

APPROVED  
ANDOVER SELECT BOARD  
MEETING MINUTES  
September 14, 2023

Members Present: Jim Delaney, Chair; Roland Carter; Dana Swenson

Also present for duration of appropriate item: Kat & Allan Hitchmoth; Pat Moyer; Jim Hanson; John McDonald; Mike Campbell; Steve Barton; Bryan Johnson; Earle Davis; Mike Izbicki; Todd Goings; Cheryl Swenson; Jeff Bradish; Donna Duclos; Lisa Meier, Recording Secretary; and Kimberley Edelman, Town Administrator

Chair Delaney opened the meeting at 6:00 p.m. with roll call.

Highland Lake

TA Edelman stated that there has been no new information regarding the draw-down on Highland Lake yet. Delaney stated the lake needs to be lowered and the fire department needs to replace the dry hydrant. Barton stated the hydrant is 35 years old and is silted in and plugged; however, the pipe itself is okay. No permits are needed to do the repair. Swenson asked how far down does the lake need to be lowered and how long will the repair take and Barton responded 30" and one day.

Johnson stated that if it needs to go down 30" it will need to be brought back up as ice is an issue in the winter. Roots of a tree

are exposed at Johnson's home due to erosion. Johnson also stated a draw-down should take place annually. Izbicki stated the has lived on the lake for 19 years and he fixed his wall the last time the lake was drawn down and his land has eroded 1' – 2' since. Swenson stated he has an 18" at his property and it is 6' – 10' out into the water. Johnson remarked that it is amazing how many springs are feeding the lake. Davis indicated that the directors of the Lake Association are in favor of this. Davis also indicated there is an infestation of milfoil in the channel and the State was going to harvest it by hand; however, it there was too much. Another solution to the milfoil is the State doing a chemical treatment which is non-poisonous. TA Edelman asked how quickly the lake recovers from a draw-down and the response was very quickly. Swenson asked if there are any people in opposition to this. Izbicki asked if the State has approved the lowering and Delaney responded yes, the town can do this each year. Swenson recommended doing the draw-down in November and the town should contact DES to be safe. Delaney stated the lowering of the lake should be put on the town website and in the Andover Beacon and the Select Board should contact Jason Dudek to find out what his schedule is. Carter asked if there was any additional work that needs to be done at the dam and the response was no.

#### Departments – Transfer Station

Al Hitchmoth indicated that the bathroom needs electric to power the fan and vent; a wall and door needs to be put in for

the toilet; the hot water is not hooked up yet. Delaney stated he will get ahold of Laury Clark. Delaney asked if Bryson could dig a ditch between the two buildings and the response was yes. Hanson stated they may want to put blue board over the water line. Barton stated that the construction debris container should be moved and cleaned out as you cannot back out over it to dispose of items. Delaney stated they will contact Dumpster Depot to move it and have the Highway Department clean it out. Hitchmoth stated he was going to ask to have a concrete pad put in and Swenson responded that this should be put in as a budget item for 2024 under the Capital Improvement Plan. Hitchmoth also recommended putting a soft cover over the container to prevent water logging which makes it heavy. Bryson recommended getting away from dump trailers coming in as it is difficult to estimate.

#### Departments – Highway Department

Grading and ditching are being done. Beech Hill is ready for paving. Bryson asked Delaney to not contact his crew and to go directly to Bryson himself. Discussion ensued regarding chain of command. The front door at Town Hall needs to be replaced with a wider door. Edelman stated that the propane line is sinking. Carter stated that paving is scheduled for September 25<sup>th</sup> and 29<sup>th</sup> and Cilleyville will probably be first. Edelman recommended sending letters to property owners to advise of the paving project. Swenson stated the Fenton Construction has been hired as Clerk of the Works for the highway garage

project. Swenson met with Les Fenton and Construx. Dubois & King are still the Civil Engineers and a list of sub-contractors is needed along with a quote for an epoxy floor. Construx will be doing the site sample testing.

#### Departments – Town Administrator

Edelmann stated that the operating budget is at 58% and she is now able to sign in to SAM Government which is for government reporting. Edelmann asked if the board would like to proceed with the operating budget and Delaney responded there should be work sessions prior to the next Select Board meeting. Carter stated the board should meet with the department heads also.

#### Cemetery Committee

Cheryl Swenson stated the committee would like to meet with Poulin Property Maintenance and asked if the committee is still on track to hire and the response was yes.

#### Bridges – Lawrence Street

Carter stated he met with Geddis and is waiting for an estimate to relocate Kathy Bennett's home. Estimates are needed for electric and water for the project.

#### Bridges – Hall Road

This will be put out to bid. There is \$250,000 available for the whole project. Swenson stated they need engineering costs and will get a quote.

## Capital Improvements / Schedule Work Meeting

The board will meet from 9:00 until 10:00 a.m. and then meet with department heads from 10:00 until 11:00.

## Minutes of August 24, 2023

Delaney – Motion to approve as amended

Swenson – Second

Unanimous – Vote to approve as amended

## Minutes of August 28, 2023

Swenson – Motion to approve as amended

Carter – Second

Unanimous – Vote to approve as amended

## Manifests & Signatures

Accounts payable for 09/08/2023 in the amount of \$487,576.44 was signed. Payroll in the amount of \$27,383.01 was signed.

Intent to cut for Tax Map 25, Lot 513,487 for Proctor Academy was signed. Yield Tax Assess for Report of Cut for Tax Map 23, Lot 015,010 for Proctor Academy in the amount of \$,3181.41 was signed. An invoice for J&B Construction in the amount of \$10,495 was signed. Several Trustee of Trust Funds, Transfer to Reserve Funds was signed.

## Public Comment

Town Clerk Lisa Meier indicated that Andover is now a Purple Heart Community and asked for permission to order three signs. Carter made a motion to approve the request, Swenson seconded the motion and the motion passed.

There being no further discussion, Delaney made a motion to enter non-public per RSA 91-3A.3(IIC) at 7:15 p.m. Carter seconded the motion and the motion passed.

Carter made a motion to enter back into public session at 7:45 p.m. Swenson seconded the motion and the motion passed.

#### Additional Items for Consideration

The Noise Ordinance was discussed and Delaney stated he would like all town employees to have a copy of the Noise Ordinance.

There being no further discussion, Swenson made a motion to adjourn at 8:00 p.m. Carter seconded the motion and the motion passed.

Respectfully Submitted,

Lisa Meier  
Recording Secretary

