

BOARD OF SELECTMEN MINUTES – FEBRUARY 9, 2009

I. Call to Order/Roll Call

Chairman Ted Teichert called the Regular Meeting of the Board of Selectmen to order at **5:37 P.M. in the Selectmen's conference room at the Town Offices**. Present at the meeting were: Chairman Teichert and Selectman Brian Major, Selectman Alex Vispoli, Selectman Mary Lyman (arrived at 5:45 P.M.) and Selectman Jerry Stabile (arrived at 5:45 P.M.). Also present were: Town Manager Reginald Stapczynski and Town Clerk Randy Hanson. The meeting was duly posted and cablecast live.

II. Opening Ceremonies

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

III. Communications/Announcements/Liaison Reports

Town Manager Buzz Stapczynski reported the following:

- The next Tri-Board meeting will be held that evening at 7:00 P.M. in the School Committee Room where he will present the **FY-2010 Town Manager's Recommended Budget**. The Superintendent of Schools will also present a summary of the FY-2010 School Department Budget. He said the Budget cover picture is the Andover mural done **in commemoration of the Town's 350th Anniversary** by well-known artist and long-time Andover resident the late Dorothy Piercy. He said he is pleased to honor her work and noted her daughter, Dee DeLorenzo, **is the Selectmen's recording secretary**.
- Inspector of Buildings Kaija Gilmore was recently honored by the Massachusetts Building Inspector Association as the recipient of the Francis R. Moran Building Inspector of the Year.
- Water Treatment Plant Chief Chemist Alan Carifio was recently named to the Northern Essex Community College Laboratory Science Advisory Committee.
- Veterans Services Director Mike Burke has announced that the U. S. Army Band will conduct a concert on March 16th at the Collins Center.
- Announced the upcoming Memorial Hall Library programs commemorating the 200th Anniversary of Abraham Lincoln beginning with a free program on February 18th at 7:00 P.M. by Stephen Wood, a Lincoln impersonator. He noted that the **"Andover Reads"** program will begin in April.
- Reported that funds in the snow budget have been expended for the year. He said we have had a record-setting 60 inches of snow to date. As required, he will submit a request to the Finance Committee to act on approval to overspend in this account.

Town Clerk Randy Hanson reported that the ballot for Town's Annual Election is set and read the names of those who appear on the ballot for the open positions.

III. Communications/Announcements/Liaison Reports (Cont.)

Ms. Hanson announced that the Town Offices Greeters program has been put into place. She and Karen Payne Taylor of the Senior Center have assigned residents in the Senior Tax Voucher Program to man the Town Offices information desk from 8:00 A.M. to 4:00 P.M. Monday through Friday.

Selectman Vispoli reported the Information Technology Committee has been meeting

regularly and will present the Board with a report later in the meeting. He also reported that the I-93 Task Force has set March 11th as the tentative date for a Public Information Forum at the Public Safety Center. He said his six-town regionalization group will meet with Leslie Kirwin on February 27th at the State House.

IV. Public Hearings

A. Regulations for Outdoor Dining – Continued Public Hearing

Town Clerk Randy Hanson reviewed the regulations and said upon further review by her staff and the Planning Division, they were recommending a lower application fee of \$125 from the initial recommendation of \$500 as the program was set up to encourage the use of the license and enhance the vitality of the downtown.

A motion was made by Selectmen Major, seconded by Selectman Lyman, to approve the lower fee of \$125 for an Outdoor Dining license. The vote was unanimous.

B. Alcoholic Beverage Policy Change – Continued Public Hearing

Town Clerk Randy Hanson reviewed the recommended **changes to the Board's Alcoholic Beverage Policy** and reported that the language was a change from what was presented at the January 26th meeting. She said the amended language has been reviewed by Town Counsel and will protect the Board from pocket licenses.

A motion was made by Selectman Vispoli, seconded by Selectman Lyman, to approve the policy change to the Alcoholic Beverage policy as amended. The vote was unanimous.

V. Regular Business of the Board

A. Information Technology Committee

Len D'Innocenzo, Chairman of the Information Technology Committee, appeared before the Board to give a status report **of the Committee's work to date**. He said the Committee has met weekly and made tremendous progress. He reported they have spoken with all four Town IT departments – Library, Public Safety, GIS and Town Offices – and have received tremendous support from them. He said the IT managers meet on a regular basis and the Committee is impressed with the high level of resources they provide.

V. Regular Business of the Board (Cont.)

A. Information Technology Committee (Cont.)

He reviewed their initial findings indicating the strengths, opportunities and concerns with recommendations as to how to address them. He informed the Board that at this point they need their direction as to how they would like them to proceed and whether their charge includes working with the School Department. **Mr. D'Innocenzo** reported there is interest among the Committee members to stay together because of the knowledge base they have acquired and the ability to prioritize the work that needs to be done in looking at areas of commonality.

The Board engaged in a discussion and commended the Committee for the work they have accomplished. School Committee Dennis Forgue informed the Board that Ray Tode, the

School's Director of Educational Technology and Information Systems, is interested in being involved with the Committee.

A motion was made by Selectman Vispoli, seconded by Selectman Major, that the Information Technology Committee start the collaboration process with the School Department and at the March 2, 2009 meeting provide the Board with a joint report for deliverables over the next month. The vote was 5 – 0.

B. Increase in Building Permit Fees

The Town Manager informed the Board that Inspector of Buildings Kaija Gilmore is requesting a fine of double the permit fee or \$100.00, whichever is greater, be assessed for work being performed without obtaining a Building Permit.

A motion was made by Selectman Lyman, seconded by Selectman Vispoli, to assess the fine for work being performed without obtaining a Building Permit as presented. The vote was unanimous.

C. Zoning Board of Appeals Vacancies

Chairman Teichert reported that he and Selectman Vispoli have reviewed the Talent Bank forms and will conduct 15-minute interviews on February 18th at 7:00 P.M. with four residents who have expressed an interest in serving as Associate Members of the Zoning Board of Appeals. He said recommendations for appointment will be made at the next Regular **Selectmen's meeting.**

D. 2009 Annual Town Meeting Dates

Town Clerk Randy Hanson reviewed the draft calendar she prepared for moving the Annual Town Meeting to May 26, 27 and 28, 2009. The first two nights would be held at the Collins Field House and the last night at the Collins Center.

V. Regular Business of the Board (Cont.)

D. 2009 Annual Town Meeting Dates (Cont.)

The Board engaged in a discussion regarding the loss of revenue at the Collins Center that this change may cause, how Departments will be affected in relation to the RFP and bid process timeline for approved projects, completing work on projects during the Summer months, the ripple effect and cost increases caused by delaying projects, contractual obligations regarding layoffs and the overall impact on the Budget.

Selectman Major said he felt a vote to change the dates could not be taken without receiving input from the Superintendent, Business Administrator and School Committee as to how the change will affect them. The Board agreed to discuss the change of dates at the beginning of the Tri-Board meeting that evening at 7:00 P.M.

VI. Approval of Consent Agenda Items

A. Appointments and Re-appointments

A motion was made by Selectman Vispoli, seconded by Selectman Lyman, and voted 5 –

O, that the following appointments by the Town Manager be approved:

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>COMMUNITY SERVICES</u>			
Colin Norris	Basketball Program – PT	C2A	12/6/08
Carter S. Afshin	Ski Program Monitor – PT	C2A	1/23/09
Kelsey A. Flannery	Ski Program Monitor – PT	C2A	1/29/09

A motion was made by Selectmen Vispoli, seconded by Selectman Lyman, and voted 5 – 0, that the following appointments to the Green Advisory Board be approved:

- Patricia Russell – Term expires 6/30/12
- Gregory Sebasky – Term expires 6/30/12
- Iric Rex – Term expires 6/30/12
- Amy Janovsky – Term expires 6/30/11
- Melanie Cutler – Term expires 6/30/11
- Thomas Barnes – Term expires 6/30/11
- Girish Rao – Term expires 6/30/10
- Brian Salazar – Term expires 6/30/10
- Leland DiMeco – Term expires 6/30/10

VII. Sewer Commissioners

A motion was made by Selectman Major, seconded by Selectman Vispoli, to adjourn from the Regular Meeting at 6:42 P.M. to act as Sewer Commissioners. A roll call vote was taken: Chairman Teichert – Y, Selectman Major – Y, Selectman Vispoli – Y, Selectman Lyman – Y and Selectman Stabile – Y.

A motion was made by Selectman Major, seconded by Selectman Stabile, to approve the following sewer abatement application:

- Joan Cohen, 27 Vine Street – a 50% abatement of the \$16,001.22 assessment for a new assessment of \$8,000.61 as per Sewer Commissioners January 24, 1972 policy of abating 50% of the final betterment for pumped systems. The main living area of this property is set at an elevation that requires pumping to reach the main sewer.

It was noted that the request has been reviewed and recommended for approval by the Department of Public Works as outlined in the Water and Sewer Commissioners Policy for Sewer Betterment Abatement Requests.

A motion was made by Selectman Major, seconded by Selectman Lyman, to adjourn from the Sewers Commissioners at 6:45 P.M. and return to the Regular Meeting. A roll call vote was taken: Chairman Teichert – Y, Selectman Major – Y, Selectman Vispoli – Y, Selectman Lyman – Y and Selectman Stabile – Y.

VIII. Adjournment

A motion was made by Selectman Major, seconded by Selectman Vispoli, to adjourn the meeting. The vote was unanimous. The meeting adjourned at 6:47 P.M.

Respectfully submitted,

Sandra Cassano
Recording Secretary