APPROVED

ANDOVER SELECT BOARD

MEETING MINUTES

October 12, 2022

Members Present: Michelle Dudek, Chair; James Delaney, and Andy Guptill

Also present for duration of appropriate item: Marj Roy, Town Administrator; Elita Reed, Finance Manager; Frank Bryson, Highway Supervisor; Donna Duclos, Budget Committee Chair; Janet Moore; Alan Hanscom, Recreation Committee Chair; Andrew Perkins, Wendy Pinkham; Todd Goings; and Lisa Meier, Secretary

Dudek opened the meeting at 6:00 p.m. and did roll call.

Minutes of September 7, 2022

Guptill – Motion to approve as amended

Delaney – Second

Unanimous – Vote to approve as amended

Minutes of September 21, 2022

Delaney – Motion to approve as amended

Guptill – Second

Unanimous – Motion to approve as amended

New Business – Budget Presentations

Meier presented her budget for Town Clerk / Tax Collector with a proposed increase in hours and salary being the major increases . The board and Meier discussed changing to a full-time position of 35 hours and will decide once the cost of insurance is received. If the cost is too much, it would be a 34- hour per week position. Hanscom presented the budget for the Recreation Committee with a minimal increase over 2022. Bryson and the board discusses the highway budget and the board opted to have a separate work session to go over everything prior to presenting to the Budget Committee.

Andrew Perkins – EMS

Perkins stated to the board that he would like to spend money that is in their revolving fund for a Christmas party for the Police Department and EMS. There is $26,000 in the fund and the cost for the party would be approximately $2,700. Guptill stated that he would need to comply with the terms of the revolving fund and make sure there were no legal issues. Dudek advised Perkins to work with the Finance Manager for the board to approve at a later date.

Highland Lake Dam

Having met with the dam operator, DES is to send a report on the dam to the board. The last letter of deficiency was from 2020. There is still some tree stuff that needs to be addressed and an Emergency Action Plan needs to be done. Dudek would like Bryson to meet with Jason Dudek who is the dam operator in East Andover to go over the deficiencies.

Cilleyville Bridge

Roy indicated she had forwarded the letter of deficiencies to Bryson. Hanscom stated that Charlie had previously made a request to the Select Board regarding the abutment. Hanscom stated he looked at it and the cracks are now wider and it will continue sinking until the issue is resolved. Dudek recommended having Hoyle & Tanner look at it.

Road Agent Report

Bryson received three quotes for the loader – one from Chappell Tractor at $101,000; one from Equipment East at $97,000 and one from MB Tractor at $83,000. The board opted to go with MB Tractor.

Old Business

1. Guptill stated that Goings had made a valid point regarding the 550 truck and asked Bryson how comfortable he is that the truck would make it through the winter and Bryson responded he is quite comfortable with it. Delaney asked why the town couldn’t do a 3-year lease and then buy it at the end. Dudek asked why they could not use the Highway Block Grant to purchase a truck and Guptill stated that a prior board had looked into this and DRA indicated that a Highway Block Grant cannot be used for anything other than roads. Dudek felt this was a grey area and will check with DRA. Goings asked if the board has looked at purchasing a used loader and Bryson stated buying a rental piece is risky also. Delaney asked what the warranty difference is between a new and used vehicle and the response was they were unsure. Goings recommended inquiring with Town Line Equipment. Hanscom also indicated that State Surplus has vehicles that may be sufficient for us. Dudek asked what the deadline is for using the Highway Block Grant and the response was this fiscal year. Guptill asked if the board wanted to consider a Warrant Article for 2023’s town meeting to purchase a new truck. Delaney and Dudek both stated yes. Dudek stated it would make sense at this time to go with a new loader. Guptill made a motion to purchase a new loader. Delaney seconded the motion and the board voted unanimously in favor of purchasing a new loader.
2. The board signed the quote to purchase new cutting edges.
3. 2022 / 2023 plow contracts were reviewed.
4. The board asked Duclos for the Budget Committee Schedule and asked for the timeline for public hearings. Duclos stated she would have them October 20, 2022.
5. Dudek asked how much is available in the Capital Reserve Fund for the purchase of the Transfer Station trailer. Roy responded they were going through the ARPA funds and any balance would be paid out of the Transfer Station Capital Reserve Fund. Guptill made a motion to pay for the Transfer Station trailer out of ARPA Funds and withdraw any remaining balance from the Transfer Station Capital Reserve Fund. Delaney seconded the motion and the board voted unanimously in favor of the motion.
6. Delaney advised that the well company will be at the Transfer Station on October 13, 2022 and the trailer will be coming on October 14, 2022.

Public Participation

Eklund as if the board would appropriate any additional funds form the Parks line item to address the issue with the geese at Highland Lake. She also advised that there are several ways to address the problem after speaking with Fish & Game. Dudek responded that Eklund should attempt any “free” ways to get this problem address and asked if they could allocate money from the Highway Department Budget.

Town Administrator Report

1. The November 8, 2022 Election Warrant was signed by the board.

The board scheduled a work session for the Highway Department Budget for October 20, 2022 at 2:00 p.m. and a work session with Dubois & King for October 20, 2022 at 4:00 p.m.

There being no further discussion, Delaney made a motion at 7:35 p.m. to adjourn. Guptill seconded the motion and the board voted unanimously via roll-call vote to adjourn.

Respectfully Submitted,

Lisa Meier

Secretary