



Town of Andover, CT

Annual Report

Fiscal Year 2020-2021

7/1/2020 to 6/30/2021





Office of the Town Administrator

Dear Residents,

The following is the Annual Report for the 2020-2021 Fiscal Year containing reports compiled from our town departments, boards and commissions, our school administration, and local agencies.

This past year has been full of projects and progress. We hope you read and learn about all the hard work from 7/1/2020 to 6/30/2021. Overall, we worked on road and tree work, increased town-wide communication, personnel changes, infrastructure upgrades, Veterans Monument Park, and more. We appreciate your patience and understanding during this time of growth. If you have any questions, please reach out.

Thank you to all of our volunteers who spend countless hours of their time and energy to improve our community. Thank you to all of our boards and commission members for your great efforts for our town. Thank you to the members of our Andover Fire Department for all of their hard work and dedication. Thank you to our Town Hall, Public Works, Transfer Station and Public Library staff for all you do each day. Thank you to our residents for choosing Andover as your home. Thank you all.

Cheers,

Eric Anderson, Town Administrator
Town of Andover, CT
17 School Road, Andover, CT 06232
Phone: 860.742.7305 x210
Fax: 860.742.7535
aanderson@andoverct.org
www.andoverct.org

ELECTED OFFICIALS FY 2020-2021

Office	Officer Name	Position	Term
Board of Selectmen	Jeffrey Maguire	First Selectman	07-01-19 to 06-30-23
	Adrian Mandeville	Vice Selectman	07-01-19 to 06-30-23
	Jeff Murray	Selectman	07-01-19 to 06-30-23
	Paula King	Selectman	07-01-19 to 06-30-23
	Scott Person	Selectman	07-01-19 to 06-30-23
Board of Education	Gerard Crème	Chair	07-01-21 to 06-30-25
	Shannon Loudon	Member	07-01-19 to 06-30-23
	Adrian Mandeville	Member	07-01-21 to 06-30-25
	Caitlin Greenhouse	Member	07-01-21 to 06-30-23
	Steven Fuss	Member	07-01-19 to 06-30-23
	Chris Bernard	Member	07-01-20 to 06-30-24
	Celeste Willard	Member	07-01-21 to 06-30-25
Board of Education Region 8 (RHAM)	David Gostanian	Treasurer	07-01-29 to 06-30-23
	Stephanie Bancroft	Secretary	07-01-19 to 06-30-23
Board of Assessment Appeals	Georgette Conrad	Chair	07-01-19 to 06-30-23
	Linda Armstrong	Member	07-01-19 to 06-30-23
	Alan Roy	Member	09-07-19 to 06-30-23
Board of Finance	Marc Brinker	Chair	09-17-19 to 06-30-21
	Diane Choquette	Vice Chair	07-01-19 to 06-30-23
	Robert England	Member	07-01-17 to 06-30-21
	David Hewett	Member	07-01-17 to 06-30-21
	Linda Fish	Member	07-01-19 to 06-30-23
	Curtis Dowling	Member	07-01-19 to 06-30-23
	Louise Goodwin	Member	07-01-19 to 06-30-23
Board of Fire Commissioners	Curt Dowling	Chair	07-01-29 to 06-30-23
	Gerry Wright	Member	07-01-17 to 06-30-21
	Mark Williams	Member	07-01-19 to 06-30-23
	Scott Yeomans	Member	07-01-17 to 06-30-21
	Wallace Barton	Member	07-01-19 to 06-30-23
Planning and Zoning Commission	Jed Larson	Chair	07-01-19 to 06-30-23
	Anne Peterson Crème	Vice Chair	07-01-19 to 06-30-23
	Scott Person	Member	07-01-19 to 06-30-23
	Leigh Ann Hutchinson	Member	07-01-21 to 06-30-25
	Steve Nelson	Member	07-01-21 to 06-30-25
	Anne Blanchard	Alternate	11-16-20 to 06-30-25
	Kevin Arnesen	Alternate	11-16-20 to 06-30-25
	Susan England	Alternate	11-16-20 to 06-30-25
Registrars of Voters	Linda Derick	Democratic Party	Term ends 01-08-21
	Wallace Barton	Republican Party	Term ends 01-08-21
Town Clerk's Office	Carol Lee	Town Clerk	07-01-19 to 06-30-23
Zoning Board of Appeals	William Desrosiers	Chair	07-01-19 to 06-30-23
	William Munroe	Member	08-26-20 to 06-30-23
	Kathleen Skorka	Member	07-01-19 to 06-30-23
	Walter Weir	Member	07-01-21 to 06-30-25
	Ylo Anson	Member	07-01-21 to 06-30-25
	David Gostanian	Alternate	07-01-21 to 06-30-23

TOWN DEPARTMENT STAFF 2020-2021

Department	Position	Name
Animal Control	Animal Control Officer	Scott Beebe
Assessor's Office	Assessor	John Chaponis
Assessor's Office	Assistant Assessor	Roberta Dougherty
Building and Land Use Department	Administrative Assistant	Mattea Whitford
Building and Land Use Department	Building Official	Randy Heckman
Building and Land Use Department	Zoning Agent	Jim Hallisey
Building and Land Use Department	Wetlands Agent	Joe Wagner
Building and Land Use Department	Board Clerk	Linda McDonald
Finance Department	Finance Director	Sherry Holmes
Finance Department	Assistant Finance Officer	Marina Pandolfi
Fire Department	Burning Official	Scott Yeomans
Eastern Highlands Health District	Sanitarian	Thad King
Emergency Management	C.E.R.T. Coordinator	Micky Quagliano
Historical Society	Town Historian	Scott Yeomans
Public Works	Foreman/Tree Warden	Jay Tuttle
Public Works	Maintainer	Timothy Higley
Public Works	Maintainer	Richard Begin
Public Works	Maintainer	Zachary Zito
Registrar of Voters	Republican Party	Wallace Barton
Registrar of Voters	Democratic Party	Linda Derick
Troop K	Resident State Trooper	Christopher Ferreira
Senior Services	Municipal Agent	Roberta Dougherty
Tax Office	Tax Collector	Eileen Curtin
Town Administrator	Town Administrator	Eric Anderson
Town Administrator	Administrative Assistant	Amanda Gibson
Town Attorney	Town Attorney	Dennis O'Brien
Town Land Use Attorney	Town Attorney	Mark Branse
Town Clerk	Town Clerk	Carol Lee
Town Clerk	Assistant Town Clerk	Mattea Whitford
Town Engineer	Town Engineer	Gerry Hardisty
Transfer Station	Chief Attendant	Dominic DeRico
Transfer Station	Attendant	Steve Motyl
Volunteer Fire Department	Chief	Ron Mike
Volunteer Fire Department	Fire Marshal	Michael Lester

JUSTICES OF THE PEACE FY 2020-2021

Name
Elaine Buchardt
Margaret Busch
Georgette Conrad
Michael Donnelly
Joan Foran
George Kitchin
Suzanne Langlois
Carol Lee
Jay Linddy
Katherine Marcia
Dawn Quint
Robert Russell
Erich Siismets
Richard Swartwout
Kristina Wilsey

THANK YOU FOR VOLUNTEERING

"THE SMALLEST ACT OF KINDNESS
IS WORTH MORE THAN THE
GRANDEST INTENTION."
- OSCAR WILDE

***The Town of Andover is grateful
for their dedicated volunteers on
all committees, boards and
beyond!***

***Our town would not be what it is
today without the selfless time
and energy from volunteers.***

**Town Departments
Annual Reports
Fiscal Year 2020-2021**

ASSESSOR'S OFFICE
Annual Report 2020-2021

The Assessor is required to plan, direct, organize and implement a continuing town-wide program of real and personal property assessment for the purposes of local taxation as prescribed by state statute. The Office of the Assessor is responsible for discovering, listing and valuing all taxable and exempt real and personal property within the corporate limits of the Town and appraises real estate based on the market value as of the date of the last town-wide revaluation. We maintain a "street card" on every parcel in town which contains the specific data on each real estate parcel. Street cards are updated wherever any changes occur in ownership or condition. The Assessor must inspect and value all newly created building lots, newly constructed homes, as well as any parcels which had changes, improvements, or additions to their existing properties.

State statutes govern almost every function and responsibility of the Assessor's office and require every municipality to perform a town-wide revaluation every five years. Andover completed our last town-wide revaluation effective for the October 1, 2016 Grand List and will implement our next town-wide revaluation effective for the October 1, 2021 Grand List (which should be completed by the end of January 2022).

The Office of the Assessor is also required to assess Personal Property (predominantly business equipment), registered motor vehicles, and unregistered motor vehicles. Pursuant to State Statutes, motor vehicles are not valued based on their market value and are solely assessed based on 100% of the retail book price with no adjustments for mileage or condition. Personal property is valued based on its original acquisition cost multiplied by a depreciation table (for age) similar to that of the IRS.

The 2020 Grand List indicates 1,668 real property accounts, 273 personal property accounts, 3,937 regular registered motor vehicles and approximately 544 supplemental vehicles.

State Statutes required the Assessor to file an annual Tax List (Grand List). The Grand List is book that contains all of the taxable and exempt property and assessments for each fiscal year. The Grand List is open for public inspection and can be found in the vault in the Town Clerk's Office.

Additionally, the assessor's office administrates exemption programs for the blind, disabled, elderly, veterans who served during wartime, disabled veterans, and handicapped modified motor vehicles. The elderly, disabled, and additional veteran's programs are income qualified. For more information on exemption programs you may contact our office at **860-742-7305 X5**.

Respectfully submitted,

John Chaponis
Assessor

EMERGENCY MANAGEMENT (CERT)

Annual Report 2020-2021

Andover continues to partner with Hebron and Marlborough CERT Teams to provide mutual aid at various events. This partnership has worked well and we hope to continue working together as a team. We were able to resume our monthly training meetings virtually. Covid vaccinations then allowed us to move our meetings indoors to the towns' fire house.

Traffic control and pedestrian safety was provided at the following events:

- The Andover Farmers Market which is held the first Wednesday of every month May through October and the first Saturday in November.
- The Agent Orange Unveiling Ceremony held in May.
- The Marlborough Family Night at Carter Hill Farm in October.
- Covid testing sites at RHAM High School and Hebron Fairgrounds.
- Covid Vaccine Clinic held at RHAM High School.

In addition runner safety, first aid and radio communication was provided at The Solstice Run at Gay City Park in Hebron and at The Andover Lake 5 Mile Race.

A CERT vehicle is maintained by the three towns. It serves as EMT training for RHAM High School and as center of operations for CERT. This vehicle is a retired ambulance donated by Hebron.

We look forward to continuing to serve our communities and hope to recruit new members.

Respectfully submitted,

Micky Quagliano, EMC

EASTERN HIGHLANDS HEALTH DISTRICT

The Eastern Highlands Health District has served its communities faithfully since 1997. The Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotions of wellness, and protection of our human environment. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region, and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

Accomplishments for FY 2020-2021

- *COVID-19 response activities include* but are not limited to administering over **10,000** vaccinations during more than **120** clinics district-wide, contact tracing over **4,500** cases of COVID-19 including over **350** school associated cases, facilitating over **7000** COVID tests among residents, investigating over **130** COVID related complaints, issuing weekly surveillance reports for community partners and general public, partnering with UConn Storrs on pandemic response infection control activities, coordinating/partnering with schools on school setting and implementing risk mitigation measures, distributing over **130,000** PPE items to 46 area healthcare providers, facilitating business compliance with reopen sector rules and executive orders, supporting town governments with safe workplace guidance for essential workers, infection control guidance for first responders, town recreation department guidance support for youth sports programs, and summer camps, recruitment and/or retention of over **200** medical reserve corps volunteers, and providing pandemic related education and information to the general public on multiple informational platforms.
- The Eastern Highlands Health District Board of Directors at their January 21, 2021 regular meeting adopted an operating budget of \$910,057 for FY 21/22.
- While limited somewhat by the pandemic, EHHD continues to work cooperatively with DEEP on behalf of Tolland & Coventry providing information and technical support regarding an environmental investigation into sodium chloride contamination in ground water in private wells.
- Implementing our first ever seasonal influenza vaccination program administering 120 flu shots over 3 clinics.
- Communicable disease control activities for diseases other than COVID-19 included review and follow up (as needed) of 689 case reports
- Main indicators for environmental health activity in Andover include: 65 site inspections for septic systems; 31 septic permits issued; 10 well permits issued; 3 complaints investigated; 20 environmental samples taken for lab analysis; 22 food establishment inspections and other health inspections; 35 public health reviews; and, 53 test pits and perc tests.

Plans for FY 2021-2022

- Maintain local public health response capacity levels to COVID-19 pandemic including but not limited to the following activities: risk communication and health education, testing, disease surveillance, contact tracing, and vaccination.
- Coordinate and implement the newly established EHHD seasonal influenza vaccination clinic program.
- Expand the functionality of our online-application platform to include annual food license renewal.
- Continue to provide essential scope of services during this declared public health emergency.
- Address the individual public health needs of member towns as they arise with available capacity.



ANDOVER VOLUNTEER FIRE DEPARTMENT

11 School Road, Andover, CT 06232

Phone: (860) 742-7477

January 3, 2022

The Andover Fire Department responded to 374 calls for service in 2021. Here is the breakdown.

Medical Calls 223	Vehicle Fires 2	Service Calls 7
Motor Vehicle Accidents 34	Chimney Fires 4	Officer Calls 4
Fire Alarms 50	Brush Fires 4	Electrical Fire 1
Wire Related Incidents 18	Appliance Fire 1	
Structure Fires 13	Stand-by Assignments 6	
Smoke Investigations 5	Haz-Mat Incidents 3	

The fire department also conducted 12 monthly meetings, 8 work details, and 28 scheduled training events. We were able to hold 2 fund raisers this year. We had a Mothers Day plant sale and brought back our steak dinner, even though they were in a different format due to Covid. Through the pandemic the members bravely continued to show up for calls and assist their community. As always we would like to thank the residents of the town for their support. This year we are looking to bring back the Easter Plant Sale and hopefully by the fall we will be able to have a sit-down Steak Dinner. In closing The Andover Fire Department is always looking for members, if you think you might be interested in helping your community stop by on a Wednesday night after 6 and see what we are all about or call me.

Stay healthy and be safe.

Ron Mike

Andover Fire Chief

860-335-0264

MUNICIPAL AGENT SOCIAL DIRECTOR (ELDERLY AND SOCIAL SERVICES)

Annual Report

July 1, 2020 to June 30, 2021

Roberta Dougherty, Municipal Agent/ Social Services Director

The function for the betterment of Andover citizens and include such items information, referrals, guidance, help, and most of all hope that things will be better in the future. Above all, confidentiality is the first priority of this department.

Some, but not all, services include participation in the State funded Renters' Rebate Program for elderly and/or disabled residents, Farmers Market Program, referrals to ACCESS for heating (oil or electric) assistance, WAIM, and the First Congregational Church of Andover's Food Pantry. While these do not seem larger than life in the written word, they are a necessity for anyone in need, no matter their age.

During the period covered by this report the total number of residents seeking Renters' Rebate was 20. Hop River Homes led the way with 19, Kinsley Drive had 1 application. None of these were denied either by income limitations or other qualifications.

The Town of Andover is also part of the Hunger Action Team This Team is made up of clergy, social service and lay people from the towns of Andover, Columbia, Hebron, Marlborough, Coventry and Bolton. We meet each month and discuss issues we see in our communities and how we can better assist our residents.

In December 2020 we held our annual holiday toy drive and distribution. We gave toys and gift cards to seven Andover Families.

ANDOVER PUBLIC LIBRARY

355 Route 6 ~ P.O. Box 117
Andover, CT 06232
phone/fax: (860)742-7428

website: www.AndoverConnecticut.org/library

Find us on Facebook: www.facebook.com/AndoverPublicLibrary.CT

ANNUAL REPORT 2020-2021

"Reinvention" was the name of the game for the fiscal year ending June 30, 2021. As the pandemic continued on with peaks and valleys of COVID transmission, the library continued to offer curbside (back door) pickup for books and materials. While the library's doors were closed from March 16-May 31, 2020, we reopened for curbside only service on June 1st, and then, opened fully (with capacity restrictions and social distancing) on June 22, 2020. As the COVID numbers began to climb once more around Thanksgiving 2020, we once again locked the door of the library, but this time, we installed a doorbell. Patrons were invited to come inside the library, but access was limited to one person or family per floor at one time. This continued until the middle of March 2021, and then, we were "almost" back to pre-COVID "normal," with our regular hours and the doors unlocked for everyone by June 1st. If you haven't stopped by to see us, please do. As per the town's mandate, masks are still required for all library visitors. Curbside service is still available, too. And don't forget: we do offer eBooks and downloadable audios through the Libby app. Let us know how we can help: 860-742-7428 or email to andoverctpubliclibrary@gmail.com

While we haven't been able to do much in-person programming, we did offer a couple of Zoom programs over the year: one on baking an Earl Grey cake, one on the "Evolution of the Wedding Gown," and one was a Zoom show-and-tell. We also continued our three book discussion groups for adults, with all discussions held via Zoom until April 2021. Some of these Zoom discussions were "hybrid" discussions, offering both in-person attendance and access via Zoom for those who didn't wish to attend an indoor event.

For the kids, our Children's Programmer, Cathy Campen, posted 145 Facebook videos throughout the year which have had (at least) over 2,200 views. In-person Storytime began in June 2021. In addition, we held some outdoor programs during Summer 2021, including a visit from Riverside Reptiles and a Sharpie tie-dye program. In December 2020, Mrs. Merry Claus visited the library to host a Zoom reading of her favorite story. And, as a fun activity for all, we offered a "Gingerbread House" Decorating Contest, wherein participants picked up a cardboard form of a house and decorated it in any way they saw fit. Once participants finished decorating, they sent us photos of their houses, and those, in turn, were posted on our website and social media, and two favorites were chosen. Each received a gift card from Barnes & Noble in Storrs Center. Our hope is to hold this contest once again, but this time, we will keep the houses in the library when they are completed, and invite everyone to come in and vote for their favorites. Look for more information on that contest as we get closer to December. In total, we welcomed 424 kids and adults to 55 programs during the time period of July 1, 2020 through June 30, 2021.

The Library's Friends group continues to actively support our programs. The money they've donated to the library in the past year has helped us purchase a couple of museum passes, as well as numerous DVDs, books on CD, and Large Print books. Like everyone else, the Friends had to reinvent their annual Goods & Services Fundraising Auction in 2020, and held an email auction in July that was successful. A very talented Library Friend from Andover made a quilt for the Friends to raffle, and that also was a successful fundraiser. The Friends support the library by purchasing items that the library may not be able to afford with our own town budgeted funds. As always, we are grateful to all of the Friends for their ongoing dedication and support to the library, especially during the pandemic.

As we continue to live during the pandemic, the library will keep offering service to the public. Our door is open for you, and we hope to start scheduling indoor programming sometime in 2022. Curbside service and interlibrary loan are always available, so don't hesitate to ask for help. You can find updated library information on our Facebook page, or on our webpage. Addresses for both are listed above. Stay healthy!

2020-2021 Statistics:

Circulation of books, magazines, audios, videos: 11,832

Books & A/V materials added to collection: 846

Books & A/V materials withdrawn from collection: 450

Total valid library cards: 3,670

Interlibrary loan requests filled: 429

Number of books borrowed by out-of-town patrons: 1,224

Public computer usage (in hours): 808

Total patron visits to library: 3,929

Respectfully submitted,

Amy Orloski

Director/Librarian

Senior Transportation Committee FY2019-2020 Annual Report

By Cathy Palazzi, Senior Coordinator

Senior Transportation Mission Statement

Is to service seniors, Veterans and honor the American Disability Act (ADA) Clients in their transportation needs: If underage disabled person requests assistant there must be a parent, guardian or caregiver to accompany them. Title VI state requirements apply. "No Resident Left Behind".

This is a five-member committee and did not meet this past year due to COVID Pandemic.

Members are Cathy Palazzi, Senior Coordinator, Sue Schmidt, Secretary, Judy Knox, member, and Elinor Skoog, Driver. Municipal Agent, Roberta Dougherty, is an ex officio to our committee.

Chairman, George Knox retired in June. Since we have not been able to meet, we have not voted a new Chairman into office.

One of our goals for FY 2019/2020 was to hire another driver. We have begun driving seniors shopping on Tuesdays and delivering food share/food pantry when requested. Our medicals are now booking steadily since we are allowed to drive again. We have so many medicals we are unable to take everyone. Currently, we are in the process of hiring another driver. Our motto states "no senior left behind" and since we have to refuse people when there is no driver available this means we are not in compliance with the state ADA requirements or our motto.

People are taken to any town meetings or voting sessions as requested. Our first trips out since the Pandemic was in May 2021 when we took a few seniors on short trips and lunches. We are continuously aware of the DELTA variant and keeping seniors safe. Our annual safety driving class was put on hold for December 2020 and it is planned to reopen in December 2021. Our current drivers attended the EMT class put on by the Fire Department in the spring and both drivers passed this class successfully.

The grant I had put in for in 2020 for two vehicles was declined by the DOT. In August 2021, I applied for another vehicle from the DOT and will not hear until April of 2022 whether we qualify or not. It is hoped we will receive another bus as our 2002 vehicle costs us a great deal of money with constant repairs. The Title VI state program has been completed and at this time we are mostly in compliance with state requirements except for our current situation with not having enough drivers. It would be very successful and useful to our transportation services if we had a car to drive people to medicals. One thing transportation would like to have considered for the future is a car to take people to their medicals. One thought would be an electric car that could be stationed at town hall and charged overnight and ready to drive the next day. These new cars are environmentally efficient and cost savings. Something to be considered in the future.

Senior meetings have resumed and our drivers are available to take any person to these meetings held the first and third Wednesdays of the month. On the second Wednesday of the month movies are put on for our enjoyment. The lunches continued this past fall and ended when it was too cold. Since we decided not to hold lunches inside meals were prepared and individually boxed by Andover Pizza and Mike Palazzi and one of our drivers – either Ellie Skoog or Ricky Kauffman drove so he could deliver meals to seniors for lunch. While this was a successful plan it has been much nicer having the seniors meet in person for all activities.

Goals for FY2021-2022

- Hire a third driver
- Drive people to their medical/dental appointments
- Keep in compliance with Title VI requirements
- Continue safety classes for drivers
- Wear masks on buses – no longer have to take temperatures
- Make sure people can attend all town meetings and voting sessions
- Wash buses on a periodic basis-including sweeping of buses after each use
- Consider the use of an electric car for future efficiency and cost savings
- Continue to support the C.O.O.L. summer camp program

TAX COLLECTOR'S OFFICE
Annual Report 2020-2021

“A person doesn't know how much he has to be thankful for until he has to pay taxes on it.”
- **Ann Landers**

The mission of the Tax Collector's Office in the Town of Andover is to collect the highest percentage of taxes annually to obtain the lowest possible mill rate and the highest financial stability of the Town by consistently adhering to state statutes. I strive to inform Andover residents about taxation while providing courteous and efficient service to the public.

Connecticut towns and cities are required by statute to operate on the Uniform Fiscal Year, beginning on July 1st and ending on the following June 30th. Andover collects real estate, personal property and motor vehicle taxes. The mill rate is determined by dividing the approved budget by the Grand List (the value of the total taxable property as determined as of October 1st by the Assessor). The budget process typically begins in December or January and concludes in April or May when the residents vote to approve the budget and the Board of Selectmen sets the tax rate which for the 2020-2021 fiscal year was 35.61 mills. Bills were mailed before July 1st.

The Town of Andover bills quarterly, with the first installment of real estate taxes and personal property taxes due in July. Motor vehicle taxes on the 2019 Grand List (set the prior October 1st) are due in a single installment in July. Subsequent installments of real estate and personal property taxes are due in October, January and April. In addition, motor vehicles acquired after October 1st are billed late in December as Motor Vehicle Supplement taxes which are due in January.

Our beginning collectible total for the 2019 Grand List \$9,560,676.67. As of June 30th, 2020, we had collected \$9,377,671.84 (2019 Grand List, tax only). That give a collection rate of 98.09%. Total collections including taxes interest and fees from prior years were \$9,601,357.68.

Respectfully submitted,

Eileen Curtin
Town of Andover
Tax Collector

**Town Clerk
Annual Report
Fiscal Year July 1, 2020 to June 30, 2021**

Annual Town Budget Meeting

Due to Covid we didn't have an Annual Town Budget meeting or a Budget Referendum. The Governor's executive order 7HH & 7I suspended our Town Charter requirement for an Annual Town Budget meeting and Referendum vote on the budget and empowered the Board of Finance to adopt the budget and set the mil rate.

Historical Document Preservation Grant

All maps were scanned and indexed. Military Discharges have been scanned and indexed. Cemetery Deeds have been scanned and indexed.

Special Town Meeting

A Special Town Meeting held on January 9, 2021 approved the acceptance of 2 vacant parcels of land consisting of 5.3 acres near Shoddy Mill Road, 1.6 acres near Oak Farms Road and 7.84 acres near Boston Post Road.

**Boards and Commissions
Annual Reports
Fiscal Year 2020-2021**

**Board of Education
Annual Report
2020-2021**



Andover School District

35 SCHOOL ROAD
ANDOVER, CT 06232
TEL. (860) 742-7339
FAX (860) 742-8288
www.andoverelementaryct.org

Valerie E. Bruneau
Superintendent

John P. Briody
Principal/Director of Curriculum

Holly L. Maiorano
Director of Special Education

The Andover Board of Education meets monthly (the second Wednesday of the month) at 7:00 pm in Andover Elementary School. A Zoom link is on the website. All are welcome to attend.

Member Name	Term of Office
Gerard Creme, Chair	July 1, 2021 - June 30, 2025
Shannon Loudon	July 1, 2019 - June 30, 2023
Adrian Mandeville	July 1, 2021 - June 30, 2025
Caitlin Greenhouse	July 1, 2021 - June 30, 2025
Steven Fuss	July 1, 2019 - June 30, 2023
Chris Bernard	July 1, 2020 - June 30, 2024
Celeste Willard	July 1, 2021 - June 30, 2025

BOARD OF EDUCATION MEMBER ROLES/RESPONSIBILITIES

CURRICULUM & INSTRUCTION > [Gerard Creme](#)
POLICY > [Shannon Loudon](#)
COMMUNITY RELATIONS > [Celeste Willard](#)
FINANCE > [Steven Fuss](#)
INFRASTRUCTURE, HEALTH & SAFETY > [Adrian Mandeville](#)
TECHNOLOGY > [Chris Bernard](#)
REGIONAL ISSUES & SPECIAL PROGRAMS > [Caitlin Greenhouse](#)

Looking Forward

Adopted BOE goals for the 2021-2022 school year

AES BOARD OF EDUCATION GOALS

Priority Area	2021-2022 Goals	How will we implement?	How will we measure our success?
I. Family and Community Engagement	<p>The Andover BOE will create an environment of mutual trust and respect to ensure effective communication in our school and an enhanced engagement with families.</p> <p>Furthermore, the Andover BOE seeks to actively engage families, students, staff and the community regarding school programs and activities, volunteer opportunities, and events.</p>	<p>The BOE will identify liaisons for responsibility areas to assist all stakeholders and families in identifying "go-to" people.</p> <p>The BOE will try to further distribute the vision and mission of the board beyond posting on the AES website.</p> <p>The BOE will make efforts to further showcase students monthly through the addition of "student updates" on the monthly meeting agenda.</p> <p>The BOE will create a Question-and-Answer forum for the community.</p> <p>The BOE will seek out options for interaction and communication through the use of videos, technology, and social media platforms.</p> <p>The BOE will sponsor community events outside of those planned solely for the parents as a part of the AES calendar.</p>	<p>The BOE will measure this goal through the use of a BOE self-evaluation done in the spring to assess the members' level of satisfaction meeting the needs of families and the community.</p> <p>The BOE will conduct a survey of families and a focus group of stakeholders to obtain feedback</p> <p>The BOE will seek to measure the number of website 'hits' received as well as measure attendance at events</p>
II. Communication/Budget	<p>The Andover BOE will create/support a budget that is academically sound and fiscally responsible while supporting the recommendations of the Superintendent and school team to address the needs of all learners, the needs of the facility, and other extracurricular activities and opportunities to help our students meet their potential and flourish.</p>	<p>The BOE will meet with the Superintendent and the Finance Director regularly to consult on the needs of the school community</p> <p>The BOE will address financial reports and school needs monthly at BOE meetings.</p> <p>The BOE will include public speak and reflect on all input from stakeholders at each BOE meeting, including two opportunities to comment at each regular BOE meeting.</p> <p>The BOE will host budget workshops to ensure clarity and transparency of the proposed budget that are</p>	<p>This goal will be measured by the number of opportunities offered to the community to partake in dialogue with the BOE pertaining to the budget. Steps may include multiple budget workshops, advertisement in written media, attempts to address the public through social and electronic media, and a reflective account regarding the steps taken to address issues raised at public comment.</p> <p>All interactions will be documented by the BOE secretary and presented annually at the final BOE meeting of the year.</p>

AES BOARD OF EDUCATION GOALS

III. Professional Learning and Support	<p>The Andover BOE is committed to maximizing student achievement through the professional development of the staff and adults in the AES school community.</p>	<p>adequately preplanned and include an opportunity for stakeholder and community input and feedback.</p> <p>The BOE will support the budget through town meeting and referendum attendance.</p> <p>The BOE will support a school calendar that enables professional development opportunities for all staff to be collaborative, reflective and innovative.</p> <p>The BOE will support staff contracts that include time and resources for professional development opportunities to further student achievement.</p> <p>The BOE will engage in professional development opportunities to address roles and responsibilities, as well as strategies to enhance learning opportunities for all students.</p>	<p>A thoughtful and reflective school calendar will be passed for the next school year agreed upon by administration and the teachers' union.</p> <p>The BOE will be aware of all professional development opportunities for staff and offer feedback for new initiatives.</p> <p>The BOE will plan for quarterly professional development.</p> <p>The BOE will agree upon professional development materials to seek out, read and discuss to enhance the vision and mission of the BOE.</p>
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Andover Elementary School Mission

To provide a creative and challenging curriculum for ALL in an innovative and nurturing facility in partnership with parents and the community in order to develop lifelong learners

School Awards and Accolades

- ◆ School of Distinction for the fourth consecutive year
- ◆ Top 20% of Connecticut Elementary Schools 2020 (*Niche.com*)
- ◆ Rated #4 Best Elementary school in Tolland County

Student Academic Health

- ◆ Small, student-centered school serving grades Pre-K to 6th
- ◆ Personalized instruction to address the diverse needs of all learners including the varied needs of special education students
- ◆ NAEYC accredited full-day preschool program with small class sizes
- ◆ 1:1 device school (all students have devices that can be brought home for remote learning)
- ◆ Average Pupil to Class Teacher Ratio: 12 students/teacher
- ◆ Full-day kindergarten
- ◆ Students feed into RHAM Middle School (grades 7-8), ranked in top 18% CT Middle Schools, 2020 (*Niche.com*)
- ◆ Students feed into RHAM High School (grades 9-12), ranked as #1 Best HS in Tolland County and top 16% in CT (*Niche.com*)

Student Social, Emotional, and Physical Health

- ◆ Collaboration with Yale Center for Emotional Intelligence
- ◆ Staff trained in RULER Approach
- ◆ K-6 Health Program
- ◆ School-wide positive student recognition programs
- ◆ Support services provided through Social Worker, Psychologist, Occupational therapist, Physical therapist, and Speech and Language Pathologist
- ◆

AES Faculty and Staff

- ◆ Highly trained teachers and paraprofessionals
- ◆ Dedicated special education and resource staff
- ◆ Staff trained in CPR/First Aid/AED and Emergency Response
- ◆ Collaborative partnership with AHM Youth and Family Services
- ◆ Exceptional Professional Development Opportunities provided to all Staff
- ◆ Partnership with Eastconn Services
- ◆ Attentive full-time Nurse
- ◆ Staff/Programming in Art, PE/HEALTH, Library Media, Music, Technology, Spanish, Math and Reading Support
- ◆ Makerspace student collaborative hands-on workspace programming integrated into all grades
- ◆ Exceptional Music programming complete with chorus, beginner to advanced band, general music and Jazz Band

- ◆ American Sign Language Pilot program for kindergarten
- ◆ Mandarin Chinese Pilot Program
- ◆ Meet the Authors/Be the Authors program to encourage young writers

Student Clubs and Activities

- ◆ Very active PTA with Yearly Schedule of Programming
- ◆ Before and After school COOL program open to all students
- ◆ Lego Club, Yearbook and various clubs based on Student Interest
- ◆ Annual School-wide events including Curriculum Night, Concerts, Science Fair, Spelling Bee, Kid Governor, and Geography Bee
- ◆ DARE program for 6th graders

Facilities and Resources

- ◆ Building and grounds continue to remain well-maintained
- ◆ Large playground and pavilion operational, with strategic plans being developed for upgrades including the outdoor classroom on the hill
- ◆ AES continues with proper fire drills and lock down procedures
- ◆ AES safety features include close proximity to fire station/ State trooper office/ Town Hall facility
- ◆ Resident Trooper present on grounds before school and throughout the day to address traffic and safety issues

AES continued to provide the highest quality of attention to the needs of our students remaining open throughout the school year during the pandemic of 2020-2021 school year.

**Respectfully Submitted,
Valerie E. Bruneau
Superintendent**

Board of Assessment Appeals Annual Report for 2020-2021

The Board of Assessment Appeals is comprised of three elected members. The Board meets twice yearly to hear appeals. In September, the board hears motor vehicle appeals, then in March the Board hears real estate and personal property appeals. The Board is the first level of appeal from actions of the assessor. The Board's decisions are binding until an appeal is taken to the court system, or there is a change in valuation. It operates on an intermediate level between the assessor and the courts. Motor vehicle appeals require an application from the assessors but no appointments are scheduled. The dates and times for motor vehicle appeal hearings are posted in the local newspaper and at the Town Office and is done on a first come, first served basis.

Property is assessed as it exists on October 1st, the assessment day. The assessor draws up the Grand List of all taxable property by January 31st. Taxpayers are notified in writing of any changes in their valuations. Taxpayers who wish to appeal valuations should first meet with the assessor. Those wanting to have a hearing with the board after this meeting must apply no later than February 20th at the assessor's office for real estate and personal property appeals. Hearings are scheduled in March and each applicant will be notified in writing, of their date and time for hearing the appeal. All written decisions are completed and filed by April 1st. Each applicant receives a written notice of the board's decision for their appeal.

The Grand List is adjusted to reflect any changes resulting from taxpayer appeals.

In September 2020, the board heard 3 motor vehicle assessment appeals. In March 2021, the Real Estate and Personal Property Appeals were conducted by Zoom. The Board heard 5 appeals, one of which was resolved in person at the assessor's office.

Respectfully submitted,
Georgette M. Conrad - Chairman

Board Members and Terms

Georgette Conrad (R) - 2019-2023
Linda Armstrong (D) - 2019-2023
Alan Roy (R) - 2019-2023

CIP Annual Report Contribution

The Capital Improvement Planning Committee (CIP) serves an administrative and investigative function for the Board of Selectman and the Board of Finance. Capital improvements requested by any board, committee, department or agency for the town that cost more than \$3,000 are sent to the Board of Selectmen, who decide which ones will be reviewed by the CIP. Requesters are asked to provide a minimum of three quotes to be considered for acceptance. The CIP meets with requesters to determine the need and priority of the items. They may also investigate further to determine more cost-effective ways to accomplish the same goal. The CIP creates a list of approved items and funds to be included in the budget to purchase them. This list is presented to the Board of Selectmen and the Board of Finance. The CIP committee consists of representatives from the Board of Selectmen, Board of Finance, Board of Education, Fire Commission, and three at large members.

Members: Fred Oliver, chair, Adrian Mandeville, Board of Selectmen, Robert England, Board of Finance, Shannon Loudon, Board of Education, Curt Dowling, Fire Commission, Ed Sarisley, at large.

The CIP Committee had a productive year. We approved funding for a variety of improvements to our town. For the Public Works Department we approved funds to grade and repave the transfer station and replace the street sweeper and a medium duty dump truck used for road work and plowing. For the Fire Department we approved funds for new vehicle extrication tools and an industrial washer and dryer for their firefighting gear. We approved funds needed to update alarm systems and fire monitoring services in Town-owned buildings, and also to improve the electrical service at Veterans Monument Park.

For the coming year we look forward to helping to move the proposed community center forward as the plans for it take form. We also hope to help fund improvements to Veterans Memorial Field and Veterans Monument Park. We also expect to continue to help provide funding for new equipment for the Andover Fire Department and Public Works Department, as well as for continued improvements to Town-owned buildings and infrastructure.

Commission on Aging Annual Report FY 2020-2021

By Cathy Palazzi, Senior Coordinator

Our commission members are: Elaine Buchardt, Judy Knox Chairman, Georgia O'Brian Trip Consultant, Cathy Palazzi Secretary/Senior Coordinator, Elinor Skoog and Roberta Dougherty, Municipal Agent-ex officio member.

COMMISSION ON AGING MISSION STATEMENT

- Determine the needs of the elderly;
- Recommend action;
- Act as an advocate for the elderly by being their liaison to the Andover Senior Coordinator, Municipal Agent, and Town Officials.

Our Commission is charged with meeting at least four times per year in order to hear any issues seniors may have that have not been addressed. Since during the Pandemic the seniors were not meeting there was little value for the Commission to hold a meeting.

Since the Andover Senior Center was closed during 2020 until June 2021 we did not meet and could not work on any goals. We have included the old goals into the new ones for FY2021-2022.

Goals for FY 2021-2022

- Put plans into effect to build a community building/senior center
- Input from seniors with regards to any questions or suggestions for a community building/senior center
- Organize birthday cake for all those 90+ and hold a celebration in the town.
- Continue Friday lunches for seniors
- Continue to deliver food share/food pantry to shut-ins
- Form a sub-committee to visit shut-ins
- Bring entertainment to seniors at least once a month
- Improve community room acoustics to hear better
- Encourage more trips for seniors
- Support Andover seniors
- Support our monthly movies
- Bring more activities to seniors (i.e., exercise, games including cards, crafts)
- Support an annual flu clinic for all
- Be aware that all residents are cared for with food and shelter
- Send welcome letter to new seniors in town

Our Commission works hard to care for the elderly in Andover and keep them safe.

ANDOVER CONSERVATION COMMISSION
ANNUAL REPORT
July 1, 2020–June 30, 2021
Mike Palazzi, Chairman

Commission members: Mike Palazzi, chairman; Maryann Gile; and Hank Gruner.
Alternates: Gary Gile and Carrie Crompton.

Mission Statement:

The Mission of the Conservation Commission of the Town of Andover, CT is to advise the BOS regarding the development, conservation, preservation, regulation, and supervision of town natural resources, including water resources and open space lands. The Commission will spearhead related community activities and events to advance conservation in town.

Our commission is active and involved with monitoring the natural resources and environmental health of town properties.

Goals and objectives for 2020–21:

- Enlist two town residents to serve on the Commission as regular members.
- Complete parcel mapping for open space corridors
- Provide free flower seeds to residents to develop pollinator gardens in their own yards (if funds permit)
- Annual town cleanup (if COVID allows).
- Participate in the CT Land Conservation Conference at Wesleyan University in March, 2021 in order to learn from other community organizations about best practices for conservation.
- Consider participation in conferences by CLCC, CACIWC, CLEAR (if COVID allows)
- Enlist volunteers to help post town boundary markers.
- Submit plans for Pollinator Pathway and Monarch Way station to Board of Selectmen for approval. If approved:
 - Enlist volunteers to help with Pollinator Pathway and Monarch Way station projects.
- Monitor the gravel extraction on Route 6.
- Nominate a Chairman and Vice Chairman.

ONGOING PROGRAMS/ACTIVITIES

- Continued the C.A.R.T program, which has generated significant funding to nonprofit organizations. C.A.R.T. diverts recyclable material from the town waste stream.

- Continued to monitor, and provide recommendations for the conservation restoration plan for the gravel extraction at site near the Hop River on Route 6.
- Unfortunately, due to COVID, the Commission was unable to organize a town-wide trash pickup, and to attend meetings of CLCC in March.
- Due to lack of funds in the budget we did not distribute free seeds to town residents for the development of a pollinator garden corridor.

ADVICE TO TOWN BOARDS

- Provided an advisory letter with recommendations to the IWWC regarding a habitat management application (Neubauer) in February 2020.
 - As a result of this advice, the landowner agreed to modify mowing plans to favor the life cycles of amphibians and grassland birds on the property.
- On September 14, 2020, presented ERT Review on the properties offered by Northern CT Land Trust and Tom Talbot to the BOS, along with an advisory letter recommending that the town accept these parcels because of their ecological value in the Western Conservation Corridor.
 - The Review and the letter were received by the BOS at their September 14 meeting.
 - The BOS voted to refer the question to the P&Z Board for 8-24 statutory referrals.
 - The question was discussed in a virtual town meeting (Zoom) Saturday, January 9, followed by a vote. The town voted 62:2 in favor of accepting the properties. The legal transfer of these properties is still in process.
- Provided an advisory letter to the Board of Selectmen recommending reduced mowing to promote pollinator habitat on town-owned land.
 - The letter was received at the September 14, 2020 BOS meeting.
 - BOS members thanked the CC for its efforts.
 - The recommendations were adopted by the town.
- Provided a proposal to the BOS regarding the creation of a Monarch Way Station next to the rail trail at the end of Center Street.
 - The proposal was received at the October 14, 2020 BOS meeting.
 - The BOS stated their wishes to accommodate the proposal.
 - The Way Station was created in early May 2021 with assistance from the Andover Public Library and volunteers who helped with planting.
 - The Commission observed Monarch activity – egg deposition, larval development, and adult nectaring—in the Way Station area from mid-July to late August.
- Provided an advisory letter to the BOS regarding bow hunting on two town-owned parcels.
 - The letter was received at the January 11, 2021 BOS meeting.

NEW INITIATIVES

- Completed preliminary mapping of natural resources for the towns open space corridors using CTECO GIS applications.

- Completed a vernal pool mapping project in cooperation with UCONN, with the objective of locating potential vernal pools on town-owned and private property in Andover as possible.
 - The UCONN team presented the results of their digital mapping to the Conservation Commission and the IWWC in March 2021. The Commission will use these maps to develop a plan for a field inventory of vernal pools in town in the spring of 2022.

Goals for 2021–2022:

- Enlist two town residents to serve on the Commission as regular members (if not found by July 1, 2021).
- Continue natural resource and parcel mapping for open space corridors.
- Complete biological surveys in the spring of 2022 for vernal pools mapped in 2020-2021. Volunteers will be recruited as part of a citizen science initiative to assist in the surveys.
- Annual town cleanup in April 2022 (if COVID allows).
- Participate in the CT Land Conservation Conference at Wesleyan University in March, 2022 in order to learn from other community organizations about best practices for conservation.
- Consider participation in conferences by CLCC, CACIWC, and CLEAR.
- Monitor completion of the conservation restoration plan for the gravel extraction on Route 6 scheduled for the spring of 2022.
- Continue the C.A.R.T. recycling program.

Membership:

- As of July 1, 2020, Carrie Crompton was reappointed as an Alternate.
- Our bylaws stipulate that the Commission consists of five regular members and two alternates. Currently we have three regular members and two alternates. One of our goals for the next year is to find two Andover residents with an interest in conservation to join our commission.

FARMERS MARKET COMMITTEE

Annual Report 2020-2021



Committee Members:

Chair/Market Master Amanda Gibson, Secretary Elaine Buchardt, Kaila Lockhart, Celeste Willard, Lucie Wilson, Shirley DeFlaviis, Suzanne Heise.

Fiscal Year 7/1/2020 – 6/30/2021:

Hosted at the Historic Meeting House Field at First Congregational Church of Andover at 359 Route 6.

The 2019 seasonal market was held on the following last Wednesday of each month from June to October:

FY 2019-2020: Wednesday May 4th and Wednesday June 2nd

FY 2020-2021: Wednesday July 7th, Wednesday August 4th, Wednesday September 1st, Wednesday, October 6th and Saturday, November 6th

Thank you to our community for supporting our monthly market! The market had approximately 10 farmers at each market with live local music and food trucks. We initiated a new program with 10% of the food truck sales donated to the Andover Food Pantry.

The market was a huge success for the third year at this location. The market continued a great partnership with the Church Council who voluntarily runs the Andover Food Pantry. The Andover Food Pantry and our welcome table sold raffles to the visitors to raise funds for the pantry. Our seasonal market provided a fun, family-friendly market for all. We look forward to another successful upcoming season!



Follow us on Facebook and Instagram at @andoverfarmersmarketct for market dates, event photos, farmer features, market product, community involvement and more!

Helpfully submitted by the Chair/Market Master, Amanda Gibson

INLAND WETLANDS AND WATERCOURSES COMMISSION
Annual Report 2020-2021

The [Inland Wetlands and Watercourse Commission](#) (IWWC) is charged by Connecticut General Statutes, §22a-45 to regulate activities in or near wetlands and watercourses in the Town of Andover. The Commission carries out this obligation by provisions set forth in the Town of Andover [Inland Wetlands and Watercourses Regulations](#). These regulations require that all landowners and their agents who propose activity 1) within a wetland or watercourse, 2) within the upland review area of a wetland or watercourse, or 3) in any other location when the activity is likely to impact a nearby wetland or watercourse, first obtain a permit from the IWWC before the start of work. These activities include, *but are not limited to*, the cutting of trees, removal or deposition of any material, disturbance of natural drainage and construction of new residences.

All required permit forms are available for download from the [Town website](#). Hard copy forms can be obtained from the Land Use Department. If you plan to submit an application you are strongly encouraged to contact the Wetland Agent prior to doing so by email (wetlands@andoverct.org) or phone (860-742-7305).

The Inland Wetlands and Watercourses Commission normally meets the first Monday of each month at 7:00 pm in the Town Hall Community Room. Due to the COVID-19 pandemic, the Commission held virtual meetings via the Zoom platform from July 2020 through June 2021, inclusive, except for Special Meetings that included site walks. Please refer to the [town calendar](#) for future meeting dates, times, and locations.

There are currently vacancies on the commission. Please contact the Chairman by email (IWWCchair@andoverct.org) if you are interested in serving.

The following is a summary of the Commission's activities for the 2020-2021 fiscal year (July 1, 2020 through June 30, 2021, inclusive).

Membership

	Sept. 2020 – June 2021	July 2021 – June 2022
Chairman	Meghan Lally*	George Elliott
Vice Chairman	George Elliott	Ed Smith
Regular Commissioner	Ed Smith	William Munroe
Regular Commissioner	Jim Hallisey	Vacant
Regular Commissioner / P&Z Representative	Jed Larson	Jed Larson
Alternate Commissioner	William Munroe	Vacant
Alternate Commissioner	Vacant	Vacant
Alternate Commissioner	Vacant	Vacant

*resigned March 2021

FY21 Wetlands Agent: Joseph Wagner

FY21 was a year of significant change in membership for the commission. Membership changes from the previous term included the loss of Rick Osborne and resignation of Wayne Thorpe as alternate commissioners. Due to the in-term resignation of Meghan Lally as commissioner and chair, George Elliott served as acting chair for the remainder of the term. William Munroe was newly appointed as an alternate. The Commission currently has 4 vacancies, 1 regular and 3 alternate, and is operating with a bare quorum at meetings. Joseph Wagner was appointed as wetlands agent at the beginning of the reporting period and has been a great asset to the Commission.

Meeting Summary

Eleven regular meetings of the commission were held, all virtual meetings due to the ongoing pandemic. A total of 6 special meetings were also held during fiscal year 2020-21, including site walk visits. Two public hearings were held to receive public comment on applications received during the reporting period. All meeting [agendas](#) and [minutes](#) are posted on the town website for public review.

Regulatory Activity

The following is a summary of the regulatory activity conducted by the commission.

- **Applications received: 22***
 - Administrative Approval: 9
 - New Permits Approved: 10
 - Modifications Approved: 1
 - Applications Denied: 0
 - Applications Withdrawn: 0
- **Jurisdictional Rulings: 3**
- **Enforcement Investigations: 3**
 - NOV issued: 1
 - Order issued: 0
 - Show Cause Hearings: 0

* Note that the above numbers include activities that occurred all *or in part* in fiscal year 2020-21. Enforcement investigations were resolved by the Wetlands Agent without requiring Commission action.

Other Activity

Commissioners have been encouraged to complete related trainings as available. However, training activities have been curtailed as the Department of Energy & Environmental Protection has not provided access to the online Inland Wetlands Agency Comprehensive Training Program since October 2020. The Commission continued its membership with the Connecticut Association of Conservation and Inland Wetland Commissions (CACIWC) during the reporting period.

Finally, the IWWC updated its bylaws, following legal review.

Future Goals and Priorities:

The following activities will be a priority for the commission during FY2021-22:

1. Updating the town Inland Wetlands and Watercourses Regulations, including the fee schedule and standard permit conditions. Legal review has been completed and a public hearing will be scheduled pending DEEP review.
2. Recruiting new members for the open positions on the commission.



Norton Children's Fund Commission ~ 2020-2021 Annual Report

In 1891 Chester D. Norton, an Andover farmer, died leaving in his will \$3,000 to be used to help Andover children in need. The story goes that when Chester was a child his poor family could not afford the eyeglasses he needed and a kindly gentleman provided the family with funds for Chester's eyeglasses. Chester never forgot this act of kindness and passed it on to the future children of Andover through his will.

The *Norton Children's Fund Commission* was established in 1937 at a Town Meeting and has continued to this day distributing the interest income from Chester's will plus donations from generous citizens to help the children of Andover.

The *Irene Mooney Fund* was established in 2005 to be administered by the *Norton Children's Fund Commission*. Like Chester D. Norton's will, only the interest from this fund is available for distribution.

Each year since 1960 the Commission has presented a small scholarship to an Andover high school or home-schooled senior who will be continuing their education. In June of 2021, a \$1,000 scholarship was awarded.

In 2002 the family of F. Kendall Brown and Frank H. Brown set up a scholarship in memory of their father and brother. The *Norton Children's Fund Commission* has been given responsibility for managing the scholarship selection. Unfortunately, in past years low-interest income has prevented the awarding of this scholarship. In June of 2021, the Norton Commission was able to award a \$1,000 scholarship to an Andover high school student.

The Norton Commission consists of 5 members that meet twice a year, once in the spring and again in late fall. At the spring meeting, the scholarship recipient is chosen and funds to help families with Back-to-School supplies are distributed. At the fall meeting funds are distributed to help families with holiday gifts. Throughout the year the Commission is also available to assist families that have a need.

Norton Children's Fund Commission flyers that explain how to apply for financial assistance from the Commission have been distributed. These are available in the Andover Elementary School, RHAM High & Middle Schools, Social Service Director, The Andover Congregational Church, the Andover Town Library, the Andover Town Office, AHM, and on the Town's website.

No funds are received from the Town of Andover's yearly budget. The Commission relies solely on donations from generous citizens and the interest that is received from the principal of the *Norton Children's Fund* and the *Irene Mooney Fund*.

The annual "Guess the Norton Number" was again a successful event in April at the Andover Elementary School. Winners had to estimate the correct number of items in a jar. There were 4 student winners all receiving a gift card. The annual event is an effort by the commission members to raise awareness for the commission and the work they do.

The biggest challenge for the Commission is letting residents in need know services are available. In an attempt to spread awareness and expand access to high school seniors and families in Andover, a digital application has been created for both financial assistance and the yearly scholarship. The digital application for the scholarship is available on the RHAM guidance office scholarship webpage, the Andover Town Norton Commission webpage as well as on the Norton Commission Facebook page. The Norton commission also advertises in local papers.

Donations may be sent to the Norton Children's Commission at the Town Office Building, 17 School Street.

Respectfully submitted,

The Norton Children's Fund Commission

Dianne Grenier – Chairperson
Jan Neumuth – Secretary
Charlotte Nelson
Bill Penn
Heidi Xenophontos

OLDE ANDOVER BURYING GROUND COMMITTEE
ANNUAL REPORT 2020-2021
Cathy Palazzi, Secretary

Members of the Olde Andover Burying Ground Committee are: Mike Kurdzo, Chairman/Building Maintenance, Bob Post, Vice Chairman/Building Maintenance, Cathy Palazzi, Secretary, Maria Tulman, Treasurer, Steve Fish, Building Maintenance and Jeff Ballard, Alternate/Building Maintenance.

OLDE ANDOVER BURYING GROUND MISSION STATEMENT

We, the Olde Andover Burying Ground committee, adopt as our purpose to promote, restore and sustain the historic cemetery at lower (eastern) Cider Mill and Hebron Roads, so that the memories, stories, and lives of people buried here are honored.

Our Goals for FY 2020/2021:

- 1) continue to improve and clear the cemetery making it easier to walk through
- 2) look for more grants to use for the remaining stones that need to be restored
- 3) encourage people to learn more about the olde cemetery as there is so much history

While we were able to have *Beyond the Gravestone* restore more stones during 2021, we need to raise more money to continue this huge project. We have used our grant from the “Neglected Cemetery Grant” and must wait for next year to request another grant. The town budget has been approved so we do have some money to restore at least one stone and perhaps a second. This all depends on what type of restoration needs to be done.

The committee has discussed a clean-up day of the cemetery before cold weather sets in. We also remove the sign to the cemetery for safe storage during winter months.

Due to COVID pandemic we were unable to encourage people to learn more about the cemetery history.

There were two visitors from out-of-state to view the cemetery this past year. People looking for their families or taking pictures. One visitor was looking for a specific stone since his committee had donated money to the OABGC to restore a particular stone. That was an interesting visit. We enjoy visitors and it is hoped we can participate in an “open house” and invite people to stop by once we do not have to worry about COVID or its variants.

Goals for FY2021/2022:

- 1) Look for new members for our committee
- 2) Get people in town to become interested in restoring the cemetery
- 3) Procure grants in order to get more stones cleaned and restored
- 4) Have tours of the cemetery so people can better understand the history of Andover and its forefathers buried there
- 5) Invite volunteers to assist with clean up projects or cleaning stones; as needed

Planning and Zoning Commission Annual Report 1 July 2020- 30 June 2021

Mission Statement:

The Planning and Zoning Commission (PZC) is an elected board empowered by state law and the Town of Andover Charter to act as a combined planning commission as well as a zoning commission. The commission's zoning responsibilities include the development of regulations and the implementation of the regulations in the review of land use application. The regulations are contained in two documents: Zoning Regulations and Subdivision Regulations.

The commission is also responsible for acting as a Planning agency for the Town of Andover through the development and implementation of the Plan of Conservation and Development (POCD). The PZC also reviews municipal land purchases and sales and major civic improvements to insure consistency with planning objectives.

Overview of 2020-2021:

The period of July 2020 through June 2021 was a rebuilding year for the PZC. Two new alternate members were added to the commission and a new commission member was elected in May 2021 bringing the commission up to full membership. No members left the commission during the past year so experience on the commission has increased over the past year as well. Meetings continued to be held on zoom instead of in person due to the coronavirus and were well attended.

The commission generally meets on the third Monday of each month. During the past year, the PZC held a total of 12 regular meetings, 4 special meetings/site visits and 3 public hearings.

Exciting Improvements and Projects:

- Approved the Andover Lake Regulations which will help improve the water quality of Andover Lake by reducing nutrient runoff into the lake and require upgrading of faulty or undersized septic systems in the vicinity of the lake during significant housing renovations.
- Filled all vacancies on the commission resulting in a full slate of regular and alternate members.
- Updated PZC bylaws.

Important Meetings and Events:

- Several members participated in the Connecticut Land Use Law for Municipal Land Use Agencies, Boards and Commissions.
- Approved a 2 lot subdivision on Webster Lane.
- Application for 57 Hendee Road building in a flood plain and redrawing lot lines- denied due to desired lot configuration lacking required width.
- Approved an application for accessory apartment at 142 Wales Road.

Future Goals

- Develop and issue an incentive housing plan as required by state law to be complete by June 2022.
- Issue changes to the PZC regulations to support the housing plan, numerous state legislative changes to zoning regulations enacted during the past year and other minor changes identified over the past year.
- Begin work on Plan of Conservation and Development. While this update is not due until 2025, this is an extensive multiyear project. The first step in the process to begin this year is identifying and hiring a consultant to work with the commission.
- Continue to act on all applications received in a timely manner consistent with current PZC regulations.

Member Names and Positions

Commission Membership: The commission has 5 regular and 3 alternate members.

Current Commission membership includes:

- Regular members: Jed Larson- Chairman, Anne Crème- Vice Chairman, Scott Person, Leigh Ann Hutchinson and Susan England. (In July 2021, Susan became an alternate commission member and was replaced by Steve Nelson.)
- Alternate members: Susan England, Kevin Arnesen and Anne Blanchard.

ANDOVER SUSTAINABLE CT ANNUAL REPORT

Cathy Palazzi, Chairman

Andover Sustainable CT was a newly formed committee in 2021. Our members are:

Cathy Palazzi Chairman, EDC Chairman Elaine Buchardt, Michael Burke President of ALPOA, Maryann Gile Liaison from Conservation Commission, Meghan Lally Secretary for Andover Elementary School PTA, Sharon Shevchenko Board Member Liaison from Andover Library, Gerry Wright Director Veterans Monument Park, Abbie Winter Liaison from Andover Farmers Market and Community Garden Director.

Our Mission Statement:

THE MISSION STATEMENT FOR ANDOVER SUSTAINABLE CT IS TO BRING OUR COMMUNITY TOGETHER WITH A BETTER UNDERSTANDING OF OUR ENVIRONMENT, OUR WATERWAYS, AND OUR HISTORICAL BUILDINGS AND GREATER EMPATHY TO PROMOTE THE HEALTH AND WELL-BEING OF CURRENT AND FUTURE RESIDENTS.

Our Motto:

WE ARE A CARING COMMITTEE WITH DEEP CONCERN FOR OUR COMMUNITY WITH FAIRNESS FOR ALL.

Our Board of Selectmen signed a resolution on September 16, 2020 but we did not become registered with SCT until January 2021. We held our first meeting in January and discussed how we could become certified for a bronze recognition. Each committee member works with its own team to develop ways Andover can reach its goal in April 2022.

During this year we have met by zoom on the fourth Thursday of each month. Each committee reports on what they have accomplished and what they are working on in the future. All past action items that committees have accomplished has been input into the Sustainable CT website and once we reach our goal of 200 points, we will be considered for certification. This new adventure has been most interesting as it has let each of us know what the various committees in Andover are working on. Although we are one committee representing different committees each of us bring something different to the table.

- EDC has been working on mapping and updating the town business directory. Chairman of the EDC, is a board member of the Community Voice Channel and records BOS, BOF, BOE meetings. This is quite nice as people can remain at home and watch a live broadcast or they can go into the listings for CVC and watch when they put it online. The EDC has been working on tourism for Andover. The committee is looking for grants to purchase Welcome to Andover signs.
- ALPOA has reported on updates for safety at the lake, all summer events that are open to the town residents and movies that they have shown during the summer. In the spring they completed a lake district clean-up day. They continue to support the C.O.O.L. summer program and food pantry.
- The Conservation Commission has worked on many projects this year including developing a monarch way station, vernal pools, boundary markers for the "rail of trails", mowing procedures to protect wildlife, open space, planning for annual town clean up in conjunction with the lake

district for 2022, working on gravel extraction on Route 6 scheduled for the spring of 2022 and continue the C.A.R.T. recycling program.

- Andover Library projects have included: Wildflower discussion group, programs and crafts for children, knitting group, book discussion group, painting of mural on library building, creation of outside patio, installing security cameras on outside of building. Positive changes to come in the permit process- access to obtain permits online, and a computer installed for public access for online permits.
- Veterans Monument Park held a dedication on June 5, 2021 to dedicate an Agent Orange Monument to the park. The director invited town residents to enjoy this warm day and 2nd District Representative Joe Courtney was there to deliver a speech and recognize Ret. Master Sgt. Gerry Wright as an outstanding veteran who is dedicated to helping our veterans. Currently, he is selling bricks to raise money so he can purchase a new monument called the Battlefield Cross.
- Our newest member represents the PTA at the school and she is currently trying to organize a composting project that we will be hearing about soon. This is an excellent project to be able to recycle and give back to gardens.
- Since SCT requires 200 points per town our committee must spear-head a new project in the town. We chose for our project a community garden and it is in the planning and growing stages now. The purpose of this garden is to attract our town residents and make them aware of growing their own vegetables or herbs. Just about everything the committee is using has been recycled or donated by town residents. This is an excellent project that is ongoing and open to the town residents. There will be some raised growing beds in the future for seniors use. As a practice run for growing a community garden, located in back of town hall, the garden chairman put in 16 garden plots and added green beans, tomatoes, squash, beets, herbs. As these vegetables and herbs have become ready, and she did not want to waste them, they are delivered and donated to the food pantry. Please stop by on a Wednesday evening to talk with the committee members and watch for advertising in the *Rivereast* as to how you can become part of this community garden for next spring's growing season.

Goals 2021-2022:

- Continue adding tourism to Andover and seeking more business in town
- Look for grants to help Monument Park continue to be a show place honoring our veterans
- Assist the Lake District in clean-up day in 2022
- Continue encouraging Conservation Commission with their projects
- Assist Library with their continuing ideas for future projects
- Encourage composting in the future for our town
- Advertise to let town residents know how they can take part in the community garden
- Do research for Affordable Housing and assist where we can
- Support our town with efforts to add sidewalks to risk areas in the future
- Support town with the implementation of a community/senior center building
- Continue to accumulate points toward certification in April 2022
- Seek grants to further our goals with Andover Sustainable CT
- Encourage the BOS to assist us in our goals



ANNUAL REPORT 2021



EXECUTIVE DIRECTOR'S NOTE

We are proud to report that AHM continues to serve our four communities, despite the challenges that the Covid-19 virus has presented. AHM staff have continued to look for innovative ways to create and deliver programs that helped residents during the 2021 year. The use of social media and YouTube were huge factors in our successful connection to the regional community this year. We continued to offer in-person support in our schools and Family Resource Center and, as restrictions decreased, offered in-person programming and therapy at the AHM community building. It is our hope that as we move into the 2021-2022 fiscal year, our in-person programs, outreach, and community events will return to normal. It has been an honor to work with Town, School, Faith-based, Business, and Community leaders this year, and we look forward to strengthening these relationships through a new initiative called "Here 4 You!" AHM is proud to serve as our communities' Youth Service Bureau and strives to support our youth and families in a variety of ways with empathy, creativity and kindness.

tressa giordano

EXECUTIVE DIRECTOR



AHM Board of Directors

Steven Fish, President
 Kristen Kania, Vice President
 Brendan Shea, Treasurer
 Joleen Yorio, Secretary
 Paulette Adams, Director
 Brenda Bula, Director
 Kay Corl, Member at Large
 John Gasper, Director
 Maryanne Leichter, Director
 Christina Leshak, Youth Director
 Denise Morell, Director
 Gayle Mulligan, Director
 Allyson Schmeizl, Director
 Sara Tarca, Director
 Edward Skopas, Director
 William Sudol, Director
 Marcia Tecca, Director
 Peter Yorio, Director

Leadership Team

Executive Director	Tressa Giordano
Director of Fund Development	Joel Rosenberg

Administrative Support

Accounts Receivable Specialist	Lisa Reeve
Human Resources Specialist	Laureen Davids
Design & Marketing Specialist	Deborah Walls
Accounts Payable Specialist	Jennifer Green
Front Office Assistant	Adriana Reyes

Clinical Services

Clinical Director	Megan Aldridge, LMFT
Outpatient Therapist	Vicki DeVeau, LCSW
Outpatient Therapist	Sherry Chen, LMFT
Outpatient Therapist	Danielle Annibalini, LCSW

School Based Student Support Services

Andover Elementary School Student Support Services	Cheri Rivard-Lentz
Elmer Thienes-Mary Hall Elementary Student Support Services	Michele Thorn
Gilead Hill Elementary School Student Support Services	Bethany Wolff
Hebron Elementary School Student Support Services	Meghan McKenna
Horace W. Porter Elementary School Student Support Services	Cheri Rivard-Lentz
RHAM Middle School Student Support Services	Emily Sciglimpaglia-Vigue
RHAM High School Student Support Services	Ryanne Gatti
JRB Case Manager	Jennifer Boehler

Family Resource Center

Family Resource Center Director	Rebecca Murray
Family Resource Center Associate	Laura Beeler
Preschool Teacher	Cari McCann-Duigou
Preschool Teacher	Heather Holbrook
Preschool Assistant	Colleen McLeod

Family Child Care Network

Family Child Care Network Associate	Mary Beth Kuzoian
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Coalition for a Healthy Empowered Community

Project Coordinator	Jennifer Boehler
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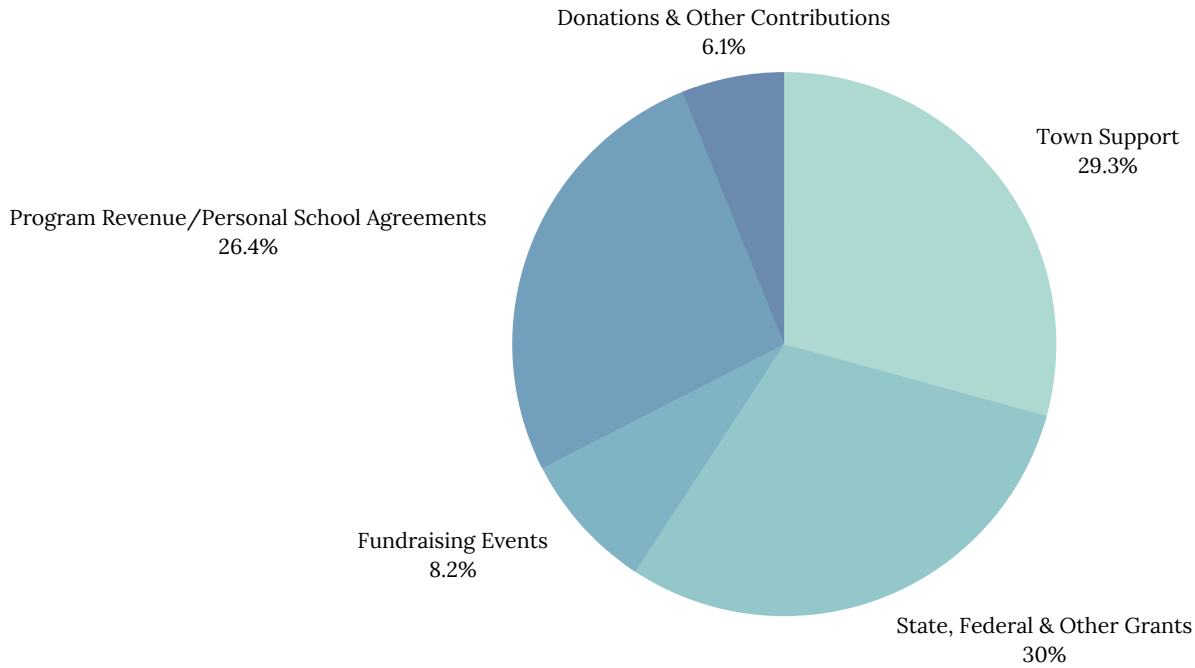
Project Graduation

Project Graduation Program Coordinator	Jennifer Boehler
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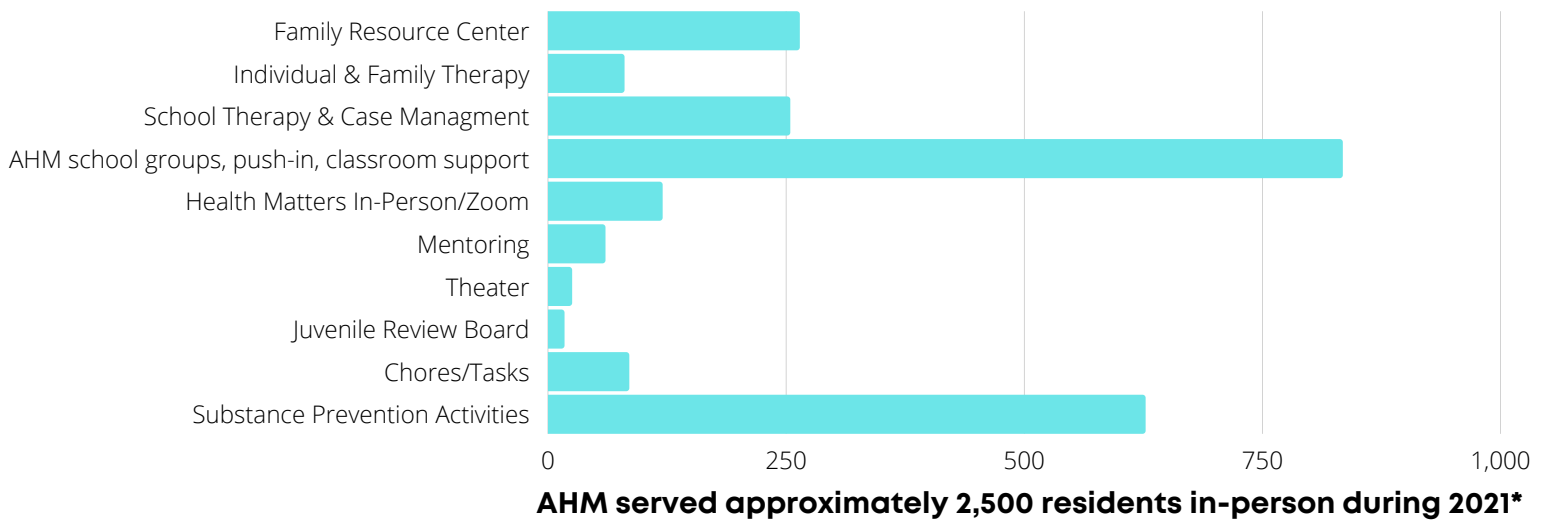
CHOREs & TASKs Programs

CHOREs & TASKs Facilitator	Patricia Sciglimpaglia-Vigue
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AHM FUNDING

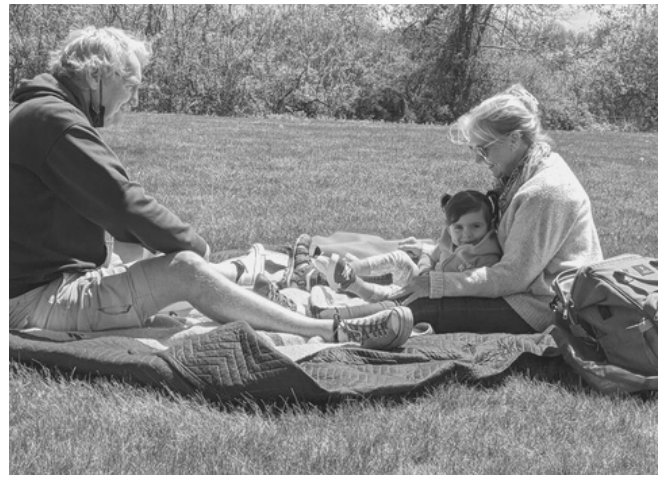


A SNAP SHOT OF AHM'S PROGRAMS & SERVICES



*This past year was our most challenging ever, due to the pandemic. Our staff and volunteers found new, innovative, and most important of all, effective ways to help meet the social and emotional needs of our residents. More than **17,000** times, residents viewed videos, messages, and programs created by our staff, board and community members on ways to improve personal mental health and wellness. Original virtual programming was created for AHM's Facebook, Instagram and Facebook pages along with recording the "AHM Today" show at the Community Voice Channel. Special thanks to CVC, AHM staff and local instructors and experts for helping AHM deliver these important messages and programs.

AHM IN THE COMMUNITY



STAFF DIRECTORY Fiscal Year 2020-2021

TOWN HALL HOURS:

Monday 8:15 A.M. to 7:00 P.M.

Tuesday to Thursday 8:15 A.M. to 4:00 P.M.

Friday to Sunday CLOSED

Hours vary by Department. Most departments are part time. Please always call ahead.

860-742-4035 or 860-742-7305 or 860-742-0188

Town Administrator

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Eric Anderson	Town Administrator	Town Hall	17 School Rd.	(860) 742-7305	210	eanderson@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu 8:15am to 4:00pm
Amanda Gibson	Administrative Assistant	Town Hall	17 School Rd.	(860) 742-7305	214	adminassistant@andoverct.org	Mon - Thu 9:00am-2:00pm (varied)

Animal Control

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Scott Beebe	Animal Control Officer			(860) 428-7684 (cell)		animalcontrol@andoverct.org	On call

Assessor

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
John Chaponis	Assessor	Town Hall	17 School Rd.	(860) 742-7305	213	assessor@andoverct.org	Mon evenings, Thu mornings (varied)
Roberta Dougherty	Assistant Assessor/Senior Municipal Agent/Social Services Coordinator	Town Hall	17 School Rd.	(860) 742-7305	215	assistantassessor@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu: 8:15am to 4:00pm

Building Department

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Mattea Whitford	Administrative Assistant	Town Hall	17 School Rd.	(860) 742-7305	219	buildingadmin@andoverct.org	Varied
Randy Heckman	Assistant Building Official	Town Hall	17 School Rd.	(860) 742-7305	219	N/A	Varied
Jim Hallisey	Zoning Official	Town Hall	17 School Rd.	(860) 742-7305	316	zoning@andoverct.org	Varied
Joe Wagner	Wetlands Agent	Town Hall	17 School Rd.	(860) 742-7305	316	wetlands@andoverct.org	Varied
Abbie Winter	Board Clerk	Town Hall	17 School Rd.				Land Use Meetings

Finance Department

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Sherry Holmes	Finance Director	Town Hall	17 School Road	(860) 742-7305	226	sholmes@andoverct.org	Mon 8:00am to 7:00pm Tue - Thu 8:00am to 4:00pm Fri 8:00am to 1:00pm
Marina Pandolfi	Assistant Finance Officer	Town Hall	17 School Road	(860) 742-7305	211	mpandolfi@andoverct.org	Mon 8:00am to 7:00pm Tue - Thu 8:00am to 4:00pm Fri 8:00am to 1:00pm

Fire Department

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Ron Mike	Fire Chief	Fire Department	11 School Rd.	(860) 742-7477			On call

Fire Marshal

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Michael Lester	Fire Marshal					firemarshal@andoverct.org	On call

Public Library

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Amy Orlomoski	Librarian/Director	Public Library	355 Route 6	(860) 742-7428		andoverctpubliclibrary@gmail.com	Varied
Lori Autorino	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Janice Bazzani	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Anne Merry	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Pam Peterson	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Lorraine Westerberg	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied
Cathy Campen	Library Clerk	Public Library	355 Route 6	(860) 742-7428			Varied

Public Works

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Jay Tuttle	Supervisor	Town Garage	12 Long Hill Rd.	(860) 742-4048		publicworks@andoverct.org	Mon - Fri 6:30am to 2:30pm
Tim Higley	Maintainer	Town Garage	12 Long Hill Rd.	(860) 742-4048			Mon - Fri 6:30am to 2:30pm
Richard Begin	Maintainer	Town Garage	12 Long Hill Rd.	(860) 742-4048			Mon - Fri 6:30am to 2:30pm
Zachary Zito	Maintainer	Town Garage	12 Long Hill Rd.	(860) 742-4048			Mon - Fri 6:30am to 2:30pm

Registrars

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Linda Derick	Democratic Party	Town Hall	17 School Rd.	(860) 742-7305	224	demregistrar@andoverct.org	Mon 10:00am to 12:00pm (or as needed)
Wally Barton	Republican Party	Town Hall	17 School Rd.	(860) 742-7305	224	repreistrar@andoverct.org	Wed 10:00am to 12:00pm (or as needed)

Resident State Trooper

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Christopher Ferreira	Resident State Trooper	Town Hall	17 School Rd.	(860) 742-7305	222	Christopher.ferreira@ct.gov	Varied

Senior Transportation

Name	Position	Office Location	Address	Phone Number	Extension	Open/Office Hours
Ricky Kauffman	Senior Transportation Driver					On call
Elinor Skoog	Senior Transportation Driver					On call

Tax Collector

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Eileen Curtin	Tax Collector	Town Hall	17 School Rd.	(860) 742-7305	212	taxcollector@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu 8:15am to 4:00pm

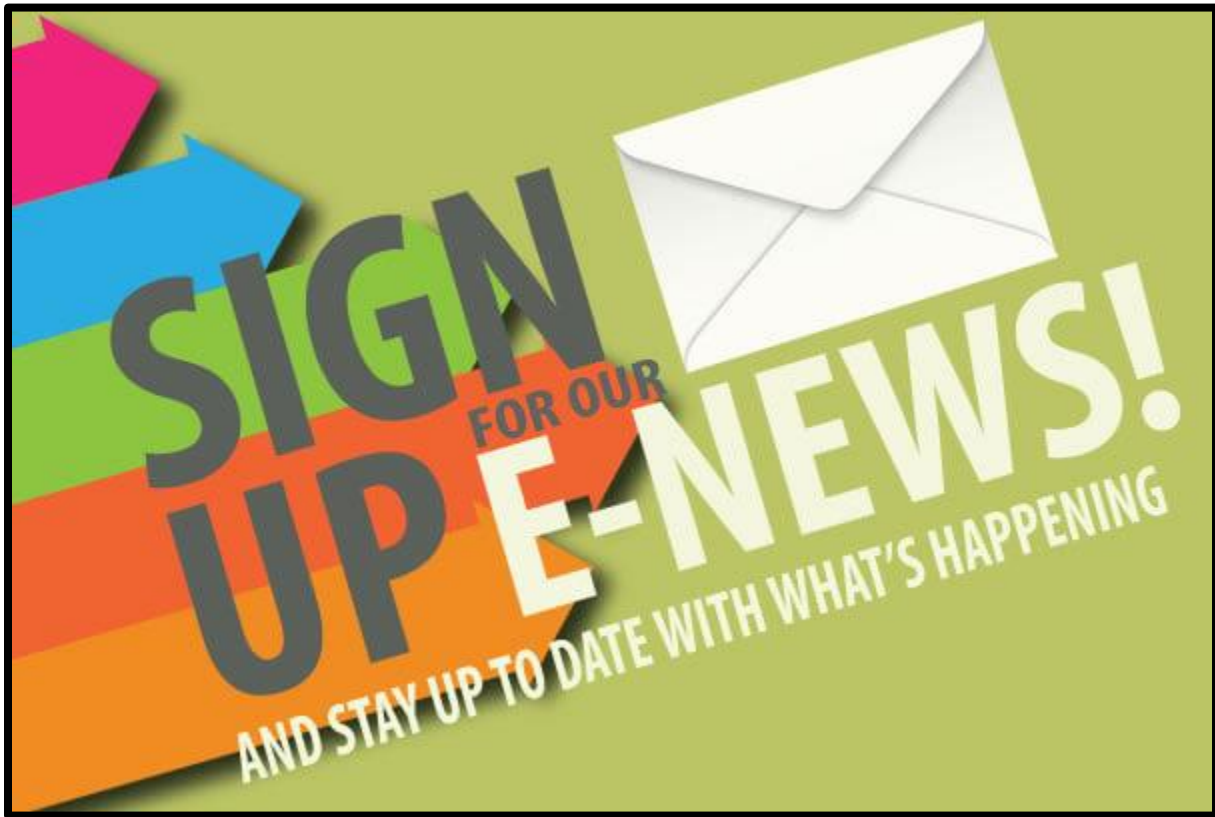
Town Clerk

Name	Position	Office Location	Address	Phone Number	Extension	Email	Open/Office Hours
Carol Lee	Town Clerk	Town Hall	17 School Rd.	(860) 742-7305	218	townclerk@andoverct.org	Mon 8:15am to 7:00pm Tue - Thu 8:15am to 4:00pm
Mattea Whitford	Assistant Town Clerk	Town Hall	17 School Rd.	(860) 742-7305	216	assistanttownclerk@andoverct.org	Mon 12:30pm to 7:00pm Tue - Thu 9:30am to 4:00pm

Transfer Station

Name	Position	Office Location	Address	Phone Number	Extension	Open/Office Hours
Dominic DeRico	Transfer Station Attendant	Transfer Station	Shoddy Mill Rd.	(860) 742-4049	4049	
Steve Motyl	Transfer Station Attendant	Transfer Station	Shoddy Mill Rd.	(860) 742-4049	4049	

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Town Website at www.andoverct.org



Here are the following categories:

- Emergency Alerts
- Town Updates
- Community Events
- Boards & Commissions

The Town of Andover, CT uses [CivicReady®](#) to send emergency alerts and other notifications. Subscribers can register to receive the notifications via phone call, text message, and/or email. **Please note that residents can decide how to receive their messages and are able to edit this at any time.**



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