

**Selectboard Meeting Minutes**  
**September 16, 2025**  
**Andover Town Hall, 4:30 p.m.**

*\*Posted agenda is subject to change\**

**MEETING ATTENDANCE**

**Selectboard Members:** Brian Mills (BM), Justin Thacker (JT)

**Secretary to the Board:** Susan Mills (SM)

**Department Heads:**

Treasurer, Amber Cooper

Town Clerk, Melinda Averill

Planning Board Chair, Sidney Pew

Code Enforcement, Tim Johnson

**Board Members:**

None

**Citizens:**

Margaret Madigan, Sharon Hutchins, Kim Peare Gautrau, Denise Hurd, Richard Merrill, Tim Learned, Tawnie Learned, David Gallant, Wayne Rundlett, Stacia Johnson, Barb Simmons

**MEETING CALLED TO ORDER & FLAG SALUTE:** 4:45 p.m. led by BM (late arrival)

**SELECT BOARD UPDATES**

*Brian*

- Mowatt Paving will pave the Town's multi-use court on 9/17 and the Town Hall parking lot on 9/18/25
- The Highway crew will remove the Town Hall ramp for the paving 9/17 and replace it after the paving is completed
- A corner post is needed between the fire station and the abutting property owned by Mark Brown, Andover Lodging to make things easier moving forward

*Justin*

- Playing phone tag with law service Brann & Isaacson seeking FMI on service options, left message requesting a services offered summary
- Communications with MMA about temporary employee benefits; temporary employees are not eligible for holiday pay unless your town personnel policy addresses it; EPL information was not clear regarding comp time regarding pay, etc. It was noted EPL time off has several lawsuits pending...MMA recommend we create a policy addressing EPL and update our Personnel Policy Ordinance to include it
- Email from Matt Miller (M2 Structural) regarding Town Hall renovation – hopefully starting soon; JT confirmed work will be done according to signed contract even though it has been past the 60 day window since signing the contract
- Spoke with the neighboring property owner regarding the boarder trees - the fire chief has a bucket truck he will allow the Highway crew to borrow to bring down the tree in question

## **CITIZEN REQUESTS/ANNOUNCEMENTS** – follows Roberts Rules of Order

- Kim Gautreau Peare – wanted to clear up mis-communication regarding bringing the Covered Bridge to Town Common - Danny Peare would bring it up, not the Town Crew – to be used for decoration for the Common

**Motion** to allow the Covered Bridge replica to be placed on the Town Common for the holiday season and be removed in the Spring made by BM, seconded by JT

**Discussion** – (BM) OK for it to be there for holiday, but needs to be removed in the Spring to keep the Common as clean as possible; (KGP) the bridge has been refurbished by those who used it for AOHD parade

**Vote** - Carried

## **MEETING MINUTE APPROVAL**

**Motion** to approve the 9/9/25 meeting minutes with an amendment to the reference of fees paid to Trafton/Matzen being for Mollockett property boundary line and Solar Ordinance work vs Fire Station boundary line made by BM, seconded by JT

**Discussion** – None

**Vote** - Carried

## **WAGE WARRANT #12**

**Motion** to pay Wage Warrant #12 made by BM and seconded by JT

**Discussion** – Amount \$4,407.53

**Vote** - Carried

**Motion** to pay remainder of Wage Warrant #12 made by BM and seconded by JT

**Discussion** - None

**Vote** - Carried

## **FINANCIAL WARRANTS**

1. **Motion** to pay Kyes Insurance the amount of \$3,301.00 made by BM and seconded JT  
**Discussion** - None  
**Vote** – Carried
2. **Motion** to pay Northeast Emergency Apparatus in the amount of \$2,200.83 made by BM and seconded JT  
**Discussion** – Emergency repairs on a plow truck  
**Vote** – Carried
3. **Motion** to pay Steve Swasey, Inc. the amount of \$9,450.00 made by BM and seconded by JT  
**Discussion** – (BM) for remainder of Grimaldi boat ramp and access to the boat ramp; concrete pads were lifted making for easier access to the river and filled in the road - all FEMA improvements  
**Vote** – Carried
4. **Motion** to pay Maine PERS (August 2025) in the amount of \$1,256.17 made by BM and seconded by JT  
**Discussion** – August payment for road commissioner and secretary

**Vote – Carried**

**5. Amended Warrant #11**

**Motion** to pay amended Wage Warrant #11 original amount of \$5,272.39 with addition amount of \$1,113.72 for new total \$,6,386.11 made by BM and seconded by JT

**Discussion** – September taxes; BS questioned the need for amended warrants; AC shared it was done per auditor request

**Vote – Carried**

**DEPARTMENT HEAD REPORTS**

**Town Clerk – Melinda Averill -**

- Functions are scheduled at the Town Hall soon, when will the work by M2 Structural be completed? JT – dates will be forthcoming
- Can we discuss the time for the election for the newly vacated select board seat? It can be in as few as 24 days; (JT) does it make sense to do it with the November 4 election? MA – it is about \$100 cost to do it separately

**Motion** to add to November 4<sup>th</sup> election ballot Select Board Person #3 to allow Town Clerk to request more ballots for the election with signature papers due in deadline October 2, 2025 made by JT and seconded by BM

**Discussions** – (JT) should we do the 45 days? (BM) – if we don't get anyone to take out papers folks can be written in

**Vote - Carried**

**BOARD/COMMITTEE REPORTS**

**Cemetery – (KPG)** I will be in the cemetery doing work this coming week

**OLD BUSINESS**

1. **Motion** to remove the Town Garage landline phone and allow the Road Commissioner to go with a cell phone as a contact number with costs brought back to the board for approval made by BM and seconded by JT

**Discussion** – (BM) background the select board has been researching what other towns offer cell phones and to whom and the Highway department is often provided one; SM & PT to bring back estimates on a phone that will meet this need to the board to have them sign off before moving forward; (SM) will ask to have current phone number be the new cell phone number; Town is currently paying \$52/month for landline phone

**Vote - Carried**

**NEW BUSINESS**

1. **Motion** to accept the resignation of Select Board person Brianne Bailey effective 9/16/25 made by BM and seconded by JT

**Discussion** – JT read the resignation letter provided by Brianne Bailey via email

**Vote – Carried**

2. **Town of Andover 2026 State Valuation Letter**

**Discussion** – The preliminary 2026 State Valuation for Andover is \$179,800,000 and represents the full equalized value of all taxable property in the municipality as of 4/1/2024 and includes 1) Sales Ratio analysis, 2) BETE audit, 3) State Valuation Analysis, 4) Report of Assessment Review - a 3-year comparison, and 5) Report of Assessment Review. (BM) This is a 28.16% change over 2025 rate; keep in mind our current valuation is somewhere within the 70th percentile which affects this calculation, this increase will affect funding and reimbursements, school formula, etc.

**OTHER BUSINESS**

1. **Motion** to accept and sign the Municipal Grant for the Snow Valley Sno-Goers made by BM and seconded by JT

**Discussion** – Richard Merrill presented the yearly State Municipal Grant paperwork which requires authorized town signature

**Vote** – Carried

**MEETING ADJOURNMENT**

**Motion** to adjourn meeting at 5:30 p.m. and go into Solar Ordinance Public Informational meeting at 6 p.m. made by BM and seconded by JT

**Discussion** – None

**Vote** - Carried

*Full meeting audio available upon request: SM-MTG-Minutes (9/16/25).pdf*

Brian Mills Date: 9-30-25  
Brian Mills, Chair

Justin Thacker  
Justin Thacker

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(Vacant Seat)