

**BOARD OF SELECTMEN MINUTES
OCTOBER 20, 2008**

I. Call to Order/Roll Call

Vice Chairman Alex Vispoli called the Open Session meeting of the Board of Selectmen to order at 7:02 P.M. in the Selectmen's Conference Room at the Town Offices. Present at the Regular Meeting (by roll call) were: Vice Chairman Vispoli – Y, Selectman Stabile – Y and Selectman Lyman – Y. Town Manager Buzz Stapczynski and Town Clerk Randy Hanson were also present. The meeting was duly posted and cable-cast live. Selectman Teichert arrived at 8:35 P.M.

II. Opening Ceremonies

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

III. Executive Session

Vice Chairman Vispoli called the meeting of the Board of Selectmen to order at 5:35 P.M. in the Selectmen's Conference Room in the Town Offices. Present were: Vice Chairman Vispoli, Selectman Lyman and Selectman Stabile. Selectman Teichert arrived at 5:40 P.M.

On a motion by Selectman Lyman and a second by Selectman Stabile it was voted to go into an Executive Session to discuss collective bargaining and to return to Open Session. Roll Call Vote: Selectman Lyman – Y, Selectman Vispoli – Y, Selectman Teichert – Y and Selectman Stabile-Y.

On a motion duly made and seconded it was voted to adjourn the Executive Session at 7:00 P.M. to return to Open Session.

IV. Communications/Announcements/Liaison Reports

The Town Manager said the Citizen Survey Project is moving along well with 54% of the responses received. The results of the data will be presented at the Mid-year Review Meeting on November 18th at 7:00 P.M. at Memorial Hall Library.

The Main Street Project is also moving along and they expect to have the concrete for the sidewalks poured over the next two weeks and completed by November 1st.

The Veterans Day program on Tuesday, November 11th will begin at 10:00 A.M. at West Parish Church then move to Spring Grove Cemetery for 11:00 A.M. and to Ballardvale Green for 12:00 P.M.

The Annual Holiday Parade hosted by the Andover Firefighters will be held on Sunday, November 30th from 12:00 P.M. to 2:00 P.M.

Congratulations to Karen Hermann who has been recognized by the Essex National Heritage Commission for her work on historical preservation.

Town Clerk Randy Hanson reminded everyone that Election Day is Tuesday, November 4th. Voting will be at the AHS Field House and the Senior Center. She encourages everyone to view the documents listed on the Town Website (under Town Spotlight) which include precinct information, the full ballot and the shuttle bus website. Traffic will be heavy and if possible, voters should try to come during the day. Voters in Precinct 1, 7, and 8 will vote at the Senior Center.

Selectman Stabile said the Andover Cultural Council is holding a concert to benefit breast cancer at the Rogers Center for the Arts at Merrimack College on Monday, October 27th at 7:30 P.M. Additional information is available at www.andoverchambermusic.org.

The Town Yard Task Force will meet on Thursday, October 23rd at 7:30 P.M. in the Board of Selectmen's Conference Room.

Selectman Lyman said the Board has received many letters complimenting the Director of Veteran Services Michael Burke and Town Clerk Randy Hanson.

Selectman Lyman also announced that the Friends of the Senior Center will hold their second annual dance on Saturday November 1st at the Old Town Hall. Please contact the Senior Center or email FOSC@comcast.net for ticket information.

Selectman Lyman inquired about the advertisement for a project manager for the School Building Committee. The Town Manger said part of the approval process is to prove that we have the staff for the project. A meeting with the MSBA is scheduled for November 3rd and the Town Manager will request a financial update from MSBA and share the information with the Board.

Selectman Vispoli congratulated the Andover Fire Rescue Department on their successful Open House Program held last weekend.

V. Citizens Petitions and Presentations

John Pasquale, 47 Whittier Street, gave a presentation to be considered in the CIP Process. His presentation covered Communication Decisions (know who the stakeholders are, encourage them to buy in on the goals to eliminate conflicts) and Enhancements to Improving the CIP (have priorities that tie into the criteria, and apply management tools). Mr. Pasquale stressed that Andover residents are the stakeholders in the decisions made. He asked that the Board consider a set of criteria for his suggested priority list:

- | | |
|---------------------------------|------------------------------------|
| Citizen Safety – infrastructure | Review projects that generate cash |
| Critical public safety items | Major community issues |
| Facility upgrades | Vehicle upgrades |
| Other – Senior Citizens | |

The Board thanked Mr. Pasquale for his presentation.

Pam Dunn, 12 Prospect Road, inquired about the status of the request for an independent analysis of the area where Omni-Point is to place a 125' cell tower. The Board will discuss this request and suggested she check with the Town Manager on the next steps to be taken.

Mr. Pasquale would like to see a position statement from the Town on the proposed power plant to be built in North Billerica on the border of Tewksbury. The Board will ask Tom Carbone to present information at a future meeting.

VI. Regular Business of the Board

A. Town Technology

Selectman Vispoli distributed a draft proposal of the Town Technology Plan to the Board which was followed by a discussion on the direction of the plan. A goal-based

agenda will be established for a committee to follow, suggestions from Town Departments gathered and recommendations for a scope of service study established with a preliminary stand alone report for the Town presented in January. School Committee Chair Deb Silberstein said the School Department would also conduct a study and present a scope of services. Dr. Bach talked about hiring a consultant to guide the committee through the assessment process. The central objective is to determine how the two Technology Departments can be consolidated into one infrastructure that would be more efficient, effective, and save money.

Selectman Lyman motioned to move forward with the assessment of the Town Technology Plan within the time frame presented with the stipulation to re-evaluate the idea of using an outside vendor if a five-member committee is not established by November 7, 2008. The motion was seconded by Selectman Stabile, voted 3-0 and approved.

B. Capital Improvement Program

The Town Manager distributed a list of CIP items that have been submitted for fiscal year 2010. Dollar amounts for the items listed are still a work in process as the amounts are being negotiated due to the current fiscal climate. If possible, a copy draft of the CIP showing costs will be provided prior to being printed. Additions to the CIP list should be submitted to the Town Manager by mid-December.

C. Future Meeting Dates

The Board agreed to the following meeting dates: Regular Meeting of the Board on November 3rd and November 17th with the Mid-Year Review on November 19th. A Tri-board Meeting on December 1st and a Regular Meeting on December 15th, January 5th and January 26th.

VII. Approval of Consent Agenda Items

A. Appointments and Re-appointments

Selectman Teichert motioned to approve the following appointments as recommended by the Town Manager. The motion was seconded by Selectman Lyman, voted 4-0 and approved.

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>YOUTH SERVICES</u>			
Afton D. Cuomo	Supervisor – PT	C8C	10/3/08
Jennifer A. Malloy	Counselor – PT	C4C	10/3/08
Elizabeth N. Gamer	Counselor – PT	C4C	10/3/08
<u>TOWN CLERK’S OFFICE</u>			
Marcie Colaneri	Pollworker – PT	\$8.00/hr.	10/21/08
Mary V. Giata	Pollworker – PT	\$8.00/hr.	10/21/08
Zeff Marusich	Pollworker – PT	\$8.00/hr.	10/21/08

B. Vehicle for Hire Licenses

1. Academy Car Services Corporation

Selectman Stabile motioned to approve the request of Ramon Tapia, d/b/a Academy Car Services Corporation, 300 Brickstone Square, Suite 205, Andover, for a Vehicle for Hire license for ten vehicles. The request has been reviewed and

approved by the Inspector of Buildings subject to the condition that the vehicles used for the business are not be parked or stored at the business address of 300 Brickstone Square. The request has also been reviewed by the Town Clerk and is subject to the conditions as outlined to the Board and, if approved, that all other conditions of the Town are met prior to the issuance of the license. The motion was seconded by Selectman Lyman, voted 4-0 and approved.

2. Central Car Services

Selectman Lyman motioned to approve the request of Jose J. Javier, d/b/a Central Car Services, One Dundee Park, Unit 7, Andover, to change the name on his Vehicle for Hire license to Andover Mega Airport Transportation, Taxi and Private Car Livery Service, LLC, One Dundee Park, Unit 7, Andover and to give Mr. Javier one month to make the name change on his paperwork and cars. The motion was seconded by Selectman Stabile, voted 4-0 and approved.

Selectman Lyman motioned to also approve Mr. Javier's request to increase the number of licensed vehicles from twenty-five to thirty. The request has been reviewed and approved by the Inspector of Buildings subject to the condition that the vehicles used for the business are not be parked or stored at the business address of One Dundee Park. The request has also been reviewed by the Town Clerk and is subject to the conditions as outlined to the Board and, if approved, that all other conditions of the Town are met prior to the issuance of the license. The motion was seconded by Selectman Teichert, voted 4-0 and approved.

C. One-Day All-Alcoholic Beverage License

Selectman Lyman motioned to approve the request of Effie Pappas Brickman, on behalf of Sts. Constantine & Helen Greek Orthodox Church, 71 Chandler Road, Andover, for a one-day all-alcoholic beverage license for use on Saturday, November 1, 2008 from 6:00 P.M. to Midnight for the annual Dinner Dance at the Church. The request has been reviewed and approved by 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 Teichert, voted 4-0 and approved.

D. One-Day Beer & Wine Licenses

Selectman Teichert motioned to approve the request of John P. DeCourcy, on behalf of the Knights of Columbus, 10 Brook Street, Andover, for a one-day beer & wine license for use on Friday, November 14, 2008 from 7:00 P.M. to Midnight for a fundraiser at their Brook Street facility. The motion was seconded by Selectman Lyman voted 3-0-1 and approved. Selectman Vispoli abstained.

Selectman Lyman motioned to approve the request of Christina Haraxal, on behalf of Putnam Investments, 7 Shattuck Road, Andover, for a one-day beer & wine license for use on Wednesday, November 5, 2008 from 5:30 P.M. to 7:30 P.M. for a United Way event at their Shattuck Road facility. The motion was seconded by Selectman Stabile, voted 3-0-1 and approved. Selectman Teichert abstained.

The requests have been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the licenses.

E. Firefighters Holiday Parade

Selectman Stabile motioned to approve the request of Firefighter Michael T. Dalton, on behalf of the Andover Firefighters, for permission to conduct their annual Holiday Parade on Sunday, November 30, 2008 (rain/snow date – Sunday, December 7, 2008) from Noon to 2:00 P.M. through downtown Andover. He is also requesting permission to use the parking areas at the Doherty Middle School and close the following streets: Whittier Street, Elm Street from Whittier Street to Main Street, Main Street from Elm Square to Punchard Avenue, Punchard Avenue and Bartlet Street. The request has been reviewed and approved, with conditions, by the Police Department. The motion was seconded by Selectman Lyman, voted 4-0 and approved.

VIII. Approval of Minutes of Previous Meeting

Selectman Lyman motioned to approve the Minutes of the Regular Meeting of October 6, 2008 with revisions. The motion was seconded by Selectman Stabile, voted 4-0 and approved.

IX. Sewer Commissioners

Selectman Lyman motioned for the Board of Selectmen to adjourn to Sewer Commissioners with a second by Selectman Teichert. Roll call vote: Chairman Teichert – Y, Selectman Vispoli – Y, Selectman Stabile – Y and Selectman Lyman – Y.

Selectman Teichert motioned to approve the application for the Deferral of Sewer Betterments on Vacant Land located at 138 Holt Road – TM 43, TL 40. The Chief Assessor recommends approval as outlined in the Water and Sewer Commissioners Policy for Sewer Betterment Deferral Requests. The motion was seconded by Selectman Stabile, voted 4-0 and approved.

Selectman Teichert motioned to reconvene from Sewer Commissioners back to the Regular Session. The motion was seconded by Selectman Lyman, voted 4-0 and approved. Roll call vote: Selectman Teichert-Y, Selectman Stabile-Y, Selectman Lyman-Y, and Selectman Vispoli-Y.

X. Adjournment

Selectman Stabile motioned to adjourn the Regular Meeting of the Board of Selectmen. The motion was seconded by Selectman Lyman, voted 4-0 and approved. The meeting adjourned at 9:23 P.M.

Respectfully submitted,

Dee DeLorenzo, Recorder