

Select Board Meeting
October 7, 2025
Andover Town Hall, 6 p.m.
Posted agenda is subject to change

MEETING ATTENDENCE

Selectboard Members:

Brian Mills (BM) & Justin Thacker (JT)

Secretary to the Board:

Susan Mills (SM)

Department Heads:

Amber Cooper, Treasurer (AC)

Board / Committee Members:

Claire Sessions, Recreation

Citizens:

Margaret Madigan, David Gallant, Mary Cloutier, Tawney Learned, Fred Dethridge, Trish Cox

MEETING CALLED TO ORDER & FLAG SALUTE: 6 p.m. made by BM

SELECT BOARD UPDATES

Brian

1. Pike reclaimed the South Arm piece and will pave the area when they pave the County piece in the near future
2. Per Tripp to call Paris Farmers union to hit the South Arm Road with a dose of Calcium

Justin

1. Tomorrow Zoom meeting with Dan with Brann and Isaacson at 11 a.m.; for orientation of services and prices they offer
2. There is no update on the Fire Department trees this week; Fred? (FD) no discussion on the trees
3. Tried calling Mr. White one more time; sending him a letter this week
4. Tomorrow Select Board Teams meeting with AVCOG with Cassandra at 3:30 p.m.; deadlines and confusion may prevail and prevent us from filing for the grant
5. Halloween decorations are on the Common
6. Absentee ballots are available in the Town Office
7. Solar Moratorium Committee met tonight and will have one more meeting before a public meeting

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

None

MEETING MINUTES APPROVAL

Discussion – Hold off until next week as not read by BM

WAGE WARRANTS

1. Wage Warrant #15

Motion to pay Wage Warrant #15 in the amount of \$5,218.91 made by BM / seconded by JT

Discussion - Payroll

Vote - Carried

2. Adjusted Wage Warrant #14

Motion to Adjust Wage Warrant #14 original amount of \$6,430.93, additional fees of \$1,212.66 for a new total of \$7,643.59 made by BM / seconded by JT

Discussion - Taxes

Vote - Carried

FINANCIAL WARRANT #15

1. Auburn Concrete

Motion to pay Auburn Concrete in the amount of \$1,455.00 made by BM / seconded by JT

Discussion – Use for sand barriers for Town Garage project

Vote – Carried

1. GPE

Motion to pay GPE in the amount of \$1,881.00 made by BM / seconded by JT

Discussion - Insurance

Vote – Carried

2. Waste Management

Motion to pay Waste Management in the amount of \$1,494.01 made by BM / seconded by JT

Discussion – (BM) Mark has made contact with Casella and they will come up and take a look; JT – how did the Fall clean up go? (SM) Mark reported it was better than usual

Vote – Carried

3. Remainder Warrant #15

Motion to pay Remainder of Warrant #15 for a total of \$10,213.84 made by BM / seconded by JT

Discussion – (BM) have a question on the Recreation Committee bill but will address later in the agenda

Vote – Carried

DEPARTMENT HEAD REPORTS

Amber Cooper – Treasurer

- (BM) Called Joseph Neisen, from the State of Maine, he was able to confirm the emergency repairs refund had not yet been released from FEMA, but would be soon and that we can use any money received from FEMA to date to replenish those borrowed surplus funds. It will affect our tax rate. This emergency project was the last of 3 to be awarded by FEMA, even though it was one of the first submitted. FEMA does not monitor how the money is spent once it is released, it is meant to refill the Town's coffer they spent on disaster repairs. BM to forward the email to Amber
 - JT – this gives us the green light to move forward

- (AC) Would the sum be minus the Town responsibility of 10% of the total? They take off 10% before they give us the check. Which would take 10% off the surplus? F/E the ~\$182K remainder reimbursement would be ~\$162,000?
- (BM) questioned Matt's assessment of the dollar amount for the new plow truck raised at Town Meeting
- (AC) sent Matt an email today about LRAP revenues (\$27K) not yet listed on the Tax Commitment provided. Amber will communicate with him on the above FEMA funds moving to surplus for him to revise those numbers; he is available Thursday, 10/9, to assist us. (See vote below on Tax Commitment Special Meeting set for 10/9 at the Andover Town Office at 3 p.m. to vote on the new tax rate.)

BOARD/COMMITTEE REPORTS

Claire Sessions – Recreation Committee Chair

- Thank you for getting courts resurfaced, everyone is in love with it. Two courts were striped for pickleball; Tennis lines and basketball court stencils are being investigated and after the multi-use court is painted Dirk MacKnight has offered to seal the court, (JT) as long as the colors used for the stencil are different; (CS) we are going with whites and orange
- (MC) Dirk is planning to ask community members for sealant because the Town has spent all of our court funds on paving?
 - (AC) there was some left over. I can let you know tomorrow. Good until June 30th.
 - (CS) Dirk has done all the leg work
 - (BM) funds from the account will need to be voted on in the Spring by the board before moving forward
 - Claire to send the board a reminder in the Spring to vote on this funding
- (CS) we have had several requests for skating and hockey and would like to put a rink on the ballfield. We would need help with it, was going to ask Jim (Adler/Fire Chief)
 - (BM) having been involved in the past of putting it on the ballfield, at the Fire Station, and behind the school, the school is the ideal location in my opinion; the ballfield is uneven, and snowmobile parking is a concern. At Grimaldi a space was graded specifically for a skating rink, so with some minor work, it is the flattest area, and the parking lot is plowed in the winter. Water access and electricity would need to be resolved. The town can request water access of the district. Committee could investigate the Grimaldi area with the fire department
 - (FD) you cannot run a hose across the street
 - (BM) recommend the committee look at the location and any work that needed to be done could be put out to bid if the Town voted to do so
 - (CS) – so maybe no skating rink this winter...
- (MC) are the sidewalks in the Comprehensive Plan? They need work.
 - (BM) No they are not
- (MC) the benches placed around the one-mile square were a direct result of the Andover Community Park survey
 - (BM) were the benches voted on at a rec meeting
 - (CS) Yes. We have provided meeting minutes as requested
 - (BM) we ask all Committees to come to the Board prior to placing things on Town property to discuss and approve the details (where to store, cost, maintenance, etc.)

- (BM) The Recreation Committee is not responsible carrying out the Andover Community Park (ACP) survey results. If there is part of the ACP grant survey the committee would like to take on, it should be brought to the Select Board first as the ACP grant was voted down by the Town, and we should ask the voters to approve money specifically for that part of the project. The Recreation funds approved at the 2025 Town Meeting were for specific items requested by the committee (\$1,350)
- (CS) We spent money on the pickleball equipment ~ \$200
 - (AC) that was taken from the left over 2024 funding due to timing of the purchase. The Committee has an additional \$1K in a designated account over
 - (BM) the Committee's responsibility is to oversee recreational areas and fixing liabilities should be priority over filling ACP requests. (F/E the swing set condition, (CS) in the past we brought it forward to the board concerns on the backstop at the ballfield to a prior board, as it was felt the backstop should be removed; (BM) we, as a Board, need to remove unsafe recreational equipment.
- The Committee had an old committee policy and was handed copies of
 - the most recent Recreation Committee policy dated 2013,
 - the Purchasing policy with guidelines on cost limits they can approve (up to \$250) and who they can purchase from, and
 - the Tobacco Free Recreational Areas policy they are responsible for implementing
- (BM) we encourage the Committee to review the committee policy and bring back to the Select Board proposed changes and we can revise together if necessary; policies can be changed by the board, Ordinances require the vote of the people
- (CS) We would be happy to have a list of items to work off
- (JT) We appreciate your proactive work, that you listen to feedback and do your research. It is exciting to have an active committee. Let us know when things are coming so we are on the same page
- (MC) for clarification – so before we decide to spend more money we have \$450 to spend?
 - (SM) the purchasing policy states that committees cannot spend more than \$250 before bringing it before the board for a vote
 - AC to provide the committee with an updated recreation spend report
- (CS) Bench update - we have permission to place the bench currently near the intersection on the end of Donna and Stan Morse's driveway for the remainder of the season. We are working with Per Tripp (Road Commissioner) to possibly be able to store the benches at the Town Garage

(See full audio for full discussion)

OLD BUSINESS

1. Waste Resources Policy

Discussion – (BM) have not yet reviewed the policy. (JT) drafted a proposed policy based on our Town desires related to waste fill with a permitted release form on one side and policy on the other side, based on state definition of town fill. Added a liability clause so if something happens it is highly recommended. (BM) the waiver most times will not apply when the Town goes on tax payer property to dump fill. (JT) Brian's right, 90% of the time waivers are not honored, but it was recommended we add it. (BM) I promise I will review it this week.

2. **Tree Growth Vote (Stickney)**

Motion to we go with O'Donnell's recommendations for the Tree Growth penalty for the Stickney Property made by BM and second JT

Discussion – See full discussion 9/30/25 meeting minutes – vote was not taken and rectified at this meeting.

Vote – Carried

3. **ATV Traffic/Air BNB Communication**

Discussion – In the past we have sent letters to owners.

- (DG) why are there certain roads with (ATV) access and some not? Why are we catering to South Arm vs Farmers Hill?
- (BM) people have requested to have their road to be open – based on surveys of property owners on the roads. We have had little complaints from the South Arm Road and a few on the trail on Rt. 5 going to the Campground (State Road/meets their specs) to the trail; Sawyer Notch and Upton Roads denied due to property owner votes.
- (JT) we did have a request for a Town-wide...
- (BM) word is we can expect something to vote on at the next Town Meeting on Town-wide ban of ATV's on the roads

4. **Hussey & Son Contract**

Motion to approve the contract with \$8,300 deposit due, \$8,300 due once flooring is down, and \$8,400 upon completion made by BM / seconded by JT

Discussion – Anticipated start date end of October and done by November 2nd. See contract document for specific details

Vote - Carried

NEW BUSINESS

1. **Recreation Request – Claire Sessions**

Discussion - see Department Head Updates and audio for full discussion

2. **Intelsat US LLC BETE Application**

Discussion – Amber to forward to Matt – too late for 2025

3. **2025/26 Tax Rate Commitment**

Motion for Special Select Board Meeting on Thursday, 10/9 at 3 p.m., at the Town Office, to set tax commitment made by BM /seconded by JT

Discussion – Special Meeting on Thursday to allow time for adjustments based on new information from the State regarding FEMA funds

Vote - Carried

4. **Permission to pay Intermedia online Via Credit Card**

Motion to pay Intermedia online using a credit card made by BM / seconded by JT

Discussion – (AC) this is our new phone system; it avoids the \$25 monthly check fee.

Vote – Carried

OTHER BUSINESS

1. **Signed Letters** re: Personal Property and Speed Limit Sign Placement
2. **HMPG Application Update – (Cross Street Culvert Grant) Mtgs/Timeline Discussion**
 - (BM) regarding the project on Cross Street to update to a box culvert. Discussed how much it would cost to fix it based on figures (~\$400,000) in a formula that would give you a headache. Request the office staff prepare a schedule for labor rate and equipment rates for dump truck and backhoe to assist us in providing this estimate. The grant would pay 90% of the cost and the Town part would be 10%, out next meeting is Wednesday, October 8, 3:30 p.m. on Zoom
3. **Fire Station Door Bid Update** – SM reported building contractor Rick Stout from Grey, an Andover property owner, has picked up the bid specs for the fire station door and will call Jim Adler to discuss further and hopefully submit an estimate. *(Note – no bids were received after posting the notice for them)*. He was very interested in doing the job as he has done several large garage doors projects in the area

EXECUTIVE SESSION

None

ADJUSTMENTS TO AGENDA

1. **Bid Time Period**

Discussion - SM asked the Board to consider allowing at least a 3-week time frame for future bids to allow enough lead time to get the information out to contractors and for contractors to respond as newspapers now only run every two weeks and slower mail (secretary has been moving process to email whenever possible)

- (JT) looked up current policy and currently bids have to be posted in the newspapers which has brought very little, if any, results, was adopted 2016, noting that the future is to be stamp less
- (BM) ideally, we create a list of all types of contractors with email addresses

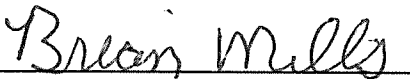
MEETING ADJOURNMENT

Motion to adjourn meeting at 7:32 p.m. made by BM and seconded by JT

Discussion – None


Vote - Carried

Full meeting audio available upon request: SB MM AUDIO 10.07.25



Brian Mills, Chair

Date: 10.14.25



Justin Thacker