

Meeting convened at 6:30 p.m.

PRESENT: Marj Roy, Town Administrator; Vicky Mishcon, Select Board Chair; Dave Blinn and Chuck Keyser, Select Board Members; and Police Chief Joe Mahoney.

Also present were: Ryan Robinson, Mainstay; Maura McCann, NH Lottery Marketing Director; Todd Goings, Arch Weathers, and Jim Hersey, Budget Committee.

MAINSTAY by Ryan Robinson

Robinson explained that he is here to present to the Town information for the yearly planning for the Town needs. Robinson explained that there are three environments to be concerned with to keep Andover up for IT purposes.

1. Main Server – this is where the all the apps and services are hosted
2. Network – this is how everything from the server gets to the End Point.
3. End Point – this is the individual computers

The plan is to work in five-year cycles. Workstation replacements are included in this area. This is not an area to get behind in.

For years the Town has been trying to save money by using a “dummy server” which is actually the Town Administrator’s computer. It is not a good idea to use an individual work station as a server. At this point using the Town Administrator’s work station as the server is not working very well. Additionally, work stations cannot authenticate very well.

The first and most expensive option is to use a physical server housed at Town Hall. The second option is to use an Azure Directory Service where you buy certain services, but this is costly, too. The third option is the best and the least expensive, and the recommended option. This is a Cloud hosted provider option that you basically rent. Google has a Cloud, as does Amazon, along with Microsoft which is the Azure Cloud. The Azure Cloud is the most cost effective. With a Cloud based option, the cost could actually go down. With the physical server, that cost remains for the 5- year term and you must back up the information yourself. In the Cloud, the service provides back-up services.

The cost for the Azure Cloud System will be \$5900 initially for labor and licensing. In five years, the cost should be approximately half of that figure.

The Board discussed the information and options. Roy indicated that the funds will come out of the IT’s expendable trust fund account.

Robinson also noted that Microsoft will stop doing security patches in 2020 for their Windows 7 product. Please see attached.

NH LOTTERY – KENO 603 by Maura McCann

McCann encouraged the Board to put a warrant article in for the 2019 Town Meeting asking for the Town to allow KENO 603 to be sold in Andover. If approved, there is certain criteria that must be met before the machine can be set up in that particular business. The benefits go to the school system. Approximately \$1, 100 is granted for each child in the Kindergarten class. The KENO 603 program is set up to help pay for schools that offer all day kindergarten. However, if a Town does not allow KENO 603 to be sold in Town businesses, the school will still be granted the approximately \$1, 100 per kindergarten student if they have the full day kindergarten program. Please see attached

APPROVAL OF PREVIOUS MINUTES

Mishcon made the motion to accept the October 1, 2018 and the October 15, 2018 minutes as amended. Blinn seconded the motion. All in favor. The October 1, 2018 and the October 15, 2018 minutes are approved as amended.

PROPOSED BUDGETS by Mari Roy

Roy set a deadline of October 15, 2018 for all the Town departments to give her their proposed budget for 2019. Roy presented the Board with the proposed budgets she received. Most of the budgets are included with tonight's packets. The Road Agent and Roy are still working on that budget. Elita Reed, Bookkeeper, and Roy will work on the personnel budgets in the near future.

The Board discussed the proposed budgets that were handed in to Roy generally. Further discussions will take place when the department heads come to meet with the Board to present their budgets.

Mishcon noted that Randall Costa will provide an analysis of the solar savings very soon to her. The information will be ready by mid-January for the Selectman's Report. Please see attached.

BARN PRESERVATION EASEMENT APPLICATION

An application came in for the Miano's property located at 259 Elbow Pond Road (Tax Map 25-693-093). When the Town receives the application, it is sent to Avitar. Then Avitar responds with any questions they have and gives their recommendations. After the Town receives it back from Avitar, the Select Board will make the determination whether the barn qualifies. A public hearing is needed prior to the Board's discussion to make that determination.

CORRESPONDENCE AND SIGNATURES

- Hoyle, Tanner, and Associates – Roy received the Elbow Pond Road Permit with conditions and the required paperwork from the Army Corp of Engineers.
- Roy communicated with Josif at Hoyle Tanner and Associates regarding the Last Street Bridge. The laminated beams should be here within a week to ten days. Josif indicated

that the deck panels can be fabricated prior to the laminated beams arrival. If any of the concrete work has been started that is fine, but if not, then it should wait until Spring.

- Roy received the water testing study which John Cotton submitted
- Intent to Cut Chris Caron for Kim Pease at 303 Tucker Mountain Road (Tax Map 23-582-492) Signed by all three Select Board Members
- Appointment to the Conservation Commission for Jenny Bodwell to take Nan Kaplan's place. Kaplan moved out of Andover.
Signed by all three Select Board Members
- Morrill Hill Road Bridge – Request for final payment of \$13,412
Signed by Dave Blinn for the Select Board
- NHEC-Kearsarge Telephone Pole License on West Shore Drive
Signed by all three Select Board Members
- Merzi Excavation Land, LLC sign permit application
Signed by Dave Blinn for the Select Board
- Andover Public Library sign permit application

OTHER BUSINESS

Jim Reed, Transfer Station Supervisor, asked Roy if an article can be put into the Beacon letting people know that the Transfer Station is opened in addition to contractors from 12:00 to 5:00 p.m., but also is open for regular town residents.

The Board discussed and noted that the bigger question is whether the Transfer Station needs to be open on Fridays any longer. Or should the time be used for the employees to work on cleaning up from Wednesday and getting ready for Saturday, or to work on projects.

The Board wants to let the new recycling program settle in before a decision is made about keeping the Transfer Station open on Fridays for collections.

NON-PUBLIC SESSION

Mishcon made the motion to go into Non-Public Session at 8:55 p.m. by Roll Call Vote:

Mishcon	Yes	Blinn	Yes	Keyser	Yes
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Public Meeting Closed at 8:55 p.m.

Non-Public Session Opened at 8:55 p.m.

Non-Public Session Closed at 9:25 p.m.

Public Meeting Re-opened at 9:25 p.m.

ADJOURNMENT

Mishcon made the motion to adjourn the meeting. Keyser seconded the motion. All in favor.
Meeting adjourned at 9:25 p.m.

Minutes prepared by Patricia Moyer, Select Board Secretary

