

Select Board Meeting
October 28, 2025
Andover Town Hall, 5:15 p.m.

Posted agenda is subject to change

**Please see audio meeting minutes for full discussions as noted below*

MEETING ATTENDANCE

Selectboard Members: Brian Mills (BM) & Justin Thacker (JT)

Secretary to the Board: Susan Mills (SM)

Department Heads:

Mark Thurston, Transfer Station

- See Old Business, Item 6 below

Jim Adler, Fire Station

- Large Diameter Hose – Jim provided three quotes for a large diameter hose to the Board: Industrial Protection Service’s (IPS), Heiman Fire Equipment, and Darley

Motion to purchase up to \$14k of large diameter hose from ISP out of New Hampshire made by Brian, seconded by JT

Discussion – JA - each truck carries about 1200 feet. We are down to 8 lengths on one truck and not carrying what we set the trucks up to carry *

Vote – Carried

- Jim has been in contact with Per regarding his lift for removing the trees next to the fire station
- Jim will see if the firefighter is still interested in purchasing the old truck as original potential purchaser did not pan out; he will report back how it goes
- Have not talked to the contractor – it’s going to be a one-day job; BM - want another week to track them down? JA - Yes
- Playground update –plans are drawn up and hopefully in the spring we can make it happen

Amber Cooper, Treasurer

- Covered under Agenda items

Board / Committee Members:

None

Citizens:

Barb Simmons, Margaret Madigan, Hannah Thacker

MEETING CALLED TO ORDER & FLAG SALUTE at 5:20 p.m. by BM, seconded by JT

SELECT BOARD UPDATES

Brian

- Requested secretary get a copy of the Oxford County Budget provided at the 10/21 workshop
- Met with FEMA this afternoon (10/28) about the emergency repairs invoice; Josh Tallman provided a response showing how it was reimbursed to us through previous payments and jobs that fit a permanent status; according to Josh it has been designated and paid – good news; in limbo is the money for work that has not been finished
- Paving request for South Arm Road; on agenda

Justin

- Attended the Oxford County Budget meeting last week
- Contacted property owner next to Fire Station to notify him the HWY department will be bringing down the trees before snow flies
- Revised the Waste Fill Policy (on agenda)
- Did we find the meeting minutes from 6/24/25? SM - Not yet; JT – Brianne did them; SM – I will email Brianne
- Called that state for follow up to the new GA admin hour requirement and there is no loop hole for towns our size. Starting in January the GA hours have to be available 10 hours a week at the office; I cannot accommodate that schedule
 - BM – we cannot require the Town Clerk to do it - what has been the feedback from other towns?
 - JT – Larger towns, like Portland, have large GA officials; in smaller towns the Town Manager, Tax Collector or Town Clerk make up 80% of the GA administrators; chat questions are what do we do if we can't do it?

CITIZEN REQUESTS/ANNOUNCEMENTS – follows Roberts Rules of Order

MM – asked about the County budget; Board – it's going up

MEETING MINUTES - APPROVAL

1. **Motion** to approve Meeting Minutes dated 10/21/25 made by BM, seconded by JT
Discussion – None
Vote - Carried

WAGE WARRANT #18

1. Wage Warrant #18

Motion to pay Wage Warrant #18 in the amount of \$5,417.98 made by BM, seconded by JT

Discussion - Payroll

Vote - Carried

2. Adjusted Wage Warrant #17

Motion to pay adjusted Wage Warrant #17 original amount of \$4,927.05, with additional fees of \$840.93 for a new total of \$5,767.98 made by BM, seconded by JT

Discussion – Taxes; JT – Want it on the record, if in the future, we find the Select Board down to two individuals, as most of both our terms it has been, we may want to review the pay of the Board members (if it's going to be just the two of us)

Vote - Carried

FINANCIAL WARRANT #18

1. **Andover School**

Motion to pay Andover School (October) \$107,742.00 made by BM, seconded by JT

Discussion – JT – did the Superintendent respond to our request for Quarterly reports to us? BM not that I am aware of; I did get some questions about the difference between municipal and school and I know more will come up. Secretary is checking with O'Donnell's to confirm the %'s listed on the tax bills are accurate

Vote – Carried

2. **Med-Care**

Motion to pay Med-Care in the amount of \$2,695.00 made by BM, seconded by JT

Discussion – BM – any new representative applications? SM - no

Vote – Carried

3. **Secretary of State**

Motion to pay Secretary of State in the amount of \$1,276.75 made by BM, seconded by JT

Discussion – None

Vote – Carried

4. **Waste Management**

Motion to pay Waste Management in the amount of \$1,574.07 made by BM, seconded by JT

Discussion – None

Vote – Carried

5. **Remainder Warrant #18**

Motion to pay remainder of Warrant #18 for a total of \$115,643.05 made by BM, seconded by JT

Discussion - None

Vote – Carried

DEPARTMENT HEAD REPORTS

None

BOARD/COMMITTEE REPORTS

None

OLD BUSINESS

1. **Recreation Committee Donation (10/21/25 carry forward)**

Motion to pay for the benches from the Recreation Designated account and put the bench donations into the Designated account and replace the money back into the general Recreation account made by BM, seconded by JT

Discussion – BM - the benches were not budgeted and paid for out of the general Recreation funds; can we flip flop the funds? AC – We don't have to accept donations however, exceptions have been made and certain groups have Designated accounts for donations. Donations shouldn't be mingled with General Fund money. We should have some rules around accepting donations; SM – we can check the Policy Book and also the Andover Library paperwork to see if it is mentioned; BM - should

be voted on or not for all departments; JT – I will work on drafting a Donations policy; BM - we could run into issues with donations; JT – you cover this with the policy wording.

Vote – Carried

2. **Waste Fill Policy**

Motion to accept and adopt Andover Fill Policy made by BM, seconded by JT

Discussion – JT – as recommended, changed to read Andover Fill Policy; covered under liability per United Insurance

Vote – Carried

3. **Tax Commitment % on Bills**

Discussion – BM – I don't have an answer the numbers are always calculated accordingly, have we contacted Matt at O'Donnell's; SM – yes, they have experienced server issues recently and emails sent were not received; I spoke with them today as a follow up and Matt will respond as soon as possible – they are in training this week.

4. **Transfer Station Stickers**

Discussion – SM – the stickers were not budgeted for this year estimated cost is \$2/each; AC - where should that money come from? It has come from the General Government account because it is not Town mandated. BM - We will address in the 2026 budget.*

5. **Roads Update**

Motion to have Pike pave the reclaimed piece they did for us under FEMA on the South Arm Road a few weeks ago made by BM, seconded by JT

Discussion – Pike is coming to pave the County piece. Steve (Swasey) is planning to have the Lohnes Road done by that time, but not concerned about that one at this time

Vote – Carried

6. **Transfer Station Dumping**

Discussion – MT – the CEO stopped by the Transfer Station a few weeks ago explaining he is working with someone on East B Hill Road to clean up his property, and the guy made a remark to the CEO that he took items to the dump and it was turned away. The person told me it was from out-of-state, so I turned it away. The CEO mentioned it would be helpful if we could take it. If it (that direction) comes from the Select Board, I would do as told. JT – The debris is from out of town? MT – yes. I took the items that belonged to him. BM - if he has admitted to it being out of town trash, he can pay a \$250 fine for illegal dumping if he is bringing items into town and then bring them in. MT – I have had 3 or 4 incidents this summer. BM – he needs to get dumpster; JT – we can't be paying for out of town trash. *

NEW BUSINESS

1. **Signature for Box Culvert Grant**

Discussion – Changed to another day this week

2. **Appoint Recreation Members (Town Meeting Nominations: Sessions, Emery, Cloutier)**

Motion we appoint Claire Sessions, Mary Cloutier, and Carol Emery as official members of the Recreation Committee made by Brian, seconded by JT

Discussion – BM - If we nominated them at Town Meeting, and the people voted on the nominations, I consider that as official; JT – I believe that the current Recreation Policy states they are appointed by the Select Board at their next regular meeting. My concern was around a member who resigned, and they shouldn't vote (as a committee member) until appointed by us. BM - you can't show up, not appointed, and vote. As for their email the Select Board on the Recreation Policy changes, there are things we cannot change as a Select Board so we need to get them in and have a discussion. *

Vote - Carried

3. 2026 Budget Planning Discussion

Discussion – AC – I would prefer to work as a group to develop the budget, workshops on the budget not just the committee; BM - I think we are to a point, I appreciate your concern and suggestion to change it moving forward, it is a lot of work. To adhere to the Budget Committee Ordinance is a tremendous effort. AC - what is the point of the committee? JT - checks and balances; BM - Advisory according to this Ordinance. JT - do we have someone who oversees Ordinances? BM – Most (Ordinances) will refer to who should be reviewing it. I don't disagree with this conversation, but we need a professional (Town Manager/Administrator) in the office as it is a lot of work to get this Ordinance established and to be presented in the manner of which it should be. JT – as far as the Ordinance, if we have a special meeting, we can take from the floor and try to apply updates to this Ordinance. AC – let's get this budget committee and every quarter I can give them the numbers so they have an idea of money being spent. JT – I think that would be beneficial and it would be helpful if we move back to a March meeting. BM - we can notify past members to see if they wish to serve moving forward. MM – I have been on the committee many years and it gets easier over the years and beneficial for new folks who are blinded and confused with department head budgets, but by the end it opens their eyes to the process. It is helpful to be on more than one year. See the tape for full discussion.

Vote - Carried

4. Painting

Discussion – AC is it possible to use a comp hour or pay from Reno account? BM – out of renovation account.

5. Posting Crockett Bridge (25 Ton Limit)

Motion to post the Crocker (Crockett) Bridge by the highway to lowering weight limit to 25 tons made by BM, seconded by JT

Discussion – there is a deadline stated in the letter we received from MDOT

Vote – Carried

6. Office Renovation - Items

Motion to allow up to \$5k for desks and shelving for the Town office made by BM, seconded by JT

Discussion – AC – for items needed for the renovation that the construction budget will not cover, there is \$5K (of \$30K) in the account. BM – so it is in the same account and has already been approved? AC – Yes. If we don't have to use it we won't, but we are pretty sure Hussey will need all of the \$25k budget per their contract; BM – I ask that you go look at it (desks) prior buying it there a lot of junk sold for furniture. *

Vote – Carried

OTHER BUSINESS/FYI

1. General Public Notices Posting on Town Office Bulletin Board

Discussion – JT – on maine.gov there is a procedure who officially has to post what materials. BM – research what we are required to post by law and then move forward.

EXECUTIVE SESSION

ADJUSTMENTS TO AGENDA

Mitigation Grant and procedure on bidding – I think Beth redid for us and not sure what else is needed but look for an email tomorrow.

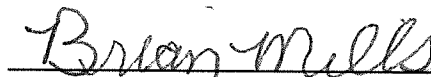
MEETING ADJOURNMENT

Motion to adjourn meeting at 7:25 p.m. made by BM, seconded by JT

Discussion – None

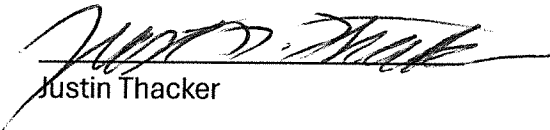
Vote – Carried

Full meeting audio available upon request: SM MTG AUDIO (date of meeting above)



Brian Mills, Chair

Date: 11.4.25


Justin Thacker