

Town Administrator's Report for the 10.26.22 Board of Finance Regular Meeting

Town Hall Operations:

Nothing significant

Assessor's Office:

Nothing big right now. They are working on personal property declarations. John C is doing inspections.

Tax Collector's office

We are doing well with collections. We have referred all unpaid personal property declarations to a collection agency which has resulted in increased receipts

Administrator's Office:

Welcome to my new Admin assistant Kate Morrissey who is fitting in nicely Her email is adminassistant@andoverct.org

Town Clerks office

Finance Office:

We have Hired Cheryl Miller to assist us in getting our financial house in order. She is hard at work.

On behalf of the bos I asked Cheryl to review the job description for the financial assistant.

Building and Land Use Department:

Overall building department operations are going well.

We are starting to slow down now but that is seasonal. With the economy unsettled, it is hard to predict how much building will go on in the spring.

Town Engineer:

Still no final contract. I sent the 4th draft to the towns attorney for review. Minor sticking points at this point

Public Works:

Mark Williams is hired and Public works is fully staffed.

Small Bridges and Culverts:

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

Andover Proposed Community Senior Center:

RFP has been issued and is available online

Andover Veterans Monument:

Weed eradication and reseedling is completed with Randazzo design/consulting

Times Farm Bridge:

Still Working on the final close out.

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

Still some issues when it rains heavily with the wireless monitoring
I had to transition the Museum system from the old 3g network to a 4 g network

Budget:

No issues except revenue for rental will be low by approx. \$9K

I am working on collections from past moneys due from an easement- this will potentially be around 2,000 which will count against the rental income deficit

American Recovery Act Funding:

We have the full funding of the 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.

Town Hall Projects”

Public works installed a tree for the 175 anniversary Committee Thanks to A cut above for the tree Donation.

Transfer Station

Running smoothly

Grant Status**STEAP 2020**

Need to request reimbursement

Connectivity Grant:

Substantially complete

Ribbon cutting on Oct 15 at 9:30 AM was very successful- thanks to all who attended

Will add a Handicapped Access to the Walking Track at Veterans Memorial field and Parking Spot

We still have some funds remaining

Affordable Housing plan Grant

We received the first payment from a grant for the affordable housing Plan. We should get the final amount soon.

Marina had to re request it, because apparently the state lost it.

Eversource Car Charger Grant

The Car Charger is installed be we are waiting on a new switch for the server so we can connect to it. We need to pay the bill to Lenco and file for reimbursement to refund the building maintenance fund.

STEAP Grant 2022:

Received- \$275,000 grant waiting to find out which state office will manage project

Meeting with SHIPO State Historical Preservation Office. Because we are demolishing a structure on the national historic register we are going to have to commit to another preservation project to compensate for it. I have some ideas but want to talk through with Scott Yoemans first

Need final concrete design from BSC engineering.

Transportation grant

Vehicle- Waiting on vehicle backlog, per the state we will get the new 12 pax bus in May of 2023 This is 100% funded.

Cost reimbursement for transportation- Received last years reimbursements Will receive approx. \$9000 this year