

**Town of Andover
Board of Selectmen
Regular Meeting**

Tuesday, February 14 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/89196127481>

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

Meeting ID: 891 9612 7481
Passcode: 438128

*Please mute yourself unless you are a commission member or during Public Speak.

1. Call to Order/Pledge of Allegiance
2. Public Speak
3. Additions/Deletions to the Agenda
4. Treasurer's Report
 - a. Finance Department Report
 - a. Revenue Summary
 - b. Town Budget Summary
 - c. Town Aid Road (TAR) Update
 - d. Town Cash Report
 - e. Appropriation Transfer
 - f. Over Expenditure Report
 - g. Summary of Audit Status
 - h. Budget review of Format for Presentation
5. Board and Commission Presentations
6. Appointments
 - a. Appointment of Wallace Barton to the Safety Committee
 - b. Reappointment of Eric Anderson to the Eastern Highlands Health District Board of Directors
7. Resignations
 - a. Curt Dowling Board of Finance, CIP, Board of Fire Commissioners, Safety Committee.
8. Town Administrator's Report
9. Old Business Discuss and act upon the following:
 - a. Status of Finance Official
 - b. Status of the Community Center RFP
 - c. Hop River homes update
 - d. Recognizing Andover Residents
 - e. Cool Program contract
 - f. Finance Department Employment
 - g. Andover Personnel Policy discussion
 - h. Discussion of Senior Transportation
 1. Electric Vehicle research
 2. Review 15 passenger bus acquisition and usage

10. New Business Discuss and act upon the following:
 - a. Budget Meeting Dates
 - b. Budget Discussion
 - c. Roadwork Planning
 - d. Grant for community garden see letter
11. Approval of Meeting Minutes
 - a. Monday, January 9, 2023 Regular Meeting Minutes
12. Budget
 - a. Appropriation Transfers
 - b. Over Expenditure Requests
13. Tax Collector's Report
 - a. Refunds Requests
14. Department Reports
 - a. Assessor's report
 - b. Fire Department
 - c. Burning Official
 - d. Resident State Trooper
 - e. Town Clerk
 - f. Building Department
 - g. Assessor's Office
 - h. Public Works
 - i. Transfer Station
 - j. Library
 - k. Senior Transportation
 - l. AHM
 - m. Economic Development Commission
 - n. ZBA
15. Correspondence
16. Public Speak
17. Adjournment

Treasurer's Report

4.

Town of Andover Interim - Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
Income				
4100 · PROPERTY TAX REVENUE				
000-101 - 41101 Current Year Taxes	7,492,663.08	9,938,852.00	-2,446,188.92	75.4%
000-108 - 41105 Prior Taxes	73,761.54	155,000.00	-81,238.46	47.6%
000-110 - 41104 Supp MV	103,776.26	0.00	103,776.26	100.0%
000-109 - 41106 NSF/DMV/Fees	-350.19	0.00	-350.19	100.0%
000-104 - 41901 Liens Taxes	0.00	5,200.00	-5,200.00	0.0%
000-103 - 41901 Interest Taxes	34,150.88	61,000.00	-26,849.12	56.0%
000-239 - 43900 Telecom Personal Prop Tax	0.00	5,000.00	-5,000.00	0.0%
Total 4100 · PROPERTY TAX REVENUE	7,704,001.57	10,165,052.00	-2,461,050.43	75.8%
4300 · INTERGOVERNMENTAL REVENUES				
000-211 - 43300 Veteran's Tax Relief	1,227.58	0.00	1,227.58	100.0%
000-222 - 43300 Municipal grants in aid	0.00	2,620.00	-2,620.00	0.0%
000-223 - 43800 Mash-Pequot Funds	2,226.66	6,680.00	-4,453.34	33.3%
000-226 - 43500 State Miscellaneous	43,820.00	6,000.00	37,820.00	730.3%
000-227 - 43500 Municipal Stabilization	0.00	43,820.00	-43,820.00	0.0%
000-230 - 43300 Municipal Transition	0.00	114,861.00	-114,861.00	0.0%
100-231 - 43700 His Doc Restoration Grant	0.00	5,500.00	-5,500.00	0.0%
000-238 - 43300 Disabled Programs	444.85	400.00	44.85	111.2%
000-209 - 43600 - PILOT State Property	0.00	12,219.00	-12,219.00	0.0%
100-227 - 43800 MRSA Revenue Sharing	66,434.35	0.00	66,434.35	100.0%
100-409 - 43700 Dial-A-Ride	3,368.33	10,000.00	-6,631.67	33.7%
900-219 - 43800 ECS Funds	501,196.00	2,004,782.00	-1,503,586.00	25.0%
Total 4300 · INTERGOVERNMENTAL REVENUES	618,717.77	2,206,882.00	-1,588,164.23	28.0%
4400 · CHARGES FOR SERVICES				
000-801 - 44867 Miscellaneous Revenue	2,723.99	3,000.00	-276.01	90.8%
000-803 - 44867 Rentals	1,750.00	9,000.00	-7,250.00	19.4%
100-401 - 44204 Fire Burn Permits	0.00	150.00	-150.00	0.0%
100-407 - 44102 Clerk Fees	27,781.25	85,000.00	-57,218.75	32.7%
700-413 - 44403 Transfer Station	23,184.00	44,200.00	-21,016.00	52.5%
700-415 - 44403 Waste Redemption	0.00	1,000.00	-1,000.00	0.0%
800-405 - 44705 Building & Land Use Fees	28,830.20	75,100.00	-46,269.80	38.4%
Total 4400 · CHARGES FOR SERVICES	84,269.44	217,450.00	-133,180.56	38.8%
4600 · INVESTMENT INTEREST				
000-303 - 46101 Interest	1,252.89	3,000.00	-1,747.11	41.8%
Total 4600 · INVESTMENT INTEREST	1,252.89	3,000.00	-1,747.11	41.8%
Total Income	8,408,241.67	12,592,384.00	-4,184,142.33	66.8%
Expense				
4700 · EDUCATION				
901-527 - 58250 RHAM Education	2,402,887.72	5,026,937.00	-2,624,049.28	47.8%
901-595 - 28900 AES BOE	2,018,861.29	4,052,787.00	-2,033,925.71	49.8%
Total 4700 · EDUCATION	4,421,749.01	9,079,724.00	-4,657,974.99	48.7%
TOWN DEPARTMENTS				
4113 · TOWN ADMINISTRATOR				
102-100 - 51000 Town Administrator	49,999.66	84,975.00	-34,975.34	58.8%
102-101 - 51000 Admin Assistant	8,259.42	22,012.00	-13,752.58	37.5%
102-330 - 55990 Conference/Seminar	0.00	300.00	-300.00	0.0%
102-535 - 55300 Mobile Phone	498.69	940.00	-441.31	53.1%
102-580 - 55800 Mileage	700.00	1,200.00	-500.00	58.3%
102-205 - 52200 SS & Med	0.00	8,184.00	-8,184.00	0.0%
102-215 - 52100 Health/Dental Ins	0.00	10,749.00	-10,749.00	0.0%
102-230 - 52300 Retirement MERF	0.00	14,658.00	-14,658.00	0.0%
Total 4113 · TOWN ADMINISTRATOR	59,457.77	143,018.00	-83,560.23	41.6%
4137 · TREASURER/FINANCIAL				
109-100 - 51000 Treasurer Salary	0.00	15,000.00	-15,000.00	0.0%
109-120 - 51000 Treasurer Clerk Wages	15,196.65	57,373.00	-42,176.35	26.5%
109-330 - 55990 Conference/Seminar	65.00	500.00	-435.00	13.0%
109-438 - 535100 Contract Software Maint	0.00	2,200.00	-2,200.00	0.0%
109-610 - 56120 Office Supplies	0.00	200.00	-200.00	0.0%
109-205 - 52200 SS & Med	0.00	4,389.00	-4,389.00	0.0%
109-215 - 52100 Health/Dental Ins	0.00	10,749.00	-10,749.00	0.0%
109-230 - 52300 Retirement MERF	0.00	9,897.00	-9,897.00	0.0%
Total 4137 · TREASURER/FINANCIAL	15,261.65	100,308.00	-85,046.35	15.2%
4147 · TOWN CLERK				
117-100 - 51000 Town Clerk Salary	32,123.68	52,296.00	-20,172.32	61.4%
117-120 - 51000 Asst Town Clerk Salary	17,647.46	22,448.00	-4,800.54	78.6%
117-330 - 59900 Conference/Seminar	644.00	1,000.00	-356.00	64.4%
117-335 - 52900 Training	0.00	2,000.00	-2,000.00	0.0%
117-438 - 54300 Equip Maint	0.00	540.00	-540.00	0.0%
117-580 - 55800 Mileage	63.75	400.00	-336.25	15.9%
117-610 - 56120 Office Supplies	688.18	1,400.00	-711.82	49.2%
117-612 - 53520 Land Records	5,335.69	10,500.00	-5,164.31	50.8%
117-616 - 55500 Maps Filming & Indexing	16.00	600.00	-584.00	2.7%
117-810 - 58100 Membership	235.00	520.00	-285.00	45.2%
117-865 - 55900 Vital Statistics	0.00	300.00	-300.00	0.0%
117-885 - 55900 Historic Doc. Restoration	0.00	6,500.00	-6,500.00	0.0%
117-205 - 52200 SS & Med	0.00	5,718.00	-5,718.00	0.0%
117-215 - 52100 Health/Dental Ins	0.00	21,408.00	-21,408.00	0.0%
117-230 - 52300 Retirement MERF	0.00	9,021.00	-9,021.00	0.0%
Total 4147 · TOWN CLERK	56,753.76	134,651.00	-77,897.24	42.1%
4135 · TAX COLLECTOR				
111-100 - 51000 Tax Collector Salary	29,308.08	45,174.00	-15,865.92	64.9%
111-330 - 55999 Conference/Seminar	106.13	400.00	-293.87	26.5%
111-438 - 53510 Contract Software Maint	10,025.42	12,353.00	-2,327.58	81.2%
111-610 - 56120 Office Supplies	0.00	400.00	-400.00	0.0%
111-810 - 58100 Membership	95.00	125.00	-30.00	76.0%
111-205 - 52200 SS & Med	0.00	3,456.00	-3,456.00	0.0%
111-230 - 52300 Retirement MERF	0.00	7,792.00	-7,792.00	0.0%
Total 4135 · TAX COLLECTOR	39,534.63	69,700.00	-30,165.37	56.7%

Town of Andover Interim - Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
4131 - ASSESSOR				
113-100 - 51000 Assessor Salary	18,490.59	30,101.00	-11,610.41	61.4%
113-120 - 51000 Asst Assessor Salary	23,756.03	38,351.00	-14,594.97	61.9%
113-335 - 52900 Training	0.00	650.00	-650.00	0.0%
113-438 - 53510 Contract Software Maint	15,985.25	18,404.00	-2,418.75	86.9%
113-580 - 55800 Mileage	0.00	500.00	-500.00	0.0%
113-610 - 56120 Office Supplies	151.65	825.00	-673.35	18.4%
113-612 - 56400 Book/Subscriptions	0.00	450.00	-450.00	0.0%
113-205 - 52200 SS & Med	0.00	5,237.00	-5,237.00	0.0%
113-215 - 52100 Health/Dental Ins	0.00	26,264.00	-26,264.00	0.0%
113-230 - 52300 Retirement MERF	0.00	12,253.00	-12,253.00	0.0%
Total 4131 - ASSESSOR	58,383.52	133,035.00	-74,651.48	43.9%
4149 - REGISTRARS				
125-100 - 51000 Registrars Salary	7,754.65	12,360.00	-4,605.35	62.7%
125-120 - 51000 Asst Registrars Salary	515.00	1,030.00	-515.00	50.0%
125-330 - 55990 Conference/Seminar	200.00	1,200.00	-1,000.00	16.7%
125-335 - 52900 Training	299.73	3,500.00	-3,200.27	8.6%
125-580 - 55800 Mileage	55.00	500.00	-445.00	11.0%
125-610 - 56120 Office Supplies	62.85	300.00	-237.15	21.0%
125-810 - 58100 Membership	190.00	200.00	-10.00	95.0%
125-205 - 52200 SS & Med	0.00	1,024.00	-1,024.00	0.0%
Total 4149 - REGISTRARS	9,077.23	20,114.00	-11,036.77	45.1%
4197 - ELECTIONS				
121-100 - 51000 Election Salaries	6,352.69	16,500.00	-10,147.31	38.5%
121-335 - 52900 Training	409.06	625.00	-215.94	65.4%
121-438 - 54300 Equip Maint	750.00	3,000.00	-2,250.00	25.0%
121-610 - 56010 Supplies	4,009.17	8,800.00	-4,790.83	45.6%
121-800 - 55800 Misc/Canv	0.00	120.00	-120.00	0.0%
121-830 - 52900 Meals	257.21	660.00	-402.79	39.0%
121-205 - 52200 SS & Med	0.00	1,262.00	-1,262.00	0.0%
Total 4197 - ELECTIONS	11,778.13	30,967.00	-19,188.87	38.0%
4211 - BUILDING DEPARTMENT				
807-105 - 51000 Bldg Dept - Shared Wage	9,646.02	19,303.00	-9,656.98	50.0%
809-100 - 51000 Wages IWC	10,008.11	16,550.00	-6,541.89	60.5%
817-100 - 51000 Zoning Agent Salary	15,001.20	25,444.00	-10,442.80	59.0%
807-120 - 51000 Bldg Dept Admin Asst	18,122.73	23,577.00	-5,454.27	76.9%
807-438 - 54300 Equipment Maint	261.24	1,500.00	-1,238.76	17.4%
807-580 - 55800 Mileage	600.00	1,200.00	-600.00	50.0%
807-612 - 56400 Books & Manuals	0.00	500.00	-500.00	0.0%
807-610 - 56120 Office Supplies	0.00	550.00	-550.00	0.0%
807-890 - 58100 PermitLink Fees	3,000.00	4,500.00	-1,500.00	66.7%
807-901 - 57300 Equipment	0.00	250.00	-250.00	0.0%
807-205 - 52200 SS & Med	0.00	1,804.00	-1,804.00	0.0%
807-215 - 52100 Health/Dental Ins	0.00	5,100.00	-5,100.00	0.0%
Total 4211 - BUILDING DEPARTMENT	56,639.30	100,278.00	-43,638.70	56.5%
4501 - LIBRARY				
001-100 - 51000 Library Payroll	48,197.51	79,014.00	-30,816.49	61.0%
001-800 - 56420 Library Operations	13,494.50	26,989.00	-13,494.50	50.0%
001-205 - 52200 SS & Med	0.00	6,045.00	-6,045.00	0.0%
001-215 - 52100 Health/Dental Ins	0.00	10,749.00	-10,749.00	0.0%
001-230 - 52300 Retirement MERF	0.00	8,079.00	-8,079.00	0.0%
Total 4501 - LIBRARY	61,692.01	130,876.00	-69,183.99	47.1%
4145 - CIVIL PREPAREDNESS				
135-100 - 51000 Civil Preparedness Salary	375.00	750.00	-375.00	50.0%
135-335 - 52900 Training	0.00	350.00	-350.00	0.0%
135-435 - 54420 Shared CERT Vehicle	0.00	1,000.00	-1,000.00	0.0%
135-730 - 56900 Supplies & Equipment	0.00	850.00	-850.00	0.0%
135-205 - 52200 SS & Med	0.00	58.00	-58.00	0.0%
Total 4145 - CIVIL PREPAREDNESS	375.00	3,008.00	-2,633.00	12.5%
Total TOWN DEPARTMENTS	368,953.00	865,955.00	-497,002.00	42.6%
TOWN EXPENSES				
803-100 - 51000 Town Planner Wages	761.00			
4213 - TOWN OFFICE BUILDING				
129-315 - 53010 Payroll Services	4,461.55	7,000.00	-2,538.45	63.7%
129-350 - 54410 Water Testing	412.50	500.00	-87.50	82.5%
129-365 - 54010 Elevator Service Contract	2,338.05	2,350.00	-11.95	99.5%
129-401 - 58100 Elevator Permit	240.00	240.00	0.00	100.0%
129-442 - 53500 Computer Tech Support	5,285.30	11,000.00	-5,714.70	48.0%
129-432 - 54301 Building Maint	2,733.11	4,250.00	-1,516.89	64.3%
129-434 - 54301 Furnace Maintenance	80.00	500.00	-420.00	16.0%
129-439 - 535100 Software Maint	3,008.91	8,250.00	-5,241.09	36.5%
129-443 - 55990 Website Fees	179.00	4,731.00	-4,552.00	3.8%
129-444 - 55510 Copier Rental	1,786.56	2,680.00	-893.44	66.7%
129-490 - 54302 Alarm Monitoring	0.00	500.00	-500.00	0.0%
129-493 - 53520 Tolland 911 Dispatch	10,265.74	11,133.00	-867.26	92.2%
129-530 - 55300 Telephone	2,969.94	5,000.00	-2,030.06	59.4%
129-531 - 55301 Postage	4,234.35	7,000.00	-2,765.65	60.5%
129-533 - 55301 Postage Meter Rental	0.00	600.00	-600.00	0.0%
129-537 - 55300 Internet Cable	0.00	1,500.00	-1,500.00	0.0%
129-550 - 55500 Printing	0.00	1,600.00	-1,600.00	0.0%
129-601 - 56220 Electricity	7,093.52	9,900.00	-2,806.48	71.7%
129-603 - 56240 Fuel Oil	1,985.72	7,266.00	-5,280.28	27.3%
129-609 - 57300 Equipment	460.00	750.00	-290.00	61.3%
129-610 - 56120 Office Supplies	2,764.87	3,200.00	-435.13	86.4%
129-652 - 56010 Janitorial Supplies	462.91	1,600.00	-1,137.09	28.9%
129-735 - 54320 Computer Repair/Service	-171.80	2,100.00	-2,271.80	-8.2%
Total 4213 - TOWN OFFICE BUILDING	50,590.23	93,650.00	-43,059.77	54.0%
4199-A - ADVERTISING				
127-540 - 55400 Legal Ads-Advertising	2,959.00	5,500.00	-2,541.00	53.8%
Total 4199-A - ADVERTISING	2,959.00	5,500.00	-2,541.00	53.8%
4157 - INSURANCE				
137-500 - 55200 Insurance	86,208.25	116,390.00	-30,181.75	74.1%
Total 4157 - INSURANCE	86,208.25	116,390.00	-30,181.75	74.1%

Town of Andover Interim - Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
4117 - EMPLOYEE BENEFITS				
141-205 - 52200 SS & Med	39,475.42	0.00	39,475.42	100.0%
141-210 - 52600 Unemployment Comp	3,536.22	10,000.00	-6,463.78	35.4%
141-215 - 52100 Health/Dental Ins	74,827.13	0.00	74,827.13	100.0%
141-221 - 52900 Longevity	-1,445.54	1,500.00	-2,945.54	-96.4%
141-223 - 52950 Disability	1,643.81	2,500.00	-856.19	65.8%
141-225 - 52900 Life Insurance	459.96	1,500.00	-1,040.04	30.7%
141-230 - 52300 Retirement MERF	29,827.51	0.00	29,827.51	100.0%
141-280 - 53070 CDL, Physicals, Drug Tes	0.00	750.00	-750.00	0.0%
141-290 - 52300 Amort MERF	0.00	131.00	-131.00	0.0%
141-295 - 52010 Admin Fee MERF	3,250.00	3,640.00	-390.00	89.3%
Total 4117 - EMPLOYEE BENEFITS	151,574.51	20,021.00	131,553.51	757.1%
Total TOWN EXPENSES	292,092.99	235,561.00	56,531.99	124.0%
FACILITIES				
4213-A - OLD TOWN HALL				
123-432 - 54301 Building Maint	529.71	2,500.00	-1,970.29	21.2%
123-490 - 54302 Alarm System	100.48	575.00	-474.52	17.5%
123-601 - 54100 Electricity	492.33	975.00	-482.67	50.5%
123-603 - 56240 Fuel Oil	0.00	400.00	-400.00	0.0%
Total 4213-A - OLD TOWN HALL	1,122.52	4,450.00	-3,327.48	25.2%
4301 - TOWN GARAGE				
309-350 - 53070 Medical/Drug Testing	220.00	525.00	-305.00	41.9%
309-300 - 55990 Conference/Seminar	0.00	600.00	-600.00	0.0%
309-432 - 54301 Building Maint	13,588.20	18,000.00	-4,411.80	75.5%
309-490 - 54302 Alarm System	0.00	750.00	-750.00	0.0%
309-537 - 55300 Internet Cable	926.80	1,470.00	-543.20	63.0%
309-601 - 56220 Electricity	3,116.15	6,475.00	-3,358.85	48.1%
309-603 - 56240 Fuel Oil	614.83	6,250.00	-5,635.17	9.8%
309-610 - 56100 Office Supplies	645.84	175.00	470.84	369.1%
309-618 - 56500 Computer Supplies	0.00	325.00	-325.00	0.0%
Total 4301 - TOWN GARAGE	19,111.82	34,570.00	-15,458.18	55.3%
4203-A - OLD FIRE HOUSE				
149-601 - 54100 Electricity	1,205.80	1,441.00	-235.20	83.7%
149-603 - 56240 Fuel Oil	0.00	1,000.00	-1,000.00	0.0%
Total 4203-A - OLD FIRE HOUSE	1,205.80	2,441.00	-1,235.20	49.4%
Total FACILITIES	21,440.14	41,461.00	-20,020.86	51.7%
OUTSIDE SERVICES				
4125 - AUDITOR/ACTUARY				
105-320 - 53310 Annual Audit	0.00	34,500.00	-34,500.00	0.0%
105-375 - 53310 Actuarial Services	0.00	5,300.00	-5,300.00	0.0%
Total 4125 - AUDITOR/ACTUARY	0.00	39,800.00	-39,800.00	0.0%
4139 - TOWN ATTORNEY				
107-310 - 53020 Legal Retainer	5,405.50	14,000.00	-8,594.50	38.6%
107-312 - 53020 Assess - Legal	0.00	3,000.00	-3,000.00	0.0%
Total 4139 - TOWN ATTORNEY	5,405.50	17,000.00	-11,594.50	31.8%
4151 - TOWN ENGINEER				
311-370 - 53300 Consulting Fees-Engineer	150.00	10,000.00	-9,850.00	1.5%
Total 4151 - TOWN ENGINEER	150.00	10,000.00	-9,850.00	1.5%
4161 - PROBATE COURT				
119-800 - 58900 Misc Exp - Probate Court	3,198.00	3,200.00	-2.00	99.9%
Total 4161 - PROBATE COURT	3,198.00	3,200.00	-2.00	99.9%
4177 - CRCOG, CCM, COST				
819-810 - 53010 Cap Region COG/CCM/COST	8,111.00	8,475.00	-364.00	95.7%
Total 4177 - CRCOG, CCM, COST	8,111.00	8,475.00	-364.00	95.7%
Total OUTSIDE SERVICES	16,864.50	78,475.00	-61,610.50	21.5%
PUBLIC WORKS/GROUNDS				
4399 - PUBLIC WORKS				
301-100 - 51000 Public Works Salary	177,975.48	311,327.00	-133,351.52	57.2%
301-111 - 51520 Temp PW Salary	0.00	2,500.00	-2,500.00	0.0%
301-112 - 51630 PW OT Salary	4,575.42	9,000.00	-4,424.58	50.8%
301-391 - 54302 Fire Ext Testing	0.00	600.00	-600.00	0.0%
301-392 - 56010 Welding Supplies	0.00	900.00	-900.00	0.0%
301-435 - 54301 Vehicle Maint	12,403.94	32,000.00	-19,596.06	38.8%
301-448 - 51520 Misc Labor/Rental	0.00	1,500.00	-1,500.00	0.0%
301-535 - 55300 Mobile Phone	498.69	852.00	-353.31	58.5%
301-602 - 56260 Diesel	25,004.09	14,000.00	11,004.09	178.6%
301-603 - 56260 Gasoline	2,864.36	9,400.00	-6,535.64	30.5%
301-620 - 56010 Supplies	8,530.07	15,500.00	-6,969.93	55.0%
301-730 - 57300 Equipment	0.00	6,750.00	-6,750.00	0.0%
301-810 - 56100 Membership	150.00	75.00	75.00	200.0%
301-205 - 52200 SS & Med	0.00	24,696.00	-24,696.00	0.0%
301-215 - 52100 Health/Dental Ins	0.00	98,353.00	-98,353.00	0.0%
301-230 - 52300 Retirement MERF	0.00	56,039.00	-56,039.00	0.0%
Total 4399 - PUBLIC WORKS	232,002.05	583,492.00	-351,489.95	39.8%
4307 - SNOW REMOVAL				
303-130 - 51630 Snow Removal OT	2,698.77	15,750.00	-13,051.23	17.1%
303-436 - 54301 Ice Maint Bldg	0.00	525.00	-525.00	0.0%
303-642 - 56010 Supplies	6,002.00	2,850.00	3,152.00	210.6%
303-643 - 57300 Sanding Equip	698.73	525.00	173.73	133.1%
303-644 - 54103 Sand	0.00	5,000.00	-5,000.00	0.0%
303-646 - 54103 Salt	14,692.70	63,000.00	-48,307.30	23.3%
303-830 - 56300 Meals	169.74	675.00	-505.26	25.1%
303-205 - 52200 SS & Med	0.00	1,205.00	-1,205.00	0.0%
Total 4307 - SNOW REMOVAL	24,261.94	89,530.00	-65,268.06	27.1%

Town of Andover Interim - Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
4317 - TRANSFER STATION				
701-100 - 51000 Transfer Station Wages	14,492.88	23,816.00	-9,323.12	60.9%
701-438 - 54300 Maintenance	50.44	2,500.00	-2,449.56	2.0%
701-442 - 54303 Brush Pile Removal	0.00	14,000.00	-14,000.00	0.0%
701-480 - 54101 Hauling Fees	20,058.87	41,102.00	-21,043.13	48.8%
701-481 - 54101 Bulky Waste	14,925.50	31,366.00	-16,440.50	47.6%
701-493 - 54900 Outdoor Facility	630.00	900.00	-270.00	70.0%
701-601 - 56220 Electricity	1,766.72	3,025.00	-1,258.28	58.4%
701-610 - 56010 Supplies	0.00	150.00	-150.00	0.0%
701-803 - 54420 Compactor Lease	1,591.38	3,200.00	-1,608.62	49.7%
701-998 - 54421 Tipping Fees	19,545.88	46,508.00	-26,962.12	42.0%
701-205 - 52200 SS & Med	0.00	1,822.00	-1,822.00	0.0%
8401 - RECYCLING				
703-432 - 54421 Hazardous Waste	0.00	2,910.00	-2,910.00	0.0%
703-484 - 54421 Antifreeze Pickup	0.00	110.00	-110.00	0.0%
703-485 - 54421 Used Oil Pickup	1,598.74	1,300.00	298.74	123.0%
703-488 - 54421 Tire Pickup	1,430.00	1,300.00	130.00	110.0%
703-631 - 54421 Oil Filters	0.00	100.00	-100.00	0.0%
703-807 - 54421 Permits	1,165.97	970.00	195.97	120.2%
Total 8401 - RECYCLING	4,194.71	6,690.00	-2,495.29	62.7%
Total 4317 - TRANSFER STATION	77,256.38	175,079.00	-97,822.62	44.1%
4599 - GROUND CARE				
313-420 - 54303 Mowing - Ground Care	15,535.92	23,000.00	-7,464.08	67.5%
313-422 - 54900 Beautification	1,024.87	2,500.00	-1,475.13	41.0%
313-424 - 54900 Old Cemetary Maint	0.00	2,000.00	-2,000.00	0.0%
Total 4599 - GROUND CARE	16,560.79	27,500.00	-10,939.21	60.2%
4311 - STREET LIGHTING				
305-410 - 56220 Street Lighting	4,447.12	7,000.00	-2,552.88	63.5%
Total 4311 - STREET LIGHTING	4,447.12	7,000.00	-2,552.88	63.5%
4199-B - CUSTODIAN				
147-100 - 51000 Custodian	6,874.20	13,390.00	-6,515.80	51.3%
147-205 - 52200 SS & Med	0.00	1,024.00	-1,024.00	0.0%
Total 4199-B - CUSTODIAN	6,874.20	14,414.00	-7,539.80	47.7%
Total PUBLIC WORKS/GROUNDS	361,402.48	897,015.00	-535,612.52	40.3%
PUBLIC SAFETY				
4201 - Resident Trooper				
403-375 - 53530 Contract ST Fee-Law Enfor	0.00	170,000.00	-170,000.00	0.0%
403-901 - 56100 Office Supplies	0.00	450.00	-450.00	0.0%
Total 4201 - Resident Trooper	0.00	170,450.00	-170,450.00	0.0%
4203 - FIRE DEPARTMENT/COMMISSION				
401-800 - 53100 Fire Commission	111,290.50	148,150.00	-36,859.50	75.1%
Total 4203 - FIRE DEPARTMENT/COMMISSION	111,290.50	148,150.00	-36,859.50	75.1%
4215 - Animal Control				
151-105 - 51000 NECOG Shared Wages	10,391.70	9,920.00	471.70	104.8%
Total 4215 - Animal Control	10,391.70	9,920.00	471.70	104.8%
4219 - FIRE MARSHAL				
405-100 - 51000 Fire Marshal Salary	4,935.94	8,028.00	-3,092.06	61.5%
405-110 - 51000 Deputy Salary	633.50	1,267.00	-633.50	50.0%
405-150 - 51000 Fire Official Comp	70.00	350.00	-280.00	20.0%
405-355 - 52900 Training	0.00	300.00	-300.00	0.0%
405-610 - 56120 Office Supplies	0.00	50.00	-50.00	0.0%
405-612 - 56400 Subscriptions	0.00	750.00	-750.00	0.0%
405-810 - 58100 Dues/Memberships	0.00	150.00	-150.00	0.0%
405-901 - 57300 Equipment	173.75	3,000.00	-2,826.25	5.8%
405-205 - 52200 SS & Med	0.00	738.00	-738.00	0.0%
Total 4219 - FIRE MARSHAL	5,813.19	14,633.00	-8,819.81	39.7%
Total PUBLIC SAFETY	127,495.39	343,153.00	-215,657.61	37.2%
4423 - PUBLIC WELFARE				
4417 - SENIOR CITIZENS				
145-100 - 51000 Resident Services Coord.	3,354.11	5,806.00	-2,451.89	57.8%
145-820 - 56300 Senior Lunch	0.00	1,080.00	-1,080.00	0.0%
145-870 - 56900 Programs Senior Citizens	2,000.00	2,000.00	0.00	100.0%
145-875 - 56290 Trips - Senior Citizens	0.00	4,000.00	-4,000.00	0.0%
145-205 - 52200 SS & Med	0.00	444.00	-444.00	0.0%
145-230 - 52300 Retirement MERF	0.00	570.00	-570.00	0.0%
Total 4417 - SENIOR CITIZENS	5,354.11	13,900.00	-8,545.89	38.5%
4499 - ANDOVER SENIOR TRANSPORTAION				
143-100 - 51000 Drivers/Dispatch Salary	14,308.50	25,000.00	-10,691.50	57.2%
143-380 - 53070 Comm. Drivers Test-DAR	300.00	1,000.00	-700.00	30.0%
143-435 - 54300 Vehicle Main - Dial a Rid	2,237.08	5,000.00	-2,762.92	44.7%
143-603 - 56260 Fuel Dial a Ride	2,042.75	6,095.00	-4,052.25	33.5%
143-205 - 52200 SS & Med	0.00	1,913.00	-1,913.00	0.0%
Total 4499 - ANDOVER SENIOR TRANSPORTAION	18,888.33	39,008.00	-20,119.67	48.4%
4401 - HEALTH OFFICER				
201-999 - 53010 Eastern Highlands Hlth	13,556.44	18,422.00	-4,865.56	73.6%
Total 4401 - HEALTH OFFICER	13,556.44	18,422.00	-4,865.56	73.6%
4413 - MENTAL HEALTH				
205-843 - 53010 Amplify Mental Health	220.00	250.00	-30.00	88.0%
Total 4413 - MENTAL HEALTH	220.00	250.00	-30.00	88.0%
4414 - SOCIAL SERVICES				
501-845 - 53400 Social Services ACCESS	0.00	400.00	-400.00	0.0%
Total 4414 - SOCIAL SERVICES	0.00	400.00	-400.00	0.0%

Town of Andover Interim - Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
4419 - AHM YOUTH SERVICES				
207-844 - 53010 AHM Youth Services	46,089.50	92,179.00	-46,089.50	50.0%
Total 4419 - AHM YOUTH SERVICES	46,089.50	92,179.00	-46,089.50	50.0%
Total 4423 - PUBLIC WELFARE	84,108.38	164,159.00	-80,050.62	51.2%
BOARDS & COMMISSIONS				
4111 - SELECTMEN				
101-105 - 51000 Selectman Salary	1,800.00	4,800.00	-3,000.00	37.5%
101-115 - 51000 Board Clerk BOS	1,001.50	1,800.00	-798.50	55.6%
101-205 - 52200 SS & Med	0.00	505.00	-505.00	0.0%
101-836 - 59010 Veteran's Committee	125.00	500.00	-375.00	25.0%
Total 4111 - SELECTMEN	2,926.50	7,605.00	-4,678.50	38.5%
4103 - BOARD OF FINANCE				
103-121 - 51000 BOF Clerk Wages	486.50	1,700.00	-1,213.50	28.6%
103-310 - 53020 Legal	0.00	2,500.00	-2,500.00	0.0%
103-205 - 52200 SS & Med	0.00	130.00	-130.00	0.0%
Total 4103 - BOARD OF FINANCE	486.50	4,330.00	-3,843.50	11.2%
4171 - CONSERVATION COMMISSION				
815-330 - 58100 Membership	0.00	65.00	-65.00	0.0%
815-335 - 52900 Training	0.00	200.00	-200.00	0.0%
815-609 - 57300 Equipment	0.00	100.00	-100.00	0.0%
815-810 - 55990 Conferences	0.00	200.00	-200.00	0.0%
Total 4171 - CONSERVATION COMMISSION	0.00	565.00	-565.00	0.0%
4155 - BOARD OF ASSESSMENT APPEALS				
115-100 - 51000 BAA Salaries	0.00	680.00	-680.00	0.0%
115-120 - 51000 BAA Clerk Salary	0.00	400.00	-400.00	0.0%
115-335 - 52900 Training	0.00	150.00	-150.00	0.0%
115-205 - 52200 SS & Med	0.00	83.00	-83.00	0.0%
Total 4155 - BOARD OF ASSESSMENT APPEALS	0.00	1,313.00	-1,313.00	0.0%
4155-A - ZONING BOARD OF APPEALS				
805-115 - 51000 Board Clerk - ZBA	252.00	500.00	-248.00	50.4%
805-205 - 52200 SS & Med	0.00	38.00	-38.00	0.0%
Total 4155-A - ZONING BOARD OF APPEALS	252.00	538.00	-286.00	46.8%
4155-B - ZONING AGENT				
817-205 - 52200 SS & Med	0.00	1,947.00	-1,947.00	0.0%
Total 4155-B - ZONING AGENT	0.00	1,947.00	-1,947.00	0.0%
4173 - ECON DEVELOPMENT COMM				
801-800 - 55990 Economic Devel Comm	0.00	500.00	-500.00	0.0%
Total 4173 - ECON DEVELOPMENT COMM	0.00	500.00	-500.00	0.0%
4511 - MEMORIAL DAY COMM				
601-800 - 56900 Memorial Day Misc Exp	0.00	800.00	-800.00	0.0%
Total 4511 - MEMORIAL DAY COMM	0.00	800.00	-800.00	0.0%
4503 - RECREATION COMMISSION				
603-493 - 54410 Outside Facility Rental	1,440.00	2,630.00	-1,190.00	54.8%
603-870 - 55990 Programs	1,546.54	6,000.00	-4,453.46	25.8%
Total 4503 - RECREATION COMMISSION	2,986.54	8,630.00	-5,643.46	34.6%
4153 - PLANNING & ZONING COMMISSION				
803-105 - 51000 Board Clerk Wages	430.00	3,200.00	-2,770.00	13.4%
803-310 - 53020 Legal/Professional	3,228.00	11,500.00	-8,272.00	28.1%
803-335 - 52900 Training	0.00	500.00	-500.00	0.0%
803-340 - 53500 Mapping	240.00	300.00	-60.00	80.0%
803-205 - 52200 SS & Med	0.00	244.00	-244.00	0.0%
Total 4153 - PLANNING & ZONING COMMISSION	3,898.00	15,744.00	-11,846.00	24.8%
4163 - INLAND WETLANDS COMMISSION				
809-115 - 51000 Board Clerk - IWC	163.25	1,450.00	-1,286.75	11.3%
809-335 - 52900 Training	0.00	250.00	-250.00	0.0%
809-610 - 56100 Office Supplies	0.00	200.00	-200.00	0.0%
809-810 - 58100 Dues/Membership	65.00	65.00	0.00	100.0%
809-205 - 52200 SS & Med	0.00	1,377.00	-1,377.00	0.0%
Total 4163 - INLAND WETLANDS COMMISSION	228.25	3,342.00	-3,113.75	6.8%
4159 - HISTORICAL				
153-800 - 53400 Town Historian	0.00	200.00	-200.00	0.0%
Total 4159 - HISTORICAL	0.00	200.00	-200.00	0.0%
Total BOARDS & COMMISSIONS	10,777.79	45,514.00	-34,736.21	23.7%
CAPITAL RELATED				
4900 - CAPITAL				
111-714 - 53520 Revaluation	0.00	16,500.00	-16,500.00	0.0%
111-715 - 53520 P & Z Capital POCD	0.00	5,000.00	-5,000.00	0.0%
111-718 - 57400 Public Works Cap Expend	34,470.15	30,000.00	4,470.15	114.9%
Total 4900 - CAPITAL	34,470.15	51,500.00	-17,029.85	66.9%
9900 - TRANSFERS				
305-899 - 59020 Contingency	0.00	50,000.00	-50,000.00	0.0%
305-901 - 59020 DPW Equipment	100,000.00	100,000.00	0.00	100.0%
305-908 - 59020 Fire Engine Fund/Tanker	80,000.00	80,000.00	0.00	100.0%
305-911 - 59020 Road Improve. Fund	330,000.00	330,000.00	0.00	100.0%
305-912 - 59020 Tree Removal Fund	50,000.00	50,000.00	0.00	100.0%
305-913 - 59020 Bunker Hill Bridge Fund	160,000.00	160,000.00	0.00	100.0%
305-914 - 59020 Bridge & Culvert Fund	100,000.00	100,000.00	0.00	100.0%
305-915 - 59020 Bldg Main Fund	55,000.00	55,000.00	0.00	100.0%
Total 9900 - TRANSFERS	875,000.00	925,000.00	-50,000.00	94.6%
Total CAPITAL RELATED	909,470.15	976,500.00	-67,029.85	93.1%
Total Expense	6,614,353.83	12,727,517.00	-6,113,163.17	52.0%
Net Income	1,793,887.84	-135,133.00	1,929,020.84	-1,327.5%

Range of Checking Accts: POOLED to Last Range of Check Dates: 12/01/22 to 02/08/23
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

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

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	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	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	
100445	01/04/23	AFSCM005 AFSCME, LOCAL 1303		57
23-00441			228.80	

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100446	01/04/23	AIGRE005 AIG RETIREMENT SERVICES			57
23-00439			850.00		
100447	01/04/23	AMERI005 AMERI-LOO			57
23-00456			105.00		
100448	01/04/23	ANDOV020 ANDOVER FIRE COMMISSION			57
23-00449			37,037.50		
100449	01/04/23	ANTHE005 ANTHEM LIFE & DISABILITY INSUR			57
23-00440			330.62		
100450	01/04/23	AVENU005 AVENU HOLDINGS, LLC			57
23-00462			650.00		
100451	01/04/23	CCM00005 CCM			57
23-00454			300.00		
100452	01/04/23	COMCA005 COMCAST			57
23-00447			115.85		
100453	01/04/23	CONST010 CONSTANTINE PAVING & SEALING			57
23-00443			500.00		
100454	01/04/23	DIME0005 DIME OIL COMPANY LLC			57
23-00442			4,917.32		
100455	01/04/23	EVERS005 EVERSOURCE			57
23-00458			147.98		
100456	01/04/23	FRANK005 FRANKLIN SURVEYS			57
23-00433			150.00		
100457	01/04/23	FRONT005 FRONTIER COMMUNICATION			57
23-00455			76.11		
100458	01/04/23	GENIE005 Genie Innovations Inc.			57
23-00450			409.95		
100459	01/04/23	HALL0005 HALLORAN & SAGE LLP			57
23-00457			1,369.00		
100460	01/04/23	HDP00005 DAS-ACCT.REC.- HDP			57
23-00435			168.00		
100461	01/04/23	HEBRO005 HEBRON ACE HARDWARE			57
23-00451			10.48		
100462	01/04/23	HOMED005 HOME DEPOT CREDIT SERVIC			57
23-00464			709.44		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100463	01/04/23	KAINE005 KAINEN, ESCALERA AND MCH			57
23-00459			370.50		
100464	01/04/23	MATER010 MATERIALS TESTING INC			57
23-00452			2,440.00		
100465	01/04/23	MEUI0005 MEUI			57
23-00463			125.10		
100466	01/04/23	MGMAS005 MG MASONRY LLC			57
23-00445			2,380.00		
100467	01/04/23	NE000005 GLASTONBURY CITIZEN/RIVEREAST			57
23-00432			77.00		
100468	01/04/23	NORTH020 NORTHSTARS SPORTS MGMT			57
23-00434			400.00		
100469	01/04/23	OFFI0005 OFFICE OF THE TREASURER			57
23-00436			993.00		
100470	01/04/23	PEARL010 TOM PEARL			57
23-00446			110.00		
100471	01/04/23	PETES005 PETE'S TIRE BARNS, INC.			57
23-00448			1,285.00		
100472	01/04/23	RECEI005 ACCOUNTS RECEIVABLE			57
23-00438			119.00		
100473	01/04/23	STATE010 STATE OF CT/DEPT OF PUBLIC HEA			57
23-00437			34.00		
100474	01/04/23	THEOL005 THE O.L. WILLARD COMPANY INC			57
23-00444			358.20		
100475	01/04/23	TOWN0005 TOWN OF HEBRON			57
23-00461			10,192.00		
100476	01/04/23	TOWN0025 TOWN OF SOUTH WINDSOR			57
23-00460			2,045.84		
100477	01/04/23	VERIZ005 VERIZON WIRELESS			57
23-00453			142.26		
100478	01/04/23	WBMAS005 W B MASON CO., INC.			57
23-00465			128.78		
100479	01/28/23	ADELM005 ADELMAN SAND & GRAVEL INC			58
23-00468			74.80		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100480	01/28/23	ADVAN005 ADVANCED OVERHEAD DOOR LLC			58
23-00467			2,500.00		
100481	01/28/23	AENAS005 AEN ASPHALT			58
23-00474			291.33		
100482	01/28/23	AFSCM005 AFSCME, LOCAL 1303			58
23-00517			228.80		
100483	01/28/23	AIGRE005 AIG RETIREMENT SERVICES			58
23-00518			850.00		
100484	01/28/23	ALLST005 ALLSTON SUPPLY CO INC			58
23-00507			84.07		
100485	01/28/23	ANTHE005 ANTHEM LIFE & DISABILITY INSUR			58
23-00519			330.62		
100486	01/28/23	ARMST005 LINDA ARMSTRONG			58
23-00522			49.47		
100487	01/28/23	AVENU005 AVENU HOLDINGS, LLC			58
23-00484			665.60		
100488	01/28/23	BEATA005 BEATA GADOMSKI			58
23-00513			40.00		
100489	01/28/23	CASHT005 CASH TRUE VALUE			58
23-00490 c			71.62		
100490	01/28/23	CIRMA005 CIRMA			58
23-00497			85.00		
100491	01/28/23	CIVIC005 CIVICPLUS			58
23-00521			1,731.69		
100492	01/28/23	CLARK005 CLARK EQUIPMENT CO			58
23-00001			72,254.30		
100493	01/28/23	COMCA005 COMCAST			58
23-00505			115.85		
100494	01/28/23	CONST005 CONSTELLATION NEW ENERGY INC			58
23-00476			951.39		
100495	01/28/23	CTTAX010 CT TAX COLLECTORS ASSO			58
23-00506			75.00		
100496	01/28/23	DASOF005 DAS-OFFICE OF THE STATE B			58
23-00491			156.78		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
POOLED			Continued		
100497	01/28/23	DIME005 DIME OIL COMPANY LLC			58
23-00504			1,349.56		
100498	01/28/23	ENTER005 ENTERPRISE FM TRUST			58
23-00524			176.62		
100499	01/28/23	EVERS005 EVERSOURCE			58
23-00477			1,263.71		
100500	01/28/23	FLEET005 FLEETPRIDE			58
23-00493			247.21		
100501	01/28/23	FRONT005 FRONTIER COMMUNICATION			58
23-00498			77.11		
100502	01/28/23	GARY005 GARY OR MARY SHERMAN			58
23-00525			79.46		
100503	01/28/23	HALLO005 HALLORAN & SAGE LLP			58
23-00499			777.00		
100504	01/28/23	HEBRO005 HEBRON ACE HARDWARE			58
23-00489			37.82		
100505	01/28/23	HOSME005 HOSMER MT. BOTTLING COMPANY IN			58
23-00472			42.00		
100506	01/28/23	ILINE005 I-LINE LLC			58
23-00520			1,743.54		
100507	01/28/23	INFOS005 INFOSHRED LLC			58
23-00486			25.00		
100508	01/28/23	INTER010 INTERNATIONAL INSTITUTE OF			58
23-00469			185.00		
100509	01/28/23	JAMES005 JAMES WALKER			58
23-00514			150.00		
100510	01/28/23	JOHYN005 JOHYNA RILEY			58
23-00510			120.00		
100511	01/28/23	KAINE005 KAINEN, ESCALERA AND MCH			58
23-00481			85.50		
100512	01/28/23	LEAF0005 LEAF			58
23-00485			223.32		
100513	01/28/23	LEE00005 CAROL LEE			58
23-00470			63.75		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
POOLED		Continued		
100514	01/28/23	MARIE005 GINA MARIE'S		58
23-00471			36.54	
100515	01/28/23	MATTH005 Matthew Phillips		58
23-00516			40.00	
100516	01/28/23	MEUI0005 MEUI		58
23-00501			125.10	
100517	01/28/23	MIDNE005 MID-NEROC		58
23-00483			185.45	
100518	01/28/23	MURRA005 CYNTHIA MURRAY		58
23-00512			40.00	
100519	01/28/23	NE000005 GLASTONBURY CITIZEN/RIVEREAST		58
23-00466			341.00	
100520	01/28/23	NIKOL005 Nikolas Cote		58
23-00515			40.00	
100521	01/28/23	NOLAN005 NOLAN MOLKENTHIN		58
23-00511			160.00	
100522	01/28/23	OBRIE005 ATTY DENNIS O'BRIEN		58
23-00482			2,375.00	
100523	01/28/23	OFFIC005 THE OFFICE WORKS, INC.		58
23-00480			31.57	
100524	01/28/23	PALAZ010 MICHAEL PALAZZI		58
23-00509			36.99	
100525	01/28/23	PATRI005 PATRICIA GRIMALDI		58
23-00523			26.96	
100526	01/28/23	PIZZA005 ANDOVER PIZZA		58
23-00488			1,435.60	
100527	01/28/23	POINT005 POINT SOFTWARE		58
23-00479			270.00	
100528	01/28/23	QUALI005 QUALITY DATA SERVICE INC		58
23-00487			1,298.27	
100529	01/28/23	RECEI005 ACCOUNTS RECEIVABLE		58
23-00492			828.00	
100530	01/28/23	SUPER005 SUPER SPRING & BRAKE CO I		58
23-00494			2,260.22	

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
POOLED		Continued		
100531	01/28/23	SWISS005 SWISS UNIFORM RENTAL		58
23-00508		417.10		
100532	01/28/23	TARGE005 TARGET ENTERPRISES, INC.		58
23-00475		4.30		
100533	01/28/23	TOMSP005 TOM'S PLACE FOOD LLC		58
23-00473		61.25		
100534	01/28/23	TOWN0015 TOWN OF MANCHESTER		58
23-00496		3,198.00		
100535	01/28/23	TOWN0020 TOWN OF MANSFIELD		58
23-00502		4,345.62		
100536	01/28/23	TOWN0030 TOWN OF BOLTON		58
23-00478		5,123.01		
100537	01/28/23	VERIZ005 VERIZON WIRELESS		58
23-00500		142.34		
100538	01/28/23	WBMAS005 W B MASON CO., INC.		58
23-00503		556.17		
100539	01/28/23	WILLI005 WILLIMANTIC AUTO & TRUCK		58
23-00495		36.77		
100540	01/30/23	AFSCM005 AFSCME, LOCAL 1303		59
23-00528		9.65		
100541	01/30/23	FORTI005 FORTINET INC		59
23-00527		1,081.82		
100542	01/30/23	LIZFR005 Liz Friedman		59
23-00526		150.00		
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks: 147	0	239,005.95
		Direct Deposit: 0	0	0.00
		Total: 147	0	239,005.95
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks: 147	0	239,005.95
		Direct Deposit: 0	0	0.00
		Total: 147	0	239,005.95

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	3-100	142,219.12	1,317.29	93,726.00	237,262.41
	3-201	1,743.54	0.00	0.00	1,743.54
Total of All Funds:		<u>143,962.66</u>	<u>1,317.29</u>	<u>93,726.00</u>	<u>239,005.95</u>

Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	100	142,219.12	1,317.29	93,726.00	237,262.41
	201	1,743.54	0.00	0.00	1,743.54
Total of All Funds:		<u>143,962.66</u>	<u>1,317.29</u>	<u>93,726.00</u>	<u>239,005.95</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
	3-100	142,219.12	0.00	0.00	0.00	142,219.12
	3-201	1,743.54	0.00	0.00	0.00	1,743.54
Total of All Funds:		<u>143,962.66</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>143,962.66</u>

Board and Commission Presentations

5.

Appointments

6.

Resignations

7.

Town Administrator's Report

8.

Town Administrator's Report for the 2.14.23 Board of Selectmen Regular Meeting Happy Valentines day.

Town Hall Operations:

Cleaning/Custodian: William Bell is hard at work keeping out buildings clean. New Electronic lock installed on the employees Bathroom after the last one was vandalized

Assessor's Office:

Grand List has been filed 2.4% increase overall which is good

Administrator's Office:

Initial budget is in your hands

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

Town Clerks office

Running smoothly.

Finance Office:

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

Interviews for the finance associate Scheduled for Feb 13th.

We need another BOF member to replace Curt

Building Department:

Overall building department operations are going well.

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

Bolton is advertising for a second building official to meet demand. Jim Rupert has been hired as the town administrator so they are short one staff at this position.

Town Engineer:

Met with Joe Dillon multiple times- myself and Jay Tuttle

Assisting the town in the trip Grant application.

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

Public Works:

One employee out good time to do it, we are covered for plow routes It has been a very light snow year this year

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 stalled at the state level
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. Survey mostly completed. Test borings contract accepted likely March for actual boring holes

Small Bridges and Culverts:

Starting application for State 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

We signed 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. We have a series of meetings to address specific aspects of the design

Andover Veterans Monument:

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

Times Farm Bridge:

Working on the final close out.

Grant for Senior Transportation Vehicle

We are not getting the vehicle this year- there are no chassis for the manufacturer to build off of. We have no idea when and if we will get a vehicle. The implication is that we are stuck with the 2002 vehicle for the foreseeable future.

If we are not going to fund a small vehicle for senior transportation we should probably not agree to allow the cool program or AES the use of the bus after the end of the school year. If so we should tell them now so they can plan/budget for it.

STEAP Grant 2022:

project assigned to DECD

Project on hold for a month or 2.

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 Feb 10th

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 .

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 HVAC work

Transfer Station

Running smoothly Had a problem with one contractor on the very cold day. Back working now

Safety committee quarterly

Nothing new this month.

Old Business

9.

So at the last meeting the BOS asked questions about the choice of an electric vehicle.

You asked me to answer 3 basic questions.

1. Can an electric car have sufficient range in the winter is use for Senior transportation.
2. Who else has Electric cars as far as municipalities go
3. Will it work for elderly passengers

[2023 Chevy Bolt EUV Prices, Reviews, and Pictures | Edmunds](#)

[2022 Chevrolet Bolt EV Consumer Reviews - 61 Car Reviews | Edmunds](#)

Item 1 first. I received 2 weeks of daily logs for all of the vehicles we have and added up the number of miles they went daily. If you look at it, most days neither vehicle is traveling more than 100 miles or being out more than 6 hours. A Bolt EUV has a range of 245 miles with a 65kwh battery . The best info I have is the range is derated about 30% during the typical cold weather days that we experience. The only study that I know of that directly tested the effects of cold weather was by consumer reports. It indicated that total range was cut in 1/2 at 0°F. In Connecticut the January ASHRE 99.6% design standard for Hartford is 3.5 degrees. In other words, in the average year it is below 3 degrees F around 3 hours total in the month of January. Yes I realize we had one day this year that was considerably colder.

We don't drive at night, we only drive during the day, and we would likely plug the vehicle in between trips.

I would say it would be possible to run out of charge on an abnormally cold day if the driver did not preheat the car, drove around with the heat cranked at max with all of the seat warmers on drove at 75 miles per hour the whole time. On the other hand, I bet our diesel bus would not have started the other day, and I had to use my battery charger to get my minivan to start.

TWO WEEK MILEAGE AND HOURS ON VEHICLES

RT MILEAGE PER TRIP	DAY AND DATE OF TRIP	HOURS PER TRIP	VEHICLE	DESTINATION
53	TUES. 1/3	4	VAN	NEWINGTON
4	TUES. 1/3	.5	VAN	ANDOVER
65	TUES. 1/3	2	VAN	NEW BRITAIN
24	TUES. 1/3	3	BUS	WILLIMANTIC

64	WED. 1/4	2	VAN	NEW BRITAIN
39	THURS. 1/5	3	VAN	GLASTONBURY
56	THURS. 1/5	1.5	BUS	NEWINGTON
56	FRI. 1/6	2	VAN	NEWINGTON
50	MON. 1/9	3	VAN	BLOOMFIELD
35	MON. 1/9	2	VAN	VERNON
40	MON. 1/9	1.5	BUS	HARTFORD
68	TUES. 1/10	2	VAN	NEW BRITAIN
28	TUES. 1/10	2.5	VAN	HARTFORD
25	TUES. 1/10	3	BUS	WILLIMANTIC
19	THURS. 1/12	3	VAN	WILLIMANTIC
56	THURS. 1/12	1	VAN	NEW BRITAIN
27	THURS. 1/12	2.5	VAN	NEWINGTON
27	FRI/ 1/13	2	BUS	WILLIMANTIC

This email is in response to your request for examples of other towns who have purchased electric cars and how they use them.

I was able to find the following towns who had electric vehicles:

Coventry – 2 cars, Town Manager and staff car, plus the board of education has a car;

Fairfield – has multiple vehicles for field inspectors;

Glastonbury is getting two vehicles;

Greenwich – have electric vehicles for parking services;

Middletown – have multiple vehicles for city officials, plus the board of education has multiple vehicles, including a school bus;

New Haven – the Mayor has an electric vehicle;

Newtown – have electric vehicles for health department officials;

Norwalk – have two electric vehicles;

Norwich – the public utilities fleet are electric vehicles;

Ridgefield – have an electric vehicle for town hall use; and

Westport – multiple police cars are electric vehicles.

Will it work for Seniors?

Kiplingers rated it one of the 10 best cars for senior drivers. Not because it is electric, but because it is easy to get in and out of. The EUV is the same seat height as the EV but has more leg room in the front and back.

“However, we’re recommending the Bolt not just because it’s an EV. It also has a tall seating position, big doors and, notably, a completely flat floor. There’s no sill to lift your feet over when getting in or out. Vision to the rear is only so-so, but you can fold down the backseat’s headrests to improve the view. Like other electrics, the Bolt has a somewhat unconventional shifter and lots of information flying by on the screen to tell you about what the battery is up to, among other things. But it still has knobs and buttons for the climate system and radio. To get the highest safety rating from the IIHS, you’ll need to buy a fairly high level trim and get the optional “Driver Confidence II” package, which includes active safety features and the best headlights.”

The Bolt is 64” tall 169” long

If you wanted a hybrid Minivan, you would be looking at the Chrysler Pacifica it is 69” taller and has 32 miles of range electric. That is too high of a vehicle for seniors it has an MSRP of \$50,000

If you don’t want to go all electric than I would just go for an inexpensive gas vehicle. The ford Escape would work It is 2” taller than the bolt EUV but it does have a slight lip so would be just a bit harder to get out of. It has about the same legroom.

MSRP around 28K in gas only and about 40K for the plug in hybrid with 37 mile range. I am sure we could get a break as a municipality so this would be an inexpensive option

Some Connecticut towns have begun purchasing electric vehicles for their municipal fleets. Why haven't more taken that step?

By Eliza Fawcett and Alex Putterman

Hartford Courant

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Nov 21, 2021 at 6:00 am

General news |

0:51

In Newtown, the local health department uses a Chevrolet Bolt to get to restaurant inspections. In New Haven, the mayor zips around the city in a Nissan LEAF. In Middletown, students are ferried to school on an electric bus. And in Westport, the police department is eagerly awaiting the delivery of its second Tesla.

Motivated by public interest in zero-emission vehicles and potential long-term cost savings, a small but growing number of Connecticut towns and cities are incorporating electric vehicles into their municipal fleets. Flush with federal funding from the American Rescue Plan Act, some municipalities say that now is the perfect time to make deep investments in electric-powered vehicles.

“Aside from the fact that it helps to reduce the carbon footprint, it’s good for the next generation coming along, it’s good for the environment — those are all plus things,” said Fred Hurley, Newtown’s director of public works. “But if you want to get very parochial about it, they don’t need servicing like other vehicles do. Their operating costs are much lower.”

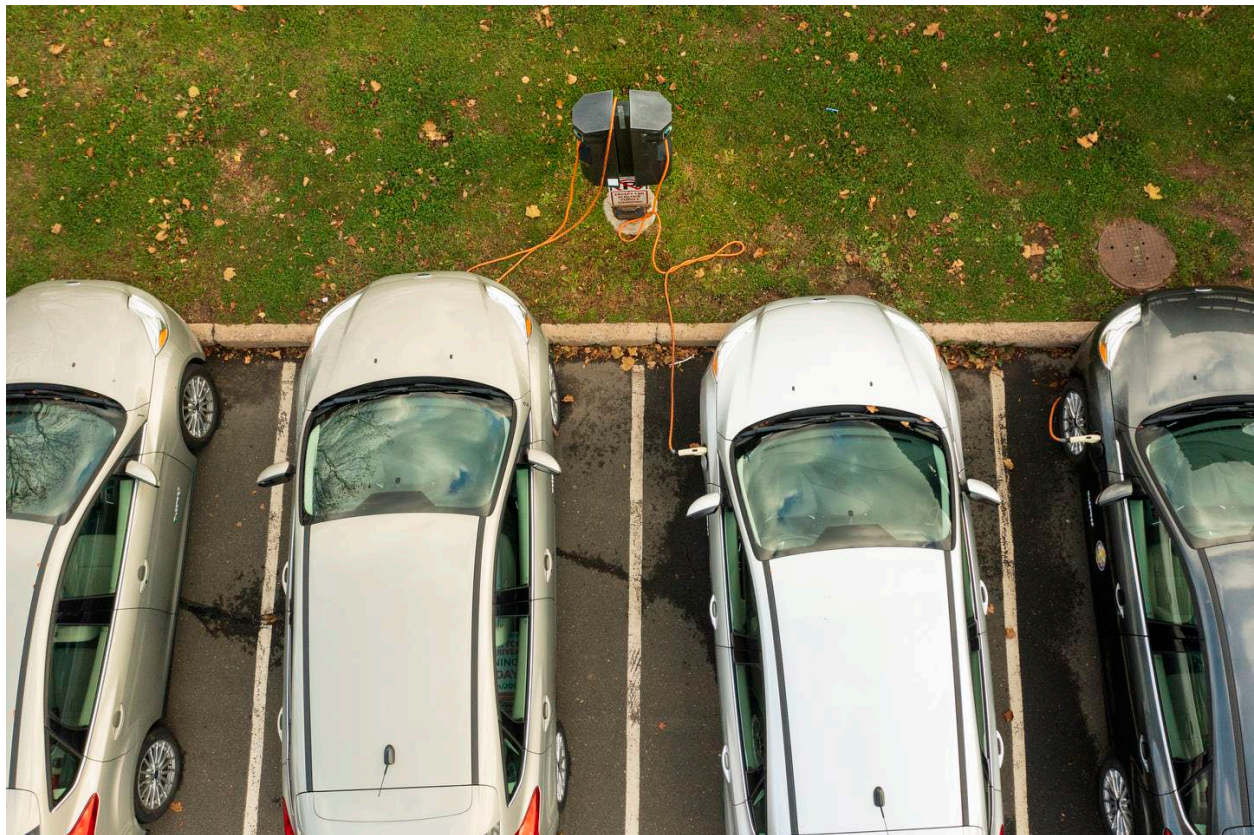
But despite the shift toward electric vehicles in some towns and cities, others are far from giving up their dependency on gasoline. The vast majority of Connecticut municipalities have not purchased electric vehicles, whether due to concern about costs, doubts about their practicality or simply because they haven’t gotten around to

As of July, there were [about 17,200 registered electric vehicles](#) in Connecticut, a small percentage of the state's 3 million gas-powered cars. And Connecticut remains a long way off from its goal of putting [125,000 to 150,000 electric vehicles](#) on the road by 2025.

Proponents of electric vehicles say there's no time to waste. According to a September report released by the state Department of Energy and Environmental Protection, [Connecticut is not on track](#) to meet targets set by the General Assembly for substantially reducing its greenhouse gas emissions. Electric vehicles are one way to reduce emissions, alongside broader legislative efforts, advocates say.

Town fleets, of course, make up only a small fraction of the cars on the road and a small fraction of Connecticut's total carbon emissions. But to Barry Kresch, president of the EV Club of CT, the purchase of electric vehicles is "a signal that the town is serious about reducing its emissions profile."

"It creates visibility for EVs in a community," Kresch said. "[People] are seeing them in action. They're seeing that they're practical to use, that real people are doing real things with them, that it's not some exotic thing."



Electric city of Middletown cars charge in a municipal lot near City Hall. Middletown is one of several Connecticut towns and cities that have electric vehicles as part of their

municipal fleets. Photograph by Mark Mirko | mmirko@courant.com (Mark Mirko/The Hartford Courant)

‘Now we’re getting there’

At the Westport police department, Foti Koskinas has long had his eye on electric vehicles. In 2007, when he was in charge of the department’s fleet, he oversaw the purchase of two first-generation Priuses. Now, as police chief, he is steadily working toward transitioning his fleet to electric power.

“Early on, I had to convince them,” Koskinas said of town leadership. “It very soon became collaborative. And soon after followed, ‘How do we keep going?’”

For Koskinas, the benefits of an electric fleet are undeniable. The department’s Tesla Model 3, purchased in 2019, is used for routine traffic patrols. Powering the car over the course of its first 15,000 miles cost less than \$700 — a far cry from the gasoline tab a traditional cruiser would run up.

Additionally, the Tesla’s brakes and wheels last much longer than typical police cruisers and the vehicle does not need oil changes, which drives down maintenance costs even further. Overall, the department estimates that the Tesla Model 3 will deliver \$3,500 in savings per year.

The Westport police department aims to electrify a third of its 30-car fleet by 2025, which Koskinas calls a “very realistic goal.” The fleet currently includes seven hybrid or fully electric vehicles, one of which is a BMW i3 used for school security. In a matter of days, the department expects to receive its second Tesla, a Model Y, which will be used as a patrol car. And the department, which oversees the town’s emergency medical service, hopes to eventually purchase an electric ambulance.

The town’s strong network of charging stations helps make the department’s goals feasible. Westport’s solar-powered Metro North train station in Saugatuck, for instance, feeds four charging stations.

“We have three different chargers at the police station,” Koskinas said. “We have no problem getting two eight-hour shifts back to back.”

Middletown purchased its first electric vehicles in 2016, buying six Ford Focuses for city officials to drive. The city’s school system also has several electric vehicles and earlier this year became the first in Connecticut to have a fully electric school bus.

Joe Samolis, Middletown’s director of economic and community development, said the city hopes to continue adding charging stations, while weighing which other functions electric vehicles might serve.

“Every time there’s a vehicle purchased, we look to see whether it makes sense to transfer to either an electric or hybrid vehicle long term,” he said. “And we’ll continue to do that to see if we can transition our vehicles from traditional gasoline to electric.”

Two years ago, Newtown purchased its first electric vehicle, a Chevrolet Bolt, which charges at Town Hall and is used by the health department for restaurant inspections. In two years of usage, the car has not required any servicing, according to Hurley, the director of public works.

Year by year, Hurley hopes to transition Newtown’s fleet to electric power. Police cruisers could be coming down the line. And the town is interested in buying all-electric pickup trucks, like Ford’s F-150 Lightning, which has a range of 230 to 300 miles. Another appealing feature of the vehicle: a built-in inverter, which could [provide power in the event of a blackout](#).

“Our sewer system has grinder pumps and in an emergency, we would have to go out and run those pumps to vacate them if the power went off,” Hurley said. “To have a truck that would have built-in electric capacity to run the pumps would be tremendous.”

Newtown has taken significant steps toward a green future in other ways, too. Currently, 85% of the electricity consumed by public buildings and schools is provided by solar power, Hurley said. Another project is set to push that metric past 95%.

“I’ve been anxious for this to happen for a very long time,” said Hurley, who has run Newtown’s public works department for more than 30 years. “And now we’re getting there. I’m just glad I’m alive to see it happen.”

In New Haven, Mayor Justin Elicker charges his Nissan LEAF at City Hall and drives it to public appointments across town — and occasionally all the way to the Capitol in Hartford.

“It’s great — I don’t have to stop and fill it up with gas,” Elicker said. “It’s certainly convenient, and the car runs really well.”

The city engineer uses New Haven’s other Nissan LEAF, and the city also has a number of hybrid vehicles, which are used by parking enforcement officers and other municipal workers.

New Haven aims to reach net-zero carbon emissions by 2030, and expanding its number of municipal electric vehicles is a “priority,” Elicker said. But there are obstacles to surmount, from current supply-chain issues impacting electric vehicles to the need for a more robust charging network.

Transitioning New Haven’s police fleet to electric power could prove a “real challenge,” Elicker said, since the city’s police cars are often used nonstop and would have little

time to charge. Still, public support for electric vehicles is growing, and the city has begun to discuss what a citywide plan for charging stations might look like.

“In the suburbs, people can drive in their driveways and charge them, but in a city, many people are parking on the street,” Elicker said. “It’s just complicated to even think about how logistically we will be able to do that.”



An electric city of Middletown car charges in a municipal lot near City Hall. Middletown is one of several Connecticut towns and cities that have electric vehicles as part of their municipal fleets. Photograph by Mark Mirko | mmirko@courant.com (Mark Mirko/The Hartford Courant)

Not everyone on board

Even as public officials throughout Connecticut discuss climate change with increasing urgency, and as electric vehicles become more common among residents, most leaders have not embraced the new technology.

In Greenwich — the town with the [highest number of registered electric vehicles](#) in the state, as of July 1 — town officials are in the “infancy stage” of plans to buy electric vehicles, fleet manager Jay Domeseck said. One proposal would call for the purchase of two electric vehicles next year, to be used for parking services.

Domeseck said plans depend on analysis of the costs involved, as well as the installation of charging stations. He said that while electric vehicles might be useful in some contexts, he doubts they'll be suitable for the entire fleet.

"It's not going to work everywhere," Domeseck said. "When we have snowstorms, I need vehicles that can run 18 hours a day plowing snow and sanding roads, which right now you can't do with electric vehicles."

Greenwich also won't be purchasing fully electric police vehicles anytime soon, Domeseck said, due to concerns they wouldn't charge quickly enough.

In Stamford, which ranks just behind Greenwich in its number of registered electric vehicles, the city itself does not own any electric vehicles.

Mayor David Martin said he had hoped, before recently being voted out of office, to wait until electric vehicles became more affordable, and then replace all nonemergency city vehicles at the same time. He argues that approach is more efficient than buying electric vehicles gradually, as other towns and cities have.

"It's an extremely costly approach to buy one vehicle at a time because the technology is changing, and it ends up being very expensive from the maintenance side," Martin said. "As well as the fact that if I wait a year later, this technology more than likely will get less expensive or it will have improved features."

Hartford also does not have any electric vehicles, but director of operations Nat Gale said the city hopes to phase in an entirely electric fleet by 2035.

"Transportation is the largest emitter of greenhouse gases in our nation," Gale said, "so focusing on our transportation sector as part of our sustainability goals to meet the needs of climate resiliency is a smart strategy; it's a winning strategy; it's good for our environment; it's good for our pocketbook."

Gale said the city's analysis has found that electric vehicles are cheaper than other vehicles in the long term due to savings on fuel and maintenance. That, plus the desire to reduce the pollution experienced by Hartford residents, makes electric vehicles an obvious choice, he said.

The city's first priority, Gale said, will be replacing vehicles simply used by municipal employees to get around.

"That's the lowest-hanging fruit because they're really vehicles just used for transportation," Gale said. "After that we'll start looking at some of the more high-intensity-use vehicles, and those are heavy-duty trucks as well as our police fleet."

Making use of federal funds

Some Connecticut towns are capitalizing on available funding from the American Rescue Plan Act and other state and federal sources to jump-start their transition to electric power.

In West Hartford, town leaders are interested in beginning to shift over to electric vehicles, but first want to build out the town's charging infrastructure, said town manager Matt Hart. The mayor's office has submitted a roughly \$300,000 proposal to the town council to use a combination of ARPA funding and bond funding to add electric charging stations across the town.

West Hartford officials are also following the development of electric passenger vans, which are [set to become more more widely available](#) in coming years. Hart noted that electric vans could begin to replace the vehicles the town uses to transport school students and public works staff.

"We have roughly 20 [vans] between the town and school district, and we think those could make very good sense for us in the future," Hart said.

Other sources of federal funding may soon make a difference for municipalities across the state. Over the next five years, at least \$53 million earmarked for electric vehicle charging stations is set to arrive in Connecticut as part of the [bipartisan infrastructure bill](#). Tax credits for electric vehicles that are part of President Joe Biden's Build Back Better Act will also help, officials say, [bolstering preexisting state incentives](#).

Glastonbury — which owns two electric Ford Focus cars, as well as a series of hybrid vehicles — is eyeing state and federal funding in order to further expand its fleet and its network of charging stations, said town manager Richard Johnson.

"If you go to the library, can you charge your electric vehicle? The answer before too long will be yes," he said.

In Fairfield, local officials recently approved the purchase of 15 new electric vehicles, using federal funds. The vehicles will be used primarily by inspectors who had previously used old police cars, said Jackie Bertolone, chief of staff for First Selectwoman Brenda Kupchick.

"We really wanted to include some green indicatives, in terms of how can we make our town hall, our town, our government operate in a greener way," Bertolone said. "It was a no-brainer, really."

Eliza Fawcett can be reached at elfawcett@courant.com. Alex Putterman can be reached at aputterman@courant.com.

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REMINDER: FEDERAL GOVERNMENT OFFERING \$7500 OFF ALL EV PACKAGES. ADDITIONALLY, MUNICIPALITIES DO NOT PAY TAX. APPROXIMATELY \$10,000 WOULD BE SAVINGS TO A NEW PURCHASE.

REASONS TO PURCHASE AN ELECTRIC CAR.

1. GOOD FOR THE ENVIRONMENT
2. MORE AFFORDABLE TO OPERATEE
3. CHEAPER THAN GAS OR DIESEL
4. ELECTRIC CARS CURRENTLY ON SALE
5. FASTER ACCELERATION
6. ELECTRIC VEHICLES (EV) ARE THE FUTURE OF DRIVING
7. CHARGING STATIONS WILL BE AS COMMON AS GAS PUMPS IN NEAR FUTURE

REASONS WHY DRIVERS AVOID EVs:

1. FEAR THE BATTERY WILL RUN OUT OF CHARGE BEFORE REACHING DESTINATION – REFERRED TO AS “RANGE ANXIETY”
2. FEAR OF TOO FEW CHARGING STATIONS
3. TOO LONG TO CHARGE
4. INITIAL HIGHER UPFRONT VEHICLE COSTS

EVs ARE INCREASED IN SALES SINCE 2018 HITTING AT 81% SALES THAT YEAR AND ONGOING SINCE. IT IS EXPECTED THAT 10M EVs WILL BE SOLD BY 2025.

MAIN REASON DRIVERS PURCHASE EVs TO SAVE ON ENVIRONMENTAL AND ECONOMIC.

SAVING MONEY ON FUEL COSTS

NEW TECHNOLOGY IS BEING WORKED ON TO HAVE BATTERIES CHARGED IN 72SECONDS-THUS REDUCING ELECTRIC BILLS.

New Business

10.

February 7, 2023

Dear BOS Members,

The Andover Community Garden committee is respectfully requesting your fiscal sponsorship and your EIN number for our Hartford Foundation grant application. Fiscal sponsorship is required as part of the application process.

Thank you, in advance, for your consideration.

Sincerely,
Andover Committee Members

ANDOVER GREATER TOGETHER COMMUNITY FUND 2022 GRANT APPLICATION
Grant Requests from \$250 to \$2,999

Prior to completing this application, please review the Andover Greater Together Community Fund website at: <https://www.hfpg.org/andovercf>.

If there is a question for which you do not have an answer, please enter N/A.

1) Organization Contact Information

Organization or Community Group's Legal Name:	Andover Sustainable CT
Fiscal Sponsor, if applicable	
Address:	17 School Road
Address 2:	
City, State, Zip Code:	Andover, CT 06232
Contact Name & Title:	Grace Gostanian Andover Community Garden Member
Contact Phone Number:	(860) 614 - 3673
Contact Email:	ggostanian@gmail.com
Website:	Facebook page ?????
Implementing Organization's Annual Budget:	\$2500 ?????
501(c)(3) EIN Number	?????
Should you receive a grant, please indicate who the check should be made out to.	?????

2) Program Information

Program Name:	Andover Community Garden
Dollar Amount Requested:	\$2500.00
Total Project/Program Budget (or N/A is there is just one item)	Breakdown of each project's cost?

Geographic Area Served: Entire town of Andover
(neighborhoods or entire town)

Population Served: Our community garden is conveniently located amongst town facilities, including the elementary school, town hall and fire department. Because of our current location, this year's goal is to offer programming/education for all town residents through collaborative projects with other town organizations. Although we offer only 16 garden plots, opportunities for expansion can be discussed as needed so that additional "gardeners" can participate.

(ex: age, gender, ethnicity,
number of participants)



2) Program Description:

Please describe the program or activity for which you are seeking funding.

The Andover Community Garden would like to proactively engage all town residents in a healthy lifestyle through gardening and sustainable practices. This inclusive, educational space will provide opportunities for residents to share their knowledge with others and to help support residents in need. By collaborating with other community organizations, it is our hope to provide fresh produce to the Andover Food Pantry on a weekly basis. Our children are our future; it is our intention to connect with our town's young people so that they will have the vision to strengthen our community and learn about the importance of community involvement, healthy living, and social emotional wellness. This year's possible events include: seed swap, plant sale fundraiser, gardening social hour, collaborative activities with the town's summer camp, planned activities with our Uconn Master Gardener.

3) Description of need:

Why is the project you describe necessary? Is there anyone else already doing this?

By the end of 2022, the garden volunteers were able to completely renovate and relocate a dilapidated shed into our "new" supply shed. However, watering the garden last year proved to be quite the challenge. Instead of attaching multiple garden hoses to the town hall building's faucet, it is our hope that if gutters were attached to our shed this year, we would be able to create a water collection system and install an irrigation system for our plots. In addition to the aforementioned projects, a new roof for the shed is necessary and a new "Andover Community Garden" sign will welcome all residents to our communal space. It is our understanding that community gardens exist in neighboring towns and have shown great benefits to their residents.

4) Expected benefit:

Who will benefit from this program (# of people and population served)?

Any and all residents of Andover can benefit from the community garden. As mentioned above, we currently offer 16 plots that can be assigned to interested gardeners. However, the potential for "sharing" a spot with your family and/or group expands the number of people directly involved with our

program. For example, last year, the town hall employees requested a plot for their herbs and the 5th/6th grade garden club at AES requested 4 plots for their use.

In the past, participation in our weekly gardening social hour without registering for a plot was highly encouraged. Some residents wanted to be involved with the group by helping with the gardening chores and to enjoy one another's company but did not want the responsibility of maintaining their own gardens. We hope to continue this involvement for the current year. Also, this year's goal of sharing fresh, organically grown vegetables with Andover's Food Pantry further supports our community outreach efforts.

5) If we do not fully fund the project, how will you raise the remaining funds needed?

The town of Andover is showing an increase in the number of at risk residents due to the current, economic climate and aging population. It is our hope that the Hartford Foundation of Giving will fully support our project. However, in the event that your organization is unable to fully fund our project, our committee members will need to discuss/prioritize the needs of this project.

The following attachments are required and can be emailed to: andoveradvisorycommittee@gmail.com. Please use the following format: Name of Your Organization.filename.(doc.xls.pdf. etc.), i.e. ABC.501c3.doc

Attachments required: ???????

1. Copy of your 501(c)(3), your fiscal sponsor's 501(c)(3) or a letter from the Town of Andover indicating they will be your organization's fiscal sponsor and their EIN number.
2. Copy of permit if applicable.

Approval of Meeting Minutes

11.

Andover Board of Selectmen (BOS) Meeting 1/9/2023

Exhibit One: Amendments to Agenda Item 9

Regarding Agenda Item 3. “**Additions/Deletions to the Agenda:**”

Agenda Item 9 is Amended by DELETING IT ENTIRELY and replacing it with the following item 9 subsections:

- a. **Freightliner of Hartford: Resolution** to finance the purchase of a plow truck expected to be received in late 2023 for a period of 5 years as presented by DPW Director Jay Tuttle at the December 12, 2022 meeting of the BOS, refer the matter for Board of Finance (BOF) approval at a special BOF meeting on January 18, 2023, and if so approved to a Special Town Meeting on February 7, 2023, or as soon thereafter as possible.
- b. **New Community Senior Center: Resolution** to approve the offer of the proposed \$10,000 Interim Contract for various design items with Leading Edge Construction as recommended by the Town Administrator and set forth at pages 46-47 of the Packet for this 1/9/23 Meeting.
- c. DELETED after consideration by the Board of Selectmen.
- d. Resolution to Accept a STEAP grant for \$275,000 with a \$75,000.00 Town match probably from the multiuse building fund for referral to a Special Town Meeting on February 7, 2023.
- e. Resolution to Authorize the Town Administrator to submit a DEEP Recreation Trails grant proposal for \$52,000 with the Town spending \$10,500 from Tax dollars (possibly Open Space fund or Contingency fund) for referral to a Special Town Meeting on February 7, 2023.
- f. Resolution to Authorize the Town Administrator to submit a TRIP grant (Transportation Rural Improvement Program to the State for up to \$800,000 by which the Town will be required to pay for survey and engineering costs outside of the grant estimated to be \$30,000 to be paid for from the Town Aid Road or Road Improvement Fund, for referral to a Special Town Meeting on February 7, 2023.
- g. Finance Department Employment.
- h. Status of Finance Official.
- i. Hop River Homes Update and possible Resolution to approve proposed Contract contained in the Packet for this Meeting.
- j. Recognizing Andover Residents.
- k. COOL Program Contract Update.
- l. Zoning Changes to Town Property on School Road Update.
- m. 8-24 Referral to PZC for proposed new Community Senior Center Building.

Town of Andover
Board of Selectmen
Regular Meeting Minutes
Monday, January 9th at 7:00 P.M.
Location: virtual Zoom meeting

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

Members Absent: Adrian Mandeville

Town Administrator: Eric Anderson

Town Attorney: Dennis O'Brien

Department of Public Works: Jay Tuttle, Supervisor

Andover Elementary School: Valerie Bruneau, Superintendent

Senior Transportation: Cathy Palazzi

Conservation Commission: Mike Palazzi

Planning & Zoning Commission: Jed Larson, Chair, Anne Cremè

Economic Development Commission: Elaine Buchardt

Public Present: Bob Hamburger

1. Call to Order/Pledge of Allegiance

Jeff Maguire called the meeting to order at 7:00pm. The Pledge was recited.

2. Public Speak –

Cathy Palazzi – invited the Board of Selectmen to have a table at the Senior fundraiser on Sunday, February 5th from 10am to 2pm in the AES gym

Elaine Buchardt – here to support Jed Larson's presentation for a Town Planner – UCONN students presented 14 ideas that could help the Town

Anne Cremè- here to support Jed Larson's presentation for a Town Planner

3. Additions/Deletions to the Agenda

Jeff Maguire MOTIONED for discussion on Agenda Item 9. Paula King SECONDED.

Discussion with Town Attorney on having a Town Meeting for Community Center, new plow truck purchase, purchase/finance sections of the Town Charter.

Jeff Maguire AMENDED his motion to remove Agenda Item 9 by deleting it entirely and replacing it with the follow item 9 subsections:

- a. Freightliner of Hartford
- b. New Community Senior Center
- c. DELETED
- d. STEAP Grant
- e. DEEP Recreation Trails Grant
- f. TRIP Grant
- g. Finance Department Employment
- h. Status of Finance Official
- i. Hop River Homes Update
- j. Recognizing Andover Residents

- k. COOL Program Contract Update
- l. Zoning Changes to Town Property on School Road
- m. 8-24 Referral to PZC for proposed Community/Senior Center Building

Jeff Murray SECONDED. MOTION CARRIED 4:0:0

Jeff Maguire MOTIONED to add Agenda Item 5a. i. – Select Review Panel for Plan of Conservation RFP.
Scott Person SECONDED. MOTION CARRIED 4:0:0

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

Eric Anderson stated that the reports included an expenditure report, November and December's check registers, and overages in the budget now that we are 6 months into the year. Funds will need to be moved internally for a roadwork expense and will be discussed with the Board of Finance. Discussion on the Quickbooks transition – questions on a few items on check register regarding Sweeper costs and Willimantic Waste fees.

5. Board and Commission Presentations

- a. Jed Larson presentation on recommendation for Town Planner

Jed Larson shared screen and gave presentation on recommending a Town Planner/Economic Development Coordinator. He gave information from the Plan of Conservation and Development – these tasks are difficult for a volunteer commission to accomplish. This position ideally would be 10 hours a week and would work with developers, apply for grants, promote goals & policies, attract commercial businesses to Town, and prepare regulation changes.

Elaine Buchardt added her support, she attends other Board and Commission meetings to listen to other Town planners. This is frustrating as Andover has no one to go to with these plans or ideas.

- i. Select Review Panel for Plan of Conservation RFP

Jeff Maguire MOTIONED to make the Planning and Zoning Commission the review panel for the Plan of Conservation and Development RFP. Paula King SECONDED. MOTION CARRIED 4:0:0

- b. Eric Anderson- Hop River Park Trail Signage and Wayfinding

Eric gave information regarding the Hop River Trail Association – is formed of residents residing along the Hop River Trail, Town Manager's, Public Works employees, and other Town employees.

The goal of this Association is to apply for grant funding to update the signage along the trail, and work alongside DEEP. Additional discussion on the Town's involvement with the Association.

6. Appointments – none, discussion on new Board of Finance member

7. Resignations – none

8. Town Administrator's Report

Eric Anderson updated the Board regarding: working with the Town Engineer and Public Works Supervisor – looking at roads, preparing for the Federal/Local Bridge Program application, working on the TRIP grant which is due mid-February – look at some roads that may need additional work, one Public Works member is out for surgery – another member injured their shoulder, discussion on the Bunker Hill Bridge right of way, the Long Hill Bridge design, engineer was assigned to the Times Farm Bridge project – forms re-submitted to DOT for close out, reviewing companies that the Community Center Committee chose, grant is being worked on for a multi-use pathway to connect the Town Hall, Community Center, and AES to the Rail Trail, Eric met with legislative representatives, discussed shared services with other Towns, and the survey is being finished for the Town property on School Road.

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

a. Freightliner of Hartford – New Plow Truck

Jeff Maguire made a RESOLUTION to finance the purchase of a plow truck expected to be received in late 2023 for a period of 5 years as presented by DPW Director Jay Tuttle at the December 12, 2022 meeting of the BOS, refer the matter for Board of Finance (BOF) approval at a special BOF meeting on January 18, 2023, and if so approved to a Special Town Meeting on February 7, 2023, or as soon thereafter as possible. Scott Person SECONDED. No further action.

Discussion to bring Board members up to date that were not at last month's meeting on financing options over this year and next year's budget. This may impact the roadwork budget for the Spring – will ask the Board of Finance to find a way to finance the purchase without impacting this Fiscal Year's budget.

b. Status of Community Center RFP

Eric Anderson shared screen – shared the scope of the project, discussion on 60 days versus 90 days in the contract.

Jeff Maguire made a RESOLUTION to approve the offer of the proposed \$10,000 Interim Contract for various design items with Leading Edge Construction as recommended by the Town Administrator and set forth at pages 46-47 of the Packet for this 1/9/2023 Meeting. Scott Person SECONDED. MOTION CARRIED 4:0:0

c. REMOVED

d. STEAP Grant

Any grant with a Town match for over \$2,500 must go to a Town Meeting.

Jeff Maguire made a RESOLUTION to accept a STEAP grant for \$275,000 with a \$75,000.00 Town match probably from the multiuse building fund for referral to a Special Town Meeting on February 7, 2023. Scott Person SECONDED. MOTION CARRIED 4:0:0

e. DEEP – Recreation Trails Grant

Jeff Maguire made a RESOLUTION to authorize the Town Administrator to submit a DEEP Recreation Trails grant proposal for \$52,000 with the Town spending \$10,500 from Tax dollars (possibly Open Space Fund or Contingency Fund) for referral to a Special Town Meeting on February 7, 2023. Paula King SECONDED. MOTION CARRIED 4:0:0

f. TRIP Grant

Jeff Maguire made a RESOLUTION to authorize the Town Administrator to submit a TRIP grant (Transportation Rural Improvement Program) to the State for up to \$800,000 by which the Town will be required to pay for survey and engineering costs outside of the grant estimated to be \$30,000 to be paid for from the Town Aid Road or Road Improvement Fund, for referral to a Special Town Meeting on February 7, 2023. Paula King SECONDED. MOTION CARRIED 4:0:0

g. Finance Department Employment

Job opening will be posted this week – position will be for 30 hours a week

h. Status of Finance Official

Not ready to begin 2021-2022 FY audit yet.

i. Hop River Homes Update

Contract is in meeting packet – discussion of changes in language with Town Attorney, Eric Anderson will send to Hop River Homes for review.

j. Recognizing Andover Residents

Hold off until next month's meeting.

k. COOL Program Contract Update

Eric Anderson asked COOL to provide updated insurance policy including the use of/driving a Town bus. CIRMA to be involved with drafts of the contract.

l. Zoning Changes to Town Property on School Road

The Planning and Zoning Commission will have a meeting on January 23rd, 2023, to consider the zone change for the Andover Rural Design District that would enable the Town to build without seeking a variance for the building.

m. 8-24 Referral to the PZC for proposed Community/Senior Center Building

The Planning and Zoning Commission received a referral from Eric Anderson at their last meeting on behalf of the Board of Selectmen – the PZC voted in favor of the Plan of Conservation and Development locating a Community Center on the parcel behind Town Hall.

10. New Business – Discuss and act upon the following:

a. Constantine Paving Appeal

Jay Tuttle showed map of area of concern (13 Dogwood Drive) – Constantine Paving was the contractor for a driveway

Swale was not put back in – driveway was not put back to original design listed in permit. Discussion between Board members and Jay Tuttle regarding water, drainage, and snowbanks on this road. Jay Tuttle will ask Constantine Paving to fix the swale.

b. DPW Tilt Trailer

Jay Tuttle will purchase trailer for \$12,399.46. Funds previously approved for purchase of Skidsteer and Trailer not to exceed \$90,000.

c. Additional sick leave request for AFSCME Union employee – will discuss in Executive Session at later date

d. Discussion of Senior Transportation

a. Electric Vehicle for Senior Transportation

Discussion on Senior Transportation usage for non-handicapped residents, different residents that utilize the services, mileage range of trips – can look at grants to fund purchase of electric vehicle(s) for Town.

Scott Person MOTIONED to add \$30,000 to the Multi-Use Building Fund in the 2023-2024 FY budget for the purchase of a Chevy Bolt EUV for the Town. Paula King SECONDED. No action taken – will be doing more research on vehicle

b. Disposition of 2002, 20-passenger bus

Will potentially be receiving new 15-passenger bus that is handicap accessible – will not need 20-passenger bus. Discussed different options on disposition including auction, AES usage – Cathy Palazzi will discuss with Superintendent Valerie Bruneau.

e. 2023 Holidays

- a. Both Lincoln's/Washington's vs just Presidents Day
- b. Juneteenth

Discussion on Holiday's – split between 2 Union contracts – talked about options including changing the Personnel Policy/Union Contracts, consolidating the February holidays into one day, or matching the AES calendar.

11. Approval of Meeting Minutes

a. Monday, December 12, 2022 Regular Meeting Minutes

Paula King MOTIONED to approve the Monday, December 12th, 2022 Regular Meeting Minutes. Scott Person SECONDED. MOTION CARRIED 3:0:1 with Jeff Murray abstaining.

12. Budget

- a. Appropriation Transfers - none
- b. Over Expenditure Requests - none
- c. Capital Funds Allocation for 2023-2024 Budget Season

Eric Anderson shared screen – discussed Capital Funds allocations for the 2023-2024 year, Fire Department may be looking to purchase a new squad vehicle.

13. Tax Collector's Report

a. Refunds Requests – none

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

All reports provided in packet – Eric Anderson commented on a well-executed storm cleanup.

15. Correspondence - none

16. Public Speak –

Bob Hamburger – discussed electric vehicle purchase, able to speak on his experience with his EV and mileage range, ideas on renting or leasing out the 20-passenger van

17. Adjournment

Paula King MOTIONED to adjourn the meeting at 10:10pm. Jeff Murray SECONDED. MOTION CARRIED 4:0:0

Budget

12.

Tax Collector's Report

13.

Vault Trust	\$715.68	Sec 12-129 Refund of excess payment
DUVAL, MARY	\$20.24	Sec 12-129 Refund of excess payment

12/12/2022 Tax Refunds Total: \$735.92

Sec. 12-129. Refund of excess payments. Any person, firm or corporation who pays any property tax in excess of the principal of such tax as entered in the rate book of the tax collector and covered by his warrant therein, or in excess of the legal interest, penalty or fees pertaining to such tax, or who pays a tax from which the payor is by statute exempt and entitled to an abatement, or who, by reason of a clerical error on the part of the assessor or board of assessment appeals, pays a tax in excess of that which should have been assessed against his property, or who is entitled to a refund because of the issuance of a certificate of correction, may make application in writing to the collector of taxes for the refund of such amount. Such application shall be delivered or postmarked by the later of (1) three years from the date such tax was due, (2) such extended deadline as the municipality may, by ordinance, establish, or (3) ninety days after the deletion of any item of tax assessment by a final court order or pursuant to subdivision (3) of subsection (c) of section 12-53 or section 12-113. Such application shall contain a recital of the facts and shall state the amount of the refund requested. The collector shall, after examination of such application, refer the same, with his recommendations thereon, to the board of selectmen in a town or to the corresponding authority in any other municipality, and shall certify to the amount of refund, if any, to which the applicant is entitled. The existence of another tax delinquency or other debt owed by the same person, firm or corporation shall be sufficient grounds for denying the application. Upon receipt of such application and certification, the selectmen or such other authority shall draw an order upon the treasurer in favor of such applicant for the amount of refund so certified. Any action taken by such selectmen or such other authority shall be a matter of record, and the tax collector shall be notified in writing of such action. Upon receipt of notice of such action, the collector shall make in his rate book a notation which will date, describe and identify each such transaction. Each tax collector shall, at the end of each fiscal year, prepare a statement showing the amount of each such refund, to whom made and the reason therefor. Such statement shall be published in the annual report of the municipality or filed in the town clerk's office within sixty days of the end of the fiscal year. Any payment for which no timely application is made or granted under this section shall permanently remain the property of the municipality. Nothing in this section shall be construed to allow a refund based upon an error of judgment by the assessors. Notwithstanding the provisions of this section, the legislative body of a municipality may, by ordinance, authorize the tax collector to retain payments in excess of the amount due provided the amount of the excess payment is less than five dollars.

Town Only

Terminal / Batch	
Terminal	5
Batch	39

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

Last Assessor Bridge	
Run on:	01/20/2023

Percent Collection as of 02/01/2023

REAL ESTATE

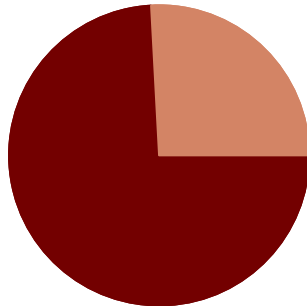
Uncollected - 25.86%
Collected - 74.14%

PERSONAL PROPERTY

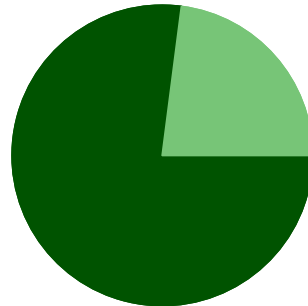
Uncollected - 22.96%
Collected - 77.04%

MV REGULAR

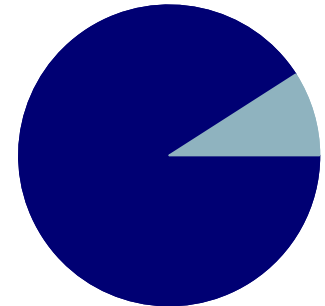
Uncollected - 9.06%
Collected - 90.94%



■	Total Due = \$2,145,221.94
■	Total Paid = \$6,150,034.02



■	Total Due = \$85,441.59
■	Total Paid = \$286,725.18



■	Total Due = \$105,735.25
■	Total Paid = \$1,061,802.89

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	8,295,255.96	6,150,034.02	2,145,221.94	74.14
PERSONAL PRO	372,166.77	286,725.18	85,441.59	77.04
MOTOR VEHICL	1,167,538.14	1,061,802.89	105,735.25	90.94
MOTOR VEHICL	155,149.31	93,300.41	61,848.90	60.14
TOTALS:	\$9,990,110.18	\$7,591,862.50	\$2,398,247.68	

DECEMBER 2022

Deposits

	ONLINE	OFFICE	TOTAL
12/1	\$ 6,263.93		\$ 6,263.93
12/2	\$ 3,941.35		\$ 3,941.35
12/3			\$ -
12/4			\$ -
12/5	\$ 2,179.95		\$ 2,179.95
12/6			\$ -
12/7	\$ 203.00		\$ 203.00
12/8	\$ 490.20		\$ 490.20
12/9	\$ 2,799.90		\$ 2,799.90
12/10			\$ -
12/11			\$ -
12/12		\$ 210,924.92	\$ 210,924.92
12/13	\$ 12,990.35	\$ 30,010.78	\$ 43,001.13
12/14	\$ 1,043.14	\$ 219.03	\$ 1,262.17
12/15			\$ -
12/16	\$ 50.82		\$ 50.82
12/17			\$ -
12/18			\$ -
12/19			\$ -
12/20	\$ 1,578.29	\$ 29,133.46	\$ 30,711.75
12/21			\$ -
12/22		\$ 6,895.36	\$ 6,895.36
12/23			\$ -
12/24			\$ -
12/25			\$ -
12/26			\$ 356.10
12/27			
TOTAL	\$ 31,540.93	\$ 277,183.55	\$ 309,080.58

COLLECTIONS BY TAX YEAR:

	RE	PP	MV	MVS	INTEREST	FEE
2017		\$ 278.06			\$ 202.77	\$ 72.13
2018		\$ 821.46	\$ 405.88	\$ 384.47	\$ 944.97	\$ 210.47
2019		896.32	481.81	132.83	607.47	200.87
2020	\$ 3,862.92	\$ 893.44	\$ 587.52	\$ 739.44	\$ 1,622.38	\$ 252.95
2021	\$ 283,948.54	\$ 469.53	\$ 8,694.81		\$ 2,205.00	\$ 164.54
TOTAL	\$ 287,811.46	\$ 3,358.81	\$ 10,170.02	\$ 1,256.74	\$ 5,582.59	\$ 900.96

UNCOLLECTED TAXES BY TAX YEAR:

	RE	PP	MV	MVS	TOTAL
2007			\$476.65	\$71.26	\$ 547.91
2008			\$520.26	\$28.15	\$ 548.41
2009			\$356.32		\$ 356.32
2010			\$211.42		\$ 211.42
2011		\$439.82	\$4,314.46	\$249.48	\$ 5,003.76
2012	\$	2,404.78	\$ 3,146.24	\$ 204.03	\$ 5,755.05
2013	\$ 12.13	\$ 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	\$ 1,225.76	\$ 4,730.01	\$ 9,522.35	\$ 2,286.15	\$ 17,764.27
2016	\$ 3,692.80	\$ 5,563.78	\$ 7,996.26	\$ 1,930.73	\$ 19,183.57
2017	\$ 18,784.80	\$ 5,926.98	\$ 10,297.54	\$ 2,338.24	\$ 37,347.56
2018	\$ 34,938.36	\$ 7,746.84	\$ 9,332.61	\$ 1,352.31	\$ 53,370.12
2019	\$ 42,888.29	\$ 7,172.84	\$ 13,177.48	\$ 3,854.11	\$ 67,092.72
2020	\$ 51,425.07	\$ 9,072.78	\$ 29,796.59	\$ 14,472.67	\$ 104,767.11
2021	\$ 3,785,882.34	\$ 152,692.52	\$ 117,948.33	\$ 158,007.80	\$ 4,214,530.99
TOTAL	\$ 3,940,075.31	\$ 202,816.01	\$ 210,686.12	\$ 188,569.23	\$ 4,542,146.67

TOTAL

\$ 552.96

\$ 2,767.25

\$ 2,319.30

\$ 7,958.65

\$ 295,482.42

\$ 309,080.58

Department Reports

14.

Assessor's office monthly activity –DECEMBER 2022	
Processing conveyances	5
Processing building permits	18
Prorating motor vehicle grand list	
Updating field cards	
Correspondence/Phone	17
Providing assistance to town hall customers (ie taxpayer, title searchers, appraisers etc)	5
Providing assistance to other departments	3
Researching mapping issue or questions	
Reports and communication with the State of Connecticut/ US Census	1
MLS research	2
Scheduling meeting and appointments	1
Office work – ie filing, updating sales book, scanning documents etc	
Personal property grand list	
Personal Property/Discovery	
Homeowner's program	
Veteran's program	
Income & expenses	
Renter's rebate program	
Tax exemptions	
Adds & Deletes to the re, pp or mv grand list	
Pa 490	
Provided assistance to BAA	
Researching and providing requested information to auditor or software vendor (for grand list files or tax bills)	
Real property inspections	1
Personal property inspections	
Real property appraisals	
Taxpayer correspondence	
Attorney correspondence	
Tax appeal review/appraisal	
Mls review	2
Town board/dept assistance	
Review & Approve C of Cs	
Review & Approve Farmland & Forestland Assessment Applications	
Review, Approve, & create/data entry on land splits & mergers	
Mapping Research/Discrepancies	



Lieutenant Stephen King #033
Commanding Officer



Sergeant Paul Piper #188
Acting Executive Officer

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
CONNECTICUT STATE POLICE
TROOP K – COLCHESTER

February 6, 2023

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

Dear Jeff J. Maguire,

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

During the month of **January 2023**, the Andover Resident Trooper as well as Troop K Troopers responded to **93** Calls for Service in the Town of Andover. Of these Calls for Service the most notable are:

Accidents: **0**
Burglaries: **0**
Larcenies: **0**
Other Criminal: **5**
Other Non-Criminal: **1**
Medical Assists: **4**
Non-reportable Matters: **71**
Other Noteworthy Events (List):

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

DUI: **1**
Traffic Citations: **4**
Traffic Warnings: **6**

Respectfully,

LT Stephen King #033
Lieutenant Stephen King #033
Commanding Officer
Connecticut State Police – Troop K

15a Old Hartford Road
Colchester, CT 06415
Phone: (860) 465-5400
Fax: (860) 465-5450

January 2023

Grand Total Receipts

Permit Type	QTY	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	COFee	Zoning	State	Point	TownFee
Building Permit	8	2,164.84	132,866.00	0.00	0.00	0.00	0.00	0.00	0.00	34.84	120.00	2,010.00
Electrical Permit	6	1,570.22	95,158.20	0.00	0.00	0.00	0.00	0.00	0.00	25.22	90.00	1,455.00
Mechanical Permit	5	349.68	16,514.00	0.00	0.00	0.00	0.00	0.00	0.00	4.68	75.00	270.00
Plumbing Permit	2	106.30	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1.30	30.00	75.00
Grand Totals	21	4,191.04	249,538.20	0.00	0.00	0.00	0.00	0.00	0.00	66.04	315.00	3,810.00
Grand # Voids	0											

Grand Total Receipts

Permit Type	QTY	Amt Paid	Est Cost	Refunds	Radon	Roadcut	CertFee	COFee	Zoning	State	Point	TownFee
ZBA Application	1	215.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	15.00	140.00
Zoning Permit Applicat	3	420.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00	45.00	195.00
Grand Totals	4	635.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00	60.00	335.00
Grand # Voids	1											

PERMIT TOTALS FOR JANUARY 2023

	amt paid	# permits
TOTAL BUILDING	\$4,191.04	21
TOTAL ZONING	\$635.00	4
TOTAL HOME OCCUPATION	\$25.00	1
TOTAL MISC (COPIES)	\$27.00	
FINAL TOTAL FOR DECEMBER	\$4,878.04	26

Public Works

Subject: DPW 2023 January BOS Report

Highlights for the month:

- 11) Snow and Ice Events: plowable snow and or ice conditions that required us to respond
- Tree debris clean up around town
- Misc. improvements at shop: locker room, mechanic office/records room, install new opening/garage door for small equipment storage, repurpose storage cabinets for tools, shop painting
- Rail Trail tree trimming/maintenance East from museum
- Misc. equipment repairs
- Scrape edges of roadways (pick up leaves) to clear waterways

Thank you,

Jay Tuttle
Publicworks Supervisor / Tree Warden
Town of Andover
12 Long Hill Road
Andover, CT. 06232
PH: (860) 742-4048
Email: publicworks@andoverct.org

1-3-23 34°/49° Cldy - PM Rain

Jay 5:30 - 4:00
10.0

Admin
Budget work
Bos Report

Trk 1

Job	Staff	Time	Materials	Equip
2.0 [Snow & Ice: • Chk Rds For Icing	TOM	2.0	3 Ton Salt	Trk 10
	Zach	2.0		Trk 7
	Rich	2.0		Trk 3
	Mark	2.0		
1.0 • Trash Compaction	Tom	1.0		Back Hoe
6.0 [Shop: • Headlight Repair Trk 7 • Work on small Equip Storage Area • " " Locker Room Area	Zach	2.0	/	Shop Tools
	Tom	6.0	Lumber	
	Jay	4.0	Compound	
	Zach	4.0		
5.0 [Drainage: • Chk Water Ways & Clear Grate at Bishop Swamp	Rich	5.0	/	Trk 4
	Mark	5.0		
1.0 [Tree work: • Clear small Tree Erdoni Road	Rich	1.0	/	Trk 4 Saw
	Mark	1.0		

1-4-23 42°/58° Cldy - Drizzle - Rain

Jay
8.75

5:30 - 2:45

Trk 4

Admin
Budget work

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Run	Tom	1.0	/	Trk 1
4.0	• Drainage: • Ck water ways	mark	4.0	/	Trk 4
7.0	• Shop: • Finish framing Garage Door Opening at DPW	Tom	7.0	Lumber	shop Tools
8.0	• Sheetrock Copound Locker Room Mechanic office Area	Jay Zach	6.0 8.0	Compound	shop Tools
4.0	• Tree Trimming	mark	4.0	/	Trk 4 Saws

1-5-23 43°/45° Cldy

9.0 Jay

5:30 - 3:00

Admin

Trk 1

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Compaction	Tom	1.0	/	Back Hoe
7.0	Shop: • Locker Rm / Mechanic Office - Compound Sheetrock - Paint Exterior Walls	Jay	7.0	Compound	Shop Tools
		Zach	6.0	Paint	
8.0	• Back Hoe - R&R Pins & Bushings on Rear Boom - Fabricate Wheeled Carrier for Boom - P/u I-Beam Trolley's for Chain Fault's - Dissassemble Boom for Repair	TOM	7.0	Shop Materials	Shop Tools
		Mark	8.0		
		Zach	2.0		
	Sick	Rich	8	/	/

1-6-23 36°/39° Rain-Mix

Jay
10.25
4:00^{AM} - 2:45^{PM}

Trk 1

- Admin
- All Staff Early in Ahead of Buses Possible Mix Precip
Temps Just Above Freezing
- Pay Bills

* NOTE: All Staff in at 4:00 AM and Nothing Developed
Early Start Equip Repairs

Shop:	Staff	Time	Materials	Equip
• Back Hoe Repair - Finish Boom Repairs, Shim Bucket	Tom	10	/	shop Tools
- Excavator - Shim Bucket	mark	10		
- Bring V-Plow in, Set up for Repairs	Zach	10		Loader
- Paint Exterior Walls of Locker Rm / mechanic office	Jay	6.0	Paint	Shop Tools
- Sand Compound of Rooms				
Sick	Rich	8.0	/	/

1-7-23

Black Ice ?

Jay 2:00 AM - 4:00 AM

- Check Rds for Possible Icing - Temps hovering at Freezing
- Roads Generally Dry w/ some dampness, Temps don't rise until 9:00 AM
- Call in (2) crew members at 3:15 AM
 - Treat Mains, Transfer Station & Library

Tom 3 hrs

8 yds salt

Zach 3 hrs

1-9-23 29°/41° Lt Snow ^{AM} - Mostly Sunny ^{PM}

Jay
13.5

4:00 ^{AM} - 4:00 ^{PM}

7:00 ^{PM} - 9:00 ^{PM}
Selectmans meeting

Admin

Monitor weather - Call in crew 4:30 ^{AM} Lt Snow

School 2 hr Delay

	Job	Staff	Time	Materials	Equip
4.0	• Snow & Ice	Tom	4.0	24 Ton Salt	Trk 10
	- Treat Roads & Sidewalks	Zach	4.0		Trk 7
	- Clean Equip	Mark	4.0		Trk 3
		Jay	4.0		Trk 1 Loader
1.0	• Trash Compaction	Tom	1.0	/	Back Hoe
5.0	• Shop				
	- Locker Rm/mechanic office	Jay	3.0		Shop Tools
	Sanding Compound				
	- V-Plow Repairs	Tom	4.5		
	- Equip Repairs Trk 3 to Vendor for Spreader Control Repair	Zach	5.5	Replace w/ new Controller	Trk 3
5.5	• Tree Trimming Rail Trail	Mark	5.5	/	Trk 4 Tools
	Sick	Rich	8.0		

1-10-23 35°/40° Partly Cldy

Jay
10.5

5:30 - 4:30

- Admin
- Budget Work
- Tree Inspection

Trk 1

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	• Shop - V-Flow Repairs	Tom	8.0	/	shop tools
8.0	• Tree Trimming Rail Trail	Mark Zach	8.0 8.0	/	Trk4 saws
	Sick	Rich	8.0		

1-11-23

Jay Day off

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
• Tree work	Tom	8.0	/	Trk 10
- Clean up Tree debris	Zach	8.0		Trk 4
around Town From Previous storm	Mark	8.0		chipper saws
Sick	Rich	8.0	/	/

1-12-23 30°/44° Snow^{AM} Mix Rain^{PM}

Jay 5:45 - 3:00

- Admin
- Monitor Weather Possible Need to treat Rds if Mix Precip intensifies

<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
• Trash Compaction	Tom	1.0	/	Back Hoe
• Signage				
- Assemble & Install Radar	Tom	7.0	Signs	Trk 3
Speed limit Signs in	Zach	8.0	Posts	Trk 4
dedicated locations	Mark	8.0	Hardware	Trk 1
	Jay	6.0		Shop Tools
Sick	Rich	8.0	/	/

1-13-23 54°/56° Cldy - Psbl Shwrs

Jay
9.0 5:30 - 3:00

Trk 1

- Admin
- Meeting w/ Paula & crew at shop
- Budget meeting w/ Eric
- Tree Inspections

<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Material</u>	<u>Equip</u>
Ck Roads for Tree debris - Overnight Wind	Tom Mark Zach	3.0 3.0 3.0	/	Trk 4 Trk 1
Shop: Clean up, Organize & Make/Repair Cabinet	Tom Mark Zach	5.0 2.0 2.0	/	Shop Tools
Tree Work: Continue Clean up from Previous storm	Zach Mark	3.0 3.0	/	Trk 4 Saws
Sick	Rich	8.0	/	/

1-14-23 29°/34° Freezing Drizzle

Jay 4:30^{AM} - 7:30^{AM}

Ck Roads Temps at or just below Freezing
Road Temps just above Freezing
Temps staying steady below Freezing
Call in Crew 5:00 AM
Treat Roads, Parking Lots & Side Walks

All Trucks on Roads 5:45^{AM}
All Trucks Back 7:00^{AM}
Crew dismissed 7:15^{AM}

Payroll updated & complete 7:30^{AM}

Snow & Ice

OT ↓	Tom	3.0		Trk 10
	Zach	3.0	24 Ton salt	Trk 7
	Mark	3.0		Trk 3

1-16-23 29°/37° Cldy w/ Lt Precip

Jay
Many
Hours

Monitor Weather Through the Night
off and on chances Lt. Freezing Precip

Notified 8:00 AM Freezing Rain starting 9:00 AM-ish
On the Road 8:30 AM Freezing Rain starts roads
are starting to Freeze up in Areas

Temps At ~~OT~~ just below Freezing - Call in Crew
to treat Roads 8:45 AM

Trucks on the Road 9:15 AM Temps Below Freezing

9:45 AM Temps still below freezing and Start
warming Above Freezing Approx 1:00 PM

Crew dismissed at 10:45 AM

Snow and Ice

OT 2	Tom	3.0		Trk 10
	Zach	3.0	20 Ton Salt	Trk 7
	Mark	3.0		Trk 3

1-17-23

Jay Day off / family sick

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>materials</u>	<u>Equip</u>
8.0	Drainage:	Tom	8.0		Back Hoe
	• Scrape Edges of roadway &	Zach	8.0	64 yards	Trk 3
	Pick up leaves - Trk 10 route	Mark	8.0	leaves	Trk 5
	sick	Rich	8.0	/	/

1-18-23 36°/46° Mstly Cldy

Jay 5:30^{AM} - 1:00 PM

7.0

• Admin

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	Drainage: Scrape Edges of roadway & Pick up leaves - Trk 10 & 3 Routes	Tom	6.0	64 yards leaves	Back Hoe
		Zach	8.0		Truck 3
		Mark	8.0		Trk 5
	Sick	Tom	2.0		
	Sick	Rich	8.0		

1-19-23

33°/40°

Mstly Cldy - Rain

Jay

5:45 - 3:30

8.75

- Admin
- Pay Bills
- Building Inspection
- Wetlands Permit

	<u>Job</u>	<u>Staff</u>	<u>Time</u>	<u>materials</u>	<u>Equip</u>
8.0	Drainage:				
	Scrape Edges of roads &	Tom	8.0	72 yds	Back Hoe
	Pick up leaves - Trk 3 route	Zach	8.0	leaves	Trk 3
		Mark	8.0		Trk 5
	Sick	Rich	8.0	/	/

1-20-23 34/37° cldy - Rain - Mix - Snow showers

Jay 5:45 - 2:45
8.5

- Admin
- Pay Bills
- Inspections
- P/u Supplies

Trk 1

Job	Staff	Time	Material	Equip
2.5 [Snow & Ice: • Check Rds - Spot Treat	Tom	2.5	9 Ton salt	Trk 10
	Mark	2.5		Trk 7
	Zach	2.5		Trk 3
1.0 • Salt/Treat Transfer Station	Zach	1.0	.25 Ton	Trk 10
4.5 Shop: • Replace Frnt Brake Cans	Zach	4.5	Parts	Shop Tools
3.0 • Ck Water Ways / Clear Basins	Tom	3.0	/	Trk 4
	Mark	3.0		
2.5 [Electronic Speed limit Signs • Ck & Charge Batteries (R&R)	Tom	2.5	/	Trk 4
	Mark	2.5		
Sick	Rich	8.0	/	/

1-23-23 36°/36° Rain - Snow

Jay 16.25
5:30^{AM} - 10:15^{PM}

Admin

D - Testing
Monitor Weather

Cover Trk 10 Route

Trk 1

Job	staff	Time	Materials	Equip
1.0 Trash Compaction	Tom	1.0	/	Back Hoe
3.0 Shop: • Install Shelving/Coat Rack • Install Shop Towel Rack	Tom	3.0	Lumber & hardware	shop Tools
2.0 • Adjust Spinner/Auger Cntrls Trk 3	Zach Mark	2.0 2.0	/	shop Tools
6.0 • Ck Basins & Waterways	Zach Mark	6.0 6.0	/	Trk 4
• Sick Dr. Appt	Tom	4.0	/	/
• Sick Medical	Rich	8.0	/	/
7.75 Snow & Ice: Prep Equip, Treat Roads, Plow & Retreat Roads, Start 2:30 ^{PM} End 10:15 ^{PM}	Jay Zach Mark	7.75 7.75 7.75	40 Ton Salt	Trk 10 Trk 7 Trk 3

1-24-23 29°/40° Partly Cloudy

Jay 4:00^{AM} - 2:45
10.25

Trk 1

- Admin
- Work on Locker Room/mechanic office

- Crew in at 4:00^{AM} - CK & Treat Roads

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
6.0	Snow & Ice: • CK Routes & Parking Lots before buses Roll	Tom Zack Mark	6.0 6.0 6.0	15 ton Salt	Trk 10 Trk 2 Trk 3 Loader
	• Wash/Clean/Grease Equip				
	Shop: • Work in shop/misc	Tom Zack Mark	4.0 4.0 4.0	Misc	shop tools
8.0	• Sick	Rich	8.0	/	/

1-25-23 29°/36° Cldy - snow - Rain ??

Jay 5:30 - 5:00

11.0

Trk 1

- Admin
- Work on Locker Rm/Mechanic office
- Monitor Weather Possible Salting Event

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
1.0	• Trash Run	Mark Zack	1.0 1.0	/	Trk 4
8.0	Shop: • Work in shop/misc • Clean Equip • Prep for snow?	Tom	8.0	Misc Lumber	Trk 4
		Zack	7.0		Shop Tools
		mark	7.0		
8.0	• Sick	Rich	8.0	/	/

1-26-23 45°/47° Ming Shwrs - Mostly Cldy

Jay 5:30 - 2:00
8.0

Admin
Work on Locker Rm/mechanic office (Paint)

Trk 1

	Job	Staff	Time	Materials	Equip
4.0	Ck Basins & Waterways	Tom	2.0	/	Trk 1
	Ck for Any Erosion Road Edges	Zach	4.0		Trk 4
		Mark	4.0		
5.0	Shop:			/	
	Misc Work in Shop	Tom	5.0		Loader
	- Move V-Plow outside make Ready for Sand Blasting	Mark	4.0		Shop Tools
	- Repair Cabinets (repurpose for tools)	Zach	4.0		
	- Clean Walls for Paint				
1.0	• Trash Compaction @ T.S.	Tom	1.0	/	Back Hoe
8.0	• Sick	Rich	8.0	/	

1-27-23 26°/40° Mostly Sunny

Jay 5:30 - 3:30
9.5

Trk 1

- Admin
- Pay Bills
- Paint locker Rm/Mechanic office Area
- Payroll
- Info for T.A.

	<u>Jobs</u>	<u>Staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
8.0	Shop: • Misc Work in Shop	Tom	8.0	Paint	Shop Tools
	- Repurpose/Repair Cabinets	Mark	8.0		
	- Paint interior walls	Zack	8.0		
	- Clean				
8.0	• Sick	Rich	8.0	/	/

1-30-23

Jay

OFF

Family Sick

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
3.0	SNOW & Ice: • CK Roads For Ice spots • Wash Equip	Tom	3.0	6 Ton Salt	Trk 10
		Zach	3.0		Trk 7
		Mark	3.0		Trk 3 Loader
5.0	Shop / Misc: • Repurpose / Paint Cabinets • Paint Interior Walls • Assemble lockers for Locker Rm	Tom	5.0	Paint	Shop Tools
		Zach	5.0		
		Mark	5.0		
8.0	• Sick	Rich	8.0	/	/

1-31-23 32°/36° AM Snow showers - ^{PM} Partly cldy

Jay 5:15 - 3:00
9.25

Trk 1

- Admin
- Paint Interior Walls

- Electrical Contractor In
- Receive 7 Ton Trailer From Vendor

	<u>Job</u>	<u>staff</u>	<u>Time</u>	<u>Materials</u>	<u>Equip</u>
3.5	Snow & Ice: <ul style="list-style-type: none">• Treat Roads for Possible Icing• Wash Equipment	Tom	3.5	15 Ton Salt	Trk 10
		Zach	3.5		Trk 7
		Mark	3.5		Trk 3 Loader
4.5	Shop: <ul style="list-style-type: none">• Assemble Lockers For Locker Rm and Install	Tom	4.5		Shop Tools
		Zach	4.5		
		Mark	4.5		

ANDOVER PUBLIC LIBRARY - LIBRARIAN'S REPORT - January 2023						
	Jan-23	YTD 22-23 (July 1, 2022 - June 30, 2023)				
Adult:						
Fiction	397	2872				
Non-fiction	85	509				
Video	56	341				
Audio	30	160				
Magazines	0	1				
E-reader (Kindle)	0	0				
Total Adult	568	3883				
Children:						
Fiction	298	2260				
Non-fiction	30	188				
Video	11	70				
Audio	0	4				
Total Children	339	2522				
Young Adult:						
Fiction	8	83				
Non-fiction	1	3				
Audio	0	3				
Magazines	0	0				
Total Young Adult	9	89				
Total Fiction	703	5215				
Total Non-fiction	116	700				
Total Video	67	411				
Total Audio	30	167				
Total Magazines	0	0				
Total Uncategorized**	13	80				
Total Passes	0	0				
Total OverDrive	187	1314				
Total E-readers	0	0				
Total Circulation	1116	7887				
Out-of-town circ.	55	373				
Ref. questions	45	268				
Patrons registered:						
Andover	1628					
Out-of-town	476					
Total Patrons	2104					
Collection size *	20717					
Public Computer Usage (hrs.)	67	481.75				
ILL provided	44	312				
ILL received	17	274				
# Patrons (inc. programs):	433	3557				

ANDOVER SENIOR TRANSPORTATION
MONTH OF JANUARY 2023

Dated 2/2/2023
Cathy Palazzi
Senior Coordinator

Drug tests – one. Result copy given to Eric for file.

- Medicals 53 – (2) medicals canceled day of appointment.
 - Events Three Events - (2) Friday lunches, (1) Movies
 - Maintenance Two (1) 2017 bus in body shop replacing electrical panel for door and lights due to water leakage. (1) 2014 Van had oil change plus passenger side bent door causing water leak - repaired now working fine.
 - Incident Log 0 No new incidences to report
 - Disabled 11 - (6) new disabled passengers added to weekly trips in January.
 - Veterans 4 Medical trips to VA in Newington and Willimantic
 - Meetings 2 YAH Meetings
 - Shopping 4 trips (one per week) (4-5) seniors.
 - Food Share 2 trips per month – approximately (10) people riding plus (9) deliveries plus (1) day closed due to MLK Day.
 - Food Pantry 5 trips per month – approximately (2-3) people on Monday nights (9) people on Wednesdays including (2) deliveries
-
- I spoke with Eric regarding new bus build and asked if he could contact our representative from Matthew Buses and he has done so. Eric indicated to me our bus will NOT be ready in May as we had been told by the DOT. It is becoming extremely important that we purchase a car to pick up the slack on our medicals. These medicals are becoming more frequent than ever as our seniors age. Andover is known for the fact we have a huge senior population. These seniors are now realizing they cannot drive safely to surrounding towns. While they are comfortable driving within Andover that is about all they can handle safely. 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.
 - We picked up an additional handicap person in January bringing total to six (6) disabled people we transport on a regular basis. Although some handicap individuals require the ramp usage others can get into 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