

**BOARD OF SELECTMEN MINUTES**  
**JULY 28, 2008**

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**I. Call to Order/Roll Call**

Chairman Teichert reconvened the meeting of the Public Session from the Executive Session attended by Selectmen Lyman, Vispoli, Teichert, and Major and called the meeting of the Board of Selectmen to order at 7:10 P.M. in the Selectmen's Conference Room at the Town Offices. Present at the Regular Meeting (by roll call) Chairman Teichert – Y, Selectman Stabile – Y, Selectman Lyman – Y, Selectman Vispoli – Y and Selectman Major – Y. Town Manager Buzz Stapczynski was also present. The meeting was duly posted and cable-cast live.

**II. Executive Session**

Chairman Teichert called the Board of Selectmen's Meeting to order at 6:30 P.M. in the Board of Selectmen's Meeting Room in the Town Offices. Present were: Chairman Teichert, Selectman Major, and Selectman Vispoli. Selectman Lyman arrived at 6:35 P.M.

On a motion by Brian Major and a second by Alex Vispoli, it was voted to go into an Executive Session to discuss collective bargaining strategy with the School Committee and to return to Open Session.

Roll Call Vote: Chairman Teichert – Y, Selectman Major – Y, Selectman Vispoli – Y.

On a motion duly made and seconded, it was voted to adjourn the Executive Session and return to Open Session at 7:10 P.M.

Roll Call Vote: Chairman Teichert – Y, Selectman Major – Y, Selectman Vispoli – Y.

**III. Opening Ceremonies**

Chairman Teichert asked for a Moment of Silence followed by the Pledge of Allegiance.

**IV. Communications/Announcements/Liaison Reports**

The Town Manager thanked everyone involved with Fox TV's Zip-Trip to Andover especially Assistant Town Manager Steve Bucuzzo and members of the Andover Business Center Association. The Zip-Trip was a huge success and Andover received a tremendous amount of publicity.

Town Manager Stapczynski made the following announcements:

- The Board will visit the Melmark School on Monday, August 4<sup>th</sup> at 9:30 A.M.
- Congratulations to Fire Chief Mansfield for being elected to the Essex County Fire Chiefs Association Board of Directors.
- Plant & Facilities Director Joe Piantedosi is preparing the Annual Energy Report for FY-2008 and will present it to the Board at a future meeting.

The Town Manager also commented on the severe storms of last week stating there was water in areas where water had never been before. Drains are full and the residents on Binney Street were flooded out of their homes due to a culvert runoff on Rte 495 (State-maintained). Anyone wishing to contribute to a fund established to help the DiStefano family get back on their feet should contact the Human Resources Department.

Selectman Lyman said the Senior Center will offer a lobster roll lunch on August 5<sup>th</sup>, Grill Nights on Wednesdays from 6-8 P.M. as well as Patio Parties on Friday afternoons at 2:00 P.M.

Chairman Teichert thanked the Fire Department, Police Department and the DPW for their quick response and removal of the downed tree in the Harold Parker area.

**V. Citizens Petitions and Presentations**

John Pasquale, Whittier Street, asked when the Board would discuss the Fire Department. He also mentioned that the inspection certificate for the elevator in the Town Building expired in April 2008.

Mary Carbone, 3 Cyr Circle, asked if the guardrails on Lincoln Street could be replaced when the street is resurfaced after the gas company completes their work.

**VI. Regular Business of the Board**

**A. Amendments to the Traffic Rules and Regulations**

Safety Officer Edgerly reviewed the recommended amendments to the Andover **Traffic Rules and Regulations** regarding “Drop Off/Pick Up” at the Doherty Middle School as follows:

1. Schedule 1, Article V, Section 2 – PARKING:

- **Add “Drop Off/Pick Up Only – 7:00 A.M. to 4:00 P.M. – School Days” on the east side of Bartlet Street from the Doherty Middle School Exit to the Town Offices Entrance.**
- **Add “No Parking” on the east side of Bartlet Street from the Town Offices Entrance to the Town Offices Parking Lot.**
- **Add “No Parking” on the west side of Bartlet Street from Punched Avenue to Morton Street.**
- **Add “All Day Parking” on the east side of Bartlet Street from Morton Street to the Doherty Middle School Exit.**
- **Delete “No Parking” on the east side of Bartlet Street from Morton Street to the Town Offices Parking Lot.**

Selectman Major motioned to approve the amendments to Schedule 1, Article V, Section 2 – PARKING as printed. The motion was seconded by Selectman Stabile, voted 5-0 and approved.

A communication will be sent out to all parents of students at the Doherty Middle School regarding the Pickup/Drop-off Changes.

2. Schedule 1, Article V, Section 2 – PARKING:

Police Chief Pattulo said the lot behind the Town House is usually the busiest and

most desired parking lot in-town. In an effort to discourage employees from parking there all day long, twenty spaces in the first island of the Park Street Village lot will be allocated for all day parking at a rate of \$4.00 per day. This will free up much of the prized parking spaces in the main lot and create more of a turnover. Meter rates at the Town House lot will be increased also. The Andover Business Center members voted in favor of the change and will explain it to their employees.

The recommended amendments are as follows:

- Increase parking meter rate in Municipal Lots #2 (Town House) and #3 (Park Street Village), Barnard Street and Park Street to \$1.00 per hour.
- Designate twenty (20) spaces in Municipal Lot #3 (Park Street Village) as **“All Day Parking” (no time limit). Parking rate remains the same (\$.50 per hour - \$4.00 per day) in Pay-in-Display machine which will be moved from Shawsheen to this location to accommodate “All Day Parking”.**
- Add five (5) additional free parking spaces (30-minute limit) in Municipal Lot #2 (Town House).
- Increase time limit on free space in Municipal Lot #3 (Park Street Village) from 15 minutes to 30 minutes.
- All other time limits and rate remains the same (\$.50 per hour).

Selectman Major motioned to approve the amendments to Schedule 1, Article V, Section 2 – PARKING as printed in the agenda with one change, to strike out Park Street Village in the first recommendation. The motion was seconded by Selectman Lyman, voted 5-0 and approved.

#### **B. Election Warrant**

Selectman Vispoli motioned for the Board to sign the Warrant for the State Primary Election to be held on September 16, 2008. The motion was seconded by Selectman Major, voted 5-0 and approved.

#### **C. Town Accountant**

Selectman Lyman and Selectman Vispoli have worked on the re-appointment process for the Town Accountant. They will outline goals as part of the process to **renew the Town Accountant’s contract. Suggestions can be emailed to Mary Lyman.**

#### **D. Positions to be Filled in FY-09**

The Town Manager reported he has met with the Department of Community Services Director as well as the Director of Plant and Facilities to discuss the two positions that have remained vacant for six months that they are seeking to fill. These are not new positions, both previous incumbents retired. Since 2002 only two positions have been added. Positions have held steady while services and programs have increased. All departments are looking at their staffs to do more with less but you need the basic staffing to do that. The DCS position is paid for

through their revolving fund account. The Board discussed the justification for hiring at this time and the impact on future budgets. Selectman Lyman asked if the DCS position could benefit other departments (Elder Services/Youth Services/DCS) or offer a central registration position that is funded from each department's revolving account.

Selectman Vispoli motioned to approve the two positions as requested by the Town Manager. The motion was seconded by Selectman Stabile, voted 4-1 and approved. Selectman Lyman was opposed.

**E. FY-09 Goals & Objectives**

The Board continued their discussion of the FY-09 Goals & Objectives. They reviewed the subtopics and goals discussing what items to change or delete and what is a continuation. One objective for the departments is how much they are going to have to reduce spending by and what the outcome will look like. Communications with the Department Heads for suggestions will be important. Ideas on how to improve efficiencies and costs and how to better utilize the website were discussed. The Town Manager spoke about the Pension System stating that Andover was 100% invested in PRIT in 2007.

**VII. Approval of Consent Agenda Items**

**A. Appointments and Re-appointments**

Selectman Vispoli motioned to approve the recommendation of the Town Manager to approve the following appointments. The motion was seconded by Selectman Major, voted 4-1 and approved. Selectman Lyman opposed.

<b>DEPARTMENT</b>	<b>POSITION</b>	<b>RATE</b>	<b>EFF. DATE</b>
<u>DEPARTMENT OF PUBLIC WORKS – Highway Division</u>			
Timothy R. LeGrow	Equipment Operator (v. P. Nowell)	IW3-1-0.	7/14/08
<u>PLANT &amp; FACILITIES DEPARTMENT – Building Division</u>			
Amy P. Ryan	Junior Custodian – PT (v. W. Young)	W1-1	8/2/08
<u>FIRE RESCUE DEPARTMENT</u>			
William D. Loehr	Lieutenant (v. G. Milne)	G730-1-3	7/20/08
James L. Landry, Jr.	Lieutenant (v. L. Pierce)	G730-1-1	7/20/08
<u>YOUTH SERVICES</u>			
Christopher Harris	Counselor – PT	C2A	6/23/08
<u>COMMUNITY SERVICES</u>			
Michael E. Kaluzny	Summer Theater Counselor – PT		7/11/08
Madelaine M. Corliss	Summer Theater Organizer – PT		7/7/08
Elizabeth L. Johnson	Drama Teacher – PT		7/21/08

\*\*\* Varies with course/program

**B. Vehicle for Hire License**

Selectman Stabile motioned to approve the request of Jose J. Javier, d/b/a Central Car Services, to change the business address on his current Vehicle for Hire license from 2 Dundee Park, Suite B-08, Andover, to 1 Dundee Park, Suite 7, Andover with the continued condition that no taxi or livery vehicle be housed at the Andover address.

The application has been reviewed and approved by the Police Department, Inspector of Buildings/Zoning Enforcement Officer and the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license. The motion was seconded by Selectman Vispoli, voted 5-0 and approved.

**C. Road Race**

Selectman Lyman motioned to approve the request of Veryl D. Anderson, Executive Director of the Professional Center for Child Development, to conduct their annual “Trot for Special Tots” road race through the streets of Andover on Sunday, October 19, 2008 beginning at 10:00 A.M. at the Center using the same route as in previous years. Arrangements have been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Vispoli, voted 4-0-1 and approved. Chairman Teichert abstained.

**D. Block Parties**

Selectman Stabile motioned to approve the request of Danielle O’Brien, 10 Lincoln Circle, to block off Lincoln Circle from #31 to #38 on Saturday, September 6, 2008 (rain date – September 14, 2008) from 2:00 P.M. to 7:00 P.M. for a neighborhood block party. The motion was seconded by Selectman Major, voted 5-0 and approved.

Selectman Stabile motioned to approve the request of David Gilbert, 8 Yale Road, to block off his street on Saturday, September 6, 2008 (rain date – September 7, 2008) from Noon to 4:00 P.M. for a neighborhood block party. The motion was seconded by Selectman Major, voted 5-0 and approved.

Arrangements for both requests have been reviewed and approved with conditions by the Police Department.

**VIII. Approval of Minutes of Previous Meetings**

Selectman Major motioned to approve the minutes of the Regular Meeting of June 16, 2008. The motion was seconded by Selectman Vispoli, voted 5-0 and approved.

Selectman Major motioned to approve the minutes of the Regular Meeting of June 23, 2008. The motion was seconded by Selectman Lyman, voted 5-0 and approved.

Selectman Major motioned to approve the minutes of the Regular Meeting of June 30, 2008. The motion was seconded by Selectman Lyman, voted 5-0 and approved.

Selectman Major motioned to approve the minutes of the Regular Meeting of July 14, 2008. The motion was seconded by Selectman Lyman, voted 5-0 and approved.

**IX. Adjournment**

Selectman Major motioned to adjourn the Regular Meeting of the Board of Selectman. The motion was seconded by Selectman Vispoli, voted 5-0 and approved. The meeting adjourned at 9:20 P.M.

*Respectfully submitted,*

*Dee DeLorenzo, Recorder*