennis O’Brien working on draft of contract; concerned about section regarding termination of the contract being removed. Dennis will send the most recent draft copy he wrote to Board members – trying to meet COOL program halfway; would like to have complete before summer programs begin.
- e. **Andover Personnel Policy discussion** – move to next month’s meeting
- f. **Senior Transportation Vehicle purchase** – Jeff Murray discussed that this purchase was put into the 2023-2024 FY budget just in case there is not room in the current year budget to purchase – it was then removed from the 2023-2024 FY budget per the Board of Finance. Looking to purchase from this year’s budget from the unexpended fund balance.

10. New Business – Discuss and act upon the following

- a. **Selectman resolution in support of 2022 STEAP Grant** – Jeff Maguire MOTIONED to sign a resolution for the 2022 STEAP Grant. Scott Person SECONDED. MOTION CARRIED 4:0:0
- b. **Budget message recommendations** – Discussion to include fund use to furnish the Community Center up to \$125,000. Include that the Town has gotten the budget to a place that’s respectful of the current economy while funding its needed functions. Eric and Adrian will work together to craft a message with the Board of Finance.
- c. **Set date for Town Budget meeting** – Jeff Maguire MOTIONED to set the Town Budget Meeting for Tuesday, May 2nd, 2023 at 7pm in the AES Gymnasium. Adrian Mandeville SECONDED. MOTION CARRIED 4:0:0
- d. **Boundary Line Agreement**
 - a. **Steven King**

Property was just purchased on Burnap Brook that borders the Transfer Station Property – new survey was done, need to have Zoning attorney review and have potential boundary line agreement signed by both parties. This intersection of Burnap Brook and the rail trail is very scenic – Town trying to take possession of this piece of property. Will require 8-24 referral to the Planning and Zoning Commission, a Town meeting, reviewed by both the Board of Selectmen and Zoning attorney.

Additional discussion on the survey, boundary lines and property size.

b. Hawes Family

Boundary lines for Town property on School Road – difference between boundary descriptions. BSC Group will not sign off on A2 survey because of the size difference in the descriptions. Suggest a lot line agreement between the Town and property owner – Board agreed. Eric will begin working on boundary line agreement.

11. Approval of Meeting Minutes

- a. **March 6th, 2023 Budget Workshop**
- b. **March 13th, 2023 Regular Meeting and Budget Workshop**

Jeff Maguire MOTIONED to approve both the March 6th and March 13th, 2023 meeting minutes. Scott Person SECONDED. MOTION CARRIED 4:0:0

- 12. Budget - none**
 - a. Appropriation Transfers**
 - b. Over Expenditure Requests**

- 13. Tax Collector's Report**
 - a. Refunds Requests**

Tax Collector submitted letter of retirement effective 8/31/2023 – will need to have discussion on filling position. There was \$136,000 collected in the previous months.

Jeff Maguire MOTIONED to approve the tax refund request for Brian Lanzieri for \$141.97. Adrian Mandeville SECONDED. MOTION CARRIED 4:0:0

- 14. Department Reports**
 - a. Assessor's Report**
 - b. Fire Department**
 - c. Burning Official**
 - d. Resident State Trooper**
 - e. Town Clerk**
 - f. Building Department – Eric Anderson will review receipt totals for building permits**
 - g. Assessor's Office**
 - h. Public Works**
 - i. Transfer Station**
 - j. Library**
 - k. Senior Transportation**
 - l. AHM**
 - m. Economic Development Commission**
 - n. ZBA**

15. Correspondence - none

16. Public Speak - none

17. Adjournment

Scott Person MOTIONED to adjourn the meeting at 8:58pm. Jeff Murray SECONDED. MOTION CARRIED 4:0:0

Tax Collector's Report

13.

Town Only

Terminal / Batch	
Terminal	5
Batch	45

Cash	0.00	0
Check	0.00	0
Credit Card	0.00	0
Total	0.00	0

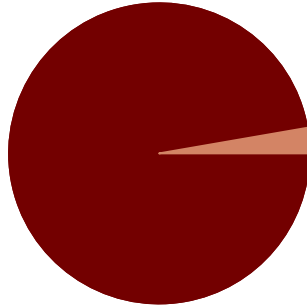
Last Assessor Bridge	
Run on:	01/20/2023

Percent Collection as of 05/01/2023

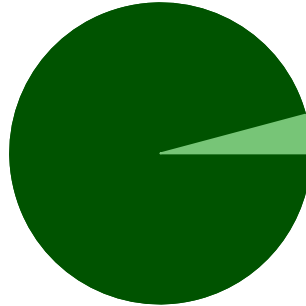
REAL ESTATE
 Uncollected - 2.71%
 Collected - 97.29%

PERSONAL PROPERTY
 Uncollected - 4.14%
 Collected - 95.86%

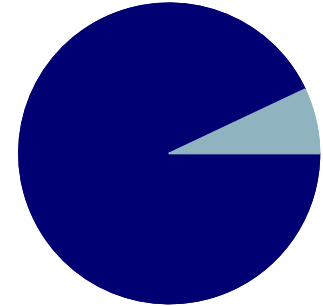
MV REGULAR
 Uncollected - 7.00%
 Collected - 93.00%



■	Total Due = \$224,940.12
■	Total Paid = \$8,070,315.84



■	Total Due = \$15,399.20
■	Total Paid = \$356,767.57



■	Total Due = \$81,711.08
■	Total Paid = \$1,085,462.03

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	8,295,255.96	8,070,315.84	224,940.12	97.29
PERSONAL PRO	372,166.77	356,767.57	15,399.20	95.86
MOTOR VEHICL	1,167,173.11	1,085,462.03	81,711.08	93.00
MOTOR VEHICL	154,603.78	114,290.75	40,313.03	73.92
TOTALS:	\$9,989,199.62	\$9,626,836.19	\$362,363.43	

MARCH 2023

Deposits

	ONLINE	OFFICE	TOTAL	DIFFERENCE
	\$ 1,519.15		1,519.15	
	\$ 1,578.29		1,578.29	
3/1	\$ 325.81		\$ 325.81	
3/2	\$ 22.96	\$ 3,872.01	\$ 3,894.97	
3/3	\$ 156.19		\$ 156.19	
3/4	\$ 6,030.77		\$ 6,030.77	
3/5	\$ 3,179.45		\$ 3,179.45	
3/6	\$ 1,977.09	\$ 15,136.58	\$ 17,113.67	
3/7	\$ 1,192.95		\$ 1,192.95	
3/8	\$ 588.59		\$ 588.59	
3/9	\$ 679.02	\$ 11,086.05	\$ 11,765.07	
3/10			\$ -	
3/11	\$ 936.91		\$ 936.91	
3/12			\$ -	
3/13		\$ 7,233.35	\$ 7,233.35	
3/14	\$ 4,828.46		\$ 4,828.46	
3/15	\$ 706.82		\$ 706.82	
3/16	\$ 3,494.36	\$ 9,804.33	\$ 13,298.69	
3/17	\$ 7,503.55		\$ 7,503.55	
3/18			\$ -	
3/19			\$ -	
3/20	\$ 380.22	\$ 9,004.13	\$ 9,384.35	
3/21			\$ -	
3/22	\$ 2,032.88		\$ 2,032.88	
3/23	\$ 2,230.24		\$ 2,230.24	
3/24			\$ -	
3/25	\$ 2,230.24		\$ 2,230.24	
3/26	\$ 3,855.65		\$ 3,855.65	
3/27		\$ 45,081.70	\$ 45,081.70	
3/28	\$ 1,997.48		\$ 1,997.48	
3/29	\$ 2,361.58		\$ 2,361.58	
3/30		\$ 37,854.71	\$ 37,854.71	
3/31			\$ -	
TOTAL	\$ 49,808.66	\$ 139,072.86	\$ 188,881.52	

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE	TOTAL
2014	\$ 12.13				7.82		19.95
2014	\$ 159.76				\$ 193.17	\$ 24.00	376.93
2015	\$ 159.76				\$ 183.33	\$ 24.00	367.09
2016	\$ 1,066.01				\$ 993.27	\$ 72.00	2,131.28
2017	\$ 2,135.47				\$ 1,687.87	\$ 72.00	3,895.34
2018	\$ 2,106.40			\$ 198.39	\$ 1,395.69	\$ 63.00	3,763.48
2019	\$ 2,143.76		\$ 1,465.35		\$ 1,641.82	\$ 88.00	5,338.93
2020	\$ 4,454.30	\$ 2.00	\$ 1,562.40	\$ 994.10	\$ 1,644.38	\$ 126.60	8,783.78
2021	\$ 147,121.50	\$ 57.60	\$ 7,312.31	\$ 5,407.93	\$ 4,160.64	\$ 210.00	164,269.98
REFUNDS	\$ (20.70)			\$ (44.54)			(65.24)
TOTAL	\$ 159,338.39	\$ 59.60	\$ 10,340.06	\$ 6,555.88	\$ 11,907.99	\$ 679.60	\$ 188,881.52

UNCOLLECTED TAXES BY TAX YEAR:

	RE	PP	MV	MVS	TOTAL
2007			\$476.65	\$71.26	\$ 547.91
2008			\$520.26	\$28.15	\$ 548.41
2009			\$356.32		\$ 356.32
2010			\$211.42		\$ 211.42
2011		\$439.82	\$4,314.46	\$249.48	\$ 5,003.76
2012		\$ 2,404.78	\$ 3,146.24	\$ 204.03	\$ 5,755.05
2013		\$ 2,999.84	\$ 1,486.53	\$ 783.06	\$ 5,269.43
2014	\$ 1,066.00	\$ 4,065.82	\$ 2,103.08	\$ 2,991.24	\$ 10,226.14
2015	\$ 1,066.00	\$ 4,730.01	\$ 9,522.35	\$ 2,286.15	\$ 17,604.51
2016	\$ 2,626.79	\$ 5,563.78	\$ 7,922.16	\$ 1,930.73	\$ 18,043.46
2017	\$ 16,649.33	\$ 5,926.98	\$ 10,280.56	\$ 2,316.07	\$ 35,172.94
2018	\$ 32,831.96	\$ 7,746.84	\$ 9,264.73	\$ 1,153.92	\$ 50,997.45
2019	\$ 40,208.70	\$ 7,172.84	\$ 11,328.25	\$ 3,402.10	\$ 62,111.89
2020	\$ 47,179.38	\$ 8,921.14	\$ 25,610.20	\$ 11,921.32	\$ 93,632.04
2021	\$ 1,897,153.98	\$ 84,626.76	\$ 91,017.99	\$ 44,558.27	\$ 2,117,357.00
TOTAL	\$ 2,038,782.14	\$ 134,598.61	\$177,561.20	\$ 71,895.78	\$ 2,422,837.73

TIMRECK RICHARD	\$81.05	Sec 12-129 Refund of excess payment

04/10/2023 Tax Refunds Total: \$81.05

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.

Department Reports

14.

Assessor's office monthly activity –MARCH 2023

Processing conveyances	9
Processing building permits	21
Prorating motor vehicle grand list	5
Updating field cards	4
Correspondence/ Phone	20
Providing assistance-town hall customers	9
Providing assistance to other departs	7
Researching mapping issue or questions	3
Reports & communication with the State	3
MLS research	2
Scheduling meeting and appointments	1
Office work	
Personal property grand list	1
Personal Property Discovery	
Homeowner's program	
Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	
Adds to the re, pp or mv grand list	
Pa 490	
Provided assistance to BAA	Provide Assistance to the BAA
Researching and providing requested information to auditor	
Real property inspections	1
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
MLS review	2
Town board/dept assistance	
Review & Approve C of Cs	6
Review & Approve PA 490 Applications	
Review Approve & create/data entry on land splits & mergers	
Mapping Research/Discrepancies	

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

LIST NO	NAME / ADDRESS	UNIQUE ID	COC#	BAA	ORIGINAL GR/EX/NET	ADJUSTMENT GR/EX/NET	NEW GR/EX/NET
40008 1	ALGONQUIN GAS TRANSMISSION LLC P.O. BOX 2629 ADDISON TX 75001-0	PP-00004 00000	08601P	C 2022 03/09/2023 SUPPLIED PROOF OF TIMELY MAILING	840,080 0	-168,020 0	672,060 0
					840,080	-168,020	672,060
51882 1	LANZIERI BRIAN F 14 WOOD FERN WAY ANDOVER CT 6232-1132	51882 2020 01 MAZDA AP98515 JM3KFBY4L0748747	08600M CX-5 SIG	C 2021 03/09/2023 SOLD 7/22	26,640 0	-4,449 0	22,191 0
					26,640	-4,449	22,191
53950 0	BEERING ROBERT W 35 LAKE RD ANDOVER CT 6232-1546	21A32 2017 11 CARRY AE42513 4YMBU0813HV051496	08603M 5X8SPW	C 2021 03/16/2023 ADD FROM DMV	0 0	560 0	560 0
					0	560	560
54061 0	BEERING ROBERT W 35 LAKE RD ANDOVER CT 6232-1546	22A001 2017 11 CARRY AE42513 4YMBU0813HV051496	08604M 5X8SPW	C 2022 03/16/2023 ADD FROM DMV	0 0	510 0	510 0
					0	510	510
80077 1	CANALI JOSEPH 185 LEAD MINE BROOK RD HARWINTON CT 6791-1315	80077 2017 01 CHEVR AH06883 1GCGTDEN7H1289398	08605S COLORADO	C 2020 03/20/2023 WRONT TT - SENT TO HARWINTON	18,559 0	-18,559 0	0 0
					18,559	-18,559	0
80607 1	HOULE CARLY G 178 HEBRON RD ANDOVER CT 6232-0	21A016 2022 01 FORD AY40936 1FMDE5BH1NLB26338	08602S BRONCO B	C 2021 03/09/2023 ADD FROM EAST HADDAM	0 0	10,226 0	10,226 0
					0	10,226	10,226
TOTAL	# Of Accts 6				885,279	-179,732	705,547
					0	0	0
					885,279	-179,732	705,547
YEAR 2021	# Of Accts 6				885,279	-179,732	705,547
					0	0	0
					885,279	-179,732	705,547
GRAND TOTAL	# Of Accts 6				885,279	-179,732	705,547
					0	0	0
					885,279	-179,732	705,547

05/01/2023
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TOWN of ANDOVER, CT
Permit Receipts Report for (ALL FISCAL YEARS)
Receipt Date Range 04/01/2023 - 04/30/2023 (All Payments)

April 2023

Grand Total Receipts

Permit Type	Qty	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	COFee	Zoning	State	Point	TownFee
Building Permit	20	9,074.50	670,527.43	0.00	0.00	0.00	0.00	0.00	0.00	149.50	300.00	8,625.00
Demolition Permit	1	195.00	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00	180.00
Electrical Permit	8	2,775.24	170,470.00	0.00	0.00	0.00	0.00	0.00	0.00	45.24	120.00	2,610.00
Mechanical Permit	3	212.86	35,649.00	0.00	0.00	0.00	0.00	0.00	0.00	2.86	45.00	165.00
Plumbing Permit	1	76.04	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1.04	15.00	60.00
Grand Totals	33	12,333.64	892,146.43	0.00	0.00	0.00	0.00	0.00	0.00	198.64	495.00	11,640.00
Grand # Voids	0											

05/01/2023
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TOWN of ANDOVER, CT
Permit Receipts Report for (ALL FISCAL YEARS)
Receipt Date Range 04/01/2023 - 04/30/2023 (All Payments)

Grand Total Receipts

Permit Type	Qty	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	COFee	Zoning	State	Point	TownFee
Wetlands Permit Applic	2	280.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	30.00	130.00
Zoning Permit Applicat	5	575.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00	75.00	260.00
Grand Totals	7	855.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00	105.00	390.00
Grand # Voids	0											

PERMIT TOTALS FOR APRIL 2023

	amt paid	# permits
TOTAL BUILDING	\$12,138.64	32
TOTAL DEMO	\$195.00	1
TOTAL ZONING	\$855.00	7
TOTAL MISC (copies/signs)	\$27.00	
TOTAL PERMITS FOR MARCH	\$13,188.64	40

ANDOVER PUBLIC LIBRARY - LIBRARIAN'S REPORT - April 2023			
	Apr-23	YTD 22-23 (July 1, 2022 - June 30, 2023)	
Adult:			
Fiction	413	4023	
Non-fiction	93	778	
Video	65	524	
Audio	30	248	
Magazines	0	1	
E-reader (Kindle)	0	0	
Total Adult	601	5574	
Children:			
Fiction	377	3409	
Non-fiction	39	291	
Video	6	100	
Audio	0	5	
Total Children	422	3805	
Young Adult:			
Fiction	4	105	
Non-fiction	0	5	
Audio	0	4	
Magazines	0	0	
Total Young Adult	4	114	
Total Fiction	794	7537	
Total Non-fiction	132	1074	
Total Video	71	624	
Total Audio	30	257	
Total Magazines	0	0	
Total Uncategorized**	33	141	
Total Passes	2	2	
Total OverDrive	329	2108	
Total E-readers	0	0	
Total Circulation	1391	11743	
Out-of-town circ.	101	635	
Ref. questions	42	397	
Patrons registered:			
Andover	1684		
Out-of-town	481		
Total Patrons	2165		
Collection size *	20859		
Public Computer Usage (hrs.)	56	661.75	
ILL provided	101	536	
ILL received	83	513	
# Patrons (inc. programs):	522	5064	
PROGRAM ATTENDANCE	96	1012	

ANDOVER SENIOR TRANSPORTATION
MONTH OF APRIL 2023

Dated 5/1/2023
Cathy Palazzi
Senior Coordinator

Drug tests – One - passed

- Medicals 63
- Events Three Events - (2) Friday lunches, (1) Train ride Naugatuck Valley
- Maintenance Three (3) maintenance month of April
2002 bus - Transmission Torque Converter failure – replaced
2002 bus – Replaced engine oil pan two leaks, replaced emergency brake not working, oil change
2017 bus - Mudflaps replaced.
2014 – Van -Oil Change
- Incident Report None
- Disabled 11 Passengers riding who require equipment or ramp to enter and exit bus.
- Veterans 5 Medical trips to VA in Newington
- Meetings 2 YAH Meetings
- Shopping 4 trips (one per week) (3-4) seniors.
- Food Share 2 trips per month – approximately (8) people riding plus (2) deliveries.
- Food Pantry 4 trips per month – approximately (3-5) people on Monday nights (8-10) people on Wednesdays including (2) deliveries

- Senior Transportation has had numerous maintenance bills these past few months for the vehicles; especially the 2002 bus which is very near its end of useful life. It is hoped the BOS will soon authorize and purchase a car for senior transportation. This should help with the impact of maintenance bills.
- It is hoped the building of a permanent parking garage for the senior vehicles will soon be authorized and built as the weather is taking a huge toll on our vehicles sitting outside in the elements.
- Bus transportation continues to drive our seniors, disabled and veterans to their medical appointments, meetings, movies, luncheons, town meetings, shopping, food share, food pantry, trips and voting days.

Our Mission Statement is to service Seniors, Veterans and honor the American Disability Act (ADA) Clients in their medical or transportation needs: If underage disabled person requests assistance there must be a parent, guardian, or caregiver present. Title VI ADA state requirements are met and approved by state.

Cathy Palazzi
Senior Coordinator