

**Town of Andover
Board of Selectmen
Regular Meeting**
Monday, January 9th 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/86309310182>

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

Meeting ID: 863 0931 0182
Passcode: 460539

*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
5. Board and Commission Presentations
 - a. Jed Larson presentation on recommendation for Town Planner
 - b. Eric Anderson- Hop River Park Trail Signage and Wayfinding
6. Appointments
7. Resignations
8. Town Administrator's Report
9. Old Business Discuss and act upon the following:
 - a. Finance Department employment
 - b. Status of Finance Official
 - c. Status of the Community Center RFP
 - d. Freightliner of Hartford- New Plow
 - e. Hop River homes update
 - f. Recognizing Andover Residents
 - g. Cool Program contract
 - h. Zoning changes to Town Property on School Rd
 - i. 8-24 Referral to P&Z Committee for Community Center
10. New Business Discuss and act upon the following:
 - a. Constantine Paving Appeal
 - b. DPW Tilt Trailer
 - c. Additional sick leave request for AFSCME employee
 - d. Discussion of Senior Transportation
 - a. Electric vehicle for Senior Transportation

- b. Disposition of 2002 20 passenger bus
 - e. 2023 Holidays
 - a. Both Lincoln's/Washington's vs just Presidents Day
 - b. Juneteenth
- 11. Approval of Meeting Minutes
 - a. Monday, December 12, 2022 Regular Meeting Minutes
- 12. Budget
 - a. Appropriation Transfers
 - b. Over Expenditure Requests
 - c. Capital Funds Allocation for 2023-2024 Budget Season
- 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.

Range of Accounts: First to Last Include Cap Accounts: Yes As Of: 01/03/23
Current Period: 01/01/23 to 01/03/23 Skip Zero Activity: Yes

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-01-0101-000	Selectmen					
100-01-0101-105	Selectmen Salary	4,800.00	1,800.00	3,000.00	3,000.00	38
100-01-0101-115	Board Clerk BOS	1,800.00	771.75	1,028.25	1,028.25	43
100-01-0101-836	Veteran's Day Committee	500.00	125.00	375.00	375.00	25
Control Total		7,100.00	2,696.75	4,403.25	4,403.25	38
FUNCTION Total		7,100.00	2,696.75	4,403.25	4,403.25	38
100-01-0102-000	Town Administrator					
100-01-0102-100	Town Administrator Salary	84,975.00	41,249.67	43,725.33	43,725.33	49
100-01-0102-120	Adminstrative Assistant	22,012.00	5,751.42	16,260.58	16,260.58	26
100-01-0102-330	Conference/Seminars	300.00	0.00	300.00	300.00	0
100-01-0102-535	Telephone	940.00	356.39	583.61	583.61	38
100-01-0102-580	Travel	1,200.00	600.00	600.00	600.00	50
Control Total		109,427.00	47,957.48	61,469.52	61,469.52	44
FUNCTION Total		109,427.00	47,957.48	61,469.52	61,469.52	44
100-01-0103-000	Board of Finances					
100-01-0103-121	Board Clerk Wages-BOF	1,700.00	589.50	1,110.50	1,110.50	35
100-01-0103-310	Legal Fees	2,500.00	0.00	2,500.00	2,500.00	0
Control Total		4,200.00	589.50	3,610.50	3,610.50	14
FUNCTION Total		4,200.00	589.50	3,610.50	3,610.50	14
100-01-0105-000	Auditor/Actuary					
100-01-0105-320	Annual Audit-Auditor	34,500.00	0.00	34,500.00	34,500.00	0
100-01-0105-325	Actuarial Services	5,300.00	0.00	5,300.00	5,300.00	0
Control Total		39,800.00	0.00	39,800.00	39,800.00	0
FUNCTION Total		39,800.00	0.00	39,800.00	39,800.00	0
100-01-0107-000	Town Attorney					
100-01-0107-310	Legal Fees	14,000.00	2,574.50	11,425.50	11,425.50	18
100-01-0107-312	Assessor - Legal Counsel	3,000.00	0.00	3,000.00	3,000.00	0
Control Total		17,000.00	2,574.50	14,425.50	14,425.50	15

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
FUNCTION Total		17,000.00	2,574.50	14,425.50	14,425.50	15
100-01-0109-000	Treasurer/Finance					
100-01-0109-100	Salary-Treasurer	15,000.00	0.00	15,000.00	15,000.00	0
100-01-0109-120	Assistant Treasurer	57,373.00	13,866.65	43,506.35	43,506.35	24
100-01-0109-330	Conference/Seminars - Treasurer	500.00	65.00	435.00	435.00	13
100-01-0109-438	Software Maint - Treasurer/Finance	2,200.00	0.00	2,200.00	2,200.00	0
100-01-0109-610	Office Supplies - Treasurer	200.00	0.00	200.00	200.00	0
Control Total		75,273.00	13,931.65	61,341.35	61,341.35	19
FUNCTION Total		75,273.00	13,931.65	61,341.35	61,341.35	19
100-01-0111-000	Tax Collector					
100-01-0111-100	Salary-Tax Collector	45,174.00	23,573.89	21,600.11	21,600.11	52
100-01-0111-330	Conf. & Seminars-Tax Collector	400.00	106.13	293.87	293.87	27
100-01-0111-438	Contracted Software Maint.-Tax Collector	12,353.00	9,225.90	3,127.10	3,127.10	75
100-01-0111-610	Office Supplies-Tax Collector	400.00	0.00	400.00	400.00	0
100-01-0111-810	Dues/Membership - Tax Collector	125.00	20.00	105.00	105.00	16
Control Total		58,452.00	32,925.92	25,526.08	25,526.08	56
FUNCTION Total		58,452.00	32,925.92	25,526.08	25,526.08	56
100-01-0113-000	Assessor					
100-01-0113-100	Salary-Assessor	30,101.00	15,017.28	15,083.72	15,083.72	50
100-01-0113-120	Salary-Asst. Assessor	38,351.00	19,323.78	19,027.22	19,027.22	50
100-01-0113-335	Training/Assessor	650.00	0.00	650.00	650.00	0
100-01-0113-438	Contracted Software Maint.-Assessor	18,404.00	15,486.50	2,917.50	2,917.50	84
100-01-0113-580	Mileage-Assessor	500.00	0.00	500.00	500.00	0
100-01-0113-610	Office Supplies-Assessor	825.00	151.65	673.35	673.35	18
100-01-0113-612	Books / Subs.-Assessor	450.00	0.00	450.00	450.00	0
Control Total		89,281.00	49,979.21	39,301.79	39,301.79	56
FUNCTION Total		89,281.00	49,979.21	39,301.79	39,301.79	56
100-01-0115-000	BD Assess Appeal					
100-01-0115-100	Salaries-BAA	680.00	0.00	680.00	680.00	0
100-01-0115-120	BAA-Clerk	400.00	0.00	400.00	400.00	0
100-01-0115-335	BAA-Training	150.00	0.00	150.00	150.00	0
Control Total		1,230.00	0.00	1,230.00	1,230.00	0

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
FUNCTION Total		1,230.00	0.00	1,230.00	1,230.00	0
100-01-0117-000	Town Clerk					
100-01-0117-100	Salary-Town Clerk	52,296.00	26,089.51	26,206.49	26,206.49	50
100-01-0117-120	Asst. Salary-Town Clerk	22,448.00	14,317.29	8,130.71	8,130.71	64
100-01-0117-330	Conf. / Seminars-Town Clerk	1,000.00	644.00	356.00	356.00	64
100-01-0117-335	Training-Town Clerk	2,000.00	0.00	2,000.00	2,000.00	0
100-01-0117-438	Equip. Maint.-Town Clerk	540.00	0.00	540.00	540.00	0
100-01-0117-580	Travel- Town Clerk	400.00	0.00	400.00	400.00	0
100-01-0117-610	Office Supplies-Town Clerk	1,400.00	342.85	1,057.15	1,057.15	24
100-01-0117-612	Land Records-Town Clerk	10,500.00	4,020.09	6,479.91	6,479.91	38
100-01-0117-616	Maps Filming & Indexing-Town Clerk	600.00	0.00	600.00	600.00	0
100-01-0117-810	Dues / Memberships-Town Clerk	520.00	50.00	470.00	470.00	10
100-01-0117-865	Vital Statistics-Town Clerk	300.00	0.00	300.00	300.00	0
100-01-0117-885	Restoration-Town Clerk	6,500.00	0.00	6,500.00	6,500.00	0
Control Total		98,504.00	45,463.74	53,040.26	53,040.26	46
FUNCTION Total		98,504.00	45,463.74	53,040.26	53,040.26	46
100-01-0119-000	Probate Court					
100-01-0119-800	Misc. Expenses-Probate Court	3,200.00	0.00	3,200.00	3,200.00	0
Control Total		3,200.00	0.00	3,200.00	3,200.00	0
FUNCTION Total		3,200.00	0.00	3,200.00	3,200.00	0
100-01-0121-000	Elections					
100-01-0121-100	Salaries-Elections	16,500.00	4,135.21	12,364.79	12,364.79	25
100-01-0121-335	Training - Elections	625.00	409.06	215.94	215.94	65
100-01-0121-438	Equip. Maint.-Elections	3,000.00	750.00	2,250.00	2,250.00	25
100-01-0121-610	Supplies-Elections	8,800.00	3,887.84	4,912.16	4,912.16	44
100-01-0121-800	MISC/CANV	120.00	0.00	120.00	120.00	0
100-01-0121-830	Meals-Elections	660.00	257.21	402.79	402.79	39
Control Total		29,705.00	9,439.32	20,265.68	20,265.68	32
FUNCTION Total		29,705.00	9,439.32	20,265.68	20,265.68	32
100-01-0123-000	Old Town Hall					
100-01-0123-432	Building Maint.- Old Town Hall	2,500.00	529.71	1,970.29	1,970.29	21
100-01-0123-490	Alarm System-Old Town Hall	575.00	100.48	474.52	474.52	17
100-01-0123-601	Electricity-Old Town Hall	975.00	344.35	630.65	630.65	35

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-01-0123-603	Fuel Oil-Old Town Hall	400.00	0.00	400.00	400.00	0
Control Total		4,450.00	974.54	3,475.46	3,475.46	22
FUNCTION Total		4,450.00	974.54	3,475.46	3,475.46	22
100-01-0125-000	Registrars					
100-01-0125-100	Salary-Registrars	12,360.00	7,754.65	4,605.35	4,605.35	63
100-01-0125-120	Asst. Salary-Registrars	1,030.00	515.00	515.00	515.00	50
100-01-0125-330	CONF & SEMINARS - Registrars	1,200.00	200.00	1,000.00	1,000.00	17
100-01-0125-335	Registrar-Training	3,500.00	299.73	3,200.27	3,200.27	9
100-01-0125-580	Travel-Registrars	500.00	55.00	445.00	445.00	11
100-01-0125-610	Office Supplies-Registrars	300.00	121.33	178.67	178.67	40
100-01-0125-810	Dues / Memberships-Registrars	200.00	190.00	10.00	10.00	95
Control Total		19,090.00	9,135.71	9,954.29	9,954.29	48
FUNCTION Total		19,090.00	9,135.71	9,954.29	9,954.29	48
100-01-0127-000	ADS					
100-01-0127-540	Legal Ads-Advertising	5,500.00	2,596.00	2,904.00	2,904.00	47
Control Total		5,500.00	2,596.00	2,904.00	2,904.00	47
FUNCTION Total		5,500.00	2,596.00	2,904.00	2,904.00	47
100-01-0129-000	Town Office Building					
100-01-0129-315	Payroll Service-Town Office	7,000.00	3,727.59	3,272.41	3,272.41	53
100-01-0129-350	Water Testing	500.00	279.00	221.00	221.00	56
100-01-0129-365	Elevator-Service Contract	2,350.00	2,338.05	11.95	11.95	99
100-01-0129-401	Elevator Permit	240.00	240.00	0.00	0.00	100
100-01-0129-432	Building Maint.-Town Office Building	4,250.00	2,666.83	1,583.17	1,583.17	63
100-01-0129-434	Furnace Maint - Town Office Building	500.00	80.00	420.00	420.00	16
100-01-0129-439	Software Maint.-Town Office Building	8,250.00	31.88	8,218.12	8,218.12	0
100-01-0129-442	Computer Tech Support	11,000.00	3,402.98	7,597.02	7,597.02	31
100-01-0129-443	Website Fees	4,731.00	179.00	4,552.00	4,552.00	4
100-01-0129-444	Copier Rental-Town Office	2,680.00	1,339.92	1,340.08	1,340.08	50
100-01-0129-490	Tolland 911 Dispatch-Town Office	11,133.00	10,265.74	867.26	867.26	92
100-01-0129-493	Alarm Monitoring - Town Office Building	500.00	0.00	500.00	500.00	0
100-01-0129-530	Telephone-Town Office Building	5,000.00	2,406.77	2,593.23	2,593.23	48
100-01-0129-531	Postage-Town Office	7,000.00	4,234.35	2,765.65	2,765.65	60
100-01-0129-533	Postage Meter Rental-Town Office	600.00	0.00	600.00	600.00	0
100-01-0129-537	CEN Fiberoptic Internet-Office Building	1,500.00	0.00	1,500.00	1,500.00	0

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-01-0129-550	Printing-Town Office Building	1,600.00	0.00	1,600.00	1,600.00	0
100-01-0129-601	Electricity-Town Office Building	9,900.00	5,510.87	4,389.13	4,389.13	56
100-01-0129-603	Fuel Oil-Town Office Building	7,266.00	602.14	6,663.86	6,663.86	8
100-01-0129-610	Office Supplies-Town Office Building	3,200.00	1,986.09	1,213.91	1,213.91	62
100-01-0129-652	Custodial Supplies - Town office Buildin	1,600.00	378.84	1,221.16	1,221.16	24
100-01-0129-730	Equipment-Town Office Building	750.00	460.00	290.00	290.00	61
100-01-0129-735	Computer Services Town Office	2,100.00	171.80	2,271.80	2,271.80	8
Control Total		93,650.00	39,958.25	53,691.75	53,691.75	43
FUNCTION Total		93,650.00	39,958.25	53,691.75	53,691.75	43
100-01-0135-000	Civil Preparedness					
100-01-0135-100	Salary-Civil Preparedness	750.00	375.00	375.00	375.00	50
100-01-0135-335	Civil Preparedness Training	350.00	0.00	350.00	350.00	0
100-01-0135-435	Vehicle Maintenance	1,000.00	0.00	1,000.00	1,000.00	0
100-01-0135-610	Office/Training Supplies - Civil Prep	850.00	0.00	850.00	850.00	0
Control Total		2,950.00	375.00	2,575.00	2,575.00	13
FUNCTION Total		2,950.00	375.00	2,575.00	2,575.00	13
100-01-0137-000	Insurance					
100-01-0137-500	Insurance	116,390.00	86,123.25	30,266.75	30,266.75	74
Control Total		116,390.00	86,123.25	30,266.75	30,266.75	74
FUNCTION Total		116,390.00	86,123.25	30,266.75	30,266.75	74
100-01-0141-000	Employee Benefits					
100-01-0141-205	Social Security-Employee Benefits	59,441.00	25,969.93	33,471.07	33,471.07	44
100-01-0141-207	Medicare-Employee Benefits	13,902.00	6,073.81	7,828.19	7,828.19	44
100-01-0141-210	Unempl. Comp.-Employee Benefits	10,000.00	2,010.84	7,989.16	7,989.16	20
100-01-0141-215	Health Insurance-Employee Benefits	178,272.00	47,534.25	130,737.75	130,737.75	27
100-01-0141-221	Longevity	1,500.00	0.00	1,500.00	1,500.00	0
100-01-0141-223	Disability-Employee Benefits	2,500.00	1,169.77	1,330.23	1,330.23	47
100-01-0141-225	Life Ins.-Employee Benefits	1,500.00	459.96	1,040.04	1,040.04	31
100-01-0141-230	Retirement-Employee Benefits	123,409.00	29,640.31	93,768.69	93,768.69	24
100-01-0141-280	CDL, Physicals, Drug Testing-Employee	750.00	0.00	750.00	750.00	0
100-01-0141-290	Amort. Merf-Employee Benefits	131.00	0.00	131.00	131.00	0
100-01-0141-295	Adm. Fee Merf.-Employee Benefits	3,640.00	3,250.00	390.00	390.00	89
Control Total		395,045.00	116,108.87	278,936.13	278,936.13	29

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
FUNCTION Total		395,045.00	116,108.87	278,936.13	278,936.13	29
100-01-0143-000	Andover Senior Transportation					
100-01-0143-100	Salaries-Drivers/Dispatch	25,000.00	11,638.22	13,361.78	13,361.78	47
100-01-0143-380	Comm. Drivers Test-Dial a Ride	1,000.00	0.00	1,000.00	1,000.00	0
100-01-0143-435	Vehicle Maint.-Dial a Ride	5,000.00	1,891.79	3,108.21	3,108.21	38
100-01-0143-603	Fuel-Dial a Ride	6,095.00	2,042.75	4,052.25	4,052.25	34
Control Total		37,095.00	15,572.76	21,522.24	21,522.24	42
FUNCTION Total		37,095.00	15,572.76	21,522.24	21,522.24	42
100-01-0145-000	Senior Citizens					
100-01-0145-100	Municipal Agent-Salary	5,806.00	2,707.97	3,098.03	3,098.03	47
100-01-0145-820	Senior Lunch-Senior Citizens	1,080.00	0.00	1,080.00	1,080.00	0
100-01-0145-870	Programs-Senior Citizens	2,000.00	2,000.00	0.00	0.00	100
100-01-0145-875	Trips-Senior Citizens	4,000.00	0.00	4,000.00	4,000.00	0
Control Total		12,886.00	4,707.97	8,178.03	8,178.03	37
FUNCTION Total		12,886.00	4,707.97	8,178.03	8,178.03	37
100-01-0147-000	Custodian					
100-01-0147-365	Custodian	13,390.00	5,715.45	7,674.55	7,674.55	43
Control Total		13,390.00	5,715.45	7,674.55	7,674.55	43
FUNCTION Total		13,390.00	5,715.45	7,674.55	7,674.55	43
100-01-0149-000	Old Fire House					
100-01-0149-601	Electricity-Old Fire House	1,441.00	1,012.53	428.47	428.47	70
100-01-0149-603	Fuel Oil-Old Fire House	1,000.00	0.00	1,000.00	1,000.00	0
Control Total		2,441.00	1,012.53	1,428.47	1,428.47	41
FUNCTION Total		2,441.00	1,012.53	1,428.47	1,428.47	41
100-01-0151-000	Dog Fund					
100-01-0151-100	NECOG Animal Control	9,920.00	10,391.70	471.70-	471.70-	105
Control Total		9,920.00	10,391.70	471.70-	471.70-	105
FUNCTION Total		9,920.00	10,391.70	471.70-	471.70-	105

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-01-0153-000	Historical					
100-01-0153-800	Town Historian	200.00	0.00	200.00	200.00	0
Control Total		200.00	0.00	200.00	200.00	0
FUNCTION Total		200.00	0.00	200.00	200.00	0
100-02-0201-000	NL - Health Officer					
100-02-0201-841	Health Director-Eastern Highlands	18,422.00	9,210.82	9,211.18	9,211.18	50
Control Total		18,422.00	9,210.82	9,211.18	9,211.18	50
FUNCTION Total		18,422.00	9,210.82	9,211.18	9,211.18	50
100-02-0205-000	NL - North Central Mental Hlth					
100-02-0205-843	Amplify Mental Health	250.00	220.00	30.00	30.00	88
Control Total		250.00	220.00	30.00	30.00	88
FUNCTION Total		250.00	220.00	30.00	30.00	88
100-02-0207-000	NL - AHM Youth Services					
100-02-0207-844	AHM Youth Services	92,179.00	46,089.50	46,089.50	46,089.50	50
Control Total		92,179.00	46,089.50	46,089.50	46,089.50	50
FUNCTION Total		92,179.00	46,089.50	46,089.50	46,089.50	50
100-03-0301-000	P.W. Dept					
100-03-0301-100	Salary-Public Works	311,327.00	142,803.13	168,523.87	168,523.87	46
100-03-0301-111	Temp/PW	2,500.00	0.00	2,500.00	2,500.00	0
100-03-0301-112	Overtime/PW	9,000.00	4,575.42	4,424.58	4,424.58	51
100-03-0301-391	Fire Ext. Ck.-Public Works	600.00	0.00	600.00	600.00	0
100-03-0301-392	Welding Supply-Public Works	900.00	0.00	900.00	900.00	0
100-03-0301-435	Vehicle Maint.Public Works	32,000.00	10,768.42	21,231.58	21,231.58	34
100-03-0301-448	Misc. Labor/Rental-Town Garage	1,500.00	0.00	1,500.00	1,500.00	0
100-03-0301-535	Telephone - Public Works	852.00	356.39	495.61	495.61	42
100-03-0301-602	Diesel-Public Works	14,000.00	19,972.93	5,972.93-	5,972.93-	143
100-03-0301-603	Fuel-Public Works	9,400.00	2,864.36	6,535.64	6,535.64	30
100-03-0301-620	Supplies - Public Works	15,500.00	6,500.91	8,999.09	8,999.09	42
100-03-0301-730	Equipment - Public Works	6,750.00	0.00	6,750.00	6,750.00	0
100-03-0301-810	Dues/ Memberships-Public works	75.00	75.00	0.00	0.00	100
Control Total		404,404.00	187,916.56	216,487.44	216,487.44	46

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
FUNCTION Total		404,404.00	187,916.56	216,487.44	216,487.44	46
100-03-0303-000	Snow Removal					
100-03-0303-130	Overtime Wages-Snow Removal	15,750.00	1,053.45	14,696.55	14,696.55	7
100-03-0303-436	Ice Maint. Bldg.--Snow Removal	525.00	0.00	525.00	525.00	0
100-03-0303-642	Supplies - Snow Removal	2,850.00	3,001.00	151.00-	151.00-	105
100-03-0303-644	Sand - Snow Removal	5,000.00	0.00	5,000.00	5,000.00	0
100-03-0303-646	Salt - Snow Removal	63,000.00	14,692.70	48,307.30	48,307.30	23
100-03-0303-730	Sanding Equip-Snow Removal	525.00	698.73	173.73-	173.73-	133
100-03-0303-830	Meals-Snow Removal	675.00	40.35	634.65	634.65	6
Control Total		88,325.00	19,486.23	68,838.77	68,838.77	22
FUNCTION Total		88,325.00	19,486.23	68,838.77	68,838.77	22
100-03-0305-000	Lighting					
100-03-0305-410	Street Lighting	7,000.00	3,630.04	3,369.96	3,369.96	52
Control Total		7,000.00	3,630.04	3,369.96	3,369.96	52
FUNCTION Total		7,000.00	3,630.04	3,369.96	3,369.96	52
100-03-0309-000	Town Garage					
100-03-0309-330	Conf/Seminars-Town Garage	600.00	0.00	600.00	600.00	0
100-03-0309-350	Medical/Drug - Town Garage	525.00	110.00	415.00	415.00	21
100-03-0309-432	Building Maint.-Town Garage	18,000.00	8,283.33	9,716.67	9,716.67	46
100-03-0309-490	Alarm Systems - Town Garage	750.00	0.00	750.00	750.00	0
100-03-0309-537	Internet Cable-Town Garage	1,470.00	579.25	890.75	890.75	39
100-03-0309-601	Electricity-Town Garage	6,475.00	2,230.85	4,244.15	4,244.15	34
100-03-0309-603	Fuel Oil-Town Garage	6,250.00	0.00	6,250.00	6,250.00	0
100-03-0309-610	Office Supplies-Town Garage	175.00	645.84	470.84-	470.84-	369
100-03-0309-618	Computer Supplies-Town Garage	325.00	0.00	325.00	325.00	0
Control Total		34,570.00	11,849.27	22,720.73	22,720.73	34
FUNCTION Total		34,570.00	11,849.27	22,720.73	22,720.73	34
100-03-0311-000	Town Engineer					
100-03-0311-370	Consulting Fees-Engineer	10,000.00	0.00	10,000.00	10,000.00	0
Control Total		10,000.00	0.00	10,000.00	10,000.00	0
FUNCTION Total		10,000.00	0.00	10,000.00	10,000.00	0

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-03-0313-000	Ground Care					
100-03-0313-420	Mowing-Ground Care	23,000.00	4,768.92	18,231.08	18,231.08	21
100-03-0313-422	Beautifications-Ground Care	2,500.00	1,024.87	1,475.13	1,475.13	41
100-03-0313-424	Old Cemetary - Ground Care	2,000.00	0.00	2,000.00	2,000.00	0
Control Total		27,500.00	5,793.79	21,706.21	21,706.21	21
FUNCTION Total		27,500.00	5,793.79	21,706.21	21,706.21	21
100-04-0401-000	Fire Department					
100-04-0401-800	Fire Department	148,150.00	74,253.00	73,897.00	73,897.00	50
Control Total		148,150.00	74,253.00	73,897.00	73,897.00	50
FUNCTION Total		148,150.00	74,253.00	73,897.00	73,897.00	50
100-04-0403-000	Resident Trooper					
100-04-0403-375	Contract St. Fee-Law Enforcement	170,000.00	0.00	170,000.00	170,000.00	0
100-04-0403-610	Office Supplies-Law Enforcement	450.00	0.00	450.00	450.00	0
Control Total		170,450.00	0.00	170,450.00	170,450.00	0
FUNCTION Total		170,450.00	0.00	170,450.00	170,450.00	0
100-04-0405-000	Fire Marshall					
100-04-0405-100	Salary - Fire Marshall	8,028.00	4,009.66	4,018.34	4,018.34	50
100-04-0405-110	Deputy Salary	1,267.00	633.50	633.50	633.50	50
100-04-0405-150	Fire - Burning Official Comp	350.00	0.00	350.00	350.00	0
100-04-0405-335	Training-Fire Marshall	300.00	0.00	300.00	300.00	0
100-04-0405-610	Office Supplies-Fire Marshall	50.00	0.00	50.00	50.00	0
100-04-0405-612	Subscriptions/Fire Marshall	750.00	0.00	750.00	750.00	0
100-04-0405-730	Equipment-Fire Marshall	3,000.00	173.75	2,826.25	2,826.25	6
100-04-0405-810	Dues / Memberships-Fire Marshall	150.00	0.00	150.00	150.00	0
Control Total		13,895.00	4,816.91	9,078.09	9,078.09	35
FUNCTION Total		13,895.00	4,816.91	9,078.09	9,078.09	35
100-05-0501-000	welfare					
100-05-0501-845	Social Services-ACCESS	400.00	0.00	400.00	400.00	0
Control Total		400.00	0.00	400.00	400.00	0
FUNCTION Total		400.00	0.00	400.00	400.00	0

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-06-0601-000	Memorial Day Comm.					
100-06-0601-800	Misc. Exp-Memorial Day	800.00	0.00	800.00	800.00	0
Control Total		800.00	0.00	800.00	800.00	0
FUNCTION Total		800.00	0.00	800.00	800.00	0
100-06-0603-000	Recreation Commission					
100-06-0603-493	Outside Facility-Recreation Comm	2,630.00	1,440.00	1,190.00	1,190.00	55
100-06-0603-870	Programs-Recreation Comm	6,000.00	1,526.59	4,473.41	4,473.41	25
Control Total		8,630.00	2,966.59	5,663.41	5,663.41	34
FUNCTION Total		8,630.00	2,966.59	5,663.41	5,663.41	34
100-07-0701-000	Transfer Station					
100-07-0701-100	Wages-Transfer Station	23,816.00	11,845.64	11,970.36	11,970.36	50
100-07-0701-438	Maintence-Transfer Station	2,500.00	50.44	2,449.56	2,449.56	2
100-07-0701-442	Brush Pile Removal	14,000.00	0.00	14,000.00	14,000.00	0
100-07-0701-480	Hauling Fees-Transfer Station	41,102.00	16,675.68	24,426.32	24,426.32	41
100-07-0701-481	Bulky Waste-Transfer Station	31,366.00	12,339.60	19,026.40	19,026.40	39
100-07-0701-493	Outdoor Facility-Transfer Station	900.00	525.00	375.00	375.00	58
100-07-0701-601	Electricity-Transfer Station	3,025.00	1,140.63	1,884.37	1,884.37	38
100-07-0701-610	Supplies - Transfer Station	150.00	0.00	150.00	150.00	0
100-07-0701-803	Compactor Lease Transfer Station	3,200.00	1,326.15	1,873.85	1,873.85	41
100-07-0701-998	Tipping Fees-Transfer Station	46,508.00	16,862.30	29,645.70	29,645.70	36
Control Total		166,567.00	60,765.44	105,801.56	105,801.56	36
FUNCTION Total		166,567.00	60,765.44	105,801.56	105,801.56	36
100-07-0703-000	Recycling					
100-07-0703-432	Hazardous Waste	2,910.00	0.00	2,910.00	2,910.00	0
100-07-0703-484	Antifreeze Pickup-Recycling	110.00	0.00	110.00	110.00	0
100-07-0703-485	Used Oil Pickup-Recycling	1,300.00	1,598.74	298.74-	298.74-	123
100-07-0703-488	Tire Pickup-Recycling	1,300.00	1,430.00	130.00-	130.00-	110
100-07-0703-631	Oil Filters	100.00	0.00	100.00	100.00	0
100-07-0703-807	Mid-Neroc Fees - Recycling	970.00	980.52	10.52-	10.52-	101
Control Total		6,690.00	4,009.26	2,680.74	2,680.74	60
FUNCTION Total		6,690.00	4,009.26	2,680.74	2,680.74	60

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-08-0801-000	Ec Development Comm					
100-08-0801-800	Economic Development Comm.	500.00	430.00	70.00	70.00	86
Control Total		500.00	430.00	70.00	70.00	86
FUNCTION Total		500.00	430.00	70.00	70.00	86
100-08-0803-000	P&Z Commission					
100-08-0803-100	Wages-Planning & Zoning	3,200.00	555.00	2,645.00	2,645.00	17
100-08-0803-310	Legal/Professional P&Z	11,500.00	1,022.00	10,478.00	10,478.00	9
100-08-0803-335	Training-Planning & Zoning	500.00	0.00	500.00	500.00	0
100-08-0803-340	Planning & Zoning - Mapping	300.00	240.00	60.00	60.00	80
Control Total		15,500.00	1,817.00	13,683.00	13,683.00	12
FUNCTION Total		15,500.00	1,817.00	13,683.00	13,683.00	12
100-08-0805-000	Zoning Board of Appeals					
100-08-0805-115	Board Clerk - ZBA	500.00	252.00	248.00	248.00	50
Control Total		500.00	252.00	248.00	248.00	50
FUNCTION Total		500.00	252.00	248.00	248.00	50
100-08-0807-000	Building Department					
100-08-0807-100	Wages - Building Department	19,303.00	4,823.01	14,479.99	14,479.99	25
100-08-0807-120	Clerk's Wages-Building Department	23,577.00	14,625.34	8,951.66	8,951.66	62
100-08-0807-438	Equipment maint.-Building Dept.	1,500.00	261.24	1,238.76	1,238.76	17
100-08-0807-580	Mileage-Building Department	1,200.00	300.00	900.00	900.00	25
100-08-0807-610	Office Supplies-Building Department	550.00	0.00	550.00	550.00	0
100-08-0807-612	Bks. & Manuals-Building Department	500.00	0.00	500.00	500.00	0
100-08-0807-890	PermitLink Fees - Building Department	4,500.00	2,325.00	2,175.00	2,175.00	52
100-08-0807-901	Building Dept.-Equipment	250.00	0.00	250.00	250.00	0
Control Total		51,380.00	22,334.59	29,045.41	29,045.41	43
FUNCTION Total		51,380.00	22,334.59	29,045.41	29,045.41	43
100-08-0809-000	Wetlands					
100-08-0809-100	Wages-Inland/Wetlands	16,550.00	8,106.26	8,443.74	8,443.74	49
100-08-0809-115	Board Clerk - IWC	1,450.00	74.50	1,375.50	1,375.50	5
100-08-0809-335	Training-Inland/Wetlands	250.00	0.00	250.00	250.00	0
100-08-0809-610	Office Supplies-Inland/Wetland	200.00	0.00	200.00	200.00	0
100-08-0809-810	Dues / Memberships-Inland/Wetlands	65.00	65.00	0.00	0.00	100

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
Control Total		18,515.00	8,245.76	10,269.24	10,269.24	45
FUNCTION Total		18,515.00	8,245.76	10,269.24	10,269.24	45
100-08-0815-000	Conservation Commission					
100-08-0815-330	Conservation-membership	65.00	0.00	65.00	65.00	0
100-08-0815-335	Conservation-training	200.00	0.00	200.00	200.00	0
100-08-0815-609	Conservation-equipment	100.00	0.00	100.00	100.00	0
100-08-0815-810	Conservation-conferences	200.00	0.00	200.00	200.00	0
Control Total		565.00	0.00	565.00	565.00	0
FUNCTION Total		565.00	0.00	565.00	565.00	0
100-08-0817-000	Zoning Agent					
100-08-0817-100	Salary-Zoning Agent	25,444.00	12,497.61	12,946.39	12,946.39	49
Control Total		25,444.00	12,497.61	12,946.39	12,946.39	49
FUNCTION Total		25,444.00	12,497.61	12,946.39	12,946.39	49
100-08-0819-000	CRCOG, CCM, Cost					
100-08-0819-810	Capital Region Council of Govt.	8,475.00	8,111.00	364.00	364.00	96
Control Total		8,475.00	8,111.00	364.00	364.00	96
FUNCTION Total		8,475.00	8,111.00	364.00	364.00	96
100-09-0901-000	Education					
100-09-0901-590	RHAM Payment	5,026,937.00	2,402,887.72	2,624,049.28	2,624,049.28	48
100-09-0901-595	Board of Education Expenses	4,052,787.00	2,018,937.53	2,033,849.47	2,033,849.47	50
Control Total		9,079,724.00	4,421,825.25	4,657,898.75	4,657,898.75	49
FUNCTION Total		9,079,724.00	4,421,825.25	4,657,898.75	4,657,898.75	49
100-10-1001-000	Library					
100-10-1001-100	Library Payroll	79,014.00	39,506.66	39,507.34	39,507.34	50
100-10-1001-800	Library-Operations	26,989.00	13,494.50	13,494.50	13,494.50	50
Control Total		106,003.00	53,001.16	53,001.84	53,001.84	50
FUNCTION Total		106,003.00	53,001.16	53,001.84	53,001.84	50

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
100-11-1101-000	Capital Expenditures					
100-11-1101-701	Town Garage-Capital Expenditure	30,000.00	27,706.16	2,293.84	2,293.84	92
100-11-1101-714	Revaluation	16,500.00	0.00	16,500.00	16,500.00	0
100-11-1101-715	P & Z-Capital POCD	5,000.00	0.00	5,000.00	5,000.00	0
Control Total		51,500.00	27,706.16	23,793.84	23,793.84	54
FUNCTION Total		51,500.00	27,706.16	23,793.84	23,793.84	54
100-13-1305-000	Fund Transfers					
100-13-1305-899	Contingency	50,000.00	0.00	50,000.00	50,000.00	0
100-13-1305-901	DPW Equipment	100,000.00	100,000.00	0.00	0.00	100
100-13-1305-908	Fire Dept. Equip. Fund	80,000.00	80,000.00	0.00	0.00	100
100-13-1305-911	Road Improvement Fund	330,000.00	330,000.00	0.00	0.00	100
100-13-1305-912	tree removal fund	50,000.00	50,000.00	0.00	0.00	100
100-13-1305-913	bunker hill bridge	160,000.00	160,000.00	0.00	0.00	100
100-13-1305-914	bridge and culvert	100,000.00	100,000.00	0.00	0.00	100
100-13-1305-915	building maintenance	55,000.00	55,000.00	0.00	0.00	100
Control Total		925,000.00	875,000.00	50,000.00	50,000.00	95
FUNCTION Total		925,000.00	875,000.00	50,000.00	50,000.00	95
Fund Budgeted		12,727,517.00	6,360,458.04	6,367,058.96	6,367,058.96	50
Fund Non-Budgeted		0.00	0.00	0.00	0.00	0
Fund Total		12,727,517.00	6,360,458.04	6,367,058.96	6,367,058.96	50
201-03-0302-000	Connectivity Grant					
201-03-0302-330	Contractual Serv.-Connectivity Grant	85,364.60	32,863.36	37,328.72	52,501.24	56
Control Total		85,364.60	32,863.36	37,328.72	52,501.24	56
FUNCTION Total		85,364.60	32,863.36	37,328.72	52,501.24	56
Fund Budgeted		85,364.60	32,863.36	37,328.72	52,501.24	56
Fund Non-Budgeted		0.00	0.00	0.00	0.00	0
Fund Total		85,364.60	32,863.36	37,328.72	52,501.24	56

Account Id	Description	Modified Budget	Expended YTD	Balance	Unexpended	% Used
Final Budgeted		12,812,881.60	6,393,321.40	6,404,387.68	6,419,560.20	50
Final Non-Budgeted		0.00	0.00	0.00	0.00	0
Final Total		12,812,881.60	6,393,321.40	6,404,387.68	6,419,560.20	50

Range of Checking Accts: POOLED to Last Range of Check Dates: 11/01/22 to 06/30/23
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract
POOLED					
100311	11/14/22	ALECR005 ALEC ROGASKY			52
23-00351			245.70		
100312	11/14/22	ALLYF005 ALLY FINANCIAL			52
23-00350			194.47		
100313	11/14/22	ANDOV025 ANDOVER LANDSCAPING			52
23-00312			460.00		
100314	11/14/22	ANSON005 ANSON KUZMICKAS OR			52
23-00348			155.09		
100315	11/14/22	ARMST005 LINDA ARMSTRONG			52
23-00305			224.00		
100316	11/14/22	AVENU005 AVENU HOLDINGS, LLC			52
23-00314			8.40		
100317	11/14/22	CARLI005 CARLI DULIN OR			52
23-00346			249.35		
100318	11/14/22	CCAPA005 CCAP AUTO LEASE LTD			52
23-00345			288.54		
100319	11/14/22	CNWO005 C N WOOD OF CONNECTICUT, LLC			52
23-00336			6,586.97		
100320	11/14/22	COLUM005 COLUMBIA FORD			52
23-00304			143.96		
100321	11/14/22	CONST005 CONSTELLATION NEW ENERGY INC			52
23-00311			601.46		
100322	11/14/22	DESRO005 CATHY DESROSIERS			52
23-00341			133.89		
100323	11/14/22	DIME005 DIME OIL COMPANY LLC			52
23-00328			7,733.85		
100324	11/14/22	EQUIP010 EQUIPMENT SPECIALISTS			52
23-00334			698.73		
100325	11/14/22	EVERB005 EVERBLADES INC			52
23-00303			139.00		
100326	11/14/22	EVERS005 EVERSOURCE			52
23-00316			1,185.09		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100327	11/14/22	FLEET005 FLEETPRIDE			52
23-00335			2,933.34		
100328	11/14/22	GENIE005 Genie Innovations Inc.			52
23-00324			409.95		
100329	11/14/22	GOODW005 LOUISE GOODWIN			52
23-00306			210.00		
100330	11/14/22	GULEM005 GULEMO PRINTERS INC			52
23-00300			97.58		
100331	11/14/22	HDP00005 DAS-ACCT.REC.- HDP			52
23-00322			280.00		
100332	11/14/22	HOMED005 HOME DEPOT CREDIT SERVIC			52
23-00317			294.03		
100333	11/14/22	HONDA005 HONDA LEASE TRUST			52
23-00342			726.12		
100334	11/14/22	HOVEY005 PHILIP R HOVEY			52
23-00308			42.00		
100335	11/14/22	INDUS010 INDUSTRIAL DIESEL & DRIVELINE			52
23-00338			1,452.82		
100336	11/14/22	INFOS005 INFOSHRED LLC			52
23-00299			25.00		
100337	11/14/22	JEFFR010 JEFFREY BALLARD			52
23-00340			35.87		
100338	11/14/22	JOELK005 JOEL KIRKPATRICK			52
23-00352			98.09		
100339	11/14/22	KATHY005 KATHY HENDRICKSON			52
23-00347			52.81		
100340	11/14/22	KAUFF005 RICKY KAUFFMAN			52
23-00332			40.02		
100341	11/14/22	LACRO005 NOREEN LACROIX			52
23-00307			42.00		
100342	11/14/22	LEAF0005 LEAF			52
23-00315			223.32		
100343	11/14/22	LENCO005 LENCO ELECTRICAL CONTR.			52
23-00331			1,372.37		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100344	11/14/22	LIFES005 LIFESAFE SERVICES			52
23-00326			400.00		
100345	11/14/22	MERCE005 MERCER MONUMENT WORKS			52
23-00330			1,500.00		
100346	11/14/22	MOULT005 HUNTER MOULTON			52
23-00309			40.00		
100347	11/14/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST			52
23-00327			385.00		
100348	11/14/22	NUTME005 ALLEGIANCE TRUCKS			52
23-00337			6,933.63		
100349	11/14/22	OFFI0005 OFFICE OF THE TREASURER			52
23-00323			1,624.00		
100350	11/14/22	PAPER005 WILLIMANTIC WASTE PAPER			52
23-00318			11,485.69		
100351	11/14/22	PIZZA005 ANDOVER PIZZA			52
23-00301			255.33		
100352	11/14/22	POINT005 POINT SOFTWARE			52
23-00313			360.00		
100353	11/14/22	RECEI005 ACCOUNTS RECEIVABLE			52
23-00321			63.00		
100354	11/14/22	REPAY005 ELLEN L REPAY			52
23-00310			210.00		
100355	11/14/22	SCOTT020 SCOTT MCCREA OR			52
23-00349			40.44		
100356	11/14/22	SHIIN005 SHI INTERNATIONAL CORP.			52
23-00260			2,009.29		
100357	11/14/22	STREE005 STREETSCAN, INC.			52
23-00302			1,800.00		
100358	11/14/22	SWISS005 SWISS UNIFORM RENTAL			52
23-00329			303.55		
100359	11/14/22	THEOL005 THE O.L. WILLARD COMPANY INC			52
23-00339			2,540.89		
100360	11/14/22	TOWN0025 TOWN OF SOUTH WINDSOR			52
23-00325			1,664.48		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
POOLED		Continued		
100361	11/14/22	TOYOT005 TOYOTA LEASE TRUST		52
23-00343			1,521.06	
100362	11/14/22	UNITE020 UNITED AG & TURF		52
23-00319			113.52	
100363	11/14/22	VWCRE005 VW CREDIT LEASING, LTD		52
23-00344			63.72	
100364	11/14/22	WESTE010 WESTERN OIL, INC.		52
23-00320			465.75	
100365	11/14/22	WICLA005 W.I. CLARK COMPANY		52
23-00333			422.97	
100366	11/21/22	BSCGR005 BSC GROUP - CONNECTICUT INC		53
23-00355			1,375.00	
100367	11/21/22	CITIZ005 ANDOVER SENIOR CITIZENS		53
23-00353			1,000.00	
100368	11/21/22	HALLO005 HALLORAN & SAGE LLP		53
23-00354			185.00	
100369	11/30/22	AFSCM005 AFSCME, LOCAL 1303		54
23-00371			228.80	
100370	11/30/22	AIGRE005 AIG RETIREMENT SERVICES		54
23-00368			850.00	
100371	11/30/22	AMERI005 AMERI-LOO		54
23-00358			1,545.00	
100372	11/30/22	ANTHE005 ANTHEM LIFE & DISABILITY INSUR		54
23-00382			330.62	
100373	11/30/22	AVENU005 AVENU HOLDINGS, LLC		54
23-00372			650.00	
100374	11/30/22	BOLTO005 BOLTON COLLISION REPAIR INC		54
23-00366			425.00	
100375	11/30/22	CASHT005 CASH TRUE VALUE		54
23-00380			30.04	
100376	11/30/22	COLLE005 COLLEEN BRETTHAUER		54
23-00369			150.00	
100377	11/30/22	CRMCO005 CRM CO LLC		54
23-00356			1,430.00	

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100378	11/30/22	CURTI005 EILEEN CURTIN			54
23-00367			56.13		
100379	11/30/22	DIME0005 DIME OIL COMPANY LLC			54
23-00361			135.45		
100380	11/30/22	FRONT005 FRONTIER COMMUNICATION			54
23-00360			76.11		
100381	11/30/22	HEBRO005 HEBRON ACE HARDWARE			54
23-00381			104.84		
100382	11/30/22	KDCKA005 KDC - KAULBACK DESIGN CO			54
23-00359			715.73		
100383	11/30/22	KNOWL005 JOYCE KNOWLTON			54
23-00370			150.00		
100384	11/30/22	LIFES005 LIFESAFE SERVICES			54
23-00378			8.57		
100385	11/30/22	MEUI0005 MEUI			54
23-00379			125.10		
100386	11/30/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST			54
23-00357			33.00		
100387	11/30/22	OBRIE005 ATTY DENNIS O'BRIEN			54
23-00373			2,375.00		
100388	11/30/22	OFFIC005 THE OFFICE WORKS, INC.			54
23-00376			48.21		
100389	11/30/22	PALAZ010 MICHAEL PALAZZI			54
23-00365			39.94		
100390	11/30/22	PATBI005 Pat Billings			54
23-00363			40.00		
100391	11/30/22	PAYLE005 Payless Auto Glass			54
23-00377			408.09		
100392	11/30/22	PIZZA005 ANDOVER PIZZA			54
23-00364			918.00		
100393	11/30/22	STATE005 STATE OF CONN. DEPT. OF ADMINI			54
23-00374			80.00		
100394	11/30/22	VERIZ005 VERIZON WIRELESS			54
23-00375			142.42		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100395	11/30/22	WBMAS005 W B MASON CO., INC.			54
23-00362			795.12		
100396	12/13/22	ALANF005 Alan F. Zaniewski			55
23-00419			60.00		
100397	12/13/22	AVENU005 AVENU HOLDINGS, LLC			55
23-00387			16.00		
100398	12/13/22	CASHT005 CASH TRUE VALUE			55
23-00406			176.58		
100399	12/13/22	CIRMA005 CIRMA			55
23-00394			22,982.00		
100400	12/13/22	COITE005 COIT EXCAVATING INC			55
23-00412			1,118.20		
100401	12/13/22	COMCA005 COMCAST			55
23-00414			115.85		
100402	12/13/22	CONNE030 CONNECTICUT LABOR LAW POSTER S			55
23-00396			99.50		
100403	12/13/22	CONST005 CONSTELLATION NEW ENERGY INC			55
23-00383			747.74		
100404	12/13/22	DIME0005 DIME OIL COMPANY LLC			55
23-00389			312.69		
100405	12/13/22	DUBOI005 DUBOIS AUTOMOTIVE, INC.			55
23-00402			286.55		
100406	12/13/22	EASTC005 EAST COAST SIGN & SUPPLY,			55
23-00413			3,001.00		
100407	12/13/22	EVERS005 EVERSOURCE			55
23-00384			1,141.55		
100408	12/13/22	FLUID005 FLUID DYNAMICS			55
23-00403			140.11		
100409	12/13/22	FPMAI005 FP MAILING SOLUTIONS			55
23-00392			150.00		
100410	12/13/22	FREIG005 FREIGHTLINER OF HARTFORD			55
23-00410			4,503.77		
100411	12/13/22	HAINM005 HAIN MATERIALS CORP			55
23-00411			542.08		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100412	12/13/22	HDP00005 DAS-ACCT.REC.- HDP			55
23-00416			224.00		
100413	12/13/22	HEBRO005 HEBRON ACE HARDWARE			55
23-00397			17.98		
100414	12/13/22	INFOS005 INFOSHRED LLC			55
23-00388			25.00		
100415	12/13/22	JEFFR015 Jeff Rouillard			55
23-00422			80.00		
100416	12/13/22	KIMHA005 KIM HAWES			55
23-00399			225.00		
100417	12/13/22	LCPAR005 L & C Park Consultants LLC			55
23-00400			575.00		
100418	12/13/22	LEAF0005 LEAF			55
23-00398			223.32		
100419	12/13/22	LUBRI005 LUBRI-CARE DISTRIBUTORS			55
23-00404			450.00		
100420	12/13/22	MATTH005 Matthew Phillips			55
23-00423			160.00		
100421	12/13/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST			55
23-00393			44.00		
100422	12/13/22	NIKOL005 Nikolas Cote			55
23-00424			80.00		
100423	12/13/22	OFFI0005 OFFICE OF THE TREASURER			55
23-00417			2,227.00		
100424	12/13/22	OFFIC005 THE OFFICE WORKS, INC.			55
23-00390			51.01		
100425	12/13/22	PAPER005 WILLIMANTIC WASTE PAPER			55
23-00385			8,917.90		
100426	12/13/22	PEARL010 TOM PEARL			55
23-00405			195.00		
100427	12/13/22	PHOEN005 PHOENIX ENVIRONMENTAL LABORATO			55
23-00395			133.50		
100428	12/13/22	PIZZA005 ANDOVER PIZZA			55
23-00401			648.00		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100429	12/13/22	POINT005 POINT SOFTWARE			55
23-00391			405.00		
100430	12/13/22	RECEI005 ACCOUNTS RECEIVABLE			55
23-00418			55.00		
100431	12/13/22	ROBER010 Robert Melanson			55
23-00420			500.00		
100432	12/13/22	SCOTT015 SCOTT BLEVONS			55
23-00421			160.00		
100433	12/13/22	THEOL005 THE O.L. WILLARD COMPANY INC			55
23-00415			66.67		
100434	12/13/22	TREEW005 TREE WARDENS' ASSOC. OF			55
23-00408			75.00		
100435	12/13/22	WBMAS005 W B MASON CO., INC.			55
23-00386			328.17		
100436	12/13/22	WEATH005 WEATHERWORKS			55
23-00409			1,680.00		
100437	12/13/22	WILLI005 WILLIMANTIC AUTO & TRUCK			55
23-00407			343.85		
100438	12/17/22	BEGIN005 RICHARD BEGIN			56
23-00427			110.00		
100439	12/17/22	BSCGR005 BSC GROUP - CONNECTICUT INC			56
23-00425			3,520.00		
100440	12/17/22	FULLE005 FULLER PAVING			56
23-00430			500.00		
100441	12/17/22	HOSME005 HOSMER MT. BOTTLING COMPANY IN			56
23-00429			38.00		
100442	12/17/22	MARIE005 GINA MARIE'S			56
23-00428			40.35		
100443	12/17/22	NE000005 GLASTONBURY CITIZEN/RIVEREAST			56
23-00431			55.00		
100444	12/17/22	SWISS005 SWISS UNIFORM RENTAL			56
23-00426			322.20		

Check # PO #	Check Date Description	Vendor	Amount Paid	Reconciled/Void	Ref Num Contract
POOLED			Continued		
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
	Checks:		134	0	133,906.88 0.00
	Direct Deposit:		<u>0</u>	<u>0</u>	<u>0.00</u> <u>0.00</u>
	Total:		134	0	133,906.88 0.00
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
	Checks:		134	0	133,906.88 0.00
	Direct Deposit:		<u>0</u>	<u>0</u>	<u>0.00</u> <u>0.00</u>
	Total:		134	0	133,906.88 0.00

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	3-100	107,393.13	3,635.39	22,878.36	133,906.88
Total of All Funds:		<u>107,393.13</u>	<u>3,635.39</u>	<u>22,878.36</u>	<u>133,906.88</u>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	100	107,393.13	3,635.39	22,878.36	133,906.88
Total of All Funds:		<u>107,393.13</u>	<u>3,635.39</u>	<u>22,878.36</u>	<u>133,906.88</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
	3-100	107,393.13	0.00	0.00	0.00	107,393.13
Total of All Funds:		<u>107,393.13</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>107,393.13</u>

Overages first 6 Months of the Budget

As of today 12/17/2022

number	Department	Budget Line	Original Budget	Overage	Aproval Initials	Notes
1.100.01.0151.100	Animal Control	NECOG	9920	471.7	EA	Switched census population increased
1.100.03.0301.602	Public works	Diesel	14000	5972.93	JT,EA	(will be brought positive by reimbursements from RHAM, AFD, AES, Senior Transportation)
1.100.03.0303.642	snow removal	Supplies	2850	151	JT,EA	auger chains for trucks and repair link
1.100.03.0303.730	snow removal	Sanding Equip	525	173.73	JT,EA	repair links quick lings parts for sander unit
1.100.03.0309.610	Town Garage	office suplies	175	470.84	JT,EA	new chairs for the office
1.100.07.0703.485	Recycling	Used oil pickup	1300	298.74	EA	more volume than anticipated
1.100.07.0703.488	Recycling	Tire Pickup	1300	130	EA	changed vendor higher cost
1.100.07.0703.807	Recycling	Mid Neroc	970	10.52	EA	dues higher than anticipated

All overages are under
\$2000

Dept Head Aproval

Robert Gay Tuttle

Town Administrator Aproval

Eric Anderson

Board and Commission Presentations

5.

Recommendation for Town Planner/ Economic Development Coordinator

9 January 2023

Conclusion and last paragraph of the POCD:

The plan identifies a number of recommendations which will be very difficult for a volunteer commission, like the Planning and Zoning Commission, to implement. After the plan is formally adopted, the Commission should seek funding to retain professional planning assistance to:

- Prepare the recommended zoning text amendments
- To work with developers proposing projects in the town to insure compliance with the plan.
- To apply for the many grants currently available
- To prepare and coordinate formal Requests for Proposals (RFP) with the Board of Selectman
- Perhaps, most importantly, to promote the goals and policies to the Planning and Zoning Commission to elected officials, town staff and other boards and commissions.

Recommendations from the Long Term Plan

- Andover should fund an economic development coordinator staff position to accomplish the following objectives:
 - Develop and implement a marketing strategy designed to attract commercial businesses in town for services most desired by residents.
 - Create a marketing strategy designed to showcase Andover as a desirable place to live.
 - Town-wide branding and gateway signage.
- Hire a part time individual for 16 hours per month as the Town Planner with potential job sharing as Economic Development Coordinator.

What would it cost?

- CRCOG recently completed a salary survey of town planners.
- A full time mid-grade planner (supervisory) ranged from \$75,000 to \$114,000 based on experience.
- 10 hours per week would be in the range of \$20,000-\$30,000 per year.

Conclusions

- Town Planning is a marathon, not a sprint.
- Andover has the same regulation overhead as any other town.
- A Town Planner/Economic Development Coordinator should be hired on a part time basis to:
 - Prepare the numerous regulation changes required.
 - Execute the affordable housing plan.
 - Attract commercial businesses to Andover for services most desired by residents.
 - Realize Andover's tremendous potential to define itself as a unique place in the region.



Public Comment

HOP RIVER STATE PARK TRAIL SIGNAGE AND WAYFINDING



The Hop River Trail Alliance is proposing to submit a grant application in late February 2023 through the Connecticut Department of Energy and Environmental Protection (DEEP) Recreational Trails Grant Program for the purchase and installation of signage along the 20.5 mile Hop River State Park Trail and the adjoining 4.2 mile Rockville Spur. Signage would include mileage markers, town names, street names and other wayfinding signage. The project would create uniform signage along the trail, enhancing the safety and user experience for trail users. The estimated cost of the project is \$50,000, which would be 80% funded by the State of CT. If selected, signage installation would occur in 2023 and/or 2024.

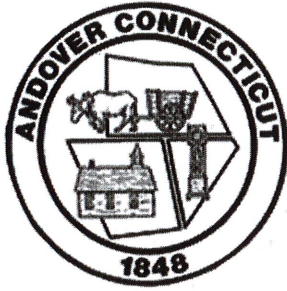
Individuals seeking additional information on the project or wishing to comment should direct their inquiries to the Hop River Trail Alliance by e-mail to: HopRiverTrailAlliance@gmail.com



HOP RIVER STATE PARK TRAIL	
— BOLTON NOTCH —	
← AIRLINE TRAIL INTERSECTION	13.9 M
← WILLIMANTIC @ RT 66	13.4 M
← HOP RIVER ROAD	10.8 M
← ANDOVER COVERED BRIDGE (RT 316)	6.0 M
← STEEL'S CROSSING RD	2.1 M
→ ROCKVILLE SPUR TRAILHEAD	4.2 M
→ COLONIAL ROAD	6.8 M

Appointments

6.



TOWN OF ANDOVER

17 SCHOOL ROAD

ANDOVER, CT 06232

PHONE: 860.742.7305 x4210

E-MAIL: Eanderson@andoverct.org

www.andoverct.org

**Appointment to the Hop River Trail Alliance
Board of Directors**

Date: 1/4/2023

I Hereby appoint Eric Anderson as the representative from Andover for the Hop River Trail Alliance Board of Directors. I hereby appoint William Penn as the Alternate in the case that Eric is not present to vote. These appointments are affective immediately and shall remain until Notice in writing from the Town of Andover.

Signature

Date

4 JUN 2023

Eric Anderson Town Administrator, Town of Andover

*The Town of Andover is an equal opportunity provider and employer
and prohibits discrimination in its practices and policies on the basis of sex, race, religion or national origin*

Town Administrator's Report

8.

Town Administrator's Report for the 1.9.23 Board of Selectmen Regular Meeting

Town Hall Operations:

Cleaning/Custodian: William Bell Is hard at work keeping out buildings clean

Assessor's Office:

Nothing big right now. Some traffic now that the supplemental assessments have been mailed

Administrator's Office:

prep for budget season

Working on RFP for HVAC replacement for Fire Station and second RFP for Twon Hall

Town Clerks office

Finance Office:

Cheryl Miller is working to assist us in getting our financial house in order.

We are getting

Proposed job description for the finance person modified to get rid of the requirement for them to do the reconciliation

Welcome to newly elected BOF Member Bill Derosiers

Building Department:

Overall building department operations are going well.

slow over the winter should pick up in the next month or so

Town Engineer:

Met with Joe Dillon last week- myself and Jay Tuttle

Assisting the town in the trip Grant application. We may end up using VHB to do localized pavement analysis for the grant.

Starting preparation for the State Local Bridge program applications for culverts on Hutchinson Rd and and Lake Rd at Basola

Public Works:

One employee going out on sick leave for surgery Rich good time to do it, we are covered for plow routes

Debris management

Discussion of debris management still on hold

Bunker Hill Bridge Design:

The 30% design stage complete. Update as of 11/9 the state has decided that the bridge designers fee schedule is close enough that they are going to allow it without extensive review- Still going slow

Received the forms from the state for right of Way Acquisition Negotiation

Long Hill Rd Bridge Design

DMS final acceptance letter received and signed by first selectman. Should be able to schedule survey shortly.

Small Bridges and Culverts:

Starting application for Stat Local Bridge program

Andover Proposed Community Senior Center:

The Review Committee selected the combination of Leading Edge/ PegArch as the lowest cost bidder with a proposal that the committee preferred

Committee recommends signing an interim contract design/full product selection with Alternates to insure that the HVAC and other systems are exactly what we want before signing the full design bid contract.

Andover Veterans Monument:

The Benches are engraved- coordinated by Paula King and they look great

Times Farm Bridge:

Working on the final close out.

Steap Grant 2020

We received the money from the STEAP grant This is basically closed out.

STEAP Grant 2022:

project assigned to DECD

Meeting with SHIPO Next Week State Historical Preservation Office

We are required to mitigate the effect of tearing down a historic property. It has to be a significant upgrade to an existing historic property in the same district. For us that means the Andover Historical Society Property (Museum/ old town hall_ I met with Paula King, Cathy Derosiers, Scott Yeomans on sight to discuss.

The Priority for work on the building will be

1. Ceiling in addition- badly peeling lead paint possibly replace ceiling entirely
2. Replace all exterior doors- Sills rotting badly hard to open- safety Hazard
3. Repoint/ repaint exterior windows

Need to get ct historic renovation people to quote the work to estimate what that will cost before we go back to shipo with a proposal.

Connectivity Grant:

Still planning on adding a Handicapped Access to the Walking Track at Veterans Memorial field and Parking Spot.
Still need landscaping on that area

TRIP Grant- DOT

Due Mid Feb

Grant Goal- reclaim and repave Hendee from Pine Ridge Rd to Long Hill Rd, then Long Hill rd to Skinner and then Skinner to Wheeling.

Working with the town Engineer for this application I may hire VHB to do some coring samples to determine road structure.

Rec Trails Grant DEEP

Due Mid Feb

Budget:

Working on it

American Recovery Act Funding:

We have the full funding of **\$478,848.04 in the second tranche**

The board of selectman have voted to devote all of the American recovery act funding to construction of the community center. Given the contractor selected this should be sufficient

Town Hall Projects”

RFP for the Heating Upgrade for the building should go out in next few weeks will require a LOCIP Application I would also like to submit one for the HVAC upgrade for town Hall- Initially only the Ductless split AC system for the town hall Expend money from the LOCIP program ~170,000 as of March 30 2023 141,000 currently

1. Revise building capital plan
2. Get CIP to approve at the Dec Meeting
3. Go to RFP around Jan 1 for this
4. Secondary additional item for a new AC unit for the community room
5. Also quote for changing to a Propane Boiler and Furnace for backup

Transfer Station

Running smoothly

Safety committee quarterly

Nothing new this month.

Legislative updates

I provided written testimony to COST and CRCOG on issues that I felt would be beneficial to the town of andover including:

1. Provide each town a resident State trooper
2. Revise Town Aid Road program more equitable formula
3. Lobby to REVISE LOTCIP program to allow spending on rural roads in rural areas of the state

I also Met with and discussed these issues with Steve Weir who replaced Robin Green in the 55th district and met separately with MD Rahman and his legislative aid. In both cases we had discussions about legislative priorities.

Shared Services:

I know the BOS has been an advocate for shared services. As I go through our budget process, I thought I would share a snapshot of what shared services Andover as the smallest town in CRCOG uses and what our costs for them are. Out of a 12.7 million dollar total budget, Andover spent 6.4 million total on shared services.

If we look at the non-educational budget of \$3.65 million, about \$480,000 of the expenses are through shared services. If you broadened the definition of shared service to include part time town employees that are paid independently but work for multiple municipalities you would add our Elementary School Superintendent, Assessor, Tax Collector, ZEO, Wetlands Agent, Custodian, Treasurer, and payroll/ap person

Regionalized Services

High school- Regional High School with Hebron and Marlborough ~ \$5.2 million

Elementary school shared food service- town of Coventry plus outplaced students ~\$200,000

Resident State trooper State Police \$130,000

Youth Services Bureau We use a multitown youth services organization AHM Youth services \$92,000

Health Services Eastern Highlands Health District \$19,000

911 dispatch Tolland Dispatch Center \$11,000

Medical and Dental AHM shared insurance consortium and liability pool \$156,000 town, 500,000 Elementary school

Hazardous waste and other transfer station contracts NidNEROC -Mid Northeast Recycling Operating Committee (14 towns) cooperative group \$10,000

Building Official Shares services from Bolton \$19,000

Fire Marshal Shared with Colombia \$15,000

IT Shared Service with South Windsor \$11,000

Animal Control NECCOG Shared Service \$10,000

Athletic field maintenance and mowing Shared services Hebron Park and Rec \$16,000

CERT Team We have a shared CERT team with Hebron \$3000

Probate court \$3200

Old Business

9.



TOWN OF ANDOVER

17 SCHOOL ROAD

ANDOVER, CT 06232

PHONE: 860.742.7305 x4210

E-MAIL: Eanderson@andoverct.org

www.andoverct.org

Contract for Community Center project scoping

Date: 1/10/2023

Contractor:

Leading Edge Construction (prime contractor)

9 Moody Rd, Unit 12C

Enfield CT 08082

AND

Pegarch Architecture and Design Services

236 Main St,

Portland CT 06480

In October of 2022, the Town of Andover, CT distributed a Request for Proposals (RFP) to provide Town the Town with Design Build Services for the purpose of constructing a new Community Center on School Road in Andover. The town received 6 bids and subsequently interviewed 3 firms before selecting a firm it intends to enter a final master design build contract with. The Town selected the **combined firm of Leading-Edge Construction and Pegarch Architecture and Design as the most qualified bidder.**

This contract is between the Town of Andover and the **combined firm of Leading-Edge Construction and Pegarch Architecture and Design.** This is a preliminary design contract only, prior to negotiating and signing the final design bid master contract.

Scope of Work:

This contract covers the cost of providing a final design for the Andover Community Center, as well as a full set of design specifications. It shall include:

1. Multiple joint scoping meetings
2. Final Layout and design for the building
3. Final HVAC, building envelope and finishes specifications.
4. Cost estimates for the alternatives proposed by Leading Edge
5. Final presentation ready Plan
6. Other services as determined jointly by the Town and Leading Edge prior to signing a final design bid contract

Point of Contact:

Todd Lessard, Leading Edge Construction todd@le-con.com 860.803.9416

Contract Duration:

1. This is a 3 month contract starting Jan10,2023 with an extension possible if both parties agree.
2. Contract extensions must include a revised fee schedule to be agreed upon by the parties.

Termination:

As expressed in the aforementioned RFP, "The Town of Andover intends to enter into a contract with the successful Design-Build Team;" however, either party may, upon 15 days written notice terminate this preliminary design contract without cause, recompense or resort to legal process for any work not yet completed.

Fee Schedule:

This contract will be for a \$10,000 fee, but this contract cost will be applied to the original design base bid cost of \$783,997 if and when the master contract is executed.

Contract Documents:

The Contract Documents shall include this Contract, the Town’s RFP and the RFP submission by Leading Edge construction.

Indemnification: To the fullest extent permitted by law, the contractor shall indemnify and hold harmless the Town of Andover, including Town officials, consultants, agents and employees from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the work, but only to the extent caused by the negligent acts or omissions of the contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

Signature _____ Date _____

Eric Anderson Town Administrator, Town of Andover

Signature _____ Date _____

Todd Lessard Owner Leading Edge Construction

*The Town of Andover is an equal opportunity provider and employer
and prohibits discrimination in its practices and policies on the basis of sex, race, religion or national origin*

Plow truck Purchase Notes:

Plow truck purchase \$258,608.86

Public Works Capital Equipment fund 100-00-3700-059 **\$129,205**

Town AID Road current balance **~\$44,000**

Will be paying a bill for \$75,000 shortly for the Bobcat skid Steerer

Option 1 Purchase plow truck do not buy the Trailer now

Approximately **\$54,000** remaining

So assuming a 5 year lease We need to Escrow \$58,888.95 in the current budget year

The only thing remaining is about \$5,000 this can be taken from either Town Aid Road or Contingency.

Option 2 Purchase plow truck and buy the skid steerer Trailer now

Approximately **\$54,000** remaining in capital equipment

Tilt trailer **\$12,399.46**

So assuming a 5 year lease We need to Escrow \$58,888.95 in the current budget year

The only thing remaining is about \$17,500 this can be taken from either Town Aid Road or Contingency.

We have completely spent our road improvement fund

We currently have ~44000 in town aid road and we should get ~93,000 in a second allotment in the Jan-Feb timeframe. (as far as I know the bond commission has no meetings scheduled so there is no set time for this allotment)

If we take nothing from TAR, we will have approx. \$137K for pre July 1 roadwork

Prepared for:
JAY TUTTLE
TOWN OF ANDOVER
12 LONG HILL RD
ANDOVER, CT 06232
Phone: 860-742-4048
E-Mail: PUBLICWORKS@ANDOVERCT.ORG

Prepared by:
Matt Milici
FREIGHTLINER OF HARTFORD
199 ROBERTS STREET
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Phone: 860-247-8845
E-Mail: MATTM@FOHCT.COM

A proposal for
TOWN OF ANDOVER
JAY TUTTLE

Prepared by
FREIGHTLINER OF HARTFORD
Matt Milici

Dec 05, 2022

Freightliner 114SD – Legacy
PER STATE CONTRACT #14PSX0239



Components shown may not reflect all spec'd options and are not to scale

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Q U O T A T I O N - P E R S T A T E C O N T R A C T
1 4 P S X 0 2 3 9

114SD CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK CUM L9 370 HP @ 2100 RPM; 2100 GOV RPM, 1250 LB-FT @ 1200 RPM ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION RS-26-185 26,000# T-SERIES SINGLE REAR AXLE 26,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74 INCH DROP SINGLE FRONT AXLE 20,000# TAPERLEAF FRONT SUSPENSION	114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB 4125MM (162 INCH) WHEELBASE 7/16X3-9/16X11-1/8 INCH STEEL FRAME (11.11MMX282.6MM/0.437X11.13 INCH) 120KSI 1600MM (63 INCH) REAR FRAME OVERHANG PARTIAL INNER FRAME REINFORCEMENT AT FRONT SUSPENSION TEM TO EVALUATE AND INSTALL FRAME RAIL REINFORCEMENT AS NEEDED FOR FRONT FRAME MOUNTED EQUIPMENT
--	---

		PER UNIT		TOTAL
ITEM #1A: (Base State Chassis)	TOTAL # OF UNITS (1)	\$ 109,243.56	\$	109,243.56d
ITEM #1H: (Chassis Options)		\$ 14,918.59	\$	14,918.59
ITEM #1J: (Body Package)		\$ 134,446.71	\$	134,446.71
CUSTOMER PRICE BEFORE TAX		\$ 258,608.86	\$	258,608.86

TRADE-IN

TRADE-IN ALLOWANCE	\$	(0)	\$	(0)
---------------------------	----	-----	----	-----

BALANCE DUE		(LOCAL CURRENCY)	\$	258,608.86	\$	258,608.86
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COMMENTS:

BENEFITS OF FREIGHTLINER OF HARTFORD

- We hold the DOT State Contract which municipalities fall under.
- We are in over 100 of CT's 169 towns.
- Our parts department provides all major manufacturers parts and has an inventory over \$3,000,000.
- Parts deliveries go out daily in two waves; morning and mid-day throughout the State from Thompson to Greenwich.
- Municipalities have priority in our service department during winter months, snow removal as well as during Storms.

- Price and availability subject to change based on the date of this proposals' acceptance.
- See final pages of this proposal for body package specifications.

APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.



Prepared for:
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S P E C I F I C A T I O N P R O P O S A L

Description

Vehicle Configuration

114SD CONVENTIONAL CHASSIS
2024 MODEL YEAR SPECIFIED
SET BACK AXLE - TRUCK
TRAILER TOWING PROVISION AT END OF
FRAME FOR TRUCK
LH PRIMARY STEERING LOCATION

General Service

TRUCK/TRAILER CONFIGURATION
DOMICILED, USA 50 STATES (INCLUDING
CALIFORNIA AND CARB OPT-IN STATES)
UTILITY/REPAIR/MAINTENANCE SERVICE
GOVERNMENT BUSINESS SEGMENT
DIRT/SAND/ROCK COMMODITY
TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN
TRANSIT, IS SPENT ON PAVED ROADS
MAXIMUM 8% EXPECTED GRADE
SMOOTH CONCRETE OR ASPHALT PAVEMENT -
MOST SEVERE IN-TRANSIT (BETWEEN SITES)
ROAD SURFACE
FREIGHTLINER LEVEL II WARRANTY
EXPECTED FRONT AXLE(S) LOAD : 20000.0 lbs.
EXPECTED REAR DRIVE AXLE(S) LOAD :
26000.0 lbs.
EXPECTED GROSS VEHICLE WEIGHT CAPACITY
: 46000.0 lbs.
EXPECTED GROSS COMBINATION WEIGHT :
80000.0 lbs.

Truck Service

FRONT PLOW/END DUMP BODY
TENCO USA, INC.

Engine

CUM L9 370 HP @ 2100 RPM; 2100 GOV RPM,
1250 LB-FT @ 1200 RPM

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Description

Electronic Parameters

66 MPH ROAD SPEED LIMIT
CRUISE CONTROL SPEED LIMIT SAME AS ROAD
SPEED LIMIT
PTO MODE ENGINE RPM LIMIT - 2100 RPM
PTO RPM WITH CRUISE SET SWITCH - 900 RPM
PTO RPM WITH CRUISE RESUME SWITCH - 900
RPM
PTO MODE CANCEL VEHICLE SPEED - 30 MPH
PTO GOVERNOR RAMP RATE - 100 RPM PER
SECOND
FUEL DOSING OF AFTERTREATMENT ENABLED
IN PTO MODE-CLEANS HYDROCARBONS AT
HIGH TEMPERATURES ONLY
PTO MINIMUM RPM - 700
REGEN INHIBIT SPEED THRESHOLD - 5 MPH

Engine Equipment

2010 EPA/CARB/GHG21 CONFIGURATION
2008 CARB EMISSION CERTIFICATION - CLEAN
IDLE (INCLUDES 6X4 INCH LABEL ON LOWER
FORWARD CORNER OF DRIVER DOOR)
STANDARD OIL PAN
ENGINE MOUNTED OIL CHECK AND FILL
SIDE OF HOOD AIR INTAKE WITH FIREWALL
MOUNTED DONALDSON AIR CLEANER WITH
SAFETY ELEMENT AND INSIDE/OUTSIDE AIR
WITH SNOW DOOR
DR 12V 160 AMP 36-SI BRUSHLESS
QUADRAMOUNT PAD ALTERNATOR WITH
REMOTE BATTERY VOLT SENSE
(3) DTNA GENUINE, FLOODED STARTING, MIN
3000CCA, 555RC, THREADED STUD BATTERIES
BATTERY BOX FRAME MOUNTED
STANDARD BATTERY JUMPERS
SINGLE BATTERY BOX FRAME MOUNTED LH
SIDE UNDER CAB
WIRE GROUND RETURN FOR BATTERY CABLES
WITH ADDITIONAL FRAME GROUND RETURN
NON-POLISHED BATTERY BOX COVER
CAB AUXILIARY POWER CABLE
POSITIVE LOAD DISCONNECT WITH CAB
MOUNTED CONTROL SWITCH MOUNTED
OUTBOARD DRIVER SEAT

Prepared for:
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Description

CUMMINS TURBOCHARGED 18.7 CFM AIR
COMPRESSOR WITH INTERNAL SAFETY VALVE

ELECTRONIC ENGINE INTEGRAL SHUTDOWN
PROTECTION SYSTEM

C-BRAKE BY JACOBS WITH HIGH MED LOW
BRAKE WITH BRAKE LAMPS

RH OUTBOARD UNDER STEP MOUNTED
HORIZONTAL AFTERTREATMENT SYSTEM
ASSEMBLY WITH RH B-PILLAR MOUNTED
VERTICAL TAILPIPE

ENGINE AFTERTREATMENT DEVICE,
AUTOMATIC OVER THE ROAD REGENERATION
AND DASH MOUNTED REGENERATION
REQUEST SWITCH

10 FOOT 00 INCH (126 INCH+0/-5.9 INCH)
EXHAUST SYSTEM HEIGHT

RH CURVED VERTICAL TAILPIPE B-PILLAR
MOUNTED ROUTED FROM STEP

6 GALLON DIESEL EXHAUST FLUID TANK
100 PERCENT DIESEL EXHAUST FLUID FILL
STANDARD DIESEL EXHAUST FLUID PUMP
MOUNTING

LH MEDIUM DUTY STANDARD DIESEL EXHAUST
FLUID TANK LOCATION

STANDARD DIESEL EXHAUST FLUID TANK CAP

STAINLESS STEEL AFTERTREATMENT
DEVICE/MUFFLER/TAILPIPE SHIELD

HORTON 2-SPEED DRIVEMASTER ADVANTAGE
POLAREXTREME FAN DRIVE

AUTOMATIC FAN CONTROL WITHOUT DASH
SWITCH, NON-ENGINE MOUNTED

CUMMINS SPIN ON FUEL FILTER

COMBINATION FULL FLOW/BYPASS OIL FILTER

1300 SQUARE INCH ALUMINUM RADIATOR
ANTIFREEZE TO -34F, OAT (NITRITE AND
SILICATE FREE) EXTENDED LIFE COOLANT

GATES BLUE STRIPE COOLANT HOSES OR
EQUIVALENT

CONSTANT TENSION HOSE CLAMPS FOR
COOLANT HOSES

RADIATOR DRAIN VALVE

PHILLIPS-TEMRO 1000 WATT/115 VOLT BLOCK
HEATER

CHROME ENGINE HEATER RECEPTACLE
MOUNTED UNDER LH DOOR

Prepared for:
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Description

ELECTRIC GRID AIR INTAKE WARMER
DELCO 12V 38MT HD STARTER WITH
INTEGRATED MAGNETIC SWITCH

Transmission

ALLISON 3000 RDS AUTOMATIC TRANSMISSION
WITH PTO PROVISION

Transmission Equipment

ALLISON VOCATIONAL PACKAGE 146 -
AVAILABLE ON 3000/4000 PRODUCT FAMILIES
WITH VOCATIONAL MODEL RDS

ALLISON VOCATIONAL RATING FOR ON/OFF
HIGHWAY APPLICATIONS AVAILABLE WITH ALL
PRODUCT FAMILIES

PRIMARY MODE GEARS, LOWEST GEAR 1,
START GEAR 1, HIGHEST GEAR 6, AVAILABLE
FOR 3000/4000 PRODUCT FAMILIES ONLY

SECONDARY MODE GEARS, LOWEST GEAR 1,
START GEAR 1, HIGHEST GEAR 3, AVAILABLE
FOR 3000/4000 PRODUCT FAMILIES ONLY

S1 PERFORMANCE PRIMARY SHIFT SCHEDULE,
AVAILABLE FOR 3000/4000 PRODUCT FAMILIES
ONLY

S1 PERFORMANCE SECONDARY SHIFT
SCHEDULE, AVAILABLE FOR 3000/4000
PRODUCT FAMILIES ONLY

2100 RPM PRIMARY MODE SHIFT SPEED

2100 RPM SECONDARY MODE SHIFT SPEED

FUEL SENSE 2.0 DISABLED - PERFORMANCE -
TABLE BASED

DRIVER SWITCH INPUT - DEFAULT - NO
SWITCHES

DIRECTION CHANGE ENABLED WITH
MULTIPLEXED SERVICE BRAKES - ALLISON 5TH
GEN TRANSMISSIONS

MAXIMUM ENGINE SPEED FOR PTO
ENGAGEMENT 1000 RPM

MAXIMUM ENGINE SPEED FOR PTO
OPERATION 3000 RPM

MAXIMUM OUTPUT SPEED FOR PTO
ENGAGEMENT 3000 RPM - ALLISON 5TH GEN
TRANSMISSIONS

MAXIMUM OUTPUT SPEED FOR PTO
OPERATION 3000 RPM - ALLISON 5TH GEN
TRANSMISSIONS

VEHICLE INTERFACE WIRING CONNECTOR
WITHOUT BLUNT CUTS, AT FIREWALL

Prepared for:
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Description

ELECTRONIC TRANSMISSION CUSTOMER
ACCESS CONNECTOR FIREWALL MOUNTED
CUSTOMER INSTALLED CHELSEA 280 SERIES
PTO
PTO MOUNTING, RH SIDE OF MAIN
TRANSMISSION ALLISON & EATON FULLER
MAGNETIC PLUGS, ENGINE DRAIN,
TRANSMISSION DRAIN, AXLE(S) FILL AND
DRAIN
PUSH BUTTON ELECTRONIC SHIFT CONTROL,
DASH MOUNTED
TRANSMISSION PROGNOSTICS - ENABLED 2013
WATER TO OIL TRANSMISSION COOLER, IN
RADIATOR END TANK
TRANSMISSION OIL CHECK AND FILL WITH
ELECTRONIC OIL LEVEL CHECK
SYNTHETIC TRANSMISSION FLUID (TES-295
COMPLIANT)

Front Axle and Equipment

MFS-20-133A 20,000# FL1 71.0 INCH KPI/3.74
INCH DROP SINGLE FRONT AXLE
MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT
BRAKES, DOUBLE ANCHOR, FABRICATED
SHOES
NON-ASBESTOS FRONT BRAKE LINING
CONMET CAST IRON FRONT BRAKE DRUMS
FRONT BRAKE DUST SHIELDS
FRONT OIL SEALS
STEMCO SERIES 350 ALUMINUM FRONT HUB
CAPS WITH WINDOW AND REMOVABLE BLUE
SENTINEL ESP VENT PLUGS - OIL
STANDARD SPINDLE NUTS FOR ALL AXLES
FRONT BRAKE CHAMBERS - MGM
LONGSTROKE
HALDEX AUTOMATIC FRONT SLACK
ADJUSTERS WITH STAINLESS STEEL CLEVIS
PINS
STANDARD KING PIN BUSHINGS
TRW THP-60 POWER STEERING WITH RCH45
AUXILIARY GEAR
POWER STEERING PUMP
4 QUART POWER STEERING RESERVOIR
OIL/AIR POWER STEERING COOLER

Prepared for:
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Description

CURRENT AVAILABLE SYNTHETIC 75W-90
FRONT AXLE LUBE

Front Suspension

20,000# TAPERLEAF FRONT SUSPENSION
MAINTENANCE FREE RUBBER BUSHINGS -
FRONT SUSPENSION
FRONT SHOCK ABSORBERS

Rear Axle and Equipment

RS-26-185 26,000# T-SERIES SINGLE REAR
AXLE
6.14 REAR AXLE RATIO
IRON REAR AXLE CARRIER WITH STANDARD
AXLE HOUSING
MXL 176T MERITOR EXTENDED LUBE MAIN
DRIVELINE WITH HALF ROUND YOKES
DRIVER CONTROLLED TRACTION
DIFFERENTIAL - SINGLE REAR AXLE
(1) DRIVER CONTROLLED DIFFERENTIAL LOCK
REAR VALVE FOR SINGLE DRIVE AXLE
BLINKING LAMP WITH EACH MODE SWITCH,
DIFFERENTIAL UNLOCK WITH IGNITION OFF,
ACTIVE <25 MPH
MERITOR 16.5X7 P CAST SPIDER CAM REAR
BRAKES, DOUBLE ANCHOR, CAST SHOES
NON-ASBESTOS REAR BRAKE LINING
BRAKE CAMS AND CHAMBERS ON REAR SIDE
OF DRIVE AXLE(S)
WEBB HEAVY WEIGHT CAST IRON REAR BRAKE
DRUMS
REAR BRAKE DUST SHIELDS
REAR OIL SEALS
MGM TR-T LONGSTROKE 1 DRIVE AXLE SPRING
PARKING CHAMBERS
HALDEX AUTOMATIC REAR SLACK ADJUSTERS
WITH STAINLESS STEEL CLEVIS PINS
CURRENT AVAILABLE SYNTHETIC 75W-90 REAR
AXLE LUBE
STANDARD REAR AXLE BREATHER(S)

Rear Suspension

26,000# FLAT LEAF SPRING REAR SUSPENSION
WITH HELPER AND RADIUS ROD
SPRING SUSPENSION - NO AXLE SPACERS



Prepared for:
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Description

STANDARD AXLE SEATS IN AXLE CLAMP
GROUP
FORE/AFT CONTROL RODS

Brake System

WABCO 4S/4M ABS WITH TRACTION CONTROL,
WITH ATC OFF-ROAD SWITCH
REINFORCED NYLON, FABRIC BRAID AND WIRE
BRAID CHASSIS AIR LINES
FIBER BRAID PARKING BRAKE HOSE
STANDARD BRAKE SYSTEM VALVES
STANDARD AIR SYSTEM PRESSURE
PROTECTION SYSTEM
STD U.S. FRONT BRAKE VALVE
RELAY VALVE WITH 5-8 PSI CRACK PRESSURE,
NO REAR PROPORTIONING VALVE
WABCO SYSTEM SAVER HP WITH INTEGRAL
AIR GOVERNOR AND HEATER
WABCO OIL COALESCING FILTER FOR AIR
DRYER
AIR DRYER MOUNTED INBOARD ON RH RAIL
ALUMINUM AIR BRAKE RESERVOIRS MOUNT
PERPENDICULAR TANKS ON RH RAIL AS FAR
AFT AS POSSIBLE. MOUNT THIRD TANK RH IN
RAIL
PULL CABLE ON WET TANK, PETCOCK DRAIN
VALVES ON ALL OTHER AIR TANKS

Trailer Connections

AIR CONNECTIONS TO END OF FRAME WITH
GLAD HANDS FOR TRUCK AND DUST COVERS
PRIMARY CONNECTOR/RECEPTACLE WIRED
FOR COMBINATION STOP/TURN, CENTER PIN
POWERED THROUGH IGNITION WITH STOP
SIGNAL PREWIRE PACKAGE
SAE J560 7-WAY PRIMARY TRAILER CABLE
RECEPTACLE MOUNTED END OF FRAME
UPGRADED CHASSIS MULTIPLEXING UNIT

Wheelbase & Frame

4125MM (162 INCH) WHEELBASE
7/16X3-9/16X11-1/8 INCH STEEL FRAME
(11.11MMX282.6MM/0.437X11.13 INCH) 120KSI
PARTIAL INNER FRAME REINFORCEMENT AT
FRONT SUSPENSION

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Description

TEM TO EVALUATE AND INSTALL FRAME RAIL REINFORCEMENT AS NEEDED FOR FRONT FRAME MOUNTED EQUIPMENT
1600MM (63 INCH) REAR FRAME OVERHANG
FRAME OVERHANG RANGE: 61 INCH TO 70 INCH
24 INCH INTEGRAL FRONT FRAME EXTENSION
CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 96.85 in
CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 93.85 in
CALC'D FRAME LENGTH - OVERALL : 295.0 in
CALCULATED FRAME SPACE LH SIDE : 60.17 in
CALCULATED FRAME SPACE RH SIDE : 44.3 in
SQUARE END OF FRAME
FRONT CLOSING CROSSMEMBER
STANDARD WEIGHT ENGINE CROSSMEMBER
STANDARD MIDSHIP #1 CROSSMEMBER(S)
STANDARD REARMOST CROSSMEMBER
STANDARD SUSPENSION CROSSMEMBER

Chassis Equipment

14 INCH PAINTED STEEL BUMPER
BUMPER MOUNTING FOR SINGLE LICENSE PLATE
HUCK-SPIN ROUND COLLAR CHASSIS FASTENERS
CLEAR FRAME RAILS FROM BACK OF CAB TO FRONT REAR SUSPENSION BRACKET, BOTH RAILS OUTBOARD

Fuel Tanks

50 GALLON/189 LITER SHORT RECTANGULAR ALUMINUM FUEL TANK - LH
RECTANGULAR FUEL TANK(S)
PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS
FUEL TANK(S) FORWARD
PLAIN STEP FINISH
FUEL TANK CAP(S)
DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR AND 12 VOLT PREHEATER

Prepared for:
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Description

EQUIFLO INBOARD FUEL SYSTEM
HIGH TEMPERATURE REINFORCED NYLON
FUEL LINE

Tires

MICHELIN XZU-S2 315/80R22.5 20 PLY RADIAL
FRONT TIRES
MICHELIN XDS 12R22.5 16 PLY RADIAL REAR
TIRES
MICHELIN XZU-S2 315/80R22.5 20PLY SPARE
TIRE

Hubs

CONMET PRESET PLUS PREMIUM IRON FRONT
HUBS
CONMET PRESET PLUS PREMIUM IRON REAR
HUBS

Wheels

ALCOA ULTRA ONE 89U63X 22.5X9.00 10-HUB
PILOT 3.12 INSET 10-HD ALUMINUM FRONT
WHEELS
ALCOA ULA18X 22.5X8.25 10-HUB PILOT
ALUMINUM DISC REAR WHEELS
POLISHED DISC SIDE FRONT WHEELS WITH
DURA-BRIGHT FINISH
POLISHED OUTER (DISHED SIDE) REAR
WHEELS WITH OUTER ONLY DURA-BRIGHT
FINISH
ALCOA ULTRA ONE 89U63X 22.5X9.00 10 HUB
3.12 INSET 10-HD ALUMINUM DISC SPARE
WHEEL
POLISHED OUTSIDE STEER AXLE SPARE
WHEEL
FRONT WHEEL MOUNTING NUTS
REAR WHEEL MOUNTING NUTS
NYLON WHEEL GUARDS FRONT AND REAR ALL
INTERFACES

Cab Exterior

114 INCH BBC FLAT ROOF ALUMINUM
CONVENTIONAL CAB
AIR CAB MOUNTING
NONREMOVABLE BUGSCREEN MOUNTED
BEHIND GRILLE
SHORT FENDER WITH MUDFLAP

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Description

BOLT-ON MOLDED FLEXIBLE FENDER
EXTENSIONS
LH AND RH GRAB HANDLES
BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL
STATIONARY BLACK GRILLE WITH BRIGHT
ACCENTS
CHROME HOOD MOUNTED AIR INTAKE GRILLE
FIBERGLASS HOOD
HOOD LINER INSULATION WITH SINGLE
FIREWALL INSULATION
SINGLE 14 INCH ROUND HADLEY AIR HORN
UNDER LH DECK
SINGLE ELECTRIC HORN
SINGLE HORN SHIELD
REAR LICENSE PLATE MOUNT END OF FRAME
HALOGEN COMPOSITE HEADLAMPS WITH
BRIGHT BEZELS
LED AERODYNAMIC MARKER LIGHTS
HEADLIGHTS ON WITH WIPERS, WITH LOW
BEAM DAYTIME RUNNING LIGHTS
INTEGRAL LED STOP/TAIL/BACKUP LIGHTS
STANDARD FRONT TURN SIGNAL LAMPS
DUAL WEST COAST BRIGHT FINISH HEATED
MIRRORS WITH LH AND RH REMOTE
DOOR MOUNTED MIRRORS
102 INCH EQUIPMENT WIDTH
LH AND RH 8 INCH BRIGHT FINISH CONVEX
MIRRORS MOUNTED UNDER PRIMARY
MIRRORS
RH AND LH 8 INCH HEATED STAINLESS-STEEL
FENDER MOUNTED CONVEX MIRRORS WITH
TRIPOD BRACKETS
STANDARD SIDE/REAR REFLECTORS
RH AFTERTREATMENT SYSTEM CAB ACCESS
WITH PLAIN DIAMOND PLATE COVER
COMPOSITE EXTERIOR SUN VISOR
63X14 INCH TINTED REAR WINDOW
TINTED DOOR GLASS LH AND RH WITH TINTED
OPERATING WING WINDOWS
RH AND LH ELECTRIC POWERED WINDOWS,
PASSENGER SWITCHES ON DOOR(S)
1-PIECE BONDED HEATED WIPER PARK SOLAR
GREEN GLASS WINDSHIELD

Prepared for:
JAY TUTTLE
TOWN OF ANDOVER
12 LONG HILL RD
ANDOVER, CT 06232
Phone: 860-742-4048
E-MailPUBLICWORKS@ANDOVERCT.ORG

Prepared by:
Matt Milici
FREIGHTLINER OF HARTFORD
199 ROBERTS STREET
EAST HARTFORD, CT 06108
Phone: 860-247-8845
E-Mail: MATTM@FOHCT.COM

Description

8 LITER (2 GAL) WINDSHIELD WASHER
RESERVOIR, CAB MOUNTED, WITH FLUID
LEVEL INDICATOR

Cab Interior

OPAL GRAY VINYL INTERIOR
MOLDED PLASTIC DOOR PANEL WITHOUT
VINYL INSERT WITH ALUMINUM KICKPLATE
LOWER DOOR
MOLDED PLASTIC DOOR PANEL WITHOUT
VINYL INSERT WITH ALUMINUM KICKPLATE
LOWER DOOR
BLACK MATS WITH SINGLE INSULATION
DASH MOUNTED ASH TRAY(S) WITHOUT
LIGHTER
NO FORWARD ROOF MOUNTED CONSOLE
CENTER STORAGE CONSOLE MOUNTED ON
BACKWALL
(2) CUP HOLDERS LH AND RH DASH
GRAY/CHARCOAL WING DASH
SMART SWITCH EXPANSION MODULE
2-1/2 LB. FIRE EXTINGUISHER
HEATER, DEFROSTER AND AIR CONDITIONER
STANDARD HVAC DUCTING WITH SNOW
SHIELD FOR FRESH AIR INTAKE
MAIN HVAC CONTROLS WITH RECIRCULATION
SWITCH
STANDARD HEATER PLUMBING
VALEO HEAVY DUTY A/C REFRIGERANT
COMPRESSOR
BINARY CONTROL, R-134A
STANDARD INSULATION
SOLID-STATE CIRCUIT PROTECTION AND
FUSES
12V NEGATIVE GROUND ELECTRICAL SYSTEM
DOME DOOR ACTIVATED LH AND RH, DUAL
READING LIGHTS, FORWARD CAB ROOF
ALL UNIT(S) KEYED ALIKE WITH CUSTOMER
SPECIFIED KEY NUMBER FT1015
KEY QUANTITY OF 2
LH AND RH ELECTRIC DOOR LOCKS
(1) 12V POWER SUPPLY (1) DUAL 2.1 AMP USB
CHARGER IN DASH
TRIANGULAR REFLECTORS WITHOUT FLARES

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Description

ELITE ISRINGHAUSEN HIGH BACK AIR
SUSPENSION DRIVERS SEAT W/2 AIR LUMBAR,
INTEGRATED CUSHION EXTENSION, TILT,
ADJUSTABLE SHOCK, HEAT
BASIC ISRINGHAUSEN HIGH BACK NON-
SUSPENSION TOOL BOX PASSENGER SEAT
DUAL DRIVER SEAT ARMRESTS, NO
PASSENGER SEAT ARMRESTS
LH AND RH INTEGRAL DOOR PANEL ARMRESTS
BLACK MORDURA CLOTH DRIVER SEAT COVER
BLACK MORDURA CLOTH PASSENGER SEAT
COVER
BLACK SEAT BELTS
ADJUSTABLE TILT AND TELESCOPING
STEERING COLUMN
4-SPOKE 18 INCH (450MM) STEERING WHEEL
DRIVER AND PASSENGER INTERIOR SUN
VISORS

Instruments & Controls

GRAY DRIVER INSTRUMENT PANEL
GRAY CENTER INSTRUMENT PANEL
BLACK GAUGE BEZELS
LOW AIR PRESSURE INDICATOR LIGHT AND
AUDIBLE ALARM
2 INCH PRIMARY AND SECONDARY AIR
PRESSURE GAUGES
ENGINE COMPARTMENT MOUNTED AIR
RESTRICTION INDICATOR WITH GRADUATIONS,
WITH WARNING LIGHT IN DASH
87 DECIBELS TO 112 DECIBELS AUTOMATIC
SELF-ADJUSTING BACKUP ALARM
ELECTRONIC CRUISE CONTROL WITH
SWITCHES ON AUXILIARY GAUGE PANEL (B
DASH PANEL)
KEY OPERATED IGNITION SWITCH AND
INTEGRAL START POSITION; 4 POSITION
OFF/RUN/START/ACCESSORY
ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28
LED WARNING LAMPS AND DATA LINKED
HEAVY DUTY ONBOARD DIAGNOSTICS
INTERFACE CONNECTOR LOCATED BELOW LH
DASH
2 INCH ELECTRIC FUEL GAUGE
PROGRAMMABLE RPM CONTROL -
ELECTRONIC ENGINE

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Description

ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE
2 INCH TRANSMISSION OIL TEMPERATURE GAUGE
ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY
(1) DASH MOUNTED PTO SWITCH WITH INDICATOR LAMP
ELECTRIC ENGINE OIL PRESSURE GAUGE
OVERHEAD INSTRUMENT PANEL
SMARTPLEX HUB MODULE WITH OVERHEAD SWITCH MOUNTING, DRIVER SIDE AND CENTER CONSOLE (12 SWITCH SLOTS)
CUSTOMER FURNISHED DIN RADIO PACKAGE
DASH MOUNTED RADIO
(2) RADIO SPEAKERS IN CAB
AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF
POWER AND GROUND WIRING PROVISION OVERHEAD
ROOF/OVERHEAD CONSOLE CB RADIO PROVISION
ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER
STANDARD VEHICLE SPEED SENSOR
ELECTRONIC 3000 RPM TACHOMETER
NO VEHICLE PERFORMANCE MONITOR
IGNITION SWITCH CONTROLLED ENGINE STOP
7 ON/OFF LATCHING SMARTPLEX SWITCHES
1 ON/OFF MOMENTARY SMARTPLEX SWITCH
BODY UP AND GATE OPEN SMARTPLEX INDICATOR LAMPS
0-RED, 1-AMBER, 1-GREEN SMARTPLEX INDICATOR LAMPS
BW TRACTOR PROTECTION VALVE
TRAILER HAND CONTROL BRAKE VALVE
DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY
SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY PROGRAMMED TO SLOWEST SPEED WITH PARK BRAKE SET



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Description

MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH AND DUAL CONNECTORS AND SWITCH FOR CUSTOMER FURNISHED SNOW PLOW LIGHTS, LOW BEAMS OFF WITH HIGH BEAMS

TWO VALVE PARKING BRAKE SYSTEM WITH DASH VALVE CONTROL AUTONEUTRAL AND WARNING INDICATOR

SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE

INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS

Design

PAINT: ONE SOLID COLOR

Color

CAB COLOR A: L5946EY GREEN ELITE EY
BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT
STANDARD BLACK BUMPER PAINT
SUNVISOR PAINTED SAME AS CAB COLOR A
STANDARD E COAT/UNDERCOATING

Certification / Compliance

U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS

Secondary Options

HEAVY-DUTY ALL-WEATHER SLUSH CATCHING REMOVABLE RUBBER FLOOR MATS
AFTERMARKET BLUETOOTH STEREO WITH TWO ADDITIONAL SPEAKERS IN REAR OF CAB

Extended Warranty

CUMMINS ENGINE CARB22: L9 HD1 MD DTY 5 YEARS / 100,000 MILES / 161,000 KM EXTENDED WARRANTY. FEX APPLIES
TC4: US HD STANDARD/MODERATE VOCATIONAL 7 YEARS/100,000 MILES/161,000 KM EXTENDED TRUCK COVERAGE
ALLISON 3000 RDS SERIES TRANSMISSION EXTEND WARRANTY, 5 YEARS/UNLIMITED MILES FEX
TOWING: 5 YEARS/UNLIMITED MILES/KM EXTENDED TOWING COVERAGE \$1200 CAP FEX APPLIES

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Description

(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.

BODY PACKAGE SPECIFICATIONS:

BODY: **Height Restricted 10'2"**

- TENCO 529230124 All Season Stainless Steel
 - 304 Stainless Steel Walls, Headboard, Tailgate
 - Stainless Steel Removable Conveyor
 - STAINLESS STEEL REAR CORNER POSTS
 - Hardox AR450 Floor
 - 6.11 Cubic Yard Capacity level
 - Three (3) Section Bolt-on Pillow Block Floor Hinge
 - Mailhot CS-90 Telescopic Main Dump
 - Cabshield fully Reinforced
 - Grease Actuators for Chain Tensioning
 - Poly Chute & Spinner
 - 3-1/2" X 22" Side Dump Cylinders 19 Ton Capacity
 - 6 Panel Tailgate with in cab switch, Tailgate Chain Covers
 - Left Side Coal Door
 - Full Body Grease Manifold
 - Fold Up Rear Ladder on Left Side
- **Conspicuity and Safety Tape as Required**
- Pull Out Style Ladder on Left Side with Steps
- **Front & Rear Mud Flaps with Anti-sail on Stainless Steel Brackets**
- **Center Flap to protect Brake Chambers**
- **Two (2) Shovel Holder with Snap Pin**
- 36x18x18 Stainless Steel Tool Box, Mounted on Passenger Frame rail
- **Wheel Chock Holder with Chocks**
- **Poly Fenders Over Rear Tires (Mounted to Chassis)**

LOAD COVER

ANDOVER CY2023



12/05/2022 10:46 AM

Page 17 of 19

Prepared for:
JAY TUTTLE
TOWN OF ANDOVER
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➤ **Hydraulic Load Cover with In Cab Control**

HITCH & PLOW

- Monroe Hitch with 4" X 10" DA Lift Cylinder and multiple push point (11" Ground Clearance)
- HENKE EXP-AK11,36-36-54, RMB, ECT, TT - 11 Foot Reversible Plow
 - 11' long x 36" flaring up and out to 54" on the curbside with a mailbox cut**
 - Tube table push-frame with 5" x 5" x 3/8" wall tubing**
 - external compression with (3) adjustable layback positions**
 - Chain style level lift with 1/2" chain links**
 - Hydraulic power reverse with (2) 4" x 10" x 2" D.A. cylinders**
 - Rubber Shield Rod markers, Jack-stand that stores on the plow when not in use**

TOW PLATE

- **25 Ton Pintle Hitch on 3/4" Plate with D-Rings, Gladhands (Chassis Supplied Air), 7 Pin Round Trailer Plug,**

HYDRAULICS AND SPREADER CONTROLS

- **37 Gallon Upright Mount Hydraulic Reservoir with Sight/Temp gauge**
- **Hydraulic Filter with Indicator**
- **Low Oil Alert Light with Low Oil Shutdown and Override Switch**
- **2" Ball Valve shut-offs**
- **Suction Line Strainer**
- **Electric Transmission-mounted PTO**
- **Variable Displacement Pump**
- **Five (5) Bank Load Sense Valve system**
- **Five (5) Air Controls for Body, Tarp and Plow Functions, Mounted on Custom Reinforced Tower**
- **Stainless Steel Valve Enclosure- Mounted Upright Next to Hydraulic Tank**
- **Stainless Steel Hydraulic Manifold & 1/2" Stainless Steel Piping throughout utilizing Short Lengths of Hose & Swivel Fittings**
- **Force America SSC3100 Spreader Control with Ground Speed Trigger**

ELECTRICAL

- **Premium Electrical System consisting of the following: Sealed Lighting System, complete independent electrical circuitry utilizing a constant duty solenoid, buss bar, & circuit breakers mounted inside cab, Betts ICC Required Lexan Lens Lighting**
- **LED LIGHTING Whelen NEL 3 with Heated Rear Lens, TWO (2) Amber Strobes in Cab Shield, TWO (2) Rear Amber Strobes and S/T/T & Reverse in Each Corner post. Mounted in Stainless Steel Boxes**
- **LED Spinner Light with In Cab Switch**
- **LED Load Light with in cab Switch**
- **Two (2) LED Reverse Lights Mounted on Rear Flap Bracket**
- **Truck-Lite Heated LED Plow Lights mounted on Stainless Steel Brackets utilizing Chassis Plow Light Circuitry**
- **Precise Wireless Non-Contact Road Temperature System**
- **Backup Alarm**

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PAINT:

- Underside Painted Black

WARRANTY:

- One Year Warranty Parts and Labor

Pricing Valid for Orders Placed within 30 Days of Quotation 12/3/2022 - 1/2/2023
All orders placed after 30 Days subject to manufacturer price increases at time of order

Respectfully Submitted,

Jim Uccello

Sales Consultant

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted.

SIGNED: _____

DATE: _____

DAIMLER

Daimler Truck Financial

Date of Quote: December 9, 2022

Town of Andover
12 Long Hill Road
Andover, CT. 06232

Daimler Truck Financial Services USA LLC ("DTFS") is pleased to offer the following pricing quote to finance the acquisition of various vehicles as described below:

Borrower: Town of Andover
Issue Type: Tax-exempt Installment financing of the following equipment, subject to annual appropriation.

ITEM	DESCRIPTION OF EQUIPMENT	No of Units	COST
Equipment	Freightliner 2024 114SD Plow truck	1	\$258,608.86
Equipment			
Equipment			
Equipment			
Other Equipment	ETD = unknown		
None			
Amount to Finance:		TOTAL AMOUNT FINANCED:	<u>\$258,608.86</u>

OPTION 1	
Term	4
Periodicity	AARR
Rate	6.56%
Payment	\$75,595.77
+ Balloon \$	

OPTION 2	
Term	5
Periodicity	AARR
Rate	6.31%
Payment	\$61,907.96
+ Balloon \$	

OPTION 3	
Term	4
Periodicity	AADV
Rate	7.44%
Payment	\$71,772.46
+ Balloon \$	

OPTION 4	
Term	5
Periodicity	AADV
Rate	6.94%
Payment	58,888.95
+ Balloon \$	

Interest Rate Expires: **January 5, 2023**
Quote No. 44900

The quoted Interest Rate assumes the Borrower designates the Installment Purchase as Tax Exempt pursuant to the IRS Code. To preserve the Tax Exempt structure of this installment Purchase, **all payments listed above (including Balloon, if any) are REQUIRED payments, not optional, and are required to be made by Borrower to DTFS.**

Subject to credit qualification and based on the terms described above, DTFS is quoting the Interest Rates as shown in the tables provided above. This quote and the Interest Rates stated herein expires as of the Date shown on this pricing quote and shall have no effect on any prior documentation signed by the parties. Should funding of this schedule occur after the expiration date, current pricing may be used. This pricing quote is not a commitment and is subject to credit approval by DTFS; credit qualification based on the terms of the transaction; verification of eligibility for tax-exempt financing; and mutually agreeable documentation executed and submitted to DTFS for funding. Any subsequent pricing quote, Commitment Letter or documentation executed by the parties will supersede and replace this pricing quote.

No changes in federal or applicable state or local tax law, regulations, case law, rulings, or other interpretations by the Internal Revenue Service that would affect any Federal, State or Local tax benefits are assumed in determining the above Quotes.

LEGAL OPINION: In the event that the "Amount to Finance" is over \$500,000., the Borrower's Counsel shall furnish DTFS with an opinion covering this transaction and the documents used herein. This Opinion shall be in a form and substance satisfactory to DTFS.

Sincerely,
Daimler Truck Financial Services USA
Mark Boyer

DTFS
Reference No

LEASE AGREEMENT

THIS AGREEMENT is made and executed this _____ day of _____, 2023, by and between the Eastern Connecticut Housing Organization, Inc. (ECHO), formerly known as the New Samaritan Housing Corporation, Inc, hereinafter referred to as the “LESSOR” and the Town of Andover, Connecticut, a State of Connecticut municipal corporation situated in the County of Tolland, hereinafter referred to as the “LESSEE”.

WHEREAS, Lessor is the owner of a parcel of land approximately 250’ by 250’ located in Andover, Connecticut at the intersection of Riverside Drive and the entrance to Hop River Homes (HRH) and known as “the Ball Field”, and;

WHEREAS, the predecessor of the Lessor, the Eastern Connecticut Housing Organization, Inc., previously leased “the Ball Field” to the Lessee for recreational purposes for nominal consideration for a period of three (3) years; and

WHEREAS, said prior lease is expired; and

WHEREAS, the Lessor wishes to reestablish a lease agreement with the Lessee to let the Lessee use “the Ball Field” for recreational purposes for nominal consideration; and

WHEREAS, the Lessor agrees to lease “the Ball Field” to the Lessee in accordance with the terms and conditions hereinafter set forth.

NOW, THEREFORE, the parties hereto, intending to be legally bound hereby, in consideration of the above covenants and conditions, and those hereinafter stated, and in consideration of One Dollar, mutually agree as follows:

1. Lessor hereby leases said premises to Lessee, and Lessee rents from Lessor for recreational purposes the premises known as “the Ball Field”.

2. **Terms:** The term of this agreement shall be for an initial term of approximately three (3) years, starting on the _____ day of _____, 2023 and terminating on the 31st day of December, 2025.

3. Upon the expiration of the initial three (3) year term of this lease, the lease agreement may be renegotiated. Prior to expiration of this agreement, the parties shall meet to negotiate terms of possible renewal. At any time, for valid reason, this lease agreement may be terminated by either party. After the final termination of this lease or any successor lease which is not renewed, all structures originally erected and installed on “the Ball field” by the Town during the original Lease Agreement (fencing, bleachers, dugouts, backstop) shall be removed by the Lessee, and “the Ball Field” shall be restored to substantially the same condition it was in at the commencement of the original Lease Agreement.

4. **Rent:** Lessee shall pay Lessor without demand the sum of One Dollar (\$1) per year.

5. **Usage:** “The Ball Field” shall be used for children in elementary through middle school as well as girls’ softball U18 during the months of April through October 31st. Activities shall terminate no later than 8:10 p.m. each evening. No new inning shall commence after 8:15 p.m.

6. **Posting of Signs:** The Town shall post signs stating “No vehicular use shall be permitted including parking, driving, or turning around” in conjunction with use of “the Ball Field” at Hop River Homes entry drive.

7. **Improvements:** Lessee shall not have the right to make any changes to the “the Ball Field” or construct any additional structures without the written permission and consent of the Lessor, but in order to provide sources of water and electricity to “the Ball Field,” HRH will permit the Town with due care and workmanship to trench across Riverside Drive and HRH property to install a water spigot and electrical outlet there to be supplied from Town owned locations south of Riverside Drive.

8. **Maintenance of Premises:** Lessee hereby covenants and agrees that it will use due care on the premises and that it will be responsible to maintain the leased property. The Town shall mow the grassy area adjacent to “the Ball Field”, including both sides of the driveway entrance to Hop River Homes.

9. **Insurance:** Lessee is responsible for insuring against any and all casualty and loss incurred by Lessee or any of its employees, agents, invitees, occupants, customers, or any other persons at or on said premises, and hereby holds the Lessor harmless for same. Security of the premises is completely and solely the responsibility of the Lessee, and the Lessor will not be held liable due to theft or vandalism of property on the premises. The Lessor shall be designated as an additional insured on all policies. A certificate of such insurance shall be furnished to Lessor.

10. **Indemnification by Lessee:** Lessee hereby covenants and agrees to indemnify, defend and hold the Lessor harmless from any and all claims, demands, suits, causes of action, losses, damages, expenses and/or any and all litigation arising out of occurrences, in or at “the Ball Field” or as occasioned or suffered by the Lessee or any of its employees, agents, invitees, customers, occupants, or other persons in attendance in or at said premises, and also for any damages awarded for such claims, demands, causes of action, losses, damages and expenses or for costs or attorney’s fees, due to the error, act or omission of the Lessee.

11. **Waste and Nuisance:** Lessee hereby covenants and agrees not to commit waste on or at said premises or allow it to be committed, nor permit maintenance of a nuisance or any other noxious matter there.

12. This Lease Agreement is subject to approval by USDA-RD.

13. **Counterparts:** This three (3) page Lease Agreement may be executed simultaneously in one or more copies or counterparts, each of which shall be deemed an original, but all of which together shall constitute and be one and the same Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day, month and year first above written.

WITNESSED BY:

LESSOR:

Eastern Connecticut Housing Organization, Inc.
Duly Authorized

LESSEE:

First Selectman
Town of Andover
Duly Authorized

New Business

10.

TOWN OF ANDOVER, CT

DRIVEWAY & DRIVEWAY APRON PERMIT APPLICATION FORM

Date: 8/31/2022 Date Received: 8-30-22
Applicant Name: Constantine Paving + Sealing
Address: 100 Kreiger Lane, Glastonbury, CT 06033
Phone: 860-633-7004 Email: info@Constantinepaving.com
Owner Name: (if different than Applicant Name): Melissa Erdman
Address: 13 Dogwood Drive, Andover, Ct 06232
Phone: 860-803-0442 Email: _____
Paving Contractor: Constantine Paving + Sealing
Contact Name: William Constantine, Jr.
Address: 100 Kreiger Lane, Glastonbury, Ct 06232
Phone: 860-633-7004 Email: info@Constantinepaving.com
Assessor's Map: 34 Block: 25 Lot: 26-17

Description of Driveway Work Existing Driveway
Construction () Reconstruction (X) Drainage () Catch Basin () Other: _____

I understand and agree to comply with and abide by the above terms and conditions.

Applicant Signature: [Signature] Date: 8/31/2022
IWWC Approved: [Signature] Date: 9/1/2022
Zoning Approved: [Signature] Date: 9/1/2022
Apron Location Approved: _____ Date: _____
Apron Location Approved: _____ Date: _____

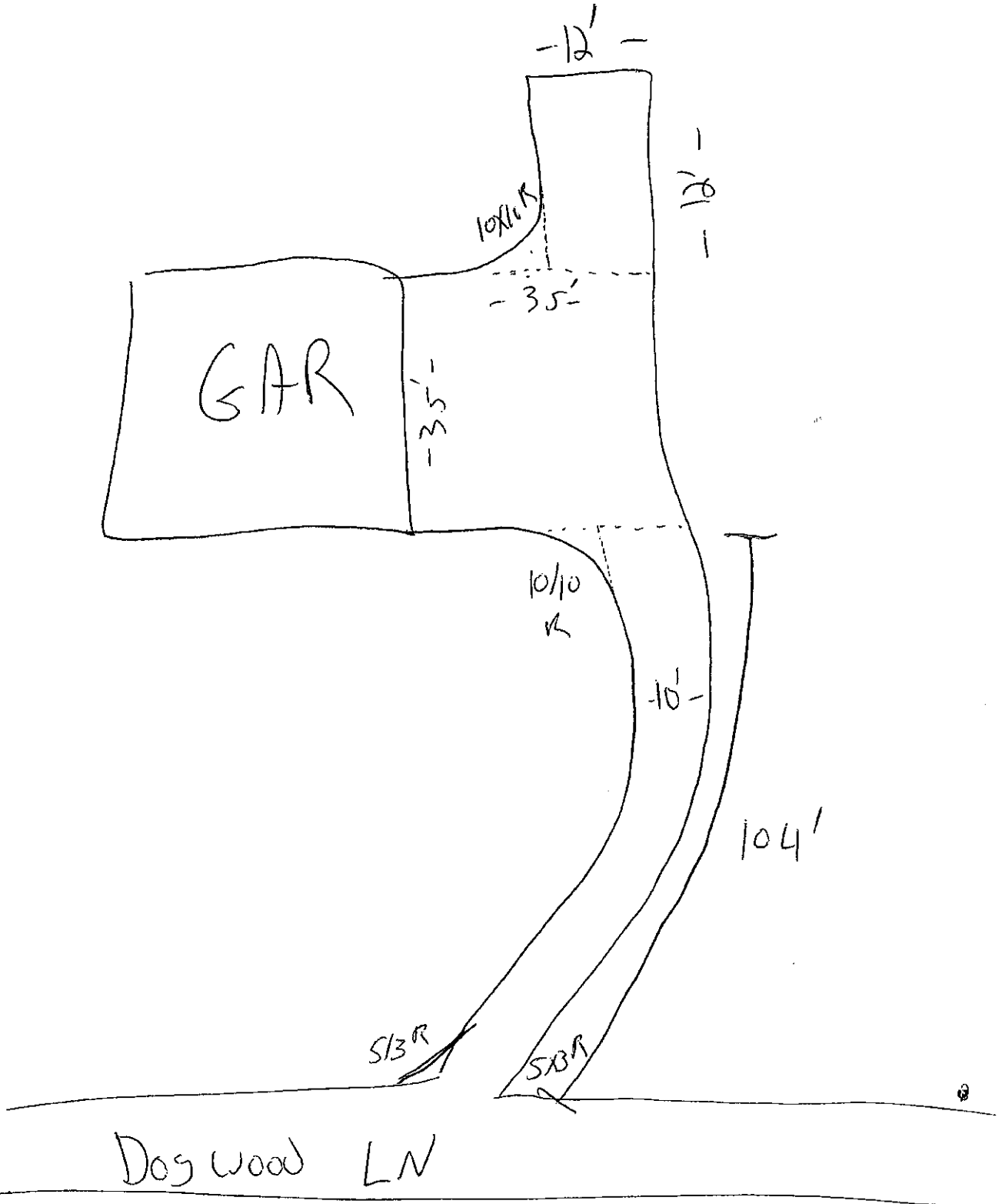
Fee Paid \$ 75.00 ^{# 3720} _{rept # 273316}
Bond Received by: [Signature] Date: 9-1-22
Bond Released by: _____ Date: _____
Bond Amount \$ 500.00 Bond type Cash () Check (X) Check no 3719 Surety ()

PLEASE CONTACT THE DIRECTOR OF PUBLIC WORKS WHEN THE JOB BEGINS AT 860 742-4048

SKETCH TO BE USED AS AN EXAMPLE ONLY. APPLIES TO NEW CONSTRUCTION, RESIDENTIAL ONLY.

13 Dogwood Dr.

CR4D# 20223501503



TOWN OF ANDOVER, CONNECTICUT

APPLICATION FORM FOR DRIVEWAY & DRIVEWAY APRON ACCESS CONSTRUCTION

Date: 8/30/2022
Applicant: Constantine Paving & Seal Paving Contractor: Same
Address: 100 Kreiger Lane Address: Same
Town: Glastonbury, Ct Town: Same
Phone: 800-633-7004 Phone: Same
Owner, if other than applicant: Melissa Erdman
Property Address: 13 Dogwood Dr., Andover, Ct 06032
Assessor's Map _____ Block _____ Lot _____

Your request to construct a driveway at the above property connecting to Dogwood Drive is subject to the following minimum conditions:

1. The driveway apron shall be constructed in such a manner that it does **not**:
 - a. Interfere with existing drainage, the movement of traffic or the removal of snow from the public roadway.
 - b. Permit the runoff of water from the Town Highway to enter into the property of the owner.
2. The owner and contractor shall be responsible for all claims of damage resulting from the construction of the driveway apron.
3. The driveway entrance shall be paved and constructed in accordance with at least the minimum requirements as specified and shown herein (see reverse side of this form) and shall be designed in a manner to confine and maintain existing surface water flow along gutters and adjacent waterways and to prevent erosion.
4. Any areas within the Town's right-of-way disturbed during construction shall be repaired by the owner or contractor.
5. Where undesirable or unsafe conditions exist within the Town's right-of-way along the front of the owner's property, such as excavations, unstable slopes, exposed tree roots, boulders or trees or other conditions which create safety hazards or obstacles to access or egress shall be corrected at the owners or contractors expense.
6. A minimum cash bond of \$500.00 payable to the Town of Andover must be submitted with the completed application form. This will be retained at the Selectmen's Office and refunded to the applicant along with approval of driveway for use upon recommendation of the Driveway Inspector that all work has been completed and all requirements and conditions have been satisfied. This does not preclude the granting of permission to use

TOWN OF ANDOVER, CONNECTICUT DRIVEWAY APRON PERMIT APPLICATION & PROCEDURES

In order to assure proper coordination between property owners, contractors, applicants and Town Officials responsible for overseeing driveway installations, the following procedures shall be followed in the Review, Inspection and Approval for the construction of private driveway connections with roads owned or maintained by the Town of Andover. **NO WORK SHALL BEGIN UNTIL ALL PROCEDURES ARE MET AND THE PERMIT IS ISSUED.**

1. After completion of the driveway permit application, payment of the required fee and posting of the required bond at the Building Department Office, the applicant shall attach a sketch or plan of the proposed driveway entrance to connect with the town road indicating the location of the driveway in relation to the nearest property boundary markers, utility poles or other easily identifiable nearby objects. (A copy of the survey map or plot plan of the property, if any are available, may be convenient for this purpose). The applicant's telephone number should appear on the permit form in the space provided in case the Driveway Inspector needs to contact the applicant pertaining to any questions, comments or need for further information. *Home Improvement Contractor License must be copied for file. (If contractor is applying).*
2. Upon completion of the initial inspection and review of the proposed driveway, the inspector will contact the applicant and report and discuss any concerns, problems need for further information, recommended revision, approval of the driveway as proposed, etc. Particular attention will be given to any provisions for erosion and sediment control deemed necessary, and protection of inland wetlands and watercourses along with any required additional permits in connection with these. When the design and requirements for the driveway have been agreed upon and approved by the Driveway Inspector, the driveway construction permit will be issued and the applicant will be authorized to proceed with construction of the driveway apron, pending the obtaining of any other required permits (Inland Wetlands, Zoning, etc.).
3. Prior to paving, the Inspector shall be given at least 48 hours advance notice in order to inspect the prepared driveway apron, to meet and coordinate with the paving contractor, and review all requirements and conditions. Paving operations shall not begin until so authorized by the Driveway Inspector.
4. Upon completion of paving and any other remaining work, the Inspector shall be notified and a final inspection performed. The Inspector shall then issue an Inspection Report to the Selectmen with any deficiencies, recommendations for approval, approval with conditions, retainage of bond, denial, etc., so noted.
5. The driveway shall then be approved for use, approved for use with conditions, or denied for use pending completion of conditions or correction of deficiencies. Bond shall be released upon approval and satisfactory completion and correction of any conditions or deficiencies.

Driveways

4.16 General Requirements: The following standards shall apply,

- a. Runoff from Driveways. Driveways shall be designed 1) to prevent runoff onto Town property unless the Town has approved such design and 2) to prevent runoff from Town property onto private property. Privately owned and maintained drainage diversion swales, detention areas and/or dry wells shall be utilized to the greatest extent possible. Where private drainage features are utilized, it shall be noted in the land records that maintenance of such features is the responsibility of the lot owner and that, subject to proper notification by the Town, the town may undertake any necessary maintenance and bill the cost to the property owner.
- b. Construction Standards. Driveways shall be constructed of a durable, nonerodible load bearing material capable of supporting emergency equipment up to 70,000 pounds. Subbase and/or base materials per review and approval of the Town Engineer. Culverts in the Town right-of-way shall be a minimum 15 inches in diameter. Use of ACCMP is prohibited.
- c. Grading Standards. Driveway grades shall not exceed 15% and driveways with grades exceeding 10% shall be paved. Driveway grade shall not exceed 5% over the first 20 feet from the road. Driveway side slopes shall not exceed a slope of three horizontal to one vertical (3:1) unless retaining walls or other stabilizing measures are provided.
- d. Width. Driveway width shall be a minimum of 10 feet with a 3 foot wide clearance area on either side. Driveways shall have sufficient radius at curves to accommodate emergency equipment.
- e. Vertical Clearance. To avoid damage to emergency equipment, a minimum vertical clearance of 14 feet shall be maintained over the entire driveway.
- f. Sightline. Minimum sightline distances at the intersection of the driveway with the public road shall conform to the requirements of the Connecticut Department of Transportation. This distance may be increased where the Town Engineer determines that the rate of traffic requires a higher standard for safety.
- g. Angle of Intersection. Driveways shall intersect with the public road at an angle of approximately ninety degrees for at least the first 20 feet adjacent to the public road.

the driveway under certain conditions, prior to completion. Such as inability to pave during the winter season, while still retaining the bond.

6a. Under certain conditions as deemed appropriate, depending on the extent of site or drainage improvements necessary for the apron installation, a larger bond amount may also be required.

7. In addition to any bond deposited with or being held by the Town, the cost to the Town of any additional road or right-of-way maintenance resulting from the use of an unpaved or uncompleted driveway shall be borne by the applicant.

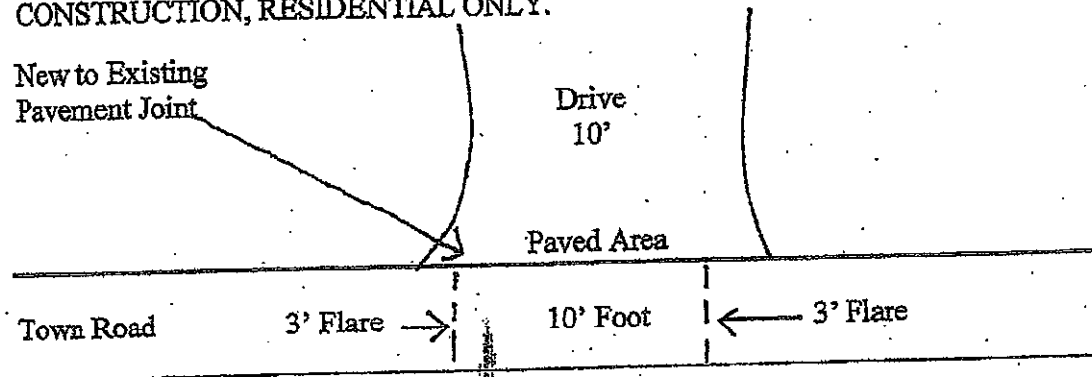
8. No Certificate of Occupancy shall be issued until approval or permission from the Town has been granted for the use of the driveway serving or providing access to the property of facility for which the Certificate of Occupancy is being requested.

I, William Constantine Jr. fully understand and agree to comply with and abide by the above terms and conditions.

Signature William Constantine Jr. Date 8/30/22

PLEASE CONTACT THE DIRECTOR OF PUBLIC WORKS WHEN THE JOB BEGINS

SKETCH TO BE USED AS AN EXAMPLE ONLY, AND APPLIES TO NEW CONSTRUCTION, RESIDENTIAL ONLY.



9. A larger paved area may be required if conditions or circumstances warrant. Pavement surface shall be asphalt placed at a minimum compacted thickness of 2" over a 6" min. processed aggregate base. Where soil conditions are silty or otherwise unsuitable for driveway construction, the driveway subgrade shall be prepared by excavating and replacing such material with approved compacted gravel to a minimum depth of 8".

10. Existing pavement to be cut back as necessary to provide a clean stable vertical joint with new pavement. New pavement to butt against vertical clean-cut edge of existing pavement to min. 2" depth. Surfaces of new and existing pavement shall be flush. Where curbing is present or apron is downhill from the street a 1 1/2" lip or crown will be provided at gutterline.

11. Depending on conditions: Total of 18 feet typical.

TOWN OF ANDOVER, CT
PLANNING & ZONING BOND

Date: 8/31/2022 Date Received: 9-1-22

Contact Name: Constantine Paving + Sealing

Address: 100 Kreiger Lane, Glastonbury, Ct 06033

Phone: 860-633-7004 Email: info@Constantinepaving.com

Assessor's Map: 34 Block: 25 Lot: 2617

\$500 Bond Paid by: Constantine Paving + Sealing

Signature: [Signature]

Bond to be returned to: Constantine Paving + Sealing

Address: 100 Kreiger Lane, Glastonbury, Ct 06033

WHEN WORK IS COMPLETED, YOU MUST CONTACT THE BUILDING AND LAND USE DEPARTMENT WITHIN SIX (6) MONTHS FOR RELEASE OF BOND, OR THE BOND WILL BE FORFEITED.

To be completed by the Zoning Agent:

Bond is to cover the following work:

13 Dogwood Drive, Andover, Ct
existing Driveway

#3719
Bond Amount: \$ 500.00 rept# 273317

Bond is to be retained until:

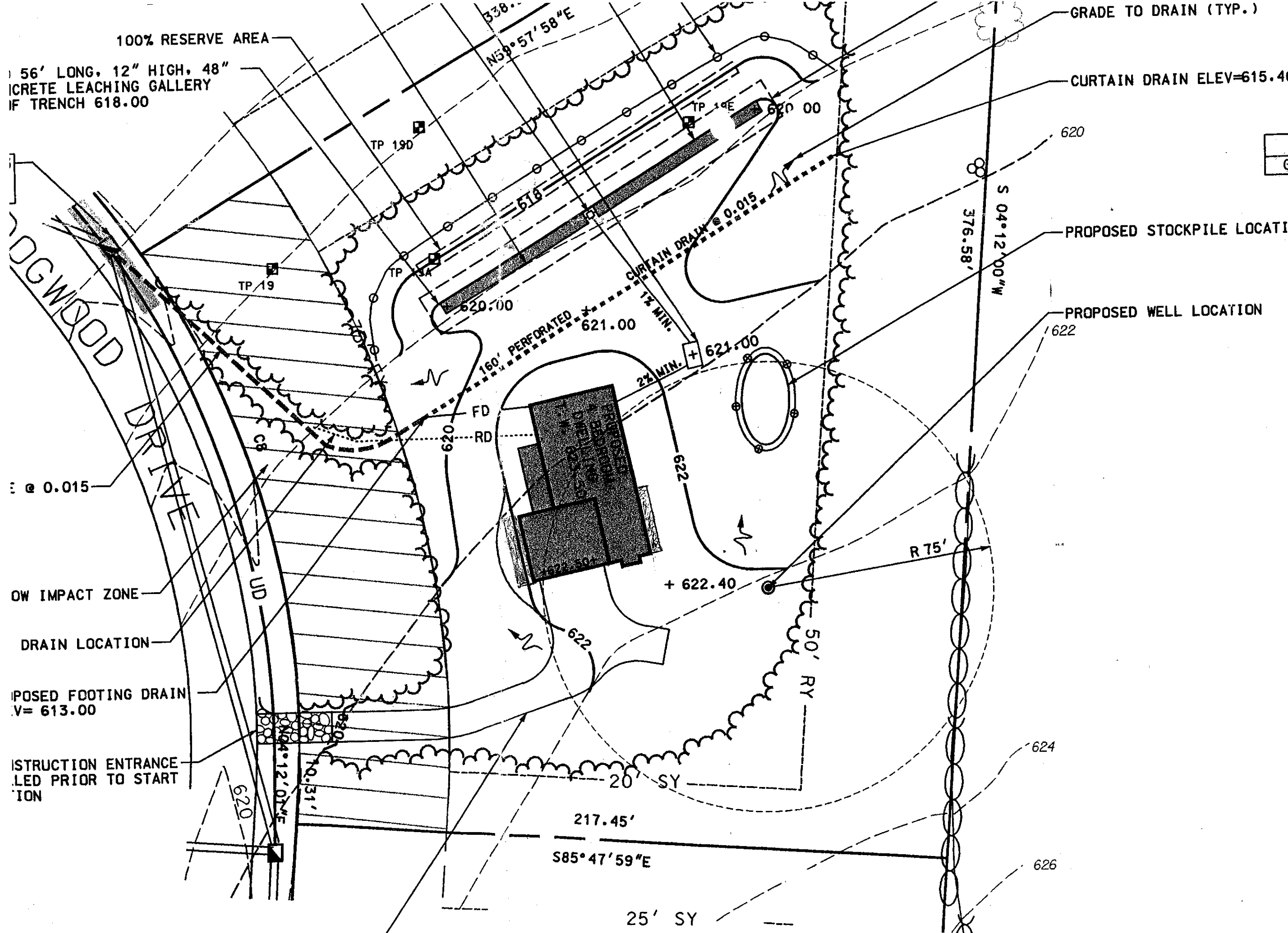
work is completed and
inspected by Public works

Agents Approval for Release:

Signature: _____ Date: _____

Amount: \$ _____

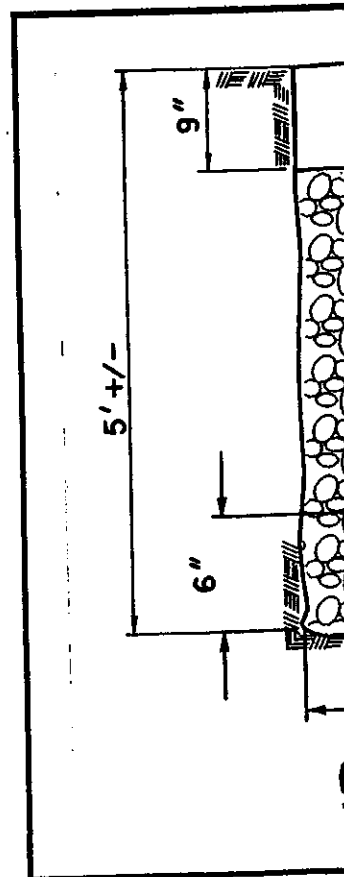
100% RESERVE AREA
 56' LONG, 12" HIGH, 48"
 CONCRETE LEACHING GALLERY
 IF TRENCH 618.00



CURVE TABLE

	RADIUS	LENGTH	DELTA
C8	280.00'	190.29'	38°56'

LOT 17
1.62 ACRES





Chadwick-BaRoss

DATE: 12/16/22
ESTIMATE # RSH12822-1

EXPIRATION DATE 12/31/22

TO – ANDOVER PUBLIC WORKS # CT02787
12 LONGHILL ROAD
ANDOVER, CT 06232
(860) 209-836

Estimate

QTY	DESCRIPTION	SUGGESTED LIST PRICE	PO-21-1080-OSD03-SRC3-21830
	7 Ton Spilt Tilt Trailer Full Deck 8.5 x 19(Black) P7CAM154STT Adjustable 2-5/16" Ball Coupler or Pintle Ring Safety Chains, 7-Way SAE Plug, Zip Breakaway System, 12K Bolt-On Drop Leg Jack Diamond Plate Fenders, Electric Brake Axles (2), Slipper Spring Suspension Silver Wheels, Epoxy Primer, Polyurethane Paint Finish, Pine Decking Spare Tire Mount, D-Ring Tie Downs - 5/8" (6), Stake Pockets (8) Aluminum Toolbox, Banjo Eye Tie-Downs (2), Sealed Wiring Harness LED Lights – Rubber Mounted, Adjustable Hydraulic Cushion Cylinder Three Year Warranty	\$12,535.50	\$11,532.66
	*** Chadwick Baross is listed under the OSD Contract #FAC116 which is valid till April 30, 2027, contract allows for 8% discount and \$150 per hour set up and freight cost to be included*** **** Lead time is 2 weeks from PO date ****	Freight \$400 Setup \$400	

TAX

N/A

FREIGHT

\$300.00

PREP

\$300.00

TOTAL

\$12,132.66

Spare Tire

\$ 266.80

\$ 12,399.46

Quotation prepared by: **Rob Harrison**

To accept this quotation, sign here and return:

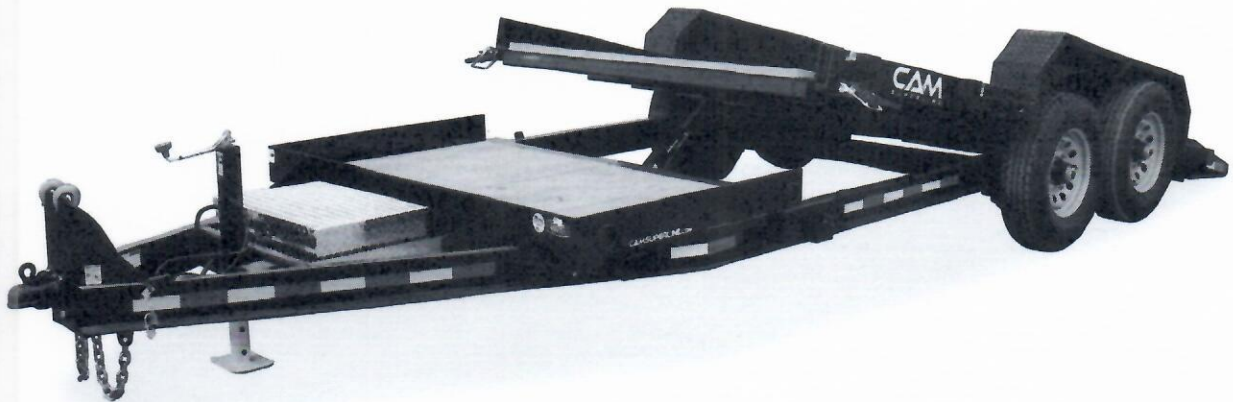
Thank you for your business!

Currently in Stock



SPECIFICATIONS PAGE

SPLIT DECK TILT TRAILER



SPLIT DECK TILT STANDARD FEATURES

Adjustable 2-5/16" Ball Coupler or Pintle Ring
Safety Chains
7-Way SAE Plug
Zip Breakaway System
7K Bolt-On Drop Leg Jack (12K on 7 & 8 Ton)
Diamond Plate Fenders
EZ Lube Axles 4" Drop
Electric Brake Axles (2)
Slipper Spring Suspension
Silver Wheels
Epoxy Primer
Polyurethane Paint Finish

Pressure-Treated Pine Decking (Oak on 8 Ton)
Spare Tire Mount
(8) D-Ring Tie Downs - 5/8" (4 Stat., 4 Tilt)
Stake Pockets (6)
Pallet Fork Carrier (N/A w/Gooseneck)
Aluminum Toolbox
Banjo Eye Tie-Downs (2)
Sealed Wiring Harness
LED Lights - Rubber Mounted
Adjustable Hydraulic Cushion Cylinder
Three Year Warranty

Specifications subject to change without notice.





SPECIFICATIONS PAGE

SPLIT DECK TILT TRAILER



	10K	12K	14K	16K
Model #	P5CAM154STT	P6CAM154STT	P7CAM154STT	P8CAM154STT
GVWR (lb.)	11000	13200	15400	17600
GAWR (lb. / Axle)	5200	6000	7000	8000
Curb Weight	3280	3280	3500	4230
Payload	7720	9920	11900	13370
Frame	6"x4"x5/16" Angle		6"x4"x3/8" Angle	6"x4"x1/2" Angle
Crossmembers	3" Channel			
Tongue	6" Channel @ 8.2 lb		6" Channel @ 10.5 lb	
Coupler	Adjustable 2-5/16" Ball Coupler or Pintle Ring			
Jack	7K Bolt-On Drop Leg Jack		12K Bolt-On Drop Leg Jack	
Fenders	Diamond Plate			
Axles	5,200 lb, Greased	6,000 lb, Greased	7,000 lb, Greased	8,000 lb, Oil Bath
Suspension	Slipper Spring Suspension			
Tires	225/75R15 LRD	235/80R16 LRE		215/75R17.5 LRH
Wheels	15" Spoke	16" Spoke		17.5" Mod
Decking	Pressure-Treated Pine Decking			Oak Decking
Lights	LED Lights - Rubber Mounted			
Electric Plug	7-Way SAE Plug			
Finish	PPG Industrial Polyurethane Paint			
Overall Length	280"			
Between Fenders	80.75"			81"
Deck Height	16"	17"		22"
Coupler Height	13" - 17.5"	14" - 18.5"		19" - 23.5"
Load Angle	10°	11°		13°

Specifications subject to change without notice.





Bobcat®

Product Quotation

Quotation Number: 38368D038809

Date: 2022-12-08 13:47:44

Ship to	Bobcat Dealer	Bill To
Town of Andover Attn: Jay Tuttle 17 school rd Andover, CT 06232 Phone: (860) 209-8363 Email: publicworks@andoverct.org	Bobcat of Connecticut, Inc. 54 ALNA LANE EAST HARTFORD CT 06108-1181 Phone: (860) 282-2648 Fax: (860) 282-6164 ----- Contact: Casey Wolverton Phone: 8602822648 Cellular: 860-559-5028 E Mail: caseyw@bobcatct.com	Town of Andover Attn: Jay Tuttle 17 school rd Andover, CT 06232 Phone: (860) 209-8363

Description	Part No	Qty	Price Ea.	Total
2022 Towmaster T-12DT DROP DECK TILT TRAILER 16'X4'		1	\$15,000.00	\$15,000.00
Total of Items Quoted				\$15,000.00
Discount	GOVERNMENT/MUNICIPAL DISCOUNT			(\$750.00)
Quote Total - US dollars				\$14,250.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance: _____ **Purchase Order:** _____

Authorized Signature: _____

Print: _____ **Sign:** _____ **Date:** _____

TOWMASTER TRAILERS

DROP-DECK TILT

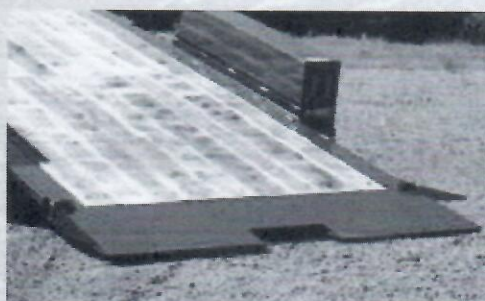
T-9DT / T-10DT / T-12DT



Towmaster's drop-deck tilt trailers are the most popular tilt-bed trailers on the market. There are no ramps to hassle with; simply tilt the deck and drive on or off. This trailer is built on our cold-formed I-beam tongue and main frame for tough durability. The tilt deck trailer features a single lever twin-latch system, long approach plate, rubber-ride axles and adjustable hitch. A deck cushion cylinder eases the deck back into transport position and prevents it from slamming onto the frame when loading.



Cushion cylinder controls the deck when loading or unloading equipment.



Long approach ramp allows easy equipment loading and unloading.



Single deck latch lever with dual latch securement is easy to operate.

Quick Specs:

- 2" nom. oak wood deck
- 19" deck height (loaded)
- 82" load width
- 14', 16', or 18' deck
- EZ lube axles
- Forward self-adjusting electric brakes
- One-piece formed fender
- Low approach angle
- Grommet mounted LED lights

Photos may show optional equipment.

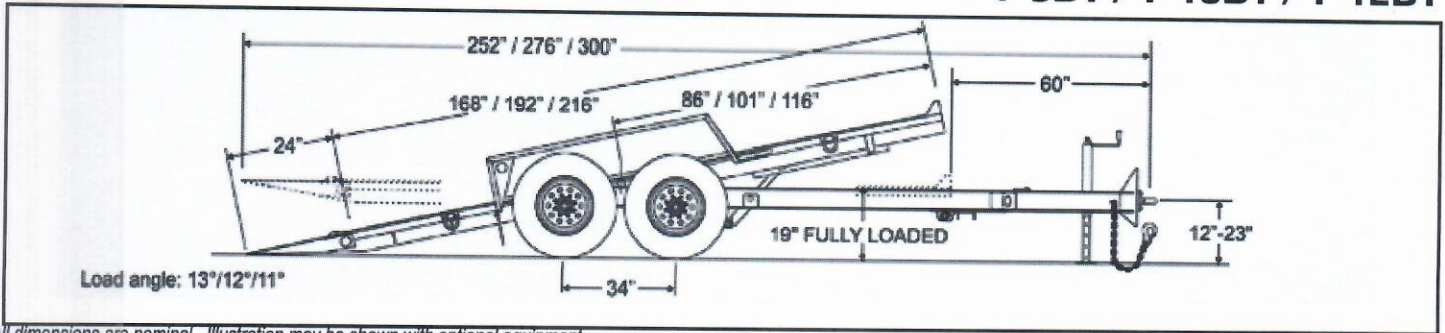
PROFESSIONAL HAULERS DEMAND TOWMASTER



800-462-4517
TOWMASTER.COM



MORE MODELS • MORE OPTIONS • MORE CHOICES
DROP-DECK • TILT BED • DECK-OVER • GOOSENECK • LOWBOY • HYDRAULIC TAI



All dimensions are nominal. Illustration may be shown with optional equipment.

Standard Features

Hitch/Tongue

- Adjustable height, bolt-on coupler
- 2.5" pintle
- RV plug
- One-piece cold-formed frame rails
- Integrated storage tray
- 7K bolt-on top-wind parking jack (T-9DT & T-10DT)
- 12K side wind jack (T-12DT)
- Battery break-away kit with tow charger & test light
- Safety chains with hooks

Frame/Deck

- 82" load width, 19" deck height (fully loaded)
- Deck cushion cylinder
- Dual-point, single lever deck lock
- 6" I-beam main frame
- 3" channel crossmembers
- 2" nom. white oak deck
- D-ring tie-downs (4 per side)
- 12 ga one-piece formed fender/panel

Ramps/Tail

- 13°/12°/11° load angle

Axles/Suspension

- Rubber-ride suspension axles
- (2) 7,000 lb. axles (4 wheels)
- Tires - 235/85R16, load range F, 10-ply
- 16" wheels, 8-bolt
- Electric brakes
- Forward self-adjusting brakes
- EZ Lube hubs

Lights/Wiring

- Rubber grommet mounted LED lights
- Sealed modular wiring

Standard Features

- Limited Lifetime Frame Warranty
- One-Year full Warranty
- 10 Year Suspension Warranty
- Weatherproof registration holder
- Two-component polyurethane primer and paint
- Trailer color: Equipment Black

Trailer	GAWR (lbs)	GVWR (lbs)	Weight (lbs)	Capacity (lbs)	Deck Width (in)	Deck Length (ft)
T-9DT	14,000	9,990/9,990/9,990	3,520/3,820/4,120	6,470/6,120/5,870	82"	14'/16'/18'
T-10DT	14,000	13,600/13,800/14,000	3,520/3,820/4,120	10,000	82"	14'/16'/18'
T-12DT	14,000	15,700/15,900/16,100	3,520/3,820/4,120	12,000	82"	14'/16'/18'

Optional Equipment

- Hydraulic surge brakes
- 3" pintle ring or 2-5/16" ball coupler
- 4ft., 5ft., or 6ft. Stationary deck
- Gooseneck hitch
- 6-pole round electrical plug
- Storage tray lid
- Pallet fork holders
- 8K electric winch
- Rub rail & stake pockets
- Additional tie-downs
- Spare tire and wheel mount
- Spare tire and wheel
- "SL" ramp option for hauling scissor lifts
- Color options: Construction Yellow, Equipment Red, Blue, Charcoal
- Galvanizing

Other options may be available. Ask your dealer or visit our website.

Listed GVWR, weights and dimensions are for reference only. Manufacturer reserves the right to change models and specifications as they see fit. See our web site or your local authorized dealer for more information.



ISO 9001 Quality Management System | WBENC-Certified WBE | THE TRAILER EXPERTS - SINCE 1974

Product Sheet

Felling Trailers, Inc. 2021

www.felling.com • 1-800-245-2809

1525 Main Street South

Sauk Centre, MN 56378

FT-14 IT-I

Drop Deck IT-I Series

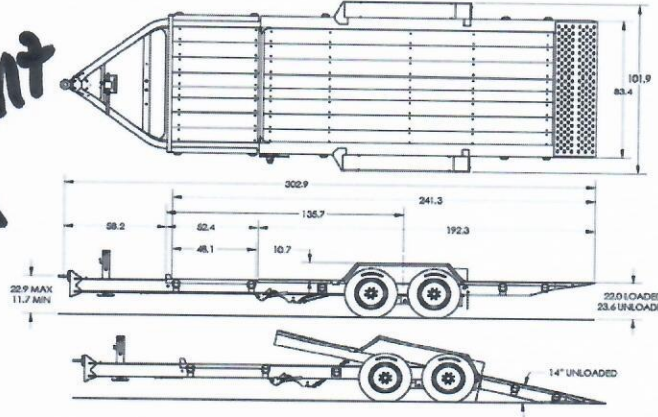
GVWR LBS: 16,100

GAWR LBS: 14,000

WEIGHT LBS: 4,000

CAPACITY LBS: 12,100

*Tyler
Equipment
1.5 yrs lead
time min.*



*Approx
\$14K to
\$15K*

Feature Name	Standard Features	Std. Qty	UOM
Model	FT-14 IT-I	1	
Stationary Deck	Stationary Deck	4	Feet
Stationary Deck Type	White Oak 2" Nom	1	Std
Deck Length	Add Tilt Deck Length (Includes 2' Steel Punch Plate Approach)	16	Feet
Deck Type	White Oak 2" Nom	1	Std
Appx Deck Height	21.5" Loaded, 23.5" Unloaded	1	Inches
Width	102" OD, 83.5" ID	1	Std
Tie Downs	D-Rings, 5/8" Straight	10	Std
Brakes	Electric, FSA (Fwd Self Adj) On All Axles	1	Std
Axles	7K, Drop	2	Std
Axles, Acc	EZ-Lube Hubs	1	Std
Suspension	Spring, 36" Spread	1	Std
Tires & Wheels	215/75R 17.5 H, 8 Bolt [17.5 x 6.75] Plate Wheel	4	Each
Hitch Length	Center of Coupler to Headboard, Appx	5	Feet
Hitch Type	2.5" Adjustable Lunette Eye/Pintle, [C] 42,000 lb Plate Mount (5/8" Bolt)	1	Std
Hitch Height	Approximate Adjustment Hitch Range 14.5" to 23.5" (20.5" to 25" if Hyd)	1	Std
Jack	12K w/ Spring Loaded Drop Leg, Side Wind	1	Std
Plug	7 Pole RV	1	Std
Lights	LED, 4 tail light system, Sealed Wiring Harness (Tail lights located on rear of fenders)	1	Std
Trailer Color	Felling Black # CCA945378 (White Felling Decal)	1	Std
Standard	3/8" Safety Chains, Grade 70	1	Std
Standard	Document Holder	1	Std
Standard	Dual cushion cylinders	2	Std
GVWR	16,100 lbs	1	Std



TOWN OF ANDOVER
 12 LONG HILL ROAD
 ANDOVER, CT. 06232
 PHONE: (860) 742-4048 FAX: (860) 742-7535
 E-MAIL: Publicworks@andoverct.org
www.andoverct.org
JAY TUTTLE: PUBLIC WORKS SUPERVISOR / TREE WARDEN

Andover Public Works Department

Additional Sick Leave Request

Per Collective Bargaining Agreement between Town of Andover and Public Works Local 1303-368 of Council #4
 Article IX Sick Leave Section 9.2

An employee may be granted up to an additional twenty (20) days of paid sick leave upon joint approval of the employee's immediate supervisor and the Board of Selectman.

Personal Time Carry Over Request

Employee requests balance of personal time from year 2022 be carried over to year 2023 for purpose of additional paid sick leave during a medical absence upon joint approval of immediate supervisor and the Town Administrator.

I, Richard Begin request that up to 20 days of additional sick leave be added to my current balance of 294 hours (36.75 days) after all other personal time and vacation time are used up for the purpose of medical absence. This would yield a total of 56.75 sick days.

Furthermore, I also request that the balance of my personal time of 20 hours be carried over from year 2022 to year 2023 for the purpose of medical absence.

I am requesting this additional time be added to my current accrued times and future accruals come January 1, 2023 for an upcoming surgery to be scheduled sometime in January for the purpose of needed recovery time due to medical absence.

Date: 12-21-22 Employee Signature: Richard J. Begin

Approved:
 Date: 12-21-22 Supervisor: J. Tuttle

Date: _____ Town Administrator: _____

Date: _____ Board of Selectman: _____

Senior transportation vehicle

I would propose that we purchase a 2023-24 CHEVY Bolt EUV Slightly larger than the regular bolt- more legroom

Currently these retail for around \$28,600



The Ct rebate program is not available to municipalities for fleet vehicles

~245 mile range which is more than sufficient for its intended use

Not available currently on sourcewell 2023 sold out for municipal contracts, we would get the 2024 model

Note there is some possibility that we can put in a grant for an electric car

Given this vehicle Senior transportation would have:

1. Chevy Bolt EUV 2023-4
2. 15 pax handicap accessible bus 2023
3. 15 pax handicap accessible bus 2017
4. 3 pax handicap accessible dodge Caravan 2014

This gives us the capability to continue to support AES with handicapped transportation. This gives us the flexibility to do the majority of medical trips with smaller vehicles

Dispose of 2002 20 pax bus Alternatively Give to AES and let them take responsibility for it

2023 State Holidays and Check Dates

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

PAYDAYS IN 2023

(SPECIAL NOTE: We are publishing check dates according to Core-CT rather than check distribution dates since direct deposit, distribution, and check dates can differ.)


- January 13, 27
- February 10, 24
- March 10, 24
- April 6, 21
- May 5, 19
- June 2, 16, 30
- July 14, 28
- August 11, 25
- September 8, 22
- October 6, 20
- November 3, 17
- December 1, 15, 29

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2023 HOLIDAYS OBSERVED

HOLIDAY	OBSERVED ON
New Year's Day	January 2, 2023
Martin Luther King, Jr. Day	January 16, 2023
Lincoln's Birthday	February 13, 2023
Washington's Birthday	February 20, 2023
Good Friday	April 7, 2023
Memorial Day	May 29, 2023
Juneteenth Day	June 19, 2023
Independence Day	July 4, 2023
Labor Day	September 4, 2023
Columbus Day	October 9, 2023
Veterans Day	November 10, 2023
Thanksgiving Day	November 23, 2023
Christmas Day	December 25, 2023
New Year's Day 2024	January 1, 2024



Department of Administrative Services
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Approval of Meeting Minutes

11.

Town of Andover
Board of Selectmen Regular Meeting Minutes
Monday December 12th, 2022 at 7:00 P.M.
Location: virtual Zoom meeting

Members Present: First Selectman Jeff Maguire, Paula King, Scott Person

Members Absent: Adrian Mandeville, Jeff Murray

Town Administrator: Eric Anderson

Recreation Commission: Brian Briggs, Kim Hawes

COOL: Amy Knox, Jess Currier

Planning & Zoning Commission: Anne Cremè

Board of Finance: Joanne Hebert

Public Works: Jay Tuttle

Public Present: Grace & Dave G

1. Call to Order/Pledge of Allegiance

Jeff Maguire called the meeting to order at 7pm. The Pledge was recited.

2. Public Speak – none, attendees will speak at their prospected agenda items

3. Additions/Deletions to the Agenda

Jeff Maguire MOTIONED to remove Agenda item 5. Executive Session – Union Grievance AFSCME, and move up Agenda item 11. A. i. – Freightliner of Hartford – New Plow. Scott Person SECONDED. MOTION CARRIED 3:0:0

11. a. i. – Freightliner of Hartford – New Plow

Public Works Supervisor Jay Tuttle discussed with the Board the quote for a new plow truck. The quote is valid until January 5, 2023. There may not be enough funds in the budget to purchase outright, but could pursue Municipal Lease payments at 4 or 5 years. Will be put on the agenda for the January meeting so members that are absent can review.

4. Treasurer's Report

a. Audit Finding Corrective Action Plan – completed and submitted

b. Finance Department Report

i. Revenue Summary

ii. Town Budget Summary

iii. Town Aid Road (TAR) Update

iv. Town Cash Report

v. Over Expenditure Report

vi. Chart of Account Display Options

Eric Anderson discussed Quickbooks transition and which reports will be provided monthly to the Boards. Jeff Maguire requested a monthly check register to be included, and a status update on the bank reconciliations.

5. Executive Session - removed

a. Union Grievance AFSCME

6. Board and Commission Presentations – none

7. Appointments – none

8. Resignations – none

9. Town Administrator's Report

No formal report – will be discussing upcoming budget trends in Agenda item 10.

10. Old Business

a. Discuss and act upon the following:

b. Finance Department employment

i. Status of Finance Official – will advertise for position after the holiday's

c. Status of the Community Center RFP – committee met and reviewed submissions (5 total). Committee is meeting with contractors on December 19th, 2022 and will be announcing the preferred bidder and start contract negotiations for the design build in January. Board discussion on process – potentially have a contract for the next Board of Selectmen meeting.

Jeff Maguire MOTIONED to allow the Community Center Committee to go through the bid process and pick the contractor that has the appropriate bid and start contract negotiations. Paula King SECONDED. MOTION CARRIED 3:0:0

d. Hop River homes update - none

e. Recognizing Andover Residents – Board will discuss off meeting, potentially discuss with Town's attorney

f. Cool Program contract – Jess Currier gave summary of the COOL program and what it provides to Andover families. Pre-COVID COOL had partnered with the Recreation Commission for insurance – has since gotten separate insurance coverage as requested by the contract – the Board would like to have a contract with COOL to tie up any loose ends and protect the Town.

Amy Knox, Jeff Maguire, and Paula King weighed in on the discussion about changes/recommendations to the contract – discussion on passenger van usage – using a Town driver versus Amy Knox receiving a CDL or endorsement to drive the van.

g. Zoning changes to Town Property on School Rd – Planning & Zoning Commission has a Public Hearing on January 19th, 2023. Surveyor has been reviewing Town records and walking the property.

11. New Business

a. Discuss and act upon the following:

i. Freightliner of Hartford- New Plow – moved up in meeting agenda

ii. 2023 Meeting Schedule – discussed schedule and any Holiday's that would effect the meetings

iii. Opioid Settlement Allocations to Towns – received recommendations from Health Board (page 47 of packet) to use funds, could donate to health program, Eric Anderson will reach out to AHM to see if there is a program the funds can be donated to.

iv. 8-24 Referral to P&Z Committee for Community Center – Eric Anderson sent to the Planning & Zoning Commission on the Board of Selectmen's behalf, on agenda for December 19th, 2022 meeting

v. 2023-2024 Budget

1. Proposed Time Schedule
2. Major Factors Affecting Budget

Eric Anderson shared his screen and discussion 7 areas of concentration for the 2023-2024 budget:

1. Personnel & Administrative Costs
 - Union agreements, retirement costs, staffing changes
2. Capital Equipment
 - Public Works, Fire Department
3. Energy Costs
 - Diesel & Oil costs – contract with Dime Oil, Gas and Electric costs
4. Elections
 - Major concern for early voting, a lot of unknown factors, Town has older voting machines
5. Buildings & Maintenance
 - Renovation of Old Town Hall, Senior Transportation garage, Community Center, HVAC upgrade at Town Hall
6. Bridges & Culverts
 - Hutchinson Road culvert
 - Bunker Hill Road and Long Hill Road bridges
7. Roadways
 - Shimming, chipsealing
 - TRIP grant to reclaim and repave Skinner Hill Road and Hendee Road

12. Approval of Meeting Minutes

- a. Monday, November 14th , 2022 Regular Meeting Minutes

Paula King MOTIONED to approve the Monday, November 14th , 2022 Regular Meeting Minutes. Scott Person SECONDED. MOTION CARRIED 3:0:0

13. Budget

- a. Appropriation Transfers - none
- b. Over Expenditure Requests – none

14. Tax Collector's Report

- a. Refunds Requests

4 refunds in packet. Paula King MOTIONED to send out tax refunds totaling \$332.51. Scott Person SECONDED. MOTION CARRIED 3:0:0

15. Department Reports a. Assessor's report

- a. Assessor's report
- b. Fire Department
- c. Burning Official
- d. Resident State Trooper
- e. Town Clerk
- f. Building Department

Building Department permitting program is running well, easy to track permits, big improvement to the department. Straightened out phone tree issue with calls being routing incorrectly to Bolton.

- g. Assessor's Office
- h. Public Works
- i. Transfer Station
- j. Library
- k. Senior Transportation
- l. AHM
- m. Economic Development Commission
- n. ZBA

16. Correspondence - none

17. Public Speak

Joanne Hebert – happy to see the new Dollar General doing well and to bring in additional commercial taxes
Grace & Dave G – would like the Board's support for adult pickleball at AES – will be meeting with Recreation Commission

18. Adjournment

Paula King MOTIONED to adjourn the meeting at 8:13pm. Jeff Maguire SECONDED. MOTION CARRIED 3:0:0

Budget

12.

Capital Funds Allocation for 2023-2024 Budget Season

Fund	2020-21 Proposed	Amount 2020-21 Funded Adjusted	2021-22 Proposed	2021- 22 funded	2022-23 Proposed	2022-23 funded	2023-24 Proposed	Dec 2022 balance
Public Works Capital Equipment***	110,000	350,000	110,000	100,000	115,000	100000	125,000	129,205*
Fire Engine fund	100,000	50,000	100,000	60,000	100,000	80000	100,000	
Building Maintenance	100,000	60,000	60,000	40,000	60,000	55000	60,000	26,788
Multi Use building fund	181,000	0	50,000	50,000	0	0	0	475298
Bunker Hill Bridge Replacement**	250,000	160,000	120,000	120,00	120,000	160000	0	438096
Bridge and Culvert fund	160,000	60,000	100,000	90,000	100,000	100000	100,000	226928
Tree Fund	100,000	75,000**	75,000	50,000	75,000	50000	75,000	
Roadwork fund	400,000	350,000**	300,000	290,000	330,000	330000	330,000	0
Town Aid road*	193,000	193,000	193,000	193,000	193,000	193000	193,000	
Reval POCD implementation fund	16,500 5,000	16,500 5,000	16,500 5,000	16,500 5,000	16,500 5,000	16500 5000	16,500 5000	
*Note								

Town Aid Road funds directly from State of Connecticut will be combined this year into the roadwork fund instead of accounting for it separately

Additional Funding Sources

LOTICIP: Currently \$140,000 around March 15th will probably have an additional \$28,000 added to fund. . This

STEAP Grant: Town of Andover has a \$275,000 grant to help pay for road reconstruction this year.

Capital Funding Details

Public Works Capital Equipment Fund:

This is based off of the PW 15-year capital equipment plan and replacement schedule. This is the average capital equipment costs for the department. See the Public works Capital Plan for details.

IN 2021-22 PW purchased the following

1. rust repair of truck 3 ~8K instead of dump body replacement ~40K.
2. Excavator 96,135
3. Plate compactor 9,500 Used

In 2022-23 PW purchased an wheeled skid steerer

Fire Department Engine Fund:

Although this is called the engine fund, this covers the capital requirements for the Public works department. This is based off of the Fire Departments 15-year capital plan. As presented to CIP approximately 70,000\$ in expenses anticipated in 2021-22 budget to utilize funding available in current budget.

1. Replacement of the jaws of life set up,
2. turn out gear washer/ dryer,

In 2022-23 budget major expense will be the HVAC upgrades

Building Maintenance:

As of 2020-21 budget season, the town implemented a single building maintenance fund to cover all larger scale building maintenance projects. Our current maintenance and upgrade backlog is in excess of \$200,000 so allocating 60,000 per year is appropriate. BOS voted to reduce this to \$40,000 for 2021-22. The town was able to supplement this with \$44,000 covid relief funding reallocated from public safety.

2021-22 Completed Projects

1. Electrical and plumbing work at veteran's monument park total cost to town of \$26,000
 - a. Re do electrical to supply power from existing meter in museum
 - b. Low voltage lights
 - c. Sprinkler system
 - d. Re route water from upper well trench to sprinkler system
 - e. Install sand filter and backflow preventer and blow out and drainback valves.
2. Fire Alarm upgrades and change to new monitoring system
 - a. Test Monitor and repair town hall, fire dept, library and Public works bldg., and AES
3. New door for transfer station blue building
4. add personnel door in rear of public works building.
5. Concrete work for public works Pour new slab.
6. Redo Gutter at town hall
7. Re do downspout at town hall to reduce mold buildup in troopers office
8. Maintenance of hydronic system for town hall building to get more even heat distribution.
9. Electrical work at public works
10. Remove oil tank for animal control facility and re plum from main tank in public works
11. Gazebo- electrical upgrade and light fixture, power wash and repaint, remove shrubbery from front of building.

2022-23

1. Installation of a Car charger at town Hall
2. Installation of a grid system and overcurrent protection at the athletic fields
3. New water cooler at town hall

4. Conversion to VOIP at all town buildings
5. Continued electrical work at Public works

Town Hall Anticipated Projects

1. Electrical Replace the stabloc electrical panel with a 40-place electrical panel and reconfigure the circuits on the back up power
 - a. The location of the existing stabloc panel is not large enough for a 40 circuit GE series panel to match existing equipment even with the oil fill lines removed. We could use a 30-circuit panel and another sub panel if needed
 - b. Reconfigure the circuits that are on backup power
 - c. Alternatively, we are back to moving to an alternate location
 - d. We would need to remove all the telephone wiring from this location
2. HVAC Goal is even heat distribution in the building
 - a. First step is conversion to Heat Pump ductless split AC units for town Hall
 - b. Second step is conversion of Oil Boiler to lp as well as new dual fuel heat pump for community room.
 - e. This would avoid all the electrical equipment.
3. Masonry Redo Masonry Block and Brick the old window opening
 - f. Reach out to MG masonry for a cost estimate for that.
 - g. Must be blocked in per code so we can reroute the fill pipes. \$1400

Multi Use Building Fund:

This fund was set up for the building of a senior/ community center. Currently it has a balance of \$447k with an anticipated construction cost of a new Center in excess of 1,000,000.

Town has contracted with BSC group for survey and sitework design for the new center, as well as an architectural firm

Town has now contracted with Leading edge for Final design and cost estimates/ materials list

Bunker Hill Bridge Replacement:

- **Bridge is fully funded under IJA additional infrastructure funding.** Andover will need to leave the money set aside already for construction to pay contractor costs prior to reimbursement by state and Federal government. We will not need to add to this fund in the coming years

The replacement of the bunker hill bridge is critical It is rated as a 3 structurally at the last DOT inspection and will likely be unusable in the near future. The town of Andover is using a federal bridge replacement program that pays for 80% of the total costs along with a special Connecticut DOT Design program which pays for the remaining 20% of the costs. The town will still have to maintain around \$400,000 in swing funding for the project during the replacement. We will have firmer estimates for total costs after design is complete. We are assuming that construction will start April of 2024.

Long Hill Road Bridge

The Long Hill Rd bridge has been accepted into the State managed Design program and slated for replacement in 2027 or so. This is fully funded and will not require additional moneys set aside. The swing money for the Bunker Hill bridge replacement will be available for the same purposes for this replacement

Bridge and Culvert Fund:

The Town of Andover has 8 large culverts that are structurally deficient based on a survey by Yantic River consultants. Of these 2 are in critical condition, one on Hutchinson Rd and one on Lake Road near Basola Rd. Currently we have contracted for the survey and wetlands flagging as well as preliminary design for the Hutchinson Rd Culvert replacement. We currently have \$160,000 in the fund and propose to add \$100,000 in this budget cycle. We are having Nathan Jacobson do the design work on the culvert replacement for the first two culverts. This culvert will require us using the State Local bridge program with a 50% state match of funds. So with allocating 100,000 per year we can potentially replace this one in 2024-25 budget year. There is some likelihood that there will be additional federal funding available and we are positioning ourselves to utilize those funds.

Roadwork Fund:

The recommendation based on the pavement management plan is to allocate \$330,000 to the pavement management fund. This will be leveraged by adding \$193,000 from the state grant town aid road fund. This year will see more shimming and chipseal as well as a lot of work on our waterways. Roughly 50% of available funds will be spent on Preservation and the rest on repaving/ reconstruction.

Tree Fund:

2023-24 the town will continue to concentrate on the roads with the highest concentration of dead ash and oak trees, this gives us the greatest bang for the buck. We will hopefully be partnering with Eversource again as this has enabled us to save a lot of money. We will again be reserving some money to deal with the worst individual trees.

Assessor's Revaluation:

The town is required by law to conduct a revaluation of all property in the town of Andover. This is expensive and the town contributes to the cost of revaluation yearly so there is no sudden budget increase.

POCD Implementation Fund:

By state law the town of Andover must complete a *Comprehensive Plan of Conservation and Development* every 10 years. By contributing \$5,000 yearly to the fund it is fully funded when required. Last year the Planning and Zoning Commission hired a consultant to help prepare an **affordable housing plan** which is now incorporated into the POCD. This was grant funded. An RFP is out for the selection of a consultant to help us with our next POCD. Expected selection of contractor Early Spring 2023 with the plan due in 2025

Tax Collector's Report

13.

NOVEMBER 2022

Deposits

	ONLINE	OFFICE	TOTAL
11/1	\$ 15,416.30	\$ 16,506.51	\$ 31,922.81
11/2	\$ 9,569.87		\$ 9,569.87
11/3	\$ 810.26	\$ 23,855.05	\$ 24,665.31
11/4	\$ 234.49		\$ 234.49
11/5	\$ 1,092.40		\$ 1,092.40
11/6	\$ 618.00		\$ 618.00
11/7	\$ 812.19	\$ 16,485.20	\$ 17,297.39
11/8		\$ 2,869.19	\$ 2,869.19
11/9	\$ 125.00		\$ 125.00
11/10	\$ 280.14		\$ 280.14
11/11	\$ 1,034.19		\$ 1,034.19
11/12			\$ -
11/13	\$ 109.63		\$ 109.63
11/14			\$ -
11/15	\$ 3,890.32	\$ 23,484.84	\$ 27,375.16
11/16	\$ 87.28		\$ 87.28
11/17	\$ 1,059.89		\$ 1,059.89
11/18			\$ -
11/19			\$ -
11/20	\$ 48.21		\$ 48.21
11/21	\$ 575.46	\$ 13,730.48	\$ 14,305.94
11/22	\$ 2,605.58		\$ 2,605.58
11/23	\$ 59.67		\$ 59.67
11/24	\$ 348.46		\$ 348.46
11/25			\$ -
11/26			\$ -
11/27			\$ -
11/28			\$ -
11/29		\$ 6,157.11	\$ 6,157.11
11/30			\$ -
TOTAL	\$ 38,777.34	\$ 103,088.38	\$ 141,865.72

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST
2019	\$ 49.16				\$ 31.26
2020	\$ 1,449.00	\$ 22.63	\$ 996.52	\$ 2,413.26	\$ 804.33
2021	\$ 113,625.80	\$ 3,740.65	\$ 15,657.67		\$ 2,791.21
TOTAL	\$ 115,123.96	\$ 3,763.28	\$ 16,654.19	\$ 2,413.26	\$ 3,626.80

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	\$ 12.13	\$ 2,404.78	\$ 3,146.24	\$ 204.03	\$ 5,755.05
2013	\$ 1,225.76	\$ 2,999.84	\$ 1,486.53	\$ 783.06	\$ 5,281.56
2014	\$ 1,225.76	\$ 4,065.82	\$ 2,103.08	\$ 2,991.24	\$ 10,385.90
2015	\$ 3,692.80	\$ 4,730.01	\$ 9,522.35	\$ 2,286.15	\$ 17,764.27
2016	\$ 18,784.80	\$ 5,563.78	\$ 7,996.26	\$ 1,930.73	\$ 19,183.57
2017	\$ 34,938.36	\$ 6,205.04	\$ 10,297.54	\$ 2,338.24	\$ 37,625.62
2018	\$ 41,888.29	\$ 8,568.30	\$ 9,738.49	\$ 1,736.78	\$ 54,981.93
2019	\$ 55,287.99	\$ 8,069.16	\$ 13,659.29	\$ 3,986.94	\$ 67,603.68
2020	\$ 4,084,039.31	\$ 9,966.22	\$ 30,384.11	\$ 15,212.11	\$ 110,850.43
2021	\$ 153,162.05	\$ 126,643.14			\$ 4,363,844.50
TOTAL	\$ 4,241,095.20	\$ 206,174.82	\$ 220,856.14	\$ 31,818.17	\$ 4,699,944.33

FEE

\$ 79.00

\$ 205.23

\$ 284.23

Department Reports

14.

Assessor's office monthly activity –NOVEMBER 2022	
Processing conveyances	8
Processing building permits	22
Prorating motor vehicle grand list	
Updating field cards	10
Correspondence/Phone	27
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	20
Providing assistance to other departments	5
Researching mapping issue or questions	2
Reports and communication with the State of Connecticut/ US Census	1
MLS research	3
Scheduling meeting and appointments	
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	Receive and process personal property decs
Personal Property/Discovery	
Homeowner's program	
Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	
Adds & Deletes to the re, pp or mv grand list	
Pa 490	2
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	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
Mls review	3
Town board/dept assistance	
Review & Approve C of Cs	
Review & Approve Farmland & Forestland Assessment Applications	2
Review, Approve, & create/data entry on land splits & mergers	2
Mapping Research/Discrepancies	2

December 2022

Grand Total Receipts

Permit Type	Qty	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	CoFee	Zoning	State	Point	TownFee
Building Permit	9	2,866.54	174,204.00	0.00	0.00	0.00	0.00	0.00	0.00	46.54	135.00	2,685.00
Electrical Permit	5	1,021.12	79,161.00	0.00	0.00	0.00	0.00	0.00	0.00	16.12	75.00	930.00
Mechanical Permit	2	380.98	22,229.00	0.00	0.00	0.00	0.00	0.00	0.00	5.98	30.00	345.00
Plumbing Permit	1	121.82	6,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1.82	15.00	105.00
Grand Totals	17	4,390.46	282,094.00	0.00	0.00	0.00	0.00	0.00	0.00	70.46	255.00	4,065.00
Grand # Voids	0											

Grand Total Receipts

Permit Type	Qty	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	CoFee	Zoning	State	Point	TownFee
Zoning Permit Applicat	1	140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	15.00	65.00
Grand Totals	1	140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	15.00	65.00
Grand # Voids	0											

PERMIT TOTALS FOR DECEMBER

	amt paid	# permits
TOTAL BUILDING	\$4,390.46	17
TOTAL ZONING	\$140.00	1
TOTAL MISC (COPIES)	\$6.00	
FINAL TOTAL FOR DECEMBER	\$4,536.46	18

12-1-22

Jay 5:30 - 2:30

8.5

- Admin
- Pay Bills
- Meeting w/Eric
- Inspections - West St Ext., Rose Ln.

Trk 1

	<u>Jobs</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
3.0	• Chk Roads For Debris From Wind storm, Clear Tree Parts	Tom Zach Rich Mark	3.0 3.0 3.0 3.0	/	Trk 1 Trk 4
1.0	• Trash Compaction	Tom	1.0	/	Back Hoe
5.0	• Tree Removals - Bear Swamp	Tom Rich Zach Mark	4.0 5.0 5.0 5.0	Many	Excavator Trk 3 Trk 4 Wood Chipper

12-2-22 32°/45° Sunny

Jay 5:45 - 2:30

8.25

- Admin
- Catch up office work
- Payroll

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
4.5	• Site work:	Tom	4.5		Back Hoe
	- Back Fill, Compact, & Leam	Rich	4.5	24 yds Gravel	Trk 4
	Ground Grid at Soccer Field	Zach	4.5	2 yds Leam	Compactor
	- Cap old water line.	mark	4.5	2) 1 1/2" PVC caps locating Tape	Trk 7 Loader
3.5	• Shop: Undercoat Trk 4	Tom	3.5	1.5 gal Fluid film	/
3.5	• Haul Material:	Zach	3.5		Loader
	Haul Gravel from Pit to	Rich	3.5	48 yds Gravel	Trk 3
	yard	mark	3.5		Trk 7

12-5-22 20°/47° Mostly Sunny

Jay 5:45 - 3:00
8.75

- Admin
- Office Work
- Work on Capital Asset Report

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.0	• Trash Compaction	Tom	1.0	/	Back Hoe
4.0	<ul style="list-style-type: none"> • Shop : - Clean Shop & Equip - Equip Maintenance on Chipper, Saws etc. 	Tom	3.0	/	/
		Rich	4.0		
		Zach	4.0		
		Mark	4.0		
4.0	• Tree Work Bear Swamp	Tom	4.0	Many	Excavator
		Rich	2.0		Trk 3
		Zach	4.0		Trk 4
		Mark	4.0		Chipper
2.0	• Sick	Rich	2.0		

12-6-22 33°/55° Cldy

Jay 5:30 - 3:00

- 90
- Admin
 - Pay Bill
 - Inspections
 - Work on Capital Asset Report

Trk 1

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>materials</u>	<u>Equip</u>
5.0	• Tree Work - Bear Swamp Removals	Tom Rich Zach Mark	5.0 5.0 5.0 5.0	Many	Excavator Trk 3 Trk 4 Chipper
3.0	• Fill Pot holes	Rich Mark	3.0 3.0	1/2 Ton Cold Patch	Trk 4
3.0	• Training - Class A set up course & driving	Tom Zach	3.0 3.0	/	Trk 10 Trailer

12-7-22 43°/57° Rain

Jay 5:45 - 2:30
8.25

Admin
Office work

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.5	Trash Run Lower flags	Rich Mark	1.5 1.5	/	Truck 4
6.5	• Ck Routes - Install delimiters (Hazard spots)	Rich Mark	6.5 6.5	Fiberglass Markers	Trk 4
8.0	• Class - A Training Practice at yard	Zach	8.0	/	Trk 10 w/ trailer
7.25	• Shop - Put away supplies, Fab Tooling	Tom	7.25	/	/
.75	• Pick up Road Kill #29 Lake Side	Tom Jay	.75 .75	/	Trk 1

12-8-22 43°/49° Mstly Sunny

Jay
8.25 5:45 - 2:30

Admin
Inspections
Install some Delimiters
office

Trk 1

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>materials</u>	<u>Equip</u>
1.0 • Trash Compaction @ T.S.	Tom	1.0	/	Back Hoe
.75 • Raise Flags	Rich	.75	/	Trk 4
	Mark	.75		
7.25 • Roadside Mow	Rich	7.25	/	Roadside mower
5.5 • Demo - Make Garage door opening in Building at DPW for additional small Equip Storage	Tom	4.5	6 yds Demo (Brick & Block)	Demo Saw Pay loader Trk 7
	Zach	5.5		
	mark	4.75		
2.5 • Tree Removals - Wood fern and haul away to T.S.	Tom	2.5	3) Remove 2) Trim	Back Hoe Trk 4 Trk 3 Saws
	Zach	2.5		
	Mark	2.5		

12-9-22

30°/44°

Sunny

Jay
8.5

5:30 - 2:30

Admin
Office

Trk 1

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
• Tree Removals Bear Swamp	Tom	5.0	Many	Excavator Trk 4 Chipper Trk 3
	Rich	5.0		
	Zach	5.0		
	Mark	5.0		
• Snow & Ice : Prep Equip for Weekend Snow Removal	Tom	2.0	/	(Snow Removal Equip)
	Rich	2.0		
	Zach	2.0		
	Mark	2.0		
• Put up delienators on hazard spots along Plow Routes	Tom	1.0	/	Trk 1
	Zach	1.0		
	Rich	1.0		Trk 4
	Mark	1.0		

12-11-21 26° Lt to Moderate Snow 1-3"

- Jay • Monitor Weather throughout the day Trk 1
- Flurries @ 1:30 - 2:00 PM
 - Lt Snow @ 3:30 - 4:00 PM
 - Call in Crew 4:15 PM Tom, Rich, Zach
 - All Trucks Loaded & on Routes 4:50 PM
- Treat Each Lane
- All Trucks Back to shop @ 6:15 PM
 - Re-load / Take Break
 - All Trucks Back on Roads Re-Treat @ 7:15 PM
 - 2" Accumulation
 - All Trucks Back to shop & Dismiss 8:45 PM

Crew to Report Back 4^{AM} For Clean up
& Make Ready for Buses

Equip	Staff	Time	Material
Trk 10	Tom	4.5	Approx. 40 ton Salt
Trk 3	Rich	4.5	
Trk 7	Zach	4.5	

12-12-22 24°/35° Mstly Sunny

Jay 11.75
3:45^{AM} - 3:00^{PM} 7:00^{PM} - 8:00^{AM} Trk 1
Selectmans Mtng

- Admin
- All Trucks on Routes 4:15^{AM} - Plow each way & Treat Schools on 2 hr delay
- Plow Parking Lots & shovel off Walkways & Treat
- Inspections

Crew Reported 4^{AM}

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
• Snow & Ice:				
- Clear Plow Routes & Treat Where Necessary	Tom	10.0		Trk 10
	Rich	10.0	9 Ton	Trk 3
- Clear Parking Lots & Treat	Zach	10.0	Salt	Trk 7
- Clear Sidewalks & Treat	Mark	10.0		Trk 4
- Wash/Clean Equip				Loader

12-13-22 17°/38° Sunny

Jay 5:15 - 3:45

10.0

- Inspect Roads
- Admin
- Meeting w/Eric

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
8.0	• Shop: Construct/Build 11'x12' Locker Room 8'x12' Mechanic Office	Tom Rich	8.0 8.0	Lumber	shop Tools
8.0	• Class A Drivers Practice & <u>Test</u> <u>Note: Zach !! Passed!!</u>	Zach Mark	8.0 8.0	/	Trk 10 Bolton Trailer

12-14-22 24°/35° Sunny

BOF
7:00 - 8:00 PM

Jay 5:45 - 3:00
9.0

- Admin
- Driveway Inspections
- Meet w/ Electrician

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>material</u>	<u>Equip</u>
8.0	<ul style="list-style-type: none"> • Shop: Construct/Build Locker Rm/Mech office 	Tom Rich Zach	8.0 6.0 2.0	Lumber	Shop Tools
6.0	<ul style="list-style-type: none"> • Transport Equip: Pick up Excavator from Bear Swamp go to Burnap Brook & Clear Beaver Dam & Return Excavator Back to shop then Return Bolton's Trailer 	Zach Mark	6.0 6.0	/	Trk 10 Excavator Bolton's Trailer
2.0	<ul style="list-style-type: none"> • Shop: Clean Equip 	Mark Rich	2.0 2.0	/	Excavator Trks

12-15-22 22°/40° Cloudy

Jay 5:30 - 2:30

CIP 6:30 - 8:30 PM

10.5

Admin

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.0	• Trash Compaction	Tom	1.0	/	Back Hoe
8.0	• Shop: Construct/Build Locker Rm - Mech Office	Tom	7.0	Lumber	shop tools
		Zach	8.0		
8.0	• Raise Flags • Tree Trimming at Town Hall and Roads	Rich mark	8.0	/	Trk 4 Saws
		Rich mark	8.0		

12-16-22 38°/43° Rain

Jay 5:15 - 2:30

8.75

- Admin
- P/u Road Kill

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
8.0	• Shop & Construct/Build Locker Room - Mech Office	Tom Zach	7.0 8.0	Lumber	Shop Tools
6.5	• ck/clear water ways	Rich Mark	4.0 6.5	/	Trk 4
1.5	• Pick up Material/Lumber	Mark	1.5	/	Trk 4
1.0	• P/u Road Kill	Tom Jay	1.0 1.0	/	Trk 1
4.0	• Personal 4 hrs	Rich	4.0	/	/

12-17-22 33°/40° Mix Precip - Rain

Jay 3:00 AM - 5:00 AM

2.0 Admin

CK Roads For Icing - Temps Just above freezing +/-

12-19-22 25°

Jay Family Emergency

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.0	• Trash Compaction @ T.S.	Tom	1.0	/	Back Hoe
8.0	• Shop: Construct/Build Locker Rm - mech office	Tom	7.0	Lumber	Shop Tools
		Zach	8.0		
3.0	• Ck Rds & Fill Pot Holes	Rich	3.0	• 5 Ton Patch	Trk 4
		Mark	3.0		
5.0	• Tree Trimming along Roads	Rich	5.0	/	Trk 4 SAWS
		Mark	5.0		

12-20-22 28°/36° Sunny

Jay 5:30 - 11:30
6.0 Admin

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	Shop: Construct/Build				
	• locker Rm - Mech office	Tom	8.0	Lumber	Shop Tools
	• Prep & Pave Apron for New Garage Door opening at DPW	Zach	8.0	4 Ton Asphalt	Trk 10 Compactor
8.0	• Tree Trimming along Roads	Rich	8.0	/	Trk 4 Saws
		Mark	8.0		

12-21-20 20°/39° Mostly Sunny

Jay 5:30 - 3:00

9.0 • Admin

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.0	Trash Run	Rich Mark	1.0 1.0	/	Trk 4
8.0	Shop: Construct/Build • Frame area around New opening in Building for Garage Door	Tom	8.0	Lumber	Shop Tools
4.0	• Equip Maintenance Trk 1 & Trk 10	Zach	4.0	/	
7.0	• Tree Trimming along Roads	Rich Mark	7.0 7.0	/	Trk 4
4.0	Personal Time 4 hrs	Zach	4.0	/	/

12-22-22 21°/41° Cloudy

Jay 5:30 - 2:30
8.5 Admin

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
1.0	• Trash Compaction	Tom	1.0	/	Backhoe
	Tree Work:	Rich	6.0	/	Trk 4
6.0	• Trimming Trees along Routes	Mark	6.0	/	Saws
	Shop:				
8.0	• Continue work on Garage door opening	Tom	7.0	Lumber	Shop tools
	• Continue work on Locker Rm	Zach	8.0		
	& Mechanic Office	Rich	2.0		
2.0	Early Out	Mark	2.0	/	/

12-23-22 54°/56° Rain - Wind 20 to 30 MPH
40+ MPH Gusts

Jay 11.0
5:30 - 5:00

Trk 1

Admin

Office - Monitor & Report & Dispatch Crews
Where needed to Clear or Close Roads of Hazards
Monitor Weather For End of Day Quick
Temperature Drop "Flash Freeze / Icing"

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
8.25	• Ck/clear or close Roads of Hazards	Tom Zach Rich Mark	8.25 8.25 8.0 8.0	/	Trk 4 Trk 1 Saws
2.5	• Snow & Ice / Treat Roads Prevent Icing	Tom Zach Rich Mark	2.5 2.5 2.5 2.5	24 yds Salt	Trk 10 Trk 7 Trk 3 Loader
	Route Training	← Mark			

Reported

12-23-22

- ✓ 2) Trees across Long Hill Area of #140 Cleared
- ✓ 1) Tree Down on Skinner Cleared
- ✓ Tree on Wires Arching - #46 Wheeling CL&P 559
- ✓ Tree on Wires blocking Road - Woodside
- ✓ Wires Across Rd - Lakeside at Woodside CL&P 201
- ✓ Wires Down Across Rd - Rockledge #16 CL&P 515
- ✓ Tree and Wires Down - Shoddy & Wales
#77 Shoddy CL&P 372
- ✓ Tree Top Hanging over Wires - Shoddy #93 CL&P 312
- ✓ Tree leaning on Wires #83 Hebron Rd
- ✓ Phone lines Hanging Low across Rd - #317 Lake Rd
- ✓ Tree leaning on Wires Smoking - #73 Times Farm CL&P 2413
- ✓ Primaries on the Ground, Road Closed - #1 Jurvaty Lane
- ✓ Two large trees on Wires Pulling/Tipping Poles - #299 Boston Hill
Eversource #316

12-24-22 Temps Single digits

Jay 3:30 - 5:45

Trk 1

2.25

Ok Roads For Icing - All Clear

12-26-22

Holiday

Approx 12:45^{PM} received notification Tree down Blocking one Lane on Cone Road

Call in two crew members Clear Tree and also check main Rds for edge of Road Icing and Treat as necessary

<u>Job</u>	<u>Staff</u>	<u>Time O.T.</u>	<u>Material</u>	<u>Equip</u>
Clear Tree From Roadway	Rich Mark	} 3.0	/	Trk 4 saws
Spot Treat Ice Spots	Rich Mark		2 yds Salt	Trk 3 Loader

12-28-22 20°/41° Prtly Cldy

Jay 5:00 - 3:00
 9.5 Ck Roads for Icing
 Admin
 Lower Flags
 Budget Work

Trk 1

	Job	Staff	Time	Materials	Equip
3.0	Snow & Ice: • Ck Plow Routes & Spot Treat	Tom	3.0	6 Ton Salt	Trk 10
		Zach	3.0		Trk 7
		Rich	3.0		Trk 3
		Mark	3.0		
5.0	Clean Equip & Grease	Rich	5.0	/	Trk 10
		Mark	5.0		Trk 7
	Trash Compaction	Tom	1.0	/	Trk 3 Loader
5.0	Shop: Work on Locker Rm/Mechanic Office	Tom	4.0	Sheetrock Rooms	Shop Tools
		Zach	5.0		

Training -

12-29-22 32°/48° Prtly cldy

Jay
8.25

5:45 - 2:30

Admin

Budget work

Office

Meeting w/Eric & Engineer Discuss 2023 Roadwork

Trk 1

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
• Trash Compaction	Zach	1.0	/	Backhoe
Shop:				
• Work on Locker Rm - Mechanic Office	Zach	7.0	Sheetrock	Shop Tools
Snow & Ice:				
• Spot Treat Icing Areas	Rich	4.0	2 Ton Salt	Trk 3
• Clean Equip	Mark	4.0		
• Tree Trimming along Routes	Rich	4.0	/	Trk 4
	Mark	4.0	/	Saws
• Vacation	Tom	8.0	/	/

12-30-22

Jay 3:30^{AM} - 5:30^{AM}
3.5

8:00^{PM} - 9:30^{PM}

Trk 1 ↑

- Snow & Ice: Morning
Chk Roads For Possible Icing & Monitor Weather
- Payroll: Evening

* 6:00^{AM} - 2:30^{PM} Time Away Due to Family Emergency *

Note: Notified Staff of such & Communicated Tasks For the Day along with some communication with outside vendors (minor business conducted)

	Job	staff	Time	materials	Equip
2.0	Shop: • Clean up & Return unused Lumber & Sheetrock to Supplier	Rich Mark	2.0 2.0	/	Trk 4
3.0	• Work With Fire Extinguisher vendor Annual Inspection Buildings & Equip	Rich Mark	3.0 3.0	/	Trk 4
	• Pot hole Patching	Rich Mark	3.0 3.0	1/2 Ton Cold Patch	Trk 4
8.0	• Personal	Zach	8.0		
8.0	• Personal/Vacation/sick 4.75 / 2.0 / 1.25	Tom	8.0		

Public Works

Highlights for the Month:

- Tree removals Bear Swamp Road
- Complete/Backfill Ground Grid at Soccer Field
- Pothole Patching
- Tree Trimming around town buildings and along roads that interfere with travelability of our plow trucks and busses
- Demo – Cut out for new garage door opening in DPW building for additional small equipment storage
- Construct and frame out opening for new garage door
- Construct/Build – Locker Room and Mechanics office area
- Assist Bolton – Clear Beaver Dam adjacent to Burnap Brook Road
- Minimal Snow and Ice events

ANDOVER SENIOR TRANSPORTATION
MONTH OF DECEMBER 2022

Dated 1/3/2023
Cathy Palazzi
Senior Coordinator

Drug tests – none.

- Medicals 51
 - Events 4 (2) Friday lunches, (1) Festival of Lights – EH and (1) Christmas Party Georgina's
 - Maintenance 2 (1) Back Up System on 2017 bus not working – DuBois replaced.
(1) Bolton Collision repaired the scratches on 2017 bus so rust will not occur
 - Incident Log 0 No new incidences to report
 - Disabled 10 (5) new disabled passengers added to weekly trips in December
 - Veterans 5 Medical trips to VA in Newington and Willimantic
 - Meetings 0 YAH Meetings
 - Shopping 4 trips (one per week) (3-4) seniors.
 - Food Share 2 trips per month – approximately (10) people including (12) deliveries
Week before Christmas delivering ham/turkeys and sides.
 - Food Pantry 5 trips per month – approximately (2-3) people on Monday nights
(10) people on Wednesdays including (2) deliveries
-
- I was contacted by the DOT this month to let me know the 2022 bus we were awarded is in build stage. Tentative plans we should receive bus by spring 2023. Additionally, there will be another opportunity to apply for a new vehicle. Lastly, the DOT notified me the 2017 bus will now belong to the town of Andover and the title will be sent to town hall within a few months.
 - Still requesting a car for medicals-a hybrid-preferably an electric car. This would be a good decision on the part of the BOS as it will prove environmentally safe and a cost savings so that we do not have to drive our bus for one person. As our seniors age and no longer drive they are requiring more medicals and we are now using the small bus on a daily three (3) times for medicals as well as the van. An electric car would be excellent to conserve energy and better for the environment. A car purchase would save transportation cost a great deal of money and not have wear and tear on the bus for one medical at a time. Vehicles are out at a minimum of 4-6 times per day. We have picked up five (5) new disabled people this month for medicals and some-although disabled-can ride in a car.
 - Bus transportation continues to drive our seniors, disabled and veterans to their medical appointments, meetings, movies, luncheons, town meetings, shopping, food share, food pantry, 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